

Report to the Chief Officer (Highways and Transportation)

Date: 14 March 2014

Subject: Extension of Contract – Highways and Transportation Partnership

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

- 1 This report seeks the Chief Officer's approval to extend the Highways and Transportation Partnership contract to 30th September 2015 in accordance with Contract Procedure Rule 21.1 and utilising Item 3 of the Conditions of Contract.

Recommendations

- 2 The Chief Officer (Highways and Transportation) is requested to approve the extension of the Highways and Transportation Partnership contract to 30 September 2015.

Purpose of this report

- 1.1 The purpose of this report is to inform the Chief Officer (Highways and Transportation) of the requirement to extend the Highways and Transportation Partnership and seek an Administrative Decision as defined by the Constitution of the Council to extend the Partnership with the existing service provider (Mouchel Ltd) who have confirmed their agreement to extend.

2 Background information

- 2.1 Mouchel were awarded a three year contract on 1st August 2008 to provide consultancy services to assist the Council to deliver their workload. There is provision within the contract, subject to Mouchel's agreement, to extend the contract up to a maximum contract period of 10 years.

3 Main issues

- 3.1 The Partnership has successfully delivered several schemes since its award in 2008. Mouchel currently have approximately 70% of their staff working on the Partnership co-located in Leeds City Council offices. The remaining 30% generally provide specialist services from Mouchel regional offices.
- 3.2 The prevalence of Mouchel staff presently working on key projects is a principal reason why the partnership needs to be extended to ensure the Council delivers its current workload.
- 3.3 The extension period will allow the current arrangement to continue until a review by the West Yorkshire Councils with the West Yorkshire Combined Authority on how best to procure Professional Technical Services to serve all the West Yorkshire districts and deliver the West Yorkshire Transport Fund. All West Yorkshire Councils have been requested to review their current arrangements with an aspiration that all existing arrangements are aligned by 30th September 2015.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Mouchel are agreeable to the Partnership being extended in accordance with its terms and conditions.
- 4.1.2 Consultation has taken place with the Finance Team who confirmed that funding will be authorised from the capital or revenue budget of each respective scheme as and when required.
- 4.1.3 The Procurement Section has also looked into the appropriateness or otherwise of the proposed extension and concluded that it is justifiable.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Due consideration to equality has already taken place as part of the Corporate Procurement Process before the Partnership was originally awarded. It is currently not applicable to carry out an EDCl screening or impact assessment at this time.

4.3 Council policies and City Priorities

- 4.3.1 The Partnership is used to procure consultancy services to assist the Department in the delivery of projects. Each project instruction is issued subject to the necessary approvals in accordance with the Council's rules.
- 4.3.2 The proposed extension of the Partnership will maintain an efficient method of procuring consultancy services.

4.4 Resources and value for money

- 4.4.1 Mouchel's were 24% cheaper than the nearest lowest tender when the contract was awarded in September 2008. During the last 6 years they have reduced their rates by a further 7.4% which represents good value for money.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 There are no specific legal implications arising from this report. All activities relating to the proposed extension have been executed strictly in accordance with the Council's Contract Procedure Rules. In accordance with the CPR's for the extension of contracts that may be used for expenditure of more than £250,000 the decision is subject to Call In.

4.6 Risk Management

- 4.6.1 The expiry of the Partnership without an alternative source of consultancy provision being in place would cause significant delays in the Departments programme of delivering works.

5 Conclusions

- 5.1 The extension of the Highways and Transportation Partnership contract will maintain continuity of projects and using Mouchel staff who are already familiar with Council processes and procedures ensures disruptions to services will be minimised. It is considered an efficient use of Council resources and is judged to be value for money with the Remuneration Multipliers being maintained at their current rate.

6 Recommendations

- 6.1 The Chief Officer (Highways and Transportation) is requested to approve the extension of the Highways and Transportation Partnership to 30 September 2015

7 Background documents¹

- 7.1 None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.