

## OFFICER DECISION RECORD

Officer: Principal Environmental Health Officer/Environmental Services Manager		Service: Environmental Services
Delegated Power Being Exercised: Awarding of stray dog contract for 2014-17		
Subject of Decision:	Joe Magri and Kevin Arrowsmith, Kitz Cattery and Kitz 'n' Dogz Grooming Parlour	
Decision Taken(specify precise details):	Stray Dog Contract for the term 3.12.14 – 2.12.17 awarded to the above contractor following a program of requesting expressions of interest from potential providers of the service, requests for quotations and receipt of formal quotes.	
Reasons for the Decision (specify all reasons for taking the decisions including where necessary reference to Council policy)	Existing stray dog contractor did not want to continue with the contract to the end of its term, which was December 2015. Therefore officers had to investigate options to allow this statutory service to continue. 2 separate quotes were received following the tender process. The contract was awarded based on a scoring assessment which is attached.	
Alternative Options Considered (if appropriate)	A very limited timescale was afforded the Council in arranging an alternative contractor to undertake the statutory requirements of stray dog collection and kennelling. In addition informal discussions with a national company that does provide stray dog collection services elsewhere in the country indicated that due to the size of the Local Authority area and number of dogs straying annually this is not an area they would wish to pursue at this time.	
Background/Reports/Information considered and attached (Legal, Personnel, Financial Implications etc)	Please refer to attached documentation for some background information regarding the retendering process. There are financial implications as a result of this new contract. There will be an increase in the additional annual cost for retaining the kennel space and the service. In addition costs of collection, kennelling and transfer of dogs have all increased. The resultant increase in costs to the Council will be dependent on the number of strays dealt with, the time of the day they are dealt with and the distance having to be travelled to deal with each dog. Therefore accurate projections cannot be made at this time.	
Decision:	Award of contract, starting 3.12.14	

Signature and Date: