


**OFFICER DELEGATION
SCHEME**

TO BE UPLOADED TO THE E-MEETINGS MANAGER

Date: 6 th December 2019	Ref No: PUR 418	
Type of Operational Decision:		
Executive Decision <input checked="" type="checkbox"/>	Council Decision <input type="checkbox"/>	
Status: For Publication		
Title/Subject matter: Contract for the Concessionary operation of the Hair Salon located at Peachment Place		
Budget/Strategy/Policy/Compliance – Is the decision:		
(i) within an Approved Budget	Yes	
(ii) not in conflict with Council Policy	Yes	
(iii) not raising new issues of Policy	Yes	
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]		
Details of Operational Decision Taken [with reasons]: As the service is awarded on a concessionary basis and taking into account the potential limited knowledge and experience of the prospective bidders on the use of the Council's tendering system the Invitation to quote opportunity was issued to three potential bidders on Thursday 16 th May 2019 with two bids being sent out by post and one by email. The closing date for receipt of bids was set at 12.00 noon on Thursday 30 th May 2019, with one submission being received from the following person by the required deadline. Following an evaluation of the bid it is recommended that the concession is awarded to: Helena Vogel t/a Helena's Hair at Home, 50 Leyton Drive Bury BL9 9TS See attached note for details.		
Decision taken by:	Signature:	Date:
Director of Housing Growth & Development		10.12.19
Notes		
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 Executive 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.		
2. This form must not be used for urgent decisions.		

