

## FULL COUNCIL - 1 NOVEMBER 2021

### BUTTERPARK

Attached is the proposed 'Expression of Interest' (Eoi) to restart the process of the development of Butterpark.

After consulting with the Council's solicitor, caution has been urged to ensure the Council complies with its own Procurement Policy. The Eoi could be interpreted as a tender and could be open to challenge if not advertised as a tender in the way stipulated in the Procurement Policy.

The solicitor advises that the proposed Eoi document, with some amendments, could be used to be stage one of a formal procurement process.

This could still meet the timeline proposed – Stage 1 advertised as soon as possible with a deadline of 31<sup>st</sup> January 2022, with Stage 2 commencing in February 2022.

If this council are agreeable it is **recommended** that authority to refine and commence Stage 1 of the procurement process is delegated to the Town Clerk, using the services of the solicitor as required. Also delegate authority for the Clerk to commence work on Stage 2 which will require heads of terms and a draft contract to be prepared for Stage 2 of the process to begin, which could be reviewed by the Council at the meeting on the 24th January 2022.

Jonathan Parsons  
Town Clerk