



CAMBRIDGESHIRE
& PETERBOROUGH
COMBINED AUTHORITY

Officer Decision/Mayoral Decision No.:	ODN224-2020
DECISION TITLE: Consultancy Support for the Cambridgeshire and Peterborough Climate Change Commission	
NAME OF OFFICER/MAYOR EXERCISING DELEGATED POWERS: Director of Delivery and Strategy	
DATE OF OFFICER/MAYORAL DECISION:	

Responsible Director/Mayor:	Paul Raynes – Director of Delivery and Strategy
Report Author and contact details:	<i>Francesca Houston</i>
Is it a key decision?	NO
All reports will be published on the CA website. Does your report include exempt for confidential information?.	NO

Decision taken	<i>Please provide the exact details of the decision taken.</i> The Director of Delivery and Strategy agreed to 1. award a contract for the delivery of the Cambridgeshire and Peterborough Climate Change Commission. The Monitoring Officer to agree to 2. an exemption from seeking three quotes and directly award a contract based on expertise & experience
Authorisation (<i>delete as appropriate</i>)	This decision has been taken under: General authorisation (those decisions delegated to officers as per the Constitution): <ul style="list-style-type: none">• Chapter 17, para 3.3 – ability for the Direct a contract up to £50,000• Chapter 16, para 2.3 – ability of the Monitoring officer to grant an exemption

Background Information	<p>The Board agreed in November 2019 to establish an Independent Commission on Climate Change and to make a first report within a year. The Combined Authority agreed to make a revenue budget of £125,000 available to commission expert support on behalf of the Commission to enable it to carry out its work on the basis of robust data and evidence.</p> <p>The Commission's work programme requires the Commission to consider evidence and begin scoping its report during the autumn of 2020. A suitably qualified expert advisor is therefore required.</p> <p>This was seen as a legitimate call on the budget provided by the CA to allow the Commission working capacity.</p> <p>The identified consultant has an excellent track record in roles at BEIS, DfT and HM Treasury, is available immediately which facilitates the project deadlines and their selection has been agreed by the Chair of the Commission.</p>
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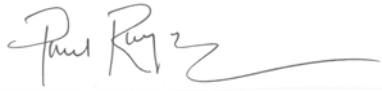
	This approach and rationale have been discussed and agreed with procurement and legal. A direct award is considered appropriate as the supplier brings unique and essential experience to the project.
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Alternative options considered.	<p>Alternatives considered were:</p> <ul style="list-style-type: none"> Commissioners – unremunerated volunteers carrying out a range of roles in other organisations and functions such as the House of Lords, Universities, and major businesses - to prepare their own working papers and draft report; this was rejected as unrealistic and impractical. CA staff to prepare Commission papers, including analysis and the report draft; this was rejected because (a) the CA does not have spare staff resource to carry out those tasks and this would divert staff from core CA projects; (b) this would compromise the independence of the Commission’s proceedings and report. External partners to fund the necessary resource; this was debated in the Management Group and no external funding was at this stage identified as available.
Financial Implications	<p>The Commission has a budget of £125,000 made available by the Combined Authority to provide capacity. The proposed solution would draw down about a third of that budget.</p> <p>The budget is included in the revised budget and MTFS agreed by the Board on 5 August 2020.</p>

Consultation	<i>head of procurement</i>	<i>Heidi Parker 29/09/20</i>
	<i>Chief Executive</i>	<i>N/A</i>
	<i>Responsible Director/Chief Officer</i>	<i>Paul Raynes</i>
	<i>Monitoring Officer</i>	<i>Robert Parkin 13.10.20</i>
	<i>S73</i>	<i>Jon Alsop 05/10/20</i>
	<i>Portfolio Holder</i>	<i>N/A</i>
	<i>Other</i>	<i>N/A</i>
Declarations / Conflicts of Interests (only if the decision falls under the ‘Express Authorisation’ category)	<i>List the names of any member who has been consulted on and declared an interest in relation to the decision.</i>	
Supporting documentation	<i>none</i>	



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Officer/Mayor signature		Date 13.x.20
Once signed please file in the electronic file Documents/Governance/ office decision notice and enter details in the register. If a public report, pass to Democratic Services and we will arrange publication.		



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