

Portfolio Holder decision record sheet

Name of decision maker: Councillor Alan Anderson

Portfolio: Place

Date of Portfolio Holder decision: 04/04/2023

Title of decision: Approval to set aside the Council's Commissioning and Procurement Standing Orders to extend a contract for Hemel Garden Communities specialist consultancy support

Part II:

Part II reason:

Background to report:

In June 2022 a Procurement Certificate gave approval to award a contract to Hyas Associates Limited to provide specialist interim support to progress planning policy and delivery workstreams, and communications for Hemel Garden Communities up to the value of £73,500. The Hemel Garden Communities Team reported to Hemel Garden Communities Delivery Board in January 2023 that they are seeking to extend specialist consultancy interim support to progress a number of key workstreams, maintain programme and address the current vacancies in the team.

Hyas Associates have specialist knowledge supporting the progress and delivery of Garden Communities and can provide further support on a number of specialist planning policy and delivery workstreams.

Hemel Garden Communities will continue to progress permanent recruitment exercises with recruitment agencies and Public Practice for the vacant posts in the team.

Decision made and reasons:

Decision:

- To extend the contract for Hemel Garden Communities specialist consultancy support for a 26 week period to Hyas Associates Limited.
- To set aside the Council's Commissioning and Procurement Standing Orders and award a contract directly without the need to carry out a competitive tendering process.

Reason:

The Hemel Garden Communities team's capacity and resource has been impacted by the ongoing vacancies which remain despite repeated recruitment exercises. This has impacted the team's ability to progress key workstreams and evidence to inform the draft Dacorum and St Albans Local Plans. Hemel Garden Communities are seeking to extend the contract for a further 26 week period to progress the key work areas outlined above.

Reports considered:

- Appendix A – Hyas Proposal January 2023
- Appendix B – Procurement Certificate June 2022
- Appendix C – Hyas Work Programme January 2023

Officers/Councillors/Ward Councillors/Stakeholders consulted:

Councillor Alan Anderson, Portfolio Holder for Place

James Doe, Strategic Director for Place

Alex Robinson, Assistant Director, Planning

Ben Hosier, Head of Commercial Development, Commissioning, Procurement and Compliance

Sue Foster, Procurement Team Leader, Commissioning, Procurement and Compliance

Phillipa Zieba, Programme Director, Hemel Garden Communities

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Nathalie Bateman, Programme Manager, Hemel Garden Communities
Darren Flanagan, Accountant for Place and People

Monitoring Officer comments:

No comments to add to the report.

Chief Financial Officer comments:

The current HGC multi-year budget has £141k allocated for the delivery of this consultancy work and hence this contract is within agreed budgets.

Implications:

Financial:

The total contract value is expected to cost £140,900. This includes the previous commission of £73,500 and the extended contract which is expected to cost £62,400. A further £5,000 has been added to cover expenses and provide a buffer in case the scope or value marginally increases. The costs will be met by the Hemel Garden Communities programme budget.

Risk:

The delivery of this specialist support is necessary to maintain programme and failure to progress will have programme implications for Hemel Garden Communities and the Local Plans. This could lead to key evidence not being incorporated into the Local Plans and consultation, meaning that the policy framework is not able to embed HGC-specific policy requirements.

Value for money: Hyas Associates have specialist knowledge supporting the progress and delivery of Garden Communities and can provide further support on a number of specialist planning policy and delivery workstreams for Hemel Garden Communities.

Options considered and reasons for rejection:

Portfolio Holder's signature:



Date: 28 - 03 - 23

Details of any interests declared and any dispensations given by the Standards Committee:

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Date decision record sheet received from portfolio holder: 28/03/2023

Date decision published: 04/04/2023

Decision no: PH-007-23

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Date of expiry of call-in period: 13/04/2023
Date any call-in received or decision implemented: