



REQUEST FOR EXEMPTION TO STANDING ORDERS

An exemption to Standing Orders can be made under SO 1.11 – 1.15. No exemption can be used if the EC Procedure applies.

Name: John Golding	Date: 22 nd May 2009
Directorate: Communities	Service: Housing & Social Inclusion
E-Procurement System URN:	Value: £10,000

<p><u>Background (including supplier details costs etc):</u></p> <p>I am seeking an exemption from Standing Orders requiring three written quotations (S.O. 1.39) to appoint Norfolk Property Services (NPS) to undertake preliminary site investigations on Council owned land to be developed in partnership with Devon County Council for a Community Centre and Children's Centre.</p> <p>The site investigation works to include a measured topographical survey; soil investigation; structural/civil feasibility report; SUDS analysis and drainage study. This will be undertaken in accordance with the RIBA commissioning stages.</p>

<u>Business Reasons for an Exemption:</u>		
Although the following are justifiably accepted as valid reasons for an exemption to Standing Orders, they are closely monitored and should be applied only in cases where a full procurement exercise is not a viable option. (please tick appropriate boxes)		
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An Emergency		
Goods or Services to existing systems or kit		
Purchase or repair of patented or proprietary articles sold only at a fixed price		
Effective competition is prevented by government control		
Goods and/or Services recommended by a Central Government Department		
Extension to an existing contract for the purpose of achieving Best Value		
Purchase or Sale by Auction		
Purchase under contract arranged by Consortium, Government Department or Agency of which the Council is a member		
Where the Contract is with a Public Utility Company or other organisation who will assume liability for the works on completion e.g. sewer adoption		

<p>Other Reasons (please provide details)</p> <p>We are working in partnership with Devon County Council who will be providing the majority of the funding for a Community Centre (£250k Invest in Devon) and Children's Centre (£250k) on land at Stowford Rise, Sidmouth. NPS are their preferred provider of building consultancy services being former County Council Property Services with considerable experience of community and Children's Centre buildings.</p> <p>I therefore propose that we commission NPS for the site investigation work and the development partnership with the County Council will commission the feasibility, design, and project management from NPS once we have the reports on site conditions.</p>		
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<p><u>Business Benefits for an Exemption:</u> Financial Savings / Efficiencies etc:</p> <p>Partnership working in the way proposed is bringing in significant funding to make the project financially viable.</p>

<p><u>What are the implications to the following:</u></p>
<p>Finance: Use of part of a commuted sum payment received for the provision of community facilities on this site.</p>
<p>Human Resources: None.</p>
<p>ICT: None.</p>
<p>Asset Management: This is essential survey work on Council owned land and a necessary precursor to any development activity.</p>
<p>Strategic and/or Operational Objectives: The project package will provide a community facility that has been identified for many years, but insufficient funding has been available. Community facilities adjacent to the residential development planned will help build a community infrastructure in the area.</p>

<p><u>Risk Assessment:</u></p>
<p>Detail risks here: Not using NPS will potentially delay the project resulting in the County Council withdrawing funds for the Children's Centre threatening the financial viability of the entire project.</p> <p>Not tendering the work could result in us not obtaining best value for the site survey work.</p> <p style="text-align: right;">Or attach print from the RM system</p>

<u>Signature of Officer Requesting Exemption:</u>
<u>Supporting Signature of Corporate Director:</u>
<u>Supporting Signature of Head of Legal and Member Services:</u>
<u>Supporting Signature of Audit Manager (confirming Financial Regulations and Standing Orders have been adhered to)</u>

PLEASE NOTE:

Standing Order 1.13 requires you to prepare a report for the Executive Board to support the action taken.

Internal Audit are required under Standing Orders to keep a Register of Exemptions, please ensure your report to Executive Board is copied to Internal Audit.