

**NORTH EAST JOINT TRANSPORT COMMITTEE**  
**RECORD OF DELEGATED DECISION BY OFFICER**

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**1. Subject of decision**

Procurement Award – Levelling up Fund – Business Case Support

**Delegation Reference (Refer to Meeting Minute Number or Delegation Scheme in the Constitution)**

**Joint Transport Committee Scheme of Delegation -- Proper Officer for Transport**

3 Contracts and Accounts:

- (ii) The acceptance of the tender or quotation duly assessed as being the lowest or the most economically advantageous:
- a) For the supply of goods, materials or services for which financial provision has been made in JTC's Revenue Budget up to a limit of £100,000 in value for any one transaction

This decision has been delegated to one or more officer(s) under:

(a) A specific express authorisation was given to make and enter into appropriate contracts in relation to each project after specified consultation.

(b) a general authorisation to take such decisions **and**, the effect of the decision is to:

(i) grant a permission or license;

(ii) affect the rights of an individual; or

(iii) award a contract or incur expenditure which, in either case, materially affects the Authority's financial position.

**2. Name and Title of Decision Maker**

Tobyn Hughes, Managing Director, Transport North East

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**3. Details of any Conflict of Interest and any Dispensation granted in respect of such Interest**

None

**4. Executive Summary**

In August 2022, Transport North East on behalf of the North East JTC submitted a bid into the Government's Levelling up Fund (round 2). This was supported by technical economic and finance evidence from AECOM and Everergi. In January 2023, TNE was notified that the bid had been provisionally successful, subject to subsidy control checks. Various technical evidence has been supplied. The latest request surrounds the need to disaggregate the Benefit Cost Ratio for the bus component. Due to the value and timescales a direct award is justified and permissible in line with Durham County Council's procurement process,.

The tender price of £5000 falls within the available budget of £9685 and offers value for money as it enables the full specification to be delivered.

**5. Decision(s)**

The consultant AECOM will be notified of the intention of Transport North East to award the contract and enter in the agreement.

**5(b) If Exempt or Confidential, please provide a reason:**

**6. Alternative options considered**

There were no alternative options.

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**7. Reasons for the Decision(s)**

To support the region's Levelling up Fund submission which is seeking to deliver electric buses and associated infrastructure and a network of electric charging hubs across the region.

**8. Contact Officer**

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Title: Senior Transport Planner  
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**9. Date of Publication**

09/05/2023

**10. Date of Call-In Deadline**

n/a (not a key decision)

**11. Implementation Date**

15/05/2023

**Signature of the Decision-Maker**



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Please return the following to Emma Reynard in Democratic Services ([emmareynard@gateshead.gov.uk](mailto:emmareynard@gateshead.gov.uk)) **within 2 working days of the decision having been taken.**

- A Word version of the completed Delegated Decision report
- A Word version of the completed Delegated Decision Record
- A scanned PDF version of the completed and signed Delegated Decision Record

The Delegated Decision will be published by Democratic Services within three working days of it being taken, and it will then be open to call-in for a further five working days.

**Decisions must not be implemented until the call-in process is completed.** Democratic Services officers will advise report authors and decision makers of the relevant deadlines for call-in.