

SCHEMES OF DELEGATION OF FUNCTIONS
RECORD OF DECISION

1. Scheme Information:

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| a. Decision Reference Number: | CMM-TE-16-157 |
| b. Decision Type (Proposed or Actual): | Actual |
| c. Scheme under which decision is to be made | A |
| d. Paragraph Number: | 1.1 |
| e. Does this Decision contain Exempt Information?
If so, provide details with reference to paragraph(s) 12 to 18, Part 4 and paragraphs 19 to 21, Part 5 Schedule 12A, Local Government Act 1972. | No |
| f. Does this Decision contain "Confidential information: | No |

2. Details of Decision (including: Any public interest test undertaken in relation to Part 1(e) above; equalities implications and details of any assessment undertaken)

Provision of Welfare Facilities at Waterton after Demolition

Following demolition of many of the buildings at Waterton Highways Depot, Highways staff are being relocated into portable accommodation made available (free of charge) by Bettws Primary School. Please note re-location of the portable accommodation and re-connection to services at Waterton Depot will have to be paid for. This portable accommodation is surplus to requirement at Bettws Primary. However this portable accommodation does not include welfare facilities.

There is a fundamental Health & Safety requirement to provide appropriate welfare facilities to workers and to ensure these requirements are met there is a need to purchase a welfare facility.

It is necessary to incorporate the welfare unit and the accommodation units into one larger integrated unit. This integration is required as it is deemed unacceptable to expect workers to exit one building and access another for welfare facilities and the proposed site lay out plan requires that the facilities are sited together. Integration is considerably more straight forward when the two units are produced by the same manufacturer. Issues such as floor height, floor construction thickness, ceiling height and overall height are important when integrating more than one unit into a larger single unit. If the units are incompatible additional cost or engineering difficulties are likely to be encountered. Quotations

have evidenced that it is better value for money to purchase a portacabin for the 4/5 year period it is anticipated it would be needed on the Waterton site rather than the equivalent costs of renting a building. A decision is needed quickly to allow the relevant ecological work to be completed prior to the demolition of some buildings on the Waterton site.

The portable accommodation from Bettws Primary School (which is of a high specification & quality of finish) was originally constructed, installed and commissioned by Wernicks.

As a result of the above and as outlined in Section 3 Clause 3.6 of the 'Contract Procedure Rules'

3.6 Single tender procedure shall only be permitted when a single firm or contractor or a proprietary item or service of a special character is required and justified. Single tender action shall only be employed following an approval of waiver of contract procedure rules. All single tender action and extension of contracts must be recorded and reported where applicable subject to Council policy.

the proposed welfare unit will be sourced through a "single quotation" from Wernicks who supplied the portable accommodation which will be used from Bettws Primary School due to the special character needed for the welfare unit to fit with the accommodation unit.

3. Reason for Decision (including any reasons for urgency which led to the implementation of the decision before the preparation of this record or before the expiry of 3 working days after the publication of the decision to which call-in provisions apply):

The scheme is fully funded via a Capital allocation in the Council's capital programme.

4. Details of Consultation undertaken prior to the decision or, if none reasons why none undertaken:

The demolition of Waterton Highways Depot and relocation of staff has been reported to and approved by Cabinet.

5. Details of any interest declared in relation to the decision:

a. by any Cabinet Member consulted in relation to the Decision:

n/a

b. by any Cabinet Member who would have been the Decision maker except for the declaration of such an interest:

n/a

c. details of any dispensation granted by the Standards Committee in respect of interest declared:

n/a

6. Contact Details:

Case Officer

Decision-Maker

a. Name:

Allen Lloyd

Councillor Ceri Reeves

b. Job Title/Role:

Project Manager

Cabinet Member
Communities

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e. Date Decision made:

29th November 2016

f. Signature:



Notes:

1. Electronic copies of this form must be sent to Democratic Services - Committees (cabinet_committee)

7. Decision Administration Information (Cabinet & Committee Services use only)

a. Date received

29/11/16

b. Confirmation of Urgency

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c. Date published

29/11/16

d. End of Call - In period (Scheme A & B1 only)

N/A

e. Decision Called in.

N/A

f. Effective date of Decision.

29/11/16