

**SALISBURY DISTRICT COUNCIL**

**SPECIAL DELEGATION PROCEDURE**

COMMITTEE CONCERNED: The Cabinet

FROM: Fiona Eden SERVICE UNIT: Democratic Services

DATE: 21/04/08

The lockers at the Five Rivers Leisure Centre and Durrington Swimming Pool are in need of urgent refurbishment, which prompted a search for suitable suppliers who could provide such a service. Unfortunately only one supplier, The Locker Company (UK), was found that were able to provide the required service.

The Locker Company will refurbish the existing lockers at Five Rivers, convert all the existing locks to 'coin retain' mechanisms and attend site to maintain the lockers on a fortnightly basis. The supplier will supply and install new lockers to the Durrington site, once the refurbishment of the changing areas has commenced. The supplier will retain 90% of all monies collected from the lockers over the first 4 years of the contract and 80% over the remainder of the contract period. The balance of monies collected will be returned to the site. An 8 year term is the minimum projected period the supplier estimate is required in order to be able to recover their investment and make a return. The supplier has a vested interest in keeping all lockers operational as their income will depend upon it.

It has been estimated that the cost of new lockers at Durrington would be in the region of £18,000 whilst outstanding repairs, maintenance and new lockers at Five Rivers would be approximately £5,000. There would also be an additional cost for the maintenance thereafter of the lockers at both sites.

Mark Hunnybun (Strategic Projects and Development Manager) confirmed that Wiltshire County Council will not object to this contract being put in place providing a clause is inserted regarding compensation should the new Authority wish to terminate the contract. Mark stated that this clause would merely be a precautionary approach to protect the new Authority's flexibility. The supplier has amended the contract to include a sliding scale of early cancellation terms over the first 6 years.

The desired outcome is for approval to be granted for SDC to enter into contract with The Locker Company (UK) without having to open the contract to tender. It is felt that opening the contract to tender would prove to be a fruitless task that would cost SDC in time and money. This contract relieves SDC of having to fund capital monies for lockers and their maintenance, whilst benefiting from revenue from this installation (estimated to be approximately £1,000-£4,000 in the first 4 years and double that figure in the second 4 years).

(Please tick relevant box)

IMPLICATIONS	OFFICER	COMMENTS (incl)	NONE	NOT APPLICABLE
Legal				
Financial	Alan Osborne	Within the existing budget framework and specific approval from WCC obtained.		
Procurement Manager				
Personnel				
Environmental				

Co-ordinated with \_\_\_\_\_ Officer (s) \_\_\_\_\_ Unit (s) \_\_\_\_\_

**APPROVED:**

Leader: ..... Portfolio Holder: .....

Copy to: Chair & Vice Chairman of relevant Scrutiny Panel