

NORTH EAST JOINT TRANSPORT COMMITTEE

RECORD OF DELEGATED DECISION BY OFFICER

1. Subject of Decision

Devolution Preparation – Professional Services

2. Delegation Reference (Refer to Meeting Minute Number or Delegation Scheme in the Constitution or Decision Notice)

Item 12: Devolution Preparation – Professional Services Decision Notice Joint Transport Committee 20th June 2023

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

(a) A specific express authorisation was given to the Managing Director Transport North East in consultation with the Chief Finance Officer by the Joint Transport Committee on 20.06.2023 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 licence;

(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.

3. Name and Title of Decision Maker

Tobyn Hughes, Managing Director, Transport North East

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

None

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5. Executive Summary

The North East Joint Transport Committee agreed proposals to procure professional services and other support for devolution preparations at their meeting on the 20th June 2023. This Delegated Decision relates to the procurement of professional services to complete the business case required to unlock capital monies associated with the City Region Sustainable Transport Settlement (CRSTS).

6. Decision(s)

6(a) As set out in the 'Recommendations' section of the appended Delegated Decision Report, to award the contact to support the preparation and production of the City Region Sustainable Transport Settlement Business Case, to the successful tenderer WSP on behalf of WSP and Jacobs.

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

N/A

7. Alternative options considered

No alternative options exist which would enable the production of the City Region Sustainable Transport Settlement Business Case in the required timescales.

8. Reasons for the Decision(s)

The procurement award will ensure that there is available resource to enable the City Region Sustainable Transport Settlement Business Case to be produced in time and with the appropriate technical expertise, as per the actionable direction of the North East devolution agreement.

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9. Contact Officer

Jonathan Bailes
Interim Assistant Director, Funding & Programmes, Transport North East
Jonathan.Bailes@transportnortheast.gov.uk

10. Date of Publication

29 September 2023

11. Date of Call-In Deadline

N/A

12. Implementation Date

29 September 2023

Signature of the Decision-Maker



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Please return the following to Emma Reynard in Democratic Services
(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



North East Combined Authority

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NORTH EAST JOINT TRANSPORT COMMITTEE

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- 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.

Transport North East

Procurement Award:

City Region Sustainable Transport Settlement – Business Case

Report by: Andrew Dorrian, Transport North East

Report to: Tobyn Hughes Managing Director, Transport North East

1. Purpose

- 1.1 Within the devolution deal - the North East Mayoral Combined Authority is required prepare a Programme level business case in order to access the £147m of capital funding provided by the City Region Sustainable Transport Settlement (CRSTS). Resource is required to develop and deliver a Programme Level Business Case in collaboration with constituent authorities to be agreed by the Mayor and North East Mayoral Combined Authority.
- 1.2 The tasks associated with the production of a Programme Level Business Case include:
 - The development of a programme to deliver the Business Case and implementing that programme including project management oversight and liaison with key stakeholders to achieve milestones.
 - Drafting of the Business Case including all five chapters of the strategic, commercial economic financial and management cases.
 - Undertaking a Rural proofing impact assessment embedded into the Business Case.
 - Embedding a Health and Equalities Impact assessment into the Business Case.
 - Identification of required assurance processes beyond the production of the Business Case and associated delivery routes (including where appropriate templates) leading to the delivery of a programme management framework.
 - Production and management of a project programme for the delivery of onward project or sub programme level business case production.
 - Providing design and mapping resource for the whole Business Case document.
 - Working in collaboration with TNE and constituent authorities to assemble information and evidence that supports the Business Case. Responding to comments from the North East Mayor and Mayoral Combined Authority amending economic and financial cases as required, as well as providing design support if required following amends.
 - Responding to any queries, clarifications and comments following submission of the business case to the DfT from both the DfT and HMT, inclusive of making any amends to the Business Case arising from government feedback.

- 1.3 This is a significant undertaking and requires the technical expertise and capacity to deliver a Business Case that will forward a programme of up to 60 schemes with values ranging from c£500k - £20m, the total value of which is expected to be circa £160m inclusive of overprogramming, for onwards approval by HMT and DfT, with the ultimate goal of leveraging this capital funding into the region.
- 1.4 A procurement process has been carried out on behalf of Transport North East by Durham County Council using their procurement contractor Bloom. A competition was undertaken with five returns from suppliers (including some returns which formed a consortia of consultancies).
- 1.5 Following tender evaluation and moderation this report seeks approval to award the contract to Jacobs/WSP, who will undertake to develop a draft Programme Level Business Case with support from Transport North East. Jacobs and WSP have formed a consortia to fulfil this task.

2. Recommendations

- 2.1 To grant approval to appoint WSP to lead on this commission. The value of the contract is £497,052.

3. Background

- 3.1 Transport North East (TNE) on behalf of the North East Joint Transport Committee (JTC) is working with local authorities to prepare for Devolution which includes the development of a Programme Level Business Case to access CRSTS funding.
- 3.2 This tender seeks consultancy support to prepare and deliver a Programme Level Business Case, inclusive of the tasks outlined within the 'purpose' section.
- 3.5 A budget of £600,000 from TNE resources is available for this activity. A full procurement exercise has been carried out in order to procure a supplier.
- 3.6 The specification was sent to suppliers via Bloom's NEPRO 3 framework. The tender returns were reviewed on a 70% quality and 30% price basis and eight bids were submitted.
- 3.7 Following guidance supplied by Durham Procurement evaluation took a two-stage process with independent marking by three evaluators followed by a collective moderation session facilitated by an independent moderator. The tender price of the successful supplier (£497,052), falls within the available budget of £600,000 and offers good value for money.

4. Considerations

- 4.1 Bloom's Procurement Team has carried out this procurement exercise in line with the terms and conditions of their procurement contract with Durham County Council. There are no further considerations to consider.

5. Consultation

- 5.1 Officers from Transport North East and delivery partners were involved in the development of both the tender specification and assessing the tender responses. A workshop will be held with partners following the appointment of contractor and liaison thereafter.

6. What happens next

- 6.1 With the approval of the Managing Director, Transport North East, Jacobs/WSP will be notified of our intention to award the contract and enter into the agreement. A contract will then be prepared and sent to them for signature.

7. Contact Officers and Background Papers

- 7.1 Andrew Dorrian Transport North East Strategy Unit
Andrew.Dorrian@transportnortheast.gov.uk

Approved to proceed to contract:



Managing Director, Transport North East

Date: 28 September 2023