

**Report to the Chief Officer (Highways and Transportation)**

**Date:** 05 July 2016

**Subject:** Extension of Contract – Highways and Transportation Partnership  
2016- 2018

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 The Highways and Transportation Partnership contract was awarded to Mouchel Ltd on 1st September 2008 to provide consultancy services to assist the Council to deliver their workload for 10 years subject to agreed extensions.
- 2 The contract if not extended will expire on 30th September 2016.
- 3 This report seeks the Chief Officer’s approval to extend the Highways and Transportation Partnership contract to 31<sup>st</sup> August 2018 in accordance with Contract Procedure Rule 21.1 and utilising Item 3 of the Conditions of Contract.

**Recommendations**

- 4 The Chief Officer (Highways and Transportation) is requested to approve the extension of the Highways and Transportation Partnership contract to 31<sup>st</sup> August 2018.

**1 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.

## **2 Background information**

- 2.1 Mouchel Ltd was awarded the Highways and Transportation Partnership contract on 1<sup>st</sup> September 2008 to provide consultancy services to assist the Council to deliver their workload for 10 years subject to agreed extensions.
- 2.2 The contract was initially for three year contract and has since been extended and is due to expire on 30<sup>th</sup> September 2016
- 2.3 There is provision within the contract, subject to Mouchel's agreement, to extend the contract up to 31<sup>st</sup> August 2018.

## **3 Main issues**

- 3.1 The Leeds/Mouchel Partnership has successfully contributed to the delivery of a wide portfolio of schemes and has supported Leeds in the delivery of our highways investment programmes since its award in 2008. Mouchel currently has 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 At the present time Mouchel staff is working on a number of key projects which is why it is being recommended that the partnership needs to be extended to ensure the Council delivers its current workload. Mouchel is heavily involved with a number of ongoing schemes at the present time, including City Connect and the WYTF schemes for ELOR, Leeds city centre package and Leeds Bradford Airport Link Road. These are in a key stage of delivery hence the need to ensure continuity for business purposes and to ensure value for money is retained for these schemes.
- 3.3 The extension period will allow the current arrangement to continue until 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 operational services and deliver the West Yorkshire Transport Fund.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 Mouchel is 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 EDCI screening or impact assessment at

this time, as it is a strategic administrative proposal and that does not have a direct impact on the equality characteristics.

### **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 was 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 31<sup>st</sup> August 2018

## **7 Background documents<sup>1</sup>**

7.1 None

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<sup>1</sup> 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.