

**OFFICER DELEGATION SCHEME
RECORD OF DECISION**



TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES

Date: 09/05/2024	Ref No: BGI076
Responsible Officer: Ian D'Arcy, Major Projects Manager (Radcliffe), Sam Clayton, Project Manager Department for Business, Growth and Infrastructure	
Type of Decision (please refer to MO Guidance):	
Key <input type="checkbox"/>	Non-Key <input checked="" type="checkbox"/>
Freedom of Information Status: <i>(can the report go in the public domain)</i> Yes	
Title/Subject matter: Mechanical & Electrical design services for proposed Radcliffe Enterprise Centre (RIBA Stages 4-6)	
Budget/Strategy/Policy/Compliance:	
(i) Is the decision within an Approved Budget?	Yes
(ii) Is the decision in conflict with the council's policies, strategies or relevant service plans?	No
(iii) Does the decision amend existing or raise new policy issues?	No
(iv) Is the decision significant and/or does it meet the £100,000 threshold for recording?	Yes

<p>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]</p>	<p>No</p>
<p>Summary:</p> <p>The Radcliffe enterprise centre is due to commence Riba Stage 4 detailed design stage. Therefore, there is an immediate need to appoint a MEP consultant to progress the designs. It is crucial that the MEP consultant is brought into the project team early to ensure a well-integrated and cost-effective design is achieved. The MEP designer will from the outset allow consideration of regulatory compliance, mitigate risk reducing the likelihood of revisions later in the scheduled programme of works.</p>	
<p>Wards affected: Radcliffe.</p>	
<p>Consultations: None required.</p>	
<p>Scrutiny & Review Committee Interest: Not applicable.</p>	
<p>Options considered:</p> <p>The project appointment was sent to three potential organisations two of which sent separate fee proposals and one declined to bid.</p>	

Decision *[with reasons]*

Seek to appoint Crookes Walker. This is based on their existing knowledge of site, they were also the best value for money and are a proven and high quality company. They have development of designs to RIBBA Stage 3.

Cost of £19,600 against the Capital budget XGC0031 Radcliffe Enterprise Centre (UKSPF E22 funded)

Decision made by:	Signature:	Date:
Director or Chief/Senior Officer		10.05.2024
Executive Director		13/05/2024
Members Consulted [see note 1 below]		
Cabinet Member		
Lead Member		
Opposition Spokesperson		

Notes

1. Where, in accordance with the requirements of the Officer Delegation Scheme, a Chief Officer consults with the appropriate Cabinet 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 if required, to confirm that he/she has been consulted. Please refer to the MO Guidance.
2. **This form must not be used for urgent decisions.**
3. Where there is any doubt, Corporate Directors should err on the side of caution and seek advice from the Council's Monitoring Officer.