

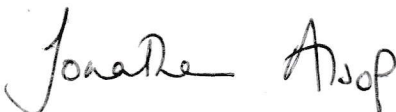
Officer Decision/Mayoral Decision No.:	ODN-143
<b>DECISION TITLE:</b> <b>Appointment of Integrated Transport Planning Ltd to undertake consultancy work for the development of business cases and other matters relating to alternative strategic bus delivery models</b>	
<b>NAME OF OFFICER/MAYOR EXERCISING DELEGATED POWERS:</b> <b>Chief Executive</b>	
<b>DATE OF OFFICER/MAYORAL DECISION:</b> <b>[                      ] 2019</b> Leave blank and fill in when the Officer/Mayor has made the decision	

Responsible Director/Mayor:	Paul Raynes, Director for Delivery & Strategy
Report Author and contact details:	John Gregson, Programme Manager
Is it a key decision?	No
Is this a public report? If a key decision, it will be a public report and will be published on the CA website.	No
<b>KEY DECISIONS ONLY</b>	N/A
Insert forward plan ref number	
Date when Mayor intend to make decision.	
Date report published on the website	
Implementation Date	
Does the report have any annex that contains exempt information?	

Decision taken	<p><i>Please provide the exact details of the decision taken.</i></p> <p><b>Decision</b>  To appoint Integrated Transport Planning Ltd to undertake consultancy work for the development of business cases and other matters relating to alternative strategic bus delivery models on behalf of CPCA</p> <p>Integrated Transport Planning Ltd were identified as being on the ESPO Consultancy Framework and a Call Off from that Framework is to be finalised; this will make the appointment OJEU compliant</p>
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Authorisation ( <i>delete as appropriate</i> )	This decision has been taken under Chapter 17, para 3.5 of the CPCA Constitution, which allows contracts up to £500,000 in value to be awarded by the Chief Finance Officer or Monitoring Officer upon receipt of a contract award report. An award report to authorise the award of the contract has been sent to Legal Services and the Finance Officer for approval by the Chief Finance Officer.
Background Information	<p><i>Give details of background information Give more information about the proposed decision</i></p> <p><b>Context</b> Following the Strategic Bus Review prepared in 2018, in January 2019 the CPCA Board approved the development and delivery of a Business case assessment of the benefits of operational models open to the Combined Authority including Enhanced Partnerships and franchising opportunities in line with DfT Guidelines and as set out in the Bus Service Act.</p> <p>In March 2019 the CPCA Board approved the draw-down of £400k, of the £1m allocated within the 2019/20 budget, to commence the work of the Bus Reform Task Force (BRTF) including procuring external consultancy support for the business case. A proposal to increase this draw-down by a further £400k in 2019/20 is being put to the September 2019 CPCA Board.</p> <p><b>Selection</b> Integrated Transport Planning Ltd were selected as experts in their field, including bus operations, transport planning, business case development.</p> <p><b>Value for Money Test</b> The selection of suppliers has been conducted through a competitive tender process with an invitation to tender issued to all suppliers in Lot 5 (Highways, Transport and Logistics) of the ESPO procurement framework.</p>
Alternative options considered.	<p><i>List alternative options considered and rejected and the reasons for rejection. Do not leave this section blank or put 'None'. There is always an alternative even if it is to do nothing.</i></p> <p>The alternative to hiring external consultants would be to use internal resources. However, there are no internal resources, either in CPCA, CCC or PCC with both the necessary skills and the necessary capacity</p>
Financial Implications	<p><i>Please include the total costs and how the project will be funded. Please include budget codes for your directorate</i></p> <p>Given the nature of the assignment, bidders were asked to quote a fixed price for a defined scope of work and a schedule of rates for any</p>

	<p>additional work. ITP's base price was £213,885 but it is considered prudent to make a further allowance for additional work up to the value for this work package in the Bus Reform Task Force Budget of £337,500 (£150,000 in 2019/20 and £187,500 in 2020/21)</p> <p>An allowance for BRTF work was made in the 2019/20 Budget of £1m, with a further allowance of £1m for 2020/21. In the MTFS review in August 2019 these allowances were rephased to £800k in 2019/20 and £1.2m in 2020/21.</p>
Consultation	<p><i>List any relevant consultation undertaken in relation to the decision. For example portfolio holders, other Chief Officers.</i></p> <p>The following have been consulted:</p> <ul style="list-style-type: none"> <li>• Paul Raynes, Director, Delivery &amp; Strategy</li> <li>• Peter Geach, Legal</li> <li>• Heidi Parker, Procurement</li> <li>• Jilur Hussain, Finance</li> </ul>
Declarations / Conflicts of Interests (only if the decision falls under the 'Express Authorisation' category)	<p><i>List the names of any member who has been consulted on and declared an interest in relation to the decision.</i></p> <p>None</p>
Supporting documentation	<p><i>List any supporting documentation available in relation to this decision (all of this information must be retained for public inspection for a period of at least 4 years – there is no provision for the release of exempt/confidential information).</i></p> <p>ESPO Procurement Framework and Call-off</p>

Officer/Mayor signature	<p>Jon Alsop, Chief Finance Officer</p> 	Date
		21/04/20
<p><b>Once signed please file in the electronic file Documents/Governance/ office decision notice and enter details in the register.</b></p> <p><b>If a public report, pass to Democratic Services and we will arrange publication.</b></p>		