



# Ashfield

DISTRICT COUNCIL

## ASHFIELD DISTRICT COUNCIL: EXECUTIVE FUNCTIONS DECISION RECORD

Please use this form to record any Executive Decision taken by a Cabinet Member or Chief Officer.

### TO BE COMPLETED BY THE DECISION TAKER:

**1. Title / Subject Matter:**

**APPOINTMENT OF CONSERVATION ENGINEER FOR KINGS MILL VIADUCT RESTORATION.**

To directly award a contract to Alan Wood Associates to undertake the role of CARE 'Conservation' Engineer and to complete the procurement and oversee the restoration work of Kings Mill Viaduct to ensure compliance with the Scheduled Monument Consent.

**2. Is this a Key Decision:**

A Key Decision is one that is likely to:

- (a) Result in the Council spending or making savings of over **£50,000 revenue** or **£1m capital**, or;
- (b) Have a significant impact on **two** or more Wards, or electoral divisions in the Council's area.

**No**

**3. Decision Taken:**

Briefly summarise what you have decided to do. For instance, to purchase a specific piece of equipment for a specific cost. Don't include any information in your summary that you would not want to be published.

To appoint Alan Wood Associates as the principle CARE Conservation Engineer to manage the delivery phase of the Kings Mill Viaduct restoration included in the Heritage Fund project plan up to the contract value of £14,943.00

**4. Reasons for the Decision:**

Again, briefly explain why you thought this was the right decision.

It is essential that a CARE engineer is appointed to manage the restoration works to ensure that the Council fulfils the obligations and requirement of the Scheduled Monument Consent Ref: S00183052 approved 6th February 2018

The open market for a CARE consultant engineer is limited within the area. During the development stage of the restoration project, Historic England advised on the

appropriate companies who have the correct accreditation and competency to undertake the work.

Ashfield District Council obtained three tenders to complete the development stage and to obtain scheduled monument consent. Alan Wood Associates (AWA) were successful providing the most economically advantageous tender and scoring highest in the qualitative assessment. From the three consultant engineers who fulfilled the CARE accreditation only two provided a compliant tender and the second raised concerns over their ability to fulfil the project brief.

The basis for the appointment of the CARE consultant engineer for the delivery stage is on a time charge basis quantified from the hourly/day rates provided in the development stage tender submissions from the three companies. The time charge rates from AWA represents Best Value.

The appointment of the consultancy work is funded by the National Lottery Heritage fund who have approved the approach to the appointment of AWA.

**5. Copy of the Report or Briefing Note setting out the Information which was used as the basis for the Decision:**

Please attach the relevant Report or Briefing Note. Unless classified as exempt, this information will be included with the Decision Record and published on the Council's website.

Attached report: **APPOINTMENT OF CONSERVATION ENGINEER FOR KINGS MILL VIADUCT RESTORATION.**  
**DATE 9.04.2019**

**6. Was the Decision classed as exempt? If so, what were the reasons for this:**

Please refer to the Constitution which explains the legal grounds for exempting from publication information used to make a decision.

Not applicable

**7. Alternative Options Considered / Rejected:**

Briefly summarise what other options, if any, you considered and explain why you rejected them.

Not to appoint a CARE Conservation Engineer: **REJECTED-** CARE is the accreditation recognised by the Institute of Structural Engineers to demonstrate a defined level of competency in the application of conservation within the construction process. It was one of the recommendations made by Historic England as part of recommending approval by the Secretary of State for the

Scheduled Monument Consent. Ashfield District Council and partners do not have the professional skills to undertake the role in-house.

Obtain quotes from the three consultant engineers during the development phase to undertake the role of CARE Conservation Engineer during the delivery phase: **REJECTED**: Only two of the three companies previously tendering are compliant with our requirement. Tender 1 could provide value for money based upon their development phase submission although their qualitative assessment was poor, undermining confidence in their ability to fulfill the work. Each of the consultants provided the hourly rate costs for additional work detailed in table 1.0. Alan Wood provided the lowest hourly rates for assigned additional works and scored well in the qualitative assessment. They proved competent during the development stage works.

Obtain quotes from the open market to undertake the role of CARE Conservation Engineer during the delivery phase: **REJECTED**: The open market was explored at the development stage which highlighted the limited options.

**8. Declarations of Interest and Dispensations – If applicable:**  
Any Declarations of Interest relating to this decision and subsequent dispensations should be listed.

None

**9. Name / Title of the relevant lead Cabinet Member(s) consulted (if appropriate):**

Cllr Helen-Ann Smith (Outward Focus), Streets; Parks and Town Centres

**10. Name / Title of the decision taker:**

(a) Cabinet Member [ ] .....

Cllr Helen-Ann Smith (Outward Focus), Streets; Parks and Town Centres

Or

(b) Officer [ ]

Date: 7/5/2019.

TO BE COMPLETED BY DEMOCRATIC SERVICES

**1. Date that the decision was notified to members:**

8 May 2019
<b>2. Date and time when the Call-In period for this decision ends:</b>  5pm 15 May 2019
<b>3. Date when the decision can be implemented (five working days following publication):</b>  16 May 2018
<b>4. Decision Reference Number:</b>

The completed form should be emailed to the Democratic Services Team:

[democratic.services@ashfield.gov.uk](mailto:democratic.services@ashfield.gov.uk)

They will arrange for it to be published on the Council's web site.

**EXEMPT OR CONFIDENTIAL BACKGROUND INFORMATION IN SUPPORT OF THE DECISION:**

Use this section to share any confidential information. This will not be published or placed on the Council's web site. It will only be shared within the Authority, as appropriate.

*The supporting report date 9.04.2019 contains commercial sensitive information which should be removed from publication*

For further support or guidance please contact Ruth Dennis, Director of Legal and Governance (and Monitoring Officer) [r.dennis@ashfield.gov.uk](mailto:r.dennis@ashfield.gov.uk) or any member of the Democratic Services Team.