

GUILDFORD BOROUGH COUNCIL

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Notice under Regulation 10

In accordance with Access to Information Procedure Rule 15, I hereby give notice that I have informed the Chairman of the Council's Overview and Scrutiny Committee (Councillor Paul Spooner) that the publication of the intention to make the key decision referred to below under Regulation 9 of the 2012 Regulations is impracticable. This notice sets out the reasons why compliance with Regulation 9 is impracticable.

Key Decision:

To agree to enter into a New Cash Collection Contract

Reason for Non-Compliance with the Notice Requirements of Regulation 9:

As our current Cash Collection contract expires on 31 July 2022, we undertook a procurement exercise to ensure that the best value provider for the service could be found. The procurement resulted in Pivotal being the preferred provider for this service.

It is important that this service is maintained as it collects money from parking machines and other Council venues. If the monies were not collected from the machines either they would become full and not usable, or the machines might be vandalised, and monies stolen.

Under Regulation 9 of the 2012 Regulations, a notice of the making of a key decision must normally be published on the Council's website and made available at the Council's offices at least 28 days in advance of the decision being taken.

Under Regulation 10 of the 2012 Regulations, a general exception procedure may be followed in circumstances where the publication of the intention to make a key decision under Regulation 9 is impracticable, provided that the Chairman of the Council's Overview and Scrutiny Committee has been informed and a notice of the matter on which the decision is to be made has been published on the Council's website and made available at the Council's offices and a period of five clear days have elapsed following publication of that notice.

Unfortunately, those officers involved in the procurement overlooked the need to publish the decision, and this only became apparent at a point when it would not be possible to provide 28 days' notice, prior to the commencement of the contract.

The key decision referred to above will be taken by the Service Delivery Director on 28 July 2022.

In addition to appearing on Guildford Borough Council's web site, a copy of this notice is also available to the public at the Council's offices at Millmead House, Millmead, Guildford, GU2 4BB.

John Armstrong
Democratic Services and Elections Manager
Proper Officer for the purposes of the above-mentioned Regulations
21 July 2022