

**EXECUTIVE MEMBER DECISION MAKING
(STREETSCENE)**

Date: Wednesday, 14 June 2017

Time: 5.45 pm

Venue: Executive Meeting Area - Civic Offices

Executive Member: Councillor Miss T G Harper



1. Report Published

To consider the following matters for decision for which reports have been published:-

Non-Key Decision(s)

- (1) **The Supply, Installation and Maintenance of Street Name Plates across Hampshire under a Framework Agreement (Pages 3 - 4)**



P GRIMWOOD
Chief Executive Officer
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6 June 2017

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Report to the Executive Member for Streetscene for Decision

Portfolio:	Streetscene
Subject:	The supply, installation and maintenance of street name plates across Hampshire under a Framework Agreement
Report of:	Director of Operations
Strategy/Policy:	Clean and Tidy Borough
Corporate Objective:	A safe and healthy place to live and work

Purpose:
This report considers the procurement process and the award of the contract for the provision of the supply, installation and maintenance of signage, in particular street name plates.

Executive summary:
The current framework agreement from which the Council purchases street name plates has expired. The Executive Member is therefore asked to consider and approve a recommendation to engage in a new framework agreement to ensure continuity of supply of these goods and achieve best value.

Recommendation:

That the Executive Member:-

- (a) accepts the proposal to approve the usage of the Basingstoke and Deane Borough Council framework; and
- (b) awards the contract to Signway Supplies (Datchet) Ltd.

Reason:
To enable the Council to maintain the provision of street name plates across the borough.

Cost of Proposals:
The cost of the supply, installation and maintenance of street name plates purchased through the contract can be met from the previously approved annual revenue expenditure programme. There is no additional cost to the Council for using the framework.

Executive Briefing Paper

Date:

Subject: The Supply, Installation and Maintenance of Street name plates across Hampshire under a Framework Agreement

Briefing by: Director of Operations

Portfolio: Streetscene

INTRODUCTION

1. Each road in Fareham can have up to four street name plates, but generally most have only two. Many of the street name plates are very old and from time to time have to be replaced. On the whole, the replacement of these signs is undertaken on a reactive basis.
2. Each year the Council replaces approximately 200 street name plates. This utilises the current revenue budget allocation of £23,000 per year.
3. The Council has utilised the Basingstoke and Deane Borough Council framework agreement for the last four years to ensure best value and continuity of supply.

PROPOSAL

4. The proposed contract replaces the supplier on the current four year Basingstoke and Deane Borough Council frame work which expired in the third quarter of last year.
5. In order to comply with the Council's contract procurement rules, officers have investigated an appropriate framework to purchase street name plates. The new Basingstoke and Deane Borough Council framework is proposed on the basis of best value and continuity, as the Council has utilised the previous framework.
6. It is proposed to award the new contract to Signway Supplies (Datchet) Ltd.

CONCLUSION

7. The new contract was reviewed with the Procurement Officer of the Council to ensure that it met all financial and statutory obligations. The contract specification has been compared to the current contract specification to ensure that it will be suitable for the continued supply, installation and maintenance of street name plates across the borough.

Enquiries:

For further information on this report please contact Sue Woodbridge, Parks and Open Spaces Manager (Ext. 4546)