

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

**Reference Number:**

3219

**Author:**

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**Department:**

Development and Growth

**Contact:**

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**Subject:**

Traffic and Transport Framework Contract

**Total Value:**

Up to £900,000 (Type: Capital and Revenue)

**Decision Being Taken:**

1. Approval to tender for and enter into a framework contract to provide specialist technical consultancy support and advice in the delivery of Traffic and Transport projects, in line with approved policies, programmes and budgets.
2. Approval to delegate authority to the Corporate Director of Development and Growth to award places on the framework to the chosen suppliers following the completion of the tender process.

**Overview**

The Council wishes to tender a contract for professional consultancy organisations to assist with specialist technical advice and support, which will where required, top up existing resources in the delivery of Traffic and Transport projects, in the drive for innovation and effective capital programme delivery. The contract will be a 4 (four) year fixed term contract. The contract is anticipated to have a lifetime value of up to £900,000; however there will be no guaranteed minimum value expressed verbally or in writing to any successful tenderer for this contract. There will be a competitive tendering process following the OJEU procedure and it is anticipated this contract will enable the Council to deliver complex technical projects more effectively.

This is a capital funded contract. The amount of the funds for this contract are anticipated to be from external capital sources such as Local Transport Plan and s.106 agreements although some may be Council capital.

The contract will be let in 2 lots:

- Traffic (Lot 1)
- Transport Strategy and Public Transport (Lot 2)

The capital programme usually has peak work periods and the Council, if necessary, needs to be able to call upon external professional assistance to ensure the capital programme is successfully completed on time and to budget. The current full time compliment of staff within the teams are, at the peak work flow periods, unable to provide the time and resources needed to ensure all the schemes are delivered to the required 'right first time' standard. Given the current financial climate the Council is in, recruitment has been curtailed so the peaks in works cannot be dealt with by recruitment. The contract will give the council the flexibility to engage external assistance when required.

**Other Options Considered:**

To not tender for a new framework contract. This was discounted for the following reasons.

In order to manage peaks in work demand, there are two main options available; firstly to employ additional Council staff directly or secondly to commission external consultancy support.

Recruiting additional Council staff to deal with short term temporary projects and peak work periods is not desirable as it would leave the role of the staff member redundant at the end of the peak work period with obvious HR considerations. The alternative option of commissioning external support only for the duration of the project or peak work period is preferable as it reduces the financial and contractual risk to the City Council whilst helping to maintain and protect the jobs of the Council's core staff.

In order to access external consultancy support this requires the use of an approved contractual route such as a framework. Existing approved frameworks exist, including the Midlands Highways Alliance, which can and have been utilised in the past, however, third party frameworks such as this are managed remotely from Nottingham therefore reducing the City Council's ability to influence decisions affecting the management and performance of the framework contractors. A bespoke Nottingham framework contract therefore addresses this weakness by enabling the City Council to get the best deal for Nottingham in terms of cost, performance management and the delivered outputs and outcomes.

**Background Papers:**

None.

**Published Works:**

None.

**Affected Wards:**

Citywide

**Colleague / Councillor Interests:**

None.

**Consultations:**

Date: 20/07/2018

Other: Councillor Jon Collins, Leader of Nottingham City Council

Ok with decision on condition that any individual requests for consultants are signed off according to proper process.

Those not consulted are not directly affected by the decision.

**Crime and Disorder Implications:**

None.

<b>Equality:</b>	EIA not required. Reasons: This decision will not have an impact on the delivery of existing services, for which an EIA has already been completed.
<b>Social Value Considerations:</b>	Places on the framework will be awarded based on a 70% quality / 30% price split. This will ensure a best value approach is taken in any procurement. The framework will also be let in two district lots (Lot 1 - Traffic; and Lot 2 - Transport Strategy and Public Transport). This will help to ensure that only highly specialist suppliers are appointed to the framework who are best able to develop innovative solutions to meet the wider social, economic and environmental needs of the community.
<b>Relates to staffing:</b>	Yes
<b>Decision Type:</b>	Portfolio Holder
<b>Subject to Call In:</b>	Yes
<b>Call In Expiry date:</b>	02/08/2018
<b>Advice Sought:</b>	Legal, Finance, Procurement, Human Resources
<b>Legal Advice:</b>	<p>This report does not raise any significant legal issues. Legal Services will work with Procurement colleagues to develop the framework contract and call-off conditions.</p> <p>Advice provided by Andrew James (Team Leader Contracts and Commercial) on 18/05/2018.</p>
<b>Finance Advice:</b>	<p>The tender process will be managed internally and there are no costs associated with undertaking this tender procedure. There is no commitment for any spend through the framework. The service does use specialist consultants at present where appropriate and having a bespoke Nottingham framework should allow more control and ensure that any consultancy support provides the best value for money for the Council. The actual funding used for consultancy will be dependent upon the funding envelope approved at the time the specific capital scheme/project was approved.</p> <p>Advice provided by Susan Tytherleigh (Senior Finance Manager) on 23/05/2018.</p>
<b>Procurement Advice:</b>	<p>There are no procurement issues with the decision being sought. The Procurement Team is working with the client to tender for this requirement in compliance with Public Contracts Regulations and Contract Procedure Rules.</p> <p>Advice provided by Jonathan Whitmarsh (Lead Procurement Officer) on 17/05/2018.</p>

**HR Advice:**

**There are no adverse HR issues with this proposal. It will allow NCC to have greater control over who we contract to undertake our work. Future use of consultants through this mechanism will be used in conjunction with reviewing what skills we have within the current team and as part of a longer term workforce plan.**

**Advice provided by Hannah Gemmill (HR Business Partner) on 23/05/2018.**

**Signatures**

**Dave Liversidge (Portfolio Holder for Transport and HR)**

**SIGNED and Dated: 26/07/2018**

**David Bishop (Deputy CE, CD for Development and Growth)**

**SIGNED and Dated: 24/07/2018**