

(For Democratic Services use)

Decision Number: 19 (2018/19)

Portfolio Holder Executive Decision Statement

The Local Authority (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012

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| Subject: Swanley Wednesday Market Operation |
| Details of Decision taken: To award the contract for the operation of the Swanley Market to Ritagate Ltd trading as Bray Associates |
| Reason for Decision: The tender for operation of the Swanley Wednesday Market was advertised in the European Journal in accordance with the Procurement Regulations 2015 and Sevenoaks DC's Contract Procedure rules. Following evaluation of the tenders received, the most economically advantageous tender was that submitted by Bray Associates. |
| All Documents considered: The tender evaluation, summary and recommendation document. |
| Details of any alternative options considered and rejected by the Member when making the Decision: The tender submitted by Hughmark Limited |
| Financial implications: The income is included within the budget provision for 2019/20. |
| Legal Implications and Risk Assessment Statement: The market operations will be subject to a written contract agreement. The fees chargeable to Bray Associates for each market day operation being invoiced monthly. |
| Equality Impacts: (Consideration of impacts under the Public Sector Equality Duty) The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end-users. |
| Local Member (s), other Portfolio Holders and/or Directors/Heads of Service Consulted: The tender evaluation and recommendation to award the four-year contract (with option to extend for one further year) to Bray Associates has been considered by the Portfolio-holder for Direct and Trading Services and the Chief Officer Environmental & Operational Services. |

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Details of any conflicts of interest

a) declared by any executive member who is consulted by the Decision Taker

b) and any details of dispensations granted by the Chief Executive in respect of any declared conflict

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| Decision taken by: | Portfolio Holder for Direct and Trading Services |
| Signed by Portfolio Holder |  |
| Date of Decision | 1.4.19 |
| Record made by: | Ian Finch |
| Date of record: | 2 April 2019 |

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