

# OFFICER DELEGATION



## TO BE UPLOADED TO THE E-MEETINGS MANAGER

<b>Date:</b> 31.10.18	<b>Ref No:</b> 3195
<b>Type of Operational Decision:</b>	
<b>Executive Decision</b> <input checked="" type="checkbox"/>	<b>Council Decision</b> <input type="checkbox"/>
<b>Status:</b> For Publication	
<b>Title/Subject matter:</b> Provision of a Sales and Marketing Service for the Mayfair Gardens Shared Ownership Housing scheme, Radcliffe	
<b>Budget/Strategy/Policy/Compliance – Is the decision:</b>	
(i) within an Approved Budget	Yes
(ii) not in conflict with Council Policy	Yes
(iii) not raising new issues of Policy	Yes
<b>Equality Impact Assessment</b> [Does this decision change policy, procedure or working practice or negatively impact on a group of people? <b>If yes</b> – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	
<b>Details of Operational Decision Taken [with reasons]:</b> An Invitation to Quote (ITQ) opportunity was issued on Monday 20 <sup>th</sup> August 2018 to five sales agents in accordance with the Council's Contract Procedure Rule 4.1, to provide a comprehensive sales and marketing service for the Council's Mayfair Garden's shared ownership scheme.  Four agents submitted bids within the deadline date of 5pm on Wednesday 29 <sup>th</sup> August 2018.  Following evaluations of the bids it is recommended that: Plumlife Homes Ltd, 2A Derwent Avenue, Manchester, M21 7QP, is appointed as the agent for the Mayfair Gardens scheme, as they offer best overall value to the Council based on price and quality evaluation criteria.  See attached note for details.	

Decision taken by:	Signature:	Date:
Executive Director of Business, Growth and Infrastructure		14/11/2018
<b>Members Consulted [see note 1 below]</b>		
Cabinet Member/Chair		
Lead Member		
Opposition Spokesperson		
<p><b>Notes</b></p> <ol style="list-style-type: none"> <li>1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.</li> <li>2. <b>This form must not be used for urgent decisions.</b></li> </ol>		