

# REPORT TO COUNCIL

**REPORT OF:** THE LEADER

**REPORT NO:** CAB012

**DATE:** 18 June 2009

<b>TITLE:</b>	Leader's Report on Urgent Non Key Decisions	
<b>KEY DECISION OR POLICY FRAMEWORK PROPOSAL:</b>	N/a	
<b>PORTFOLIO HOLDER: NAME AND DESIGNATION:</b>	Cllr Mrs Linda Neal Leader of the Council, Chairman of the Cabinet	
<b>CONTACT OFFICER:</b>	Lena Shuttlewood, Democracy Services Manager 01476 406119 l.shuttlewood@southkesteven.gov.uk	
<b>INITIAL IMPACT ASSESSMENT:</b>	N/A	Full impact assessment Required: No
<b>Equality and Diversity</b>		
<b>FREEDOM OF INFORMATION ACT:</b>	This report is publicly available via the Local Democracy link on the Council's website: <a href="http://www.southkesteven.gov.uk">www.southkesteven.gov.uk</a>	
<b>BACKGROUND PAPERS</b>	NKD report numbers DEM027 and SS011	

## 1. RECOMMENDATION

**Members are asked to note these decisions in accordance with Access to Information Procedure Rule 17.3**

## 2. PURPOSE OF THE REPORT

This report is to inform the Council of two non key decision taken since the last report to Council on 23 April 2009 under Access to Information Procedure Rule 23.4.

## 3. DETAILS OF REPORT

**3.1** Urgent non key decision made on 16 April 2009 by the Access and Engagement Portfolio Holder.

**Contract for the supply of four sided aluminium polling screens: exemption from tendering.**

**DECISION:** To award the contract to Pakflatt (UK) Ltd., Northern Ireland for the supply of 108 four sided aluminium polling screens at a cost of £38,626.20 + VAT for use at the European Parliamentary Election, the County Council Election on 4 June 2009 and all subsequent elections both local and national, on the basis that the Ministry of Justice will provide 80% of the total cost of this contract by way of an interest free loan to be repaid out of major election funding over subsequent years.

The award of this contract to be treated as an exemption from tendering procedure rules because of the companies contacted only Pakflatt (UK) Ltd. could meet the specification for these units of four voting compartments with voter access for wheelchair users.

***The reasons for urgency were:***

- a) the Local Returning Officer/Deputy Returning Officer has just agreed terms for repayment of an 80% interest free loan with the Ministry of Justice for the acquisition of replacement polling screens for South Kesteven; and
- b) given the tight timeframe before the major elections on 4 June 2009 the sole company who could supply these screens to the specification required requires confirmation of the order before mid April 2009.

**3.2** Urgent non key decision made on 8 May 2009 by the Healthy Environment Portfolio Holder.

**Recycling Bring Site collection contract**

**DECISION:** That approval is granted for a four month extension to the existing bring site collection contract with Mid UK Recycling Ltd (based on a revised cost/tonne submitted in April 2009) to enable customer and community consultation to be completed as part of the review of recycling bring sites.

**The reason for urgency was:** due to the expiry of the existing contract and the need to maintain the service pending formal review. Alternative options have been considered but are neither cost-effective nor operationally manageable at short notice.

**4. OTHER OPTIONS CONSIDERED**

As set out in report numbers DEM027 and SS011.

**5. RESOURCE IMPLICATIONS**

As set out in report numbers DEM027 and SS011.

**6. RISK AND MITIGATION (INCLUDING HEALTH AND SAFETY AND DATA QUALITY)**

As set out in report numbers DEM027 and SS011.

**7. ISSUES ARISING FROM EQUALITY IMPACT ASSESSMENT**

Not applicable.

**8. CRIME AND DISORDER IMPLICATIONS**

Not applicable.

**9. COMMENTS OF SECTION 151 OFFICER**

None

**10. COMMENTS OF MONITORING OFFICER**

This report is required in accordance with procedures outlined within the Constitution.

**11. COMMENTS OF OTHER RELEVANT SERVICE MANAGER**

**12. APPENDICES:** None