

INDIVIDUAL CABINET MEMBER DECISION-MAKING

RECORD OF DECISION

PART A

<b>DETAILS OF REPORT</b> <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
<b>Title of report</b>	Gateway 1 & 2 Procurement Strategy Approval and Award of Contract - Corporate cleaning and associated services (operational estate) contract
<b>Decision-maker</b>	Cabinet member for finance, resources and community safety
<b>Earliest date when decision can be taken</b>	28 March 2013
<b>Key decision – Yes/No?</b>	Yes
<b>Date published on forward plan</b>	February 2013
<b>Date sent to cabinet member</b>	20 March 2013
<b>Recommendation</b>	<ol style="list-style-type: none"> <li>1. That the cabinet member for finance, resources and community safety formalises his previous decision approving the procurement strategy for the corporate cleaning and associated services (operational estate) contract, namely to undertake single supplier negotiations with the incumbent supplier for the reasons detailed in the report.</li> <li>2. That the cabinet member for finance, resources and community safety formalises his previous decision to approve the award of the corporate cleaning and associated services (operational estate) contract to Interserve PLC for the period 11 November 2012 to 30 June 2014 with an option to extend this contract for a further period of 6 months to ensure effective mobilisation and transition to a new corporate facilities management (FM) contract for the operational estate.</li> <li>3. That the cabinet member for finance, resources and community safety notes that the new end date of the contract and revised terms will be added to the existing contract by way of variation.</li> </ol>

<b>ORIGINATING AUTHOR'S DETAILS</b> <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
<b>Lead officer (Name and job title)</b>	Matthew Hunt, Head of Corporate Facilities Management
<b>Report author (Name and job)</b>	Paul Symington, Facilities Operations and Service

**ORIGINATING AUTHOR'S DETAILS**

(Officers to complete this section prior to issuing to cabinet member)

title)	Delivery Manager
Contact Number	Xt 52185

**PART B**

(Cabinet member to complete this section)

**DECISION(S)**

I agree the recommendations set out in the report

**REASONS FOR DECISION**

As set out in the report.

**ALTERNATIVE OPTIONS  
CONSIDERED**

As set out in the report.

**REPRESENTATIONS RECEIVED**

None

**ADDITIONAL ADVICE RECEIVED**

None

**ANY INTERESTS DECLARED**

*Note: If the decision-maker has a disclosable pecuniary interest in the matter the report must be referred to the full cabinet for decision.*

*Where a cabinet member may discharge a function alone and becomes aware of a disclosable pecuniary interest in a matter being dealt with or to be dealt with by her/him, the cabinet member must notify the monitoring officer of the interest within 28 days and must not take any steps or further steps in the matter.*

*If a member is unsure as to whether an interest is a disclosable pecuniary interest they should contact the governance team for advice.*

None

## DECLARATION

I approve/~~reject the recommendations set out in the report.\*~~

or

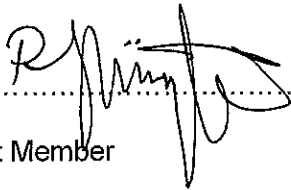
I approved an ~~alternative course of action set out in Part B.\*~~

or

I have referred this matter to the Full Cabinet for decision.\*

(\* - Please delete as appropriate)

Signed.....



Dated.....

28 March 2013

Cabinet Member

Please return completed hard copy of the form to Ian Millichap, Constitutional Team, 160 Tooley Street, P O BOX 64529, London, SE1P 5LX – tel: 020 7525 7225 fax: 020 7525 7284.

### Seeking advice

You should seek advice from the relevant officer on a number of occasions:

- (a) If you wish to consider alternative options
- (b) If you are considering rejecting the proposals

Otherwise it is at your discretion when you should seek further advice and you should do so when you consider it appropriate.

