



OPENNESS AND TRANSPARENCY REGULATIONS 2014

RECORD OF OFFICER DECISION TAKEN UNDER DELEGATED POWERS

TITLE OF OFFICER TAKING DECISION	Town Clerk (delegated to Community Projects Manager)
NATURE OF DECISION	Agreement to enter into contract with Integra Ltd, for Armadillo Cleaning Services.
DATE ON WHICH DECISION TAKEN	12.01.2023
REASONS FOR DECISION	Cleaning contract required for venue operations Members consulted: Staffing & Governance Outcome reported to: Full Council 21 February 2023 Members in agreement: CW, MD, JF, AM
DETAILS OF ANY ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	<p>Agreement to enter into contract with Integra Ltd, for Armadillo Cleaning Services. Agreement for the following variations to the standard contract.</p> <p><i>18.2 The Customer may withdraw from this Agreement:</i> <i>18.2.1 by giving six months' notice in writing.</i> <i>18.2.2 Immediately in the event that there are no Integra Staff assigned to the contract.</i></p> <p><i>24.3 In the event of a request by the Customer to withdraw from an entire service, or reduce the level of a service, a notice period of six months shall be given in writing and is conditional on the terms specified in 19.2 above. Save that in the event that only one member of Integra Staff is assigned to the contract, a revised schedule of service will be agreed with immediate effect to reflect the reduced level of service being provided.</i></p>
DETAILS OF ANY REPORT (INCLUDING BACKGROUND PAPERS) CONSIDERED IN REACHING THE DECISION. [NOTE: ANY RELEVANT DOCUMENTATION NOT DISCLOSING CONFIDENTIAL INFORMATION SHOULD BE ATTACHED TO THE DECISION NOTICE.]	