

Report of: *Bookings & Licensing Team, Parks and Countryside*

Report to: *Chief Officer, Parks and Countryside*

Date: 11/10/2018

Subject: *Request to waive contract procedure rules in respect of the procurement of Traffic Management Services at relevant events in 2018 & 2019.*

Are specific electoral wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of ward(s):		
All Wards		
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, access to information procedure rule number:		
Appendix number:		

Summary of main issues

1. Leeds City Council host a number of world class events throughout the city every year, it is the responsibility of the authority as event organisers to ensure that due diligence has taken place to safeguard all those participating. Due to the unique nature of these events there are a number of elements that cannot be sourced internally and require external contractors. Providing specialist Traffic Management at these events is a legal requirement that as organisers the authority must adhere to. Events of this size require rigorous partnership planning between the Council and Strategic Safety Advisory Group (SSAG) members.
2. In this instance any large scale events being organised by/in conjunction with Parks & Countryside will be in need of specialist Traffic Management.

Recommendations

3. The Chief Parks and Countryside Officer is recommended to approve the invocation of the following Contracts Procedure Rule:

Contracts procedure rules no 8.1 and 8.2 – Intermediate value procurements

The Chief Parks and Countryside Officer is further recommended to appoint Streetwise UK Management Ltd for the provision of Traffic Management as identified in the report up to a value of £95,000 at Parks & Countryside events in 2018 & 2019.

1 Purpose of this report

- 1.1 This report seeks approval from the Chief Officer to waive Contract Procedure Rule no. 8.1 and 8.2 in order to engage with Streetwise UK Management Ltd to provide Leeds City Council specialist Traffic Management services for Parks & Countryside Events in 2018 & 2019.

2 Background information

- 2.2 For numerous years Leeds City Council has hosted many large scale events on Parks & Countryside sites which have a substantial impact on the city's surrounding transport networks. Due to the size of the events, there is a need for Leeds City Council to provide substantial traffic management to assist with the safe running of these events whilst maintaining the flow of traffic around the city.
- 2.3 The role of a specialist Traffic Management Company is to facilitate a safe environment for all attendees of the event within the vicinity of the park and along the main arterial routes using appropriate closures, diversions and chapter 8 qualifications. The Traffic Management Company work closely with LCC Highways department and West Yorkshire Police to plan and implement the appropriate closures whilst adhering to the planning required of the event organisers and the city Safety Advisory Group.
- 2.4 Currently there is no contracted provider that has been procured and there is still a requirement to provide Traffic Management at these events. Parks and Countryside have tested the market, however based on the specialist nature of the traffic management, Streetwise UK Management Ltd have been identified as a suitable provider and in particular their extensive knowledge of the local and wider transport networks within the city and ability to provide robust traffic management at a challenging time.

3 Main issues

Reason for contracts procedure rules waiver

- 3.5 The current Event Manager of Streetwise UK Management Ltd has lead on the traffic management implemented at these events for a number of years and has local knowledge of the area, extensive knowledge of the city's transport network and in depth knowledge of the events which is needed to ensure the required traffic management is followed to maintain the flow of traffic around the city including blue light services.
- 3.6 The selection of the appropriate Traffic Management Company is paramount to the successful running of these events to ensure that Leeds City Council have done everything reasonably practical by law to ensure public safety at events.

Consequences if the proposed action is not approved

- 3.7 If the recommendations in this report are not approved the council could be vulnerable in meeting their legal obligations and in addition potential reputational risk. It is therefore important that a suitably experienced provider with relevant local knowledge is used that also has the trust and confidence of the service, SSAG members and community partners.

Advertising

- 3.8 No advertising of this requirement has taken place due to the specialist and unique nature of the requirement and the amount falls under the official journal of European Union threshold.

4 Corporate considerations

4.1 Consultation and engagement

- 4.1.1 For a number of years the Council has worked with the Event Manager of Streetwise UK Management Ltd to provide traffic management services at several events. Given the long-term experience the Council has of working with the Event Manager of Streetwise UK Management Ltd on our events and the fact that they have always delivered the services procured, no further consultation is required.

4.2 Equality and diversity / cohesion and integration

- 4.2.1 Streetwise UK Management employs operatives who have earned the respect of the local communities, partners and attendees; this being an important consideration for the management of these events which attract at times a boisterous and energetic audience. The selection of the appropriate traffic management provider is essential to the successful running of these events.
- 4.2.2 The Event Manager of Streetwise UK Management Ltd and operatives have proved their ability to consider, and have due regard to, the needs of diverse groups when delivering their service in the past, in order to eliminate

discrimination, advance equality of opportunity and access, and foster good relations between different groups in the community.

4.3 Council policies and best council plan

4.4 The Vision for Leeds 2011 to 2030 sets out a revised vision for the city with the specific objective for Leeds to be the best city in the UK by 2030. In establishing this vision one of the top priorities to emerge from consultation was for the city to be a cleaner greener city. Aspects of this priority can be found in all of the areas in which the vision is intended to make a difference, although specific reference can be made to the commitment within the vision for Leeds to be the best city to live with good green spaces where everyone can enjoy a good quality of life. Ensuring that events have the specialist cover required will unquestionably ensure that the visitor experience to these events is safe.

4.5 The use of Streetwise UK Management Ltd services complements the Best Council Plan to “spend money wisely”. For the reasons outlined in this report we believe that Streetwise UK Management Ltd is the organisation of Best Value for the services required. Through the use of Streetwise UK Management Ltd we are therefore able to work with and support communities at unique events which in turn promotes the Vision for Leeds to be “Best Council, Best City”

4.6 Resources and value for money

4.6.1 Alternative providers have been considered, the route decided upon within this report is the most pragmatic in terms of time and service provided will therefore represent best value in allowing the planning process to be undertaken within given time scales and with the assurance that Leeds City Council are utilising the best traffic management provision at events.

4.7 Legal Implications, access to information and call in

4.7.1 The Chief Parks and Countryside Officer has considered this and, due to the matters set out in this report and the fact that the services have to be physically provided in Leeds along with the value of the proposed waiver is not subject to call in.

4.8 Risk management

4.8.1 The standard contractual approach between the Council and Streetwise UK Management Ltd is for payment to be made after the event and so there is no risk to LCC of paying out monies and not receiving the required services.

5 Conclusions

5.1 After working with the Event Manager for Streetwise UK Management Ltd for several event series it is apparent that at this stage they provide the most suitable and reliable traffic management services in keeping with Leeds City Council requirements for the varied and unique nature of our events.

5.2 It is therefore suitable for the CPR no. 8.1 and 8.2 to be waived in this case.

6 Recommendations

- 6.1 The Chief Parks and Countryside Officer is recommended to approve the invocation of the following Contracts Procedure Rule:

Contracts procedure rules no 8.1 and 8.2 – Intermediate value procurements

- 6.2 The Chief Parks and Countryside Officer is further recommended to appoint Streetwise UK Management Ltd for the provision of traffic management services as identified in the report up to a value of £95,000 at Parks & Countryside events in 2018 & 2019.

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.