

## Appendix 4 – Urgency/Special Urgency Form

### Urgent Cabinet Report/Delegated Key Decision

Date of Request:	28.08.2025	Date of Meeting/Decision:		Officer:	Stephanie Costello
Report / Decision Title	Saltburn Cliff Tramway Replacement Carriages				

Chief Officer	Signature
Stephanie Costello	

#### **Urgent - General Exception**

##### **Reason for urgency**

The Saltburn Cliff Tramway Carriages are currently at the end of their life cycle and in a poor condition due to water ingress, rot, and internal fungi. The design, build and installation of replacement carriages are needed to bring the Grade II listed attraction back to a positive state of repair and to mitigate the risk of a forced closure. It will ensure that the Tramway can continue to operate safely whilst ensuring its significance as a dedicated heritage asset remains.

The reason for its urgency is due to the condition of the current carriages which have worsened far quicker than expected. Lead time for key materials and components are longer than anticipated. This urgency will ensure that the Tramway is fully operational by April 2026.

**NB** In cases of Urgency – General Exception –The chair of the relevant Scrutiny and Improvement Committee (or if there is no chair, the whole committee individually) must be informed by notice in writing of the decision to be taken, and this notice must also be published, with reasons for the urgency, at least 5 working days in advance of the decision being taken. In cases of Special Urgency, the agreement of the chair of the relevant Scrutiny and Improvement Committee that the decision cannot reasonably be deferred must be obtained (or if there is no chair, or the chair is unable to act, the

Mayor, or in their absence the Deputy Mayor). A notice setting out this position and detailing the reasons for the urgency must be published and use of this procedure must be reported to Council by the Leader on a quarterly basis.

**This urgent report/decision has been seen and agreed by the following:**

<b>Officer / Member</b>	<b>Signature</b>
Managing Director	
Section 151 Officer	
Monitoring Officer	

# Delegated Power Record

Are the details of the decision to be public or confidential?

## Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

<b>Reference</b>	GEE-25-290
<b>Corporate Plan Priority</b>	Prosper and Flourish
<b>Delegation Title</b>	Saltburn Cliff Tramway Replacement Carriages
<b>Delegated Power Number</b>	455 - Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules: (V. there are other circumstances which are genuinely exceptional)
<b>Date of Exercise</b>	10/09/2025
<b>Cabinet Member</b>	Cllr Carrie Richardson
<b>Assistant Director</b>	Chris Moon

<b>Type of Decision (Key/Executive/Non-Executive)</b>	Key - Executive
<b>FOR KEY DECISIONS ONLY</b>	
<b>Delegated Power Forward Plan Ref</b>	If a key decision has not been published in the forward plan at least 28 days in advance of the decision being taken, then the urgency or special urgency rules must be applied, and relevant forms completed in conjunction with Democratic Services
<b>Date Decision Published in Forward Plan</b>	08/09/2025 To be completed by Democratic Services
<b>Urgency</b> (For Key Decisions not included in Forward Plan only)	Urgent - General Exception - Forms Attached

### Background to decision:

The Saltburn Cliff Tramway Carriages are currently at the end of their life cycle and in a poor condition due to water ingress, rot and internal fungi. The design, build and installation of replacement carriages are needed to bring the Grade II listed attraction back to a positive state of repair and to mitigate the risk of a forced closure. It will ensure that the Tramway can continue to operate safely whilst ensuring its significance as a dedicated heritage asset remains.

The Grade II listed Saltburn Cliff Tramway is the Borough's main visitor attraction, attracting 184,000 visitors per year. It has been in operation since 1884 and is the oldest working funicular

# Delegated Power Record

in Great Britain and links the historic Victorian resort of Saltburn with the only remaining pleasure pier on the North East and Yorkshire Coast.

Rapid Consulting Engineers Ltd are the current contractor for the Saltburn Cliff Tramway and provide maintenance / emergency response and replacement parts as required. Their existing extensive and specialist knowledge of the carriages and the control system will support successful delivery of the project.

## Decision Considerations:

If the carriages are not replaced this will force the Saltburn Cliff Tramway to close as the carriages will deteriorate further to the point where they are no longer fit for purpose or become unsafe to carry passengers causing significant reputational damage to the Council and a loss of income.

A Full Business Case for this investment was approved by Programme Management Group on 04/06/2025.

A Transparency Notice will be published to inform the market of the intention to award a contract for this requirement in accordance with the Procurement Act 2023.

Terms and Conditions will be agreed with Legal Services.

## Full details of decision:

Approval is requested to directly award a contract to Rapid Consulting Engineers Ltd. for the design, build, installation and commissioning of replacement carriages for the Saltburn Cliff Tramway.

The contract will start in September 2025 and be for a period of approximately 6 months.

## Financial detail:

Prudential Borrowing

### Budget Code

C20259

### Is budget available for full contract/service without causing additional pressure?

Yes, Prudential Borrowing funding

### Annual Contract Value

N/A

### Total Contract Value

£250,000

## Delivering Social Value:

Buy local - Choose suppliers within or as close to the borough where possible, some areas of the project will require specialist materials and knowledge.

Employ Local – Continue to provide direct and indirect employment opportunities.

A Great Place to Live – Retain and preserve historical value of the Tramway for future generations.

# Delegated Power Record

<b>Reasons for Decision:</b> <p>Rapid Consulting Engineers Ltd. are the current contractor for the Saltburn Cliff Tramway and provide maintenance / emergency response and replacement parts as required. Their existing extensive knowledge of the carriages and the control system will support successful delivery of the project.</p>		
<b>Details of alternative options considered (if any) and reasons for rejection:</b> <p>Do nothing – Not a viable option as it would ultimately force the Tramway to close.</p> <p>Provide service in-house - Not a viable option as the project requires specialist engineering expertise, a resource that the Council does not have.</p> <p>Carry out Competitive Procurement Process – Not a viable option as Rapid Consulting Engineers Ltd are the only suppliers who can supply the goods and services due to their extensive, specialist knowledge and expertise of the Saltburn Cliff Tramway.</p>		
<b>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</b> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>		
<b>Details of any dispensation granted in respect of any conflict of interest:</b> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>		
<b>Background Papers:</b> <p>State where any additional papers may be held, any background information (if applicable)</p>		
<b>Officer Name (Print)</b>	Stephanie Costello	
<b>Officer Signature</b>		
<b>Officer Submission Date</b>	28/08/2025	
<b>Procurement Officer Name (Print)</b>	Debbie Seaman	
<b>Procurement Approval Signature</b>		Request complies with the Council's Contract Procedure Rules
<b>Date of Approval</b>	28/08/2025	
<b>Finance Manager Name (Print)</b>	David Dobson	
<b>Finance Approval Signature</b>		Finance Manager to confirm that budget approved for the decision
<b>Date of Approval</b>	03/09/2025	

<b>Reference</b>	GEE-25-290
------------------	------------

## Delegated Power Record

<b>Delegated Power Forward Plan Reference</b>	
<b>Corporate Plan Priority</b>	Prosper and Flourish
<b>Delegation Title</b>	Saltburn Cliff Tramway Replacement Carriages
<b>Delegated Power Number</b>	455 - Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules: (V. there are other circumstances which are genuinely exceptional)
<b>Date of Exercise</b>	10/09/2025
<b>Cabinet Member</b>	Cllr Carrie Richardson
<b>Assistant Director</b>	Chris Moon

## Signatures

<b>CABINET MEMBER FOR DEPUTY LEADER AND CLIMATE, ENVIRONMENT AND CULTURE</b>	<b>Date 10/09/2025</b>
<b>CHIEF FINANCE OFFICER</b>	<b>Date 05/09/2025</b>
<b>CHIEF LEGAL OFFICER</b>	<b>Date 04/09/2025</b>
<b>EXECUTIVE DIRECTOR FOR GROWTH ENTERPRISE AND ENVIRONMENT</b>  PP.	<b>Date 08/09/2025</b>

## Call-In (Key Decisions Only)

Choose an item.

Reasons for dis-applying Call-In due to urgency to be added here if relevant. This will need to be reported to the next meeting of the Borough Council and the reasons must demonstrate that any

## Delegated Power Record

delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.
---

<b>Date Decision will become effective</b>	22/09/2025 To be completed by Democratic Services – date will be not less than expiry of 5 working days from publication unless urgency applies.
--	---