

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 assist in both the mapping of a Key Route Network (KRN) and the production of a KRN strategy.

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 mapping of Key Route Network and production of a strategy for the mapped Key Route Network, to the successful tenderer WSP.

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

N/A

7. Alternative options considered

No alternative options exist which would enable the mapping of the KRN and the production of a KRN strategy in the required timescales.

8. Reasons for the Decision(s)

The procurement award will ensure that there is available resource to ensure the KRN can be mapped, consulted on and a strategy document 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:

Key Route Network – Designation and strategy

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 agree a Key Route Network (KRN) of strategic integrated local authority roads. Resource is required to undertake a mapping exercise and develop a strategy for the KRN which will be delivered in collaboration with constituent authorities to be agreed by the Mayor and North East Mayoral Combined Authority.
- 1.2 The tasks associated with the identification of and strategy for the KRN include:
 - Establishing and agreeing the baseline specification for roads that could make up a regional KRN, informed by previous mapping exercises.
 - Setting out proposed criteria for defining the key route network, linked to a clear evidence base, including-key traffic flows, volumes and public transport considerations
 - Identifying the nature, function and functional importance of the routes making up the KRN both in terms of their role as transport arteries and their local economic and 'place' functions
 - Providing a mapped network utilising GIS, that is capable of being hosted online for the public, sharing the files with TNE
 - Consulting extensively and working collaboratively throughout with identified LA7 leads, making any amends as fit and producing timely and regular briefing documents for key stakeholders
 - Identifying any local considerations which should form part of proposals e.g. Local Plans, strategic links to development sites etc.
 - Identifying potential issues, constraints and opportunities with a clear understanding of how the routes that make up the KRN are operating at present
 - Outlining the above in a comprehensive designed strategy document ready for consultation with the Mayor and combined authority
 - Identify any opportunities to carry forward the KRN in the future under the governance of the newly formed MCA.

- 1.3 This is a significant undertaking that requires the technical expertise and capacity to deliver a highly collaborative evidence led strategy.
- 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
- 1.5 Following tender evaluation and moderation this report seeks approval to award the contract to WSP, who will undertake to identify and designate the creation of a KRN with an associated strategy.

2. Recommendations

- 2.1 To grant approval to appoint WSP to lead on this commission. The value of the contract is £102,673.65.

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 KRN.
- 3.2 This tender seeks consultancy support to map and deliver a strategy for a regional KRN, inclusive of the tasks outlined within the 'purpose' section.
- 3.5 A budget of £110,000 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 (£102,673.65), falls within the available budget of £110,000 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, 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:

A handwritten signature in black ink, appearing to be 'A. Dorrian', written over a faint horizontal line.

Managing Director, Transport North East

Date: 28 September 2023