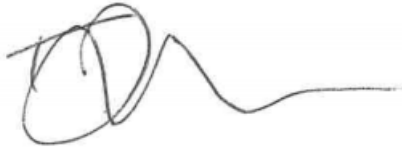


DECISIONS DELEGATED TO OFFICERS

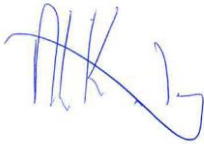

Decision title:	Appointment of new market operator for Gloucester Green Market
Decision date:	29 March 2023
Source of delegation:	<p>Express delegation made on 16 November 2022 at Cabinet to:</p> <ol style="list-style-type: none"> 1. Approve the re-tender of a contract for the operational management of Gloucester Green Outdoor Market; 2. Authorise the Executive Director (Development) to finalise the tender documents; and 3. Delegate authority to the Executive Director (Development) in consultation with the Deputy Leader (Statutory) – Finance and Asset Management, the Head of Financial Services/Section 151 Officer and the Head of Law and Governance to finalise terms and enter into a new contract for the operational management of Gloucester Green Outdoor Market.
What decision was made?	<p>To finalise terms and enter into a new contract with LSD Promotions for the operational management of Gloucester Green outdoor market.</p> <p>The new contract should run for a term of 5 years with the ability to be extended for a further 5 years.</p>
Purpose:	To finalise terms and enter into a new contract with a market operator for Gloucester Green market, to ensure the provision of operational management oversight of the market.
Reasons:	The decision was made to support the recommendation to award a contract as detailed above following a compliant open tender process. 2 bids were received from LSD promotions and AV Corporate Ltd. The bid from AV Corporate was not evaluated because it appears to be a bid to be part of the market and not a tender to run the market as requested. Following 3 individual evaluations, scores were calibrated with the winning supplier having an overall score of 89%. The winning supplier was the result of a full and detailed evaluation process.
Decision made by:	Tom Bridgman, Executive Director (Development)
Other options considered:	<p>Not to finalise terms and enter into a new contract with a market operator for Gloucester Green market. This option was rejected due to the need to ensure provision of operational management oversight of the market.</p> <p>To finalise terms and enter into a new contract with an alternative supplier as the market operator for</p>

	Gloucester Green market. This option was rejected as the winning supplier scored the highest during the procurement process and the other supplier did not submit a tender to run the market as requested in the specification.
Documents considered:	Appendix 1 (background information) and Tender document including Profit & Loss Report – Exempt as they contain commercially sensitive information
Key or Not Key:	Key
Wards significantly affected:	Carfax & Jericho Ward
Declared conflict of interest:	None
This form was completed by: Name & title: Date:	Elaine Philip, Markets Manager 22 March 2023

Approval checklist

<i>Approver</i>	<i>Name and job title</i>	<i>Date</i>
Decision maker	Tom Bridgman, Executive Director (Development) 	29 March 2023

Consultee checklist

<i>Consultees</i>	<i>Name and job title</i>	<i>Date</i>
Senior officer	Emma Gubbins, Corporate Asset Lead	28 March 2023
Head of Financial Services	Nigel Kennedy, Head of Financial Services (section 151 officer) 	22 March 2023
Head of Law and Governance	Susan Sale, Head of Law and Governance 	23 March 2023

Cabinet Member	Cllr Ed Turner, Deputy Leader (Statutory) – Finance & Asset Management	22 March 2023
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