



# Rutland County Council

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## RECORD OF OFFICER DECISIONS

In accordance with The Openness of Local Government Bodies Regulations 2014, this document records decisions that would otherwise have been taken by the relevant local government body, or a committee, sub-committee of that body or joint committee in which that body participates but have been delegated to an officer of that body.

<b>DECISION TAKER (name and title)</b>
Name: Mrs Helen Briggs Title: Chief Executive
<b>DELEGATION GIVEN UNDER</b>
<input checked="" type="checkbox"/> A specific express authorisation (at a meeting, include date and name of meeting): <b>Cabinet 20<sup>th</sup> February 2018 Report No. 18/2018</b> <i>Authorises the Chief Executive to allocate funding, prior to a bidding process for external grant applications, from within the £420,000 budget for an extension of a Council-owned property to create a five or six bedroomed house in consultation with the Portfolio holder for One Public Estate &amp; Growth, Tourism &amp; Economic Development, Resources 9other than Finance &amp; Communications), subject to feasibility.</i>  <i>Section 2.4 of the Cabinet Report – delegated approval of individual projects including Portfolio Holder involvement and monitoring of the existing programme. Under RCC's existing delegations the Chief Executive may authorise expenditure of up to £50,000</i>
<input type="checkbox"/> Under general authorisation (in the constitution or other document stating what section applies):
<b>THE EFFECT OF THE DECISION</b>
<input type="checkbox"/> Grant a permission or Licence <input type="checkbox"/> Affect the rights of an individual <input checked="" type="checkbox"/> Award a contract or incur expenditure which materially affects the council's financial position
<b>ARE YOU FOLLOWING A PROCESS TO COME TO THE RESULTED ACTION OR ARE YOU MAKING A CHOICE BETWEEN TWO OR MORE ALTERNATIVES?</b>
<input checked="" type="checkbox"/> Following a process – No further action required <input type="checkbox"/> Choosing between alternatives
<b>IS THE RECORD OF THE DECISION, INCLUDING THE DATE, DECISION AND REASONS ALREADY PUBLISHED IN ACCORDANCE WITH ANY OTHER STATUTORY REQUIREMENT?</b>

Yes (state where) – No further action required

No

Continued...

**TITLE OF DECISION:**

Prioritised Programme for Spending of Commuted Sums for Affordable Housing- 9  
Buckingham Road extension-Design Services

**PURPOSE OF THE DECISION**

Authority to procure Design Services for considered Option 2.

**DECISION DETAIL**

Background - Cabinet Report 18/2018 sets out the following:

*Item 4.1 The Council has considered extending an existing property which it owns. If this is shown to be feasible following further technical work, it is proposed that the funding for this could be top sliced from the £420,000 capital budget prior to the bidding process.*

*Item 4.3 The target would include any extension of a council owned property authorised prior to the bidding process. Further work would be needed before a budget could be set, but the approximate combined cost of an extension is likely around £115,000 if a 2 storey extension is required.*

Feasibility has been carried out using 3 Design options, with the 2<sup>nd</sup> design option (Both options appended to this document) being decided by the Head of Service for Planning as being the preferred option. To move the project forward the initial cost for the Feasibility Study (£2,500) has been treated as revenue and funded by Property Services but since this project is now moving forward it will be capitalised.

Cost estimates derived as part of the Feasibility Study have been compiled and the option 2 extension is costed at circa £176K which includes Build cost (£142K), Preliminaries, OHP, contingency along with Project management costs, Planning & Building Control fees & surveys.

Pre planning advice has been sought on the 2 design options, with some comments returned but nothing significant. A formal approval is of course dependent upon receipt of a full application.

Design Fees for the RIBA stages 2-6 total £12,070 which equates to 8.5% of the estimated Build cost element of £142K. This is a competitive percentage from historical costing information, and an exemption form from RCC procurement rules has been duly issued and signed.

Once designs are developed a formal tender exercise will be carried out. This will result in the generation of a second Member Decision notice seeking approval for the release of funds for the extension.

<b>REASON FOR THE DECISION</b>
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Design needs to progress from RIBA stages 0-1 to stages 2-6
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<b>OTHER OPTIONS CONSIDERED AND REJECTED</b>
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No other design services options considered
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<b>LOCAL GOVERNMENT BODY DECLARATION OF CONFLICT OF INTEREST OF MEMBERS GIVEN IF AUTHORISATION WAS GIVEN AT A MEETING</b>
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N/A
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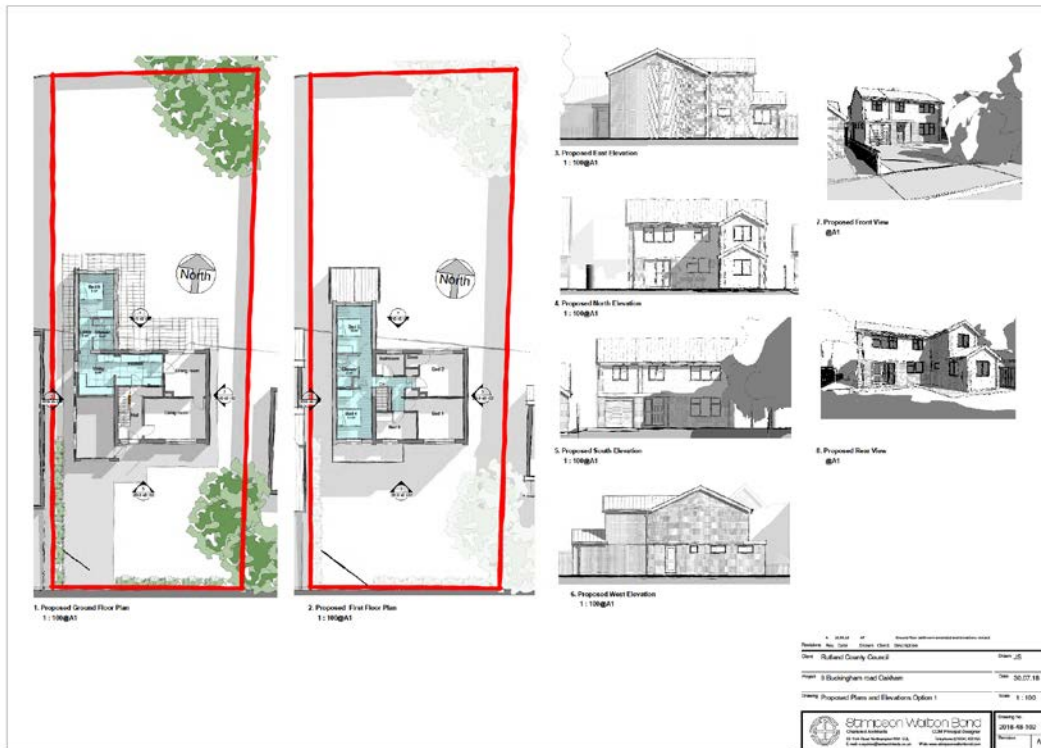
<b>SUMMARY OF EXEMPT OR CONFIDENTIAL INFORMATION NOT DISCLOSED</b>
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N/A
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Signed: 

Date: 23/10/2018

# Option 1



# Option 2

