

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

<b>Reference Number:</b>	2076
<b>Author:</b>	Rasita Chudasama
<b>Department:</b>	Development
<b>Contact:</b>	Rasita Chudasama (Job Title: Principal Transport Planner, Email: rasita.chudasama@nottinghamcity.gov.uk, Phone: 01158763938)
<b>Subject:</b>	Opportunity to bid to Office of Low Emission Vehicles (OLEV) Go Ultra Low Fund
<b>Total Value:</b>	Upto £25,000 (subject to agreement of proposal) (Type: Revenue)
<b>Decision Being Taken:</b>	<ol style="list-style-type: none"><li>1. Permission is sought to submit three bids into the Office of Low Emissions (OLEV) Go Ultra Low Fund comprising Bus, Taxi and City Bids on behalf of Nottingham City Council.</li><li>2. Authorise dispensation pursuant to Financial Regulation 3.29 from the requirement to obtain 3 quotations in accordance with Contract Procedure Rule 5.1.1</li></ol>

**Reasons for the Decision(s)**

The Government has set out a commitment for every car and van in the UK to be zero-carbon by 2040. Bids are invited through a competitive bidding process to access a share of Department for Transport (DfT) funding to deliver improvements to buses, taxis and vehicles in local areas.

Whilst Nottingham has a long standing reputation in the promotion and delivery of sustainable transport and energy policies, submitting bids to the OLEV Fund could help to secure up to £15 million to further develop an integrated low carbon transport system.

There are two Air Quality Management Areas (AQMA) in the City of Nottingham. Monitoring of the AQMA relate to pollutants from vehicles which consistently shows levels of nitrogen dioxide over the EU Ambient Air Quality Directive Limit values. In addition, particular PM2.5 has recently been shown to have a significant adverse impact upon health and wellbeing. Modelling of concentrations in Nottingham showed significant exceedances of the EU PM2.5 Limit value, and in some locations more than twice the World Health Organisation guideline values. A move to Ultra Low Emission Vehicles (ULEVs), (particularly bus, taxi and private hire vehicles) would improve air quality and health.

A broad range of measures are proposed as part of the three complementary strands (Taxi, Bus and City Bids). Further information on the Fund and initial proposals is provided in the Background Paper. To support the development of the ULEV Strategy, technical expertise and resource input is required to submit a full and final five-case Business Case in accordance with DfT bidding criteria and timescales. The use of consultants (Cenex) is proposed to support Bid development and submission. Further detail is provided in the Use of Consultants section of this Decision. It is proposed to utilise Congestion Fund to resource the use of consultants with the intention to leverage external OLEV funding. If successful, no new match funds from the council would need to be applied to these initiatives to enable the bid offer to be accepted by the Council.

**Briefing notes documents:**

**DDM OLEV Bid Opportunities Briefing Note.docx**

**Other Options Considered:**

1. Not submitting the Bids. This option was rejected as the opportunity to leverage external grant funding to help to reduce significant air quality problems and carbon emissions in Nottingham would help to achieve the objectives set out in key Corporate Policy documents and the D2N2 (Local Enterprise Partnership) Strategic Economic Plan and Low Carbon Plan. 2. Bid development in-house. This option was rejected as the technical expertise and resources relating to types of charging infrastructure and emerging technologies are not available.

**Background Papers:**

**Published Works:**

**D2N2 Local Enterprise Partnership Strategic Economic Plan and Low Carbon Plan  
Nottingham Local Transport Plan 2011-2026  
Office of Low Emissions Go Ultra Low Scheme Guidance (Taxi, Bus, City) Strands**

<b>Affected Wards:</b>	Citywide
<b>Colleague / Councillor Interests:</b>	None
<b>Dispensation from Financial Regulations:</b>	Yes
<b>Use of Consultants</b>	<p><b>Number of Days:50</b></p> <p><b>Rate per Day:450</b></p> <p><b>Total value:22500</b></p> <p><b>Start date:01/05/2015</b></p> <p><b>End date:31/03/2016</b></p>
<b>Reason for using a consultant:</b>	The use of a consultant is required to provide technical expertise and detailed analysis of the Bid proposals. Development of Nottingham's Low Carbon Transport Strategy and Business Case is required to comply with the funding opportunities announced by the DfT and compliance with their bidding timescales.
<b>Other options considered:</b>	1. Inviting three quotes: Due to the level of technical input and expertise required is it likely that that costs of this option would be exceed financial limits for this approach to be appropriate.2. Tendering: The working timescales are prohibitive given bidding timescales set by the DfT and developing a tender, selection and approval to appoint a preferred supplier is not feasible.
<b>Name of consultant:</b>	Cenex
<b>Reason for selection?</b>	Cenex are a Centre of Excellence for Low Carbon and Fuel Cell Technologies. The organisation is well-resourced and at the forefront of low carbon technologies. Cenex specialise in derisking low carbon solutions supporting innovation, undertake research and development and the delivery of projects. Have experience of working in partnership with them through the "Plugged in Midlands" project.
<b>Has the consultant previously completed work for the City Council?</b>	Cenex were the lead organisation on behalf of the East and West Midlands Local Authorities forming a partnership "Plugged in Midlands" initiative which helped to secure funding from the DfT during 2010-2012. The funding helped to introduce electric vehicle charging infrastructure (and associated charge point maps) at a number of locations across the region, including the Queens Drive Park and Ride in Nottingham.
<b>Specific activities to be undertaken by the consultant are:</b>	<p>Technical expertise</p> <p>Critical review</p> <p>Engagement with key stakeholders</p> <p>Bid writing</p>
<b>Period of engagement:</b>	May 2015 - March 2016
<b>By what process was the consultant selected?</b>	Through the use of the Department for Energy and Climate Change (DECC) Energy Technical Specialists Framework Contract (Tender Reference No. 906/10/2014) for Lot 22 Transport.

<b>Consultations:</b>	<b>Date: 09/02/2015</b>
	<b>Other City Council Bodies:Portfolio Holder for Planning and Transport</b>
	<b>Proposals and approach supported</b>
	<b>Date: 09/02/2015</b>
	<b>Other:Director for Planning and Transport</b>
	<b>Proposals and approach supported</b>
	<b>Those not consulted are not directly affected by the decision.</b>
<b>Crime and Disorder Implications:</b>	<b>N/A</b>
<b>Equality:</b>	<b>EIA not required. Reasons: EIA not required as the Bid submissions do not relate to new or changing policies.</b>
<b>Social Value Considerations:</b>	<b>The proposed Bid measures will help to deliver significant air quality benefits, reduce carbon emissions and create ULEV-related growth opportunities for businesses locally.</b>
<b>Decision Type:</b>	<b>Portfolio Holder</b>
<b>Subject to Call In:</b>	<b>Yes</b>
<b>Call In Expiry date:</b>	<b>24/07/2015</b>
<b>Advice Sought:</b>	<b>Legal, Finance, Procurement, Human Resources</b>
<b>Legal Advice:</b>	<b>This report does not raise any significant legal issues provided the contract value remains below the EU threshold for services. A written contract needs to be completed with the consultant. Advice provided by Andrew James (Team Leader Contracts and Commercial) on 20/05/2015.</b>

**Finance Advice:**

This decision seeks approval to submit 3 bids for grant funding to the Office of Low Emissions (OLEV) Go Ultra Fund on behalf of the Council. The outcome of the bids will be the subject of a further report.

This decision also seeks approval to spend up to £25k by commissioning Cenex to support the Council's bid development and submission. Due to the short deadline to complete and submit the bid, it will not be possible to seek 3 quotes for the technical expertise and detailed analysis of the Bid proposals. Previously Cenex have been successful in supporting the Council to secure additional funding. As a result dispensation from Contract Procedure Rule 5.1.1 is required under Financial Regulation 3.29 is required.

The expenditure will be financed from Congestion Performance Fund reserves.

Advice provided by Maria Balchin (Finance Analyst) on 21/05/2015.

**Procurement Advice:**

This situation has arisen due to the tight timescales imposed upon us by the DfT. In normal circumstances a procurement exercise would have taken place. Given the need to maximise our chances of obtaining funding, I support this approach. Advice provided by John Watson (Category Manager) on 28/04/2015.

**HR Advice:**

There are no HR implications at this stage to this proposals. Advice provided by Wendy Tutin (Service Redesign Consultant) on 13/05/2015.

**Signatures:**

Jon Collins (Leader of the Council)
<b>SIGNED and Dated: 17/07/2015</b>
Nick McDonald (Portfolio Holder for Jobs, Growth and Transport)
<b>SIGNED and Dated: 13/07/2015</b>
David Bishop (Deputy CE, CD for Development and Growth)
<b>SIGNED and Dated: 01/07/2015</b>
Theresa Channell (Head of Corporate and Strategic Finance) - Dispensation from Financial Regulations
<b>SIGNED and Dated: 10/07/2015</b>
Chief Financial Officer's Comments: