

# TORBAY COUNCIL

Report No: 90/2005

Title: **Acquisitions, Disposals and Contracts Over £50,000 and Leaseholds Over £25,000**

To: Executive on 26th April 2005

---

## **1. Purpose**

- 1.1. To seek approval from the Executive to proceed with proposals which will involve the expenditure of a sum in excess of £50,000 on acquisitions, disposals and contracts and £25,000 on leases.

## **2. Relationship to Corporate Priorities**

- 2.2 To raise awareness of organisational and strategic risks and use this to inform decision making and resource allocation.

## **3. Recommendation**

- 3.1 The recommendation for each matter is set out in each appendix to this report.

## **4. Reason for Recommendation and associated Key Risks**

- 4.1 The reason and risks for each matter are set out in each appendix to this report.

## **5. Alternative Options (if any)**

- 5.1 Any alternative options are set out in each appendix to this report.

## **6. Background**

- 6.1 In accordance with paragraphs 2.17, 2.18 and 2.19 of Part 3 of Torbay Council's Constitution (responsibility for functions), the attached schedule(s) contain details of proposals that require approval in relation to one of the following matters:
- (i) land or property acquisitions or freehold disposals where the estimated value of the land or property being acquired or disposed of exceeds £25,000 or (if a transaction is linked to another transaction) where the aggregate estimated value exceeds that amount;
  - (ii) leases where the term is for more than 21 years, the premium exceeds £25,000 or the rent (including any service charge) exceeds £10,000 per year or (if a transaction is linked to another transaction) where the aggregate relevant amounts exceeds those limits;
  - (iii) goods or services where the estimated or actual (whichever is the higher) total contract value exceeds £50,000 or (if a contract is linked to another contract) where the aggregate estimated or actual value exceeds that amount.

## **7. Appendices**

Appendix 1: Replacement accommodation for the Torbay Professional Development Centre

Appendix 2: Acquisition of vehicle for the collection of recycling material

<p>Corporate Priority:</p> <p>Placing learning at the heart of our community: Continuing to develop high-quality education.</p>	<p>Business Unit:</p> <p>Learning and Resources</p>
<p>Details of contract/address of property:</p> <p>To agree a lease with the South Devon College for the provision of replacement accommodation for the Torbay Professional Development Centre. The current leasing arrangement with South Devon College expires in July 2005.</p> <p>Address to be finalised:</p> <p>Torbay Professional Development Centre, care of South Devon College, Vantage Point, Long Road, Paignton.</p>	<p>Reason for Expenditure:</p> <p>Rent and service charge payments.</p>
<p>Recommendation:</p> <p>That the Director of Law and Support in consultation with the Director of Finance, be authorised to agree terms and complete a lease for training facilities with the South Devon College for a term not expected to exceed 15 years.</p>	<p>Reason for Recommendation:</p> <p>To continue to meet the professional Development needs of school staff, and to contribute towards the Corporate provision of accommodation for training, by for example Children's Services, Human Resources, IT Services and Adult Services.</p>
<p>Suggested Value:</p> <p>Lease terms to be negotiated by the estates service and initial discussions indicate agreement could be reached in the region of £7 per square metre for a 270 square metre area. This estimated figure of circa £23,000 includes all services and utilities.</p>	<p>Is budget available?</p> <p>Yes – this is predominantly a self-financing venture, funded by income from courses and events. The majority of the Income is sourced from external grants such as Standards Fund initiatives, as well as external customers such as SCOMIS and the University of Plymouth.</p>
	<p>Is this a Key Decision?</p> <p>No</p> <p>if so, give number:</p>

<p>Alternative options/Key Risks:</p> <p>Other options have been thoroughly considered by a group of senior and middle managers, and the outcome approved by our Strategic Director.</p> <p>There is no current alternative when it comes to providing training where IT facilities are integral. These include high speed Internet access, interactive whiteboards and video conferencing. Other training could be conducted in a range of hotel venues across the Bay, although this would limit resource availability and would significantly increase costs with regards to administration and preparation.</p>	<p>Legal implications:</p> <p>Entering into a lease agreement with the South Devon College.</p> <hr/> <p>Is the proposal supported by the Procurement Manager?</p> <p>Yes</p>
<p>Name of Executive Member with responsibility for this matter:</p> <p>Councillor McHugh, Executive Member for Children</p>	<p>Is the Executive Member in agreement with the proposal?</p> <p>Yes</p>
<p>Contact:      Name of responsible officer: Grahame Sherfield Telephone no: 01803 208217</p>	

Corporate Priority:  Valuing our environment.	Business Unit:  Direct Services and Waste
Details of contract/address of property:  Acquisition of vehicle for the collection of recycling material	Reason for Expenditure:  To assist in meeting recycling targets
Recommendation:  That the Strategic Director for Environment in consultation with the Executive Member for Environment, be authorised to accept the quotation that is identified as the most economically advantageous as determined by the evaluation criteria detail within the contract documents	Reason for Recommendation:  To increase recycling
Suggested Value:  Total contract value for chassis and body Estimate at £57,000.00.	Is budget available?  Yes - Defra Funds available £57,000.00
	Is this a Key Decision?  No  if so, give number:
Alternative options/Key Risks:  Failure to achieve recycling targets	Legal implications:  N/A
	Is the proposal supported by the Procurement Manager?  Yes
Name of Executive Member with responsibility for this matter:  Councillor Charlwood, Executive Member for Environment	Is the Executive Member in agreement with the proposal?  Yes
Contact:      Name of responsible officer: Jack Haley/Andy Dumont Telephone no: 01803 402924/402919	