

## OFFICER DECISION RECORD SHEET

**Name of decision maker:** Assistant Director – Planning Development & Regeneration

**Service Area:** Strategic Planning & Regeneration

**Title of Decision:** Approval to award contract for the Maylands Area Wide Travel Plan

**Decision made and reasons:**

**Decision:** The approval to award contract for Maylands Area Wide Travel Plan to Go Travel Solutions.

**Reason:**

Dacorum Borough Council (DBC) are planning for unprecedented levels of growth over the coming decades. Much of this will be brought forward through a new Hemel Garden Communities expansion to the north and east of Hemel Hempstead. Commissioning a service to evolve the Maylands Area Travel Plan to support for our future needs will discover, develop and deliver sustainable transport solutions for Hertfordshire IQ and the wider area, piloting new technologically powered transport services and preparing for the future planning of transport provision in line with the development plans for the area.

The contract period is for an initial 2 years with the option to extend up to 12 months for further pieces of associated work thereafter, if required. The total value of a two year contract is detailed in the attached Procurement Report.

**Reports considered:**

The procurement report is attached.

**Officers/Councillors/Ward Councillors/Stakeholders Consulted:**

*Chris Taylor – Group Manager Strategic Planning and Regeneration*

*Cherie Norris – Hertfordshire IQ Manager*

**Financial Comments:** The value of this contract is restricted, up to £50,000 per annum for 2 years by the funding made available from other public sector organisations. The winning bidder has a price of £97,703 which falls within this limit.

**Monitoring Officer Comments:**

Officers should ensure that an appropriate consultancy service contract is in place prior to award of contract.

**Deputy S151 Officers Comments:**

The award of the contract would require a budget contribution of £10k p.a. from DBC. These funds are budgeted for as part of the LDF budget for 2019/20 and 2020/21.

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**Implications:****Value for Money:**

'Value for Money' was scored as a particular criteria of the evaluation, the winning bidder scored highest in this area with 1,806 hours of consultancy to be supplied using a high level of resources.

**Financial:**

Funding will be provided from the following authorities.

- £30,000 per annum from Herts LEP
- £5,000 per annum from Hertfordshire County Council
- £5,000 per annum from St Albans City Council
- £10,000 per annum from Dacorum Borough Council (LDF/S106)

**Risk:** If this contract is not awarded

If this contract is not awarded there is a risk that there will be no change in the reliance of single occupancy car use around the wider Maylands area. It is accepted that congestion will get worse and this is already a challenge in this area.

It is essential that work is done now to influence a modal shift to more sustainable transport methods so as not to risk the growth that is due to come forward in unprecedented levels in the wider Maylands area in both housing and employment alongside further travel delays and associated impacts such as pollution levels.

**Officer Signature:**

Date: