

Record of Urgent Decision taken by Head of Paid Service for the North East Combined Authority

Consultation and Agreement

The Chair and the Vice Chairs of the NECA have been consulted on this matter and have agreed that it is appropriate for the Head of Paid Service to use the delegated powers given to him by the Leadership Board of the NECA and to make an urgent decision.

The Chair and Vice Chairs agreed that this decision is urgent because of the need to progress matters in relation to the funding of the project set out below and that this matter cannot be left until the next Leadership Board meeting on 20 September 2016.

Consultation with the Chair of NECA the NECA on 29 July 2016

Consultation with the 1st Vice Chair of the NECA on 26 July 2016

Consultation with the 2nd Vice Chair of the NECA on 25 July 2016

Record of the Decision

1. Subject of Decision

Go Smarter (Across the North East) 2016-17 – Programme Management

2. Thematic Area

Transport
Economic Development and Regeneration
Employability and Inclusion

3. Executive Summary

The Local Sustainable Transport Fund (LSTF) was a Department for Transport led funding programme which began in 2011, with the aim of delivering sustainable transport solutions which would support economic growth and reduce carbon emissions. Following funding awards, a range of activities were successfully delivered in Northumberland, Durham and Tyne and Wear between 2011-12 and 2015-16.

LSTF funding came to an end on 31st March 2016 and will be replaced by a £60m 'Access Fund' for delivery from 2017/18. To bridge this gap and avoid valuable projects having to be closed down for a year and then re-started, the Department for Transport launched a 'Sustainable Travel Transition Year' funding competition for 2016-17. The North East Combined Authority submitted a revenue only bid and on the 23rd of May was informed that the bid was successful and the full amount requested (£2.343m) was awarded. The new programme covers the entire NECA area and is branded as "Go Smarter (across the North East)".

The bid has 3 elements - Schools Go Smarter; Go Smarter into Employment and Training and Go Smarter to Work

A key commitment of the NECA Transition Year bid was that the Authority could 'hit the ground running' with no hiatus in delivery. This was essential given the short timeframe of the programme. Since the announcement in May, arrangements have been put in place for delivery of the various elements of the programme, liaising with Newcastle City Council's procurement team as appropriate, depending on the size of the individual contracts for specific elements of the programme.

An essential element of the new programme is the need for a full time Programme Management team, to be based with the NECA Regional Transport Team at Newcastle Civic Centre.

Following liaison with Newcastle's Procurement officers, in June 2016 the contract for programme management was published on the NEPO portal. A maximum budget of £150,000 was allocated, covering a period from 1st July 2016 to 31st March 2017, subject to monthly review.

4 tenders were received, from the following companies:

- Aecom
- Crux Associates
- KPMG
- Riverside Consulting

On 18th July, the tenders were reviewed by Mark Wilson, NECA Head of Transport and by John Bourn, NECA Senior Specialist Transport Planner, with Janine Cooper from Newcastle Procurement present to provide technical advice.

Aecom clearly emerged as the strongest bidder. The cost quoted by Aecom, of £141,280, was within the maximum budget threshold.

An urgent decision is necessary because the 2016-17 Go Smarter programme has already started. Whilst interim arrangements for managing the programme have been arranged by the Regional Transport Team, it is essential that a full-time dedicated Programme Management Team is in place as soon as possible.

Demonstrating effective delivery of the present Transition Fund programme will also assist NECA in submitting a strong bid for the (financially larger) Access Fund programme to begin next year.

Approval is requested from the Head of Paid Service for the Regional Transport Team to write to all the bidders advising them of the outcome of the tender evaluation and to proceed with award of the tender for Go Smarter Programme Management Team to Aecom.

4. **Alternative Options Considered**

Option 1 To award the tender for the Go Smarter Programme management to Aecom.

Option 2 Not to award the tender for the Go Smarter Programme management to Aecom.

5. **Decision: Not Exempt or Confidential**

To award the tender for the Go Smarter Programme management to Aecom.

6. Reason for Decision

Having regard to the fact that an appropriate procurement exercise was undertaken and that a clear strongest bidder identified and considering the comments of the Monitoring Officer and Chief Finance Officer I am content to use my delegated authority to award the Go Smarter Programme management team contract to Aecom and to authorise the Monitoring Officer to approve and sign the appropriate contractual documentation.

7. Date of Consultation with the Monitoring Officer and their Relevant Comments

21 July 2016

An appropriate procurement exercise has been undertaken with assistance given by Newcastle City Council Procurement Officers to ensure compliance with relevant Contract Standing Orders. This procurement is below the EU Procurement threshold. Appropriate contractual documentation will be drafted and entered into safeguard the interests of NECA and ensure delivery of the Programme Management by Aecom.

8. Date of Consultation with Chief Finance Officer and their Relevant Comments

21 July 2016

The project can be funded from the transitional grant that has been received.

9. Date of Publication

2 August 2016

10. Implementation Date

2 August 2016