

ST ALBANS CITY AND DISTRICT COUNCIL

DECISION REGISTER

Portfolio(s) decision relates to:	Issuing tenders for new term contract for highway tree maintenance.	Name of Portfolio Holder:	Cllr M. MacMillan
Name of decision maker:	Cllr M. MacMillan	Signature of decision maker:	Malcolm MacMillan
Name of relevant Overview and Scrutiny Committee:	Enterprise & Civic Environment	Date of decision:	13 August 2002

Type of decision (<i>please tick</i>)	Key		Significant	✓	Virement		Other	
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Scheme of delegation reference under which decision is taken:	Paragraph 2.2.1 and general delegation to Portfolio Holders.
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Has this decision drawn upon confidential information? (<i>If yes – please set out what confidential information has been taken into account on a separate sheet</i>)	No
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DECISION					
To issue tender documents to contractors that have formally expressed an interest in the new arboricultural term contract that commences on 1 November 2002. The contractors are named as follows:					
Barrow & Holding	The Barn, Millhill Farm, Red Lion Lane	Bridens Camp	Hemel Hempstead	Herts	HP2 6EY
Connick Tree Care	New Pond Farm	Woodhatch Road	Reigate	Surrey	RH2 7QH
F R Barton & Sons	2	Moorlands Reach	Sawbridgeworth	Herts	CM21 9PN
Gristwood & Toms	Harris Lane		Shenley	Herts	WD7 9EG
Jack Fletcher	Paradise Nursery	Park Lane	Cheshunt	Herts	EN7 6PX
John O'Conner Ltd	2	Great North Road	Welwyn	Herts	AL6 OPL
Trees With Love & Stileman	86	George Street	Berkhampstead	Herts	HP4 2EQ

In arriving at my decision I have properly and thoroughly taken into account the legal, financial and workforce implications for the Council. My decision is within the Council's policy and budget framework and complies with the regulations and procedures set out in the Constitution. I have explicitly considered the Council's corporate objectives in arriving at my decision. In coming to my decision I have consulted with all relevant parties as appropriate and in accordance with the scheme of delegation.

REASON/S FOR THE DECISION

To proceed with the issue of tender documents to contractors.

OTHER OPTIONS CONSIDERED:

None applicable

REASONS FOR REJECTING THESE OPTIONS

CONSULTEES

In making this decision, I have consulted the following people:

Name and Signature	Position	Date of consultation	Outcome of consultation (may cross reference to supplementary/background sheets)
Mr D. Parrett. (Signed by Mr A. Jeffs (Revenues & Benefits Manager) who has been briefed regarding this decision)	Financial Services Manager	8 August 2002	Financial check of contractors carried out. Advised that detailed accounts from all contractors be submitted with completed tenders.
		9 August 2002	Important to check financial details of tenderers after accounts have been submitted with the tenders.

LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985

Bibliography	Custodian	File location
Arboricultural Service Specification and Contract Conditions Schedule of Rates 1999-2001 (extended by one year)	Andrew Branch	District Council Offices