

## TORBAY COUNCIL

Report No: F/29/04

Title: **Contracts valued in excess of £25,000**

To: The Executive on 30th March 2004

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**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 £25,000.

**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 2.10, 2.11 and 2.12 of Part 3 of Torbay Council's Constitution (responsibility for functions), the attached schedule(s) contain details of proposals that require approval for goods or services where the estimated or actual (whichever is the higher) total contract value exceeds £25,000 or (if a contract is linked to another contract) where the aggregate estimated or actual value exceeds that amount.

**7. Appendices**

Appendix 1 Carriageway Surface Dressing

Appendix 2 Disabled Facilities Grant Service and Home Improvement Agency

<p>Directorate:</p> <p>Environment Services</p>	<p>Service/Division:</p> <p>Highways and Street Services</p>
<p>Details of contract/address of property:</p> <p>Carriageway surface dressing at various locations within Torbay which have been identified as having a low skid resistance. The works have been tendered in accordance with standing orders.</p>	<p>Reason for Expenditure:</p> <p>Surface dressing improves the skid resistance of the carriageway and seals the road from the ingress of water, which causes deterioration of the surface.</p>
<p>Recommendation:</p> <p>That the Director of Environment Services be authorised to accept the most economically advantageous tender for carriageway surface dressing at various locations in Torbay.</p>	<p>Reason for Recommendation:</p> <p>To improve the skid resistance of the carriage ways and seal the roads from the ingress of water.</p>
<p>Suggested Value:</p> <p>See appendix 1(a) (which contains "exempt" information)</p>	<p>Is budget available?    Yes</p>
	<p>Is this a Key Decision?    No</p>
<p>Alternative options/Key Risks:</p> <p>To upgrade the condition of the road could be carried out by asphalt reconstruction. This would cost approximately £600,000 and cause increased traffic disruption.</p>	<p>Legal implications:</p> <p>If works were not carried out, the Council would not be maintaining the highway in accordance with the Highways Act 1980 and would be open to third party claims for personal injury.</p>
<p>Name of Executive Member with responsibility for this matter:</p> <p>Councillor Charlwood</p>	<p>Is the Executive Member in agreement with the proposal?</p> <p>Yes</p>
<p>Contact:                      Name of responsible officer: Malcolm Webley</p> <p>   Telephone no:    Ext: 7656</p>	

Directorate:  Social Services	Service/Division:  Adult Services - Commissioning
Details of contract/address of property:  Disabled Facilities Grant Service and Home Improvement Agency - Anchor Staying Put - further details are supplied in Appendix 2(a).	Reason for Expenditure:  The provision of services/equipment to meet the needs of people who have been assessed by the Social Services Directorate is a statutory requirement  .
Recommendation:  (i) That the current contract with Anchor Staying Put be extended for a period of twelve months from 1st April 2004; and  (ii) That the Home Improvement Agency services funded via Supporting People be incorporated into the contract.	Reason for Recommendation:  The existing contract expires on the 31 <sup>st</sup> March 2004. The recommendation would ensure the continuity and effective monitoring of the service in preparation for an open tender.
Suggested Value:  £81,000 consisting of:-  £51,000 Social Services £30,000 Supporting People	Is budget available?  Yes, funded from existing revenue budget and 2004/5 Specific Grant funding stream
	Is this a Key Decision?  No
Alternative options/Key Risks:  The risks associated with this contract not being awarded are that the Council's PAF indicators may be significantly affected.	Legal implications:  Scrutiny of the proposed contract and tendering process.
Name of Executive Member with responsibility for this matter:  Councillor McHugh	Is the Executive Member in agreement with the proposal?  Yes
Contact:	Name of responsible officer: Susan Anderson-Carr Telephone no: 208652

Anchor Staying Put was awarded a three year contract from the 1<sup>st</sup> April 2001 until the 31<sup>st</sup> March 2004 in order to administer the Disabled Facilities Grant.

The number of referrals to the organisation have increased during the last three years, however, the funding has remained static with Anchor Staying Put subsidising the scheme from their reserves. Under the Charity Commission's Regulations a registered charity is prohibited from using charitable funds in order to subsidise services.

Anchor Trust's Board has indicated that additional funding in the sum of £26,000 is required in order to maintain the current level of service.

The Supporting People funding in the sum of £30,000 will be incorporated into the proposed contract in respect of the Home Improvement Agency services in order to achieve efficiencies under the contract.