



CAMBRIDGESHIRE
& PETERBOROUGH
COMBINED AUTHORITY

Officer Decision/Mayoral Decision No.:	ODN No. ODN146-2019
DECISION TITLE: AgriTech Due Diligence Contract Award	
NAME OF OFFICER/MAYOR EXERCISING DELEGATED POWERS: John T Hill, Director Business & Skills	
DATE OF OFFICER/MAYORAL DECISION: 20/09/2019	

Responsible Director/Mayor:	<i>John T Hill, Director of Business and Skills</i>
Report Author and contact details:	<i>Louisa Simpson New Project Delivery Officer Cambridgeshire & Peterborough Combined Authority www.cambridgeshirepeterborough-ca.gov.uk E: louisa.simpson@cambridgeshirepeterborough-ca.gov.uk</i>
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.	YES (as part of the contract award it has been advertised on the CCC Portal)
KEY DECISIONS ONLY	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>CPCA has carried out a procurement exercise for the delivery of the Due diligence Appraisals for AgriTech in the CPCA area. Hewdon Associates Ltd have been appointed as the best value provider</p>
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<p>Authorisation (<i>delete as appropriate</i>)</p>	<p>This decision has been taken under:</p> <p>General authorisation (<i>those decisions delegated to officers as per the Constitution</i>):</p> <p>Director of Business & Skills to approve the contract award to fund Hewdon Associates ltd to provide service w/c 20/09/2019.</p> <p>Officer Scheme of Delegation and Proper Officers. (Ch 17 para Para 3.4)</p>	
<p>Background Information</p>	<p><i>Current procurement process to appoint Due Diligence and project appraisal service provider was completed and Hewdons were the best value provider to cover the CPCA area and have been approved by the Procurement Team to be contracted to deliver a the AgriTech appraisal until 31/03/2021</i></p>	
<p>Alternative options considered.</p>	<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>This is a contract award notice; all procurement processes have been followed and Hewdon associates ltd offer the best value provision</p>	
<p>Financial Implications</p>	<p><i>Please include the total costs and how the project will be funded. Please include budget codes for your directorate</i></p> <p>The programme will be funded out of BEIS Local Growth Funding.</p> <p>Total Costs – no more than £25,000 (bids are appraised on an hourly rate)</p> <p>The Business & Skills Directorate budget code: CX0098</p>	
<p>Consultation</p>	<p><i>List any relevant consultation undertaken in relation to the decision. For example portfolio holders, other Chief Officers.</i></p>	<p><i>Name and Date approved (or indicate if not applicable) –</i></p>
	<p>Chief Executive</p>	<p>N/A</p>
	<p>Responsible Director/Chief Officer</p>	<p>John T Hill – 26/09/2019</p>
	<p>Monitoring Officer</p>	<p>Dermot Pearson – 26/09/2019</p>
	<p>S73</p>	<p>Rob Emery – 26/09/2019</p>
	<p>Portfolio Holder</p>	<p>N/A</p>
	<p>Other - Procurement</p>	<p>Heidi Parker 20/09/2019</p>
<p>Declarations / Conflicts of Interests (only if the decision falls under the 'Express Authorisation' category)</p>	<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>	



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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>Tender Submission from Hewdon Associates Ltd</p>
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Officer/Mayor signature	John T Hill Director Business & Skills 	Date 3 10 19
<p><i>Once signed please file in the electronic file Documents/Governance/ office decision notice and enter details in the register.</i></p> <p><i>If a public report, pass to Democratic Services and we will arrange publication.</i></p>		