

Bingley Town Council

Procurement of Project management - Suspension of Financial Regulations and Assessment of Risk

The Town Council has resolved to place the contract for the award of the project management of the toilet/office project out to tender.

The Council is currently behind on the delivery of the office/toilet project due to the consideration of an earlier request for an adjustment to the toilets/office conversion.

The Town Council Financial Regulation 4.6 states:

No expenditure shall be authorised in relation to any capital project and no contract entered into or tender accepted involving capital expenditure unless the council is satisfied that the necessary funds are available and the requisite borrowing approval has been obtained.

It is proposed that Financial Regulation 4.6 be suspended to allow the tender to be put out without further delay.

The Town Council Financial Regulations make provision for suspension of regulations at clause 18:

'The council may, by resolution of the council duly notified prior to the relevant meeting of council, suspend any part of these Financial Regulations provided that reasons for the suspension are recorded and that an assessment of the risks arising has been drawn up and presented in advance to all members of council'

Risks

1. BTC may award the contract to the project manager/ company and not obtain the capital funds to proceed with the toilet/office conversion. It is a condition of the application to the PWLB that all permissions are in place before the application is made.
2. The Town Council resolved in January 2018 to pursue the office/toilet project by means of a Community Asset Transfer from Bradford Council to Bingley Town Council. A budget was set and a precept raised based on this resolution.
3. The Town Council has a new building reserve of £20,000 should the application to the PWLB not be successful.