

## Portfolio Holder decision record sheet

**Name of decision maker:** Assistant Director – Planning Development & Regeneration

**Portfolio:** Planning and Infrastructure

**Date of Portfolio Holder Decision:**

**Title of Decision:** Approval to approve an exemption to comply with the Council's commissioning & procurement standing orders and award a contract directly without the need to carry out a competitive tendering process in relation to:

a Hemel Hempstead Sustainable Transport Plan

**Part II:**

**Part II reason:**

**Background to report: (this will be sent to members in the initial notice email so they know the content of the decision)**

The consultants (ITP) have been appointed to lead on the Hemel Hempstead Sustainable Transport Plan. Dacorum Borough Council is leading on the appointment but the work is on behalf of Dacorum Council, St. Albans City and District Council and Hertfordshire County Council for Hemel Garden Communities which will inform the Hemel Hempstead Transformational Plan and Dacorum's emerging Local Plan.

A set brief accompanies the first phase of the work with a budget of £30,000. The second phase of work will be scoped out and agreed by Dacorum, St Albans City and District Council and Hertfordshire County Council over the next couple of months. There is an expectation that this work in total will be capped at around £100,000 through draft scoping with the consultant. The reason for expediting the work with this consultant is due to the efficiencies of their recent appointment to lead on a wider multi-modal transport strategy for the South-West Herts Joint Strategic Plan. There is some overlap between the wider study and this strategy which will focus on Hemel Hempstead. There are also opportunities for cost savings as a result of this, relative to the use of other consultants, as well as consistency in outputs across studies.

**Decision made and reasons:**

**Decision:** Approval to award contract for a Hemel Hempstead Sustainable Transport Plan to ITP.

**Reason:**

MHCLG, working with Homes England have designated Hemel Hempstead a Garden Town, and awarded funding of £750k to Dacorum Borough Council and St. Albans City and District Council to assist bringing transformational change to Hemel Hempstead alongside new growth of over 11,000 homes and 10,000 jobs to the east and north of the town (Hemel Garden Communities).

Part of this process is the preparation of new evidence to underpin the emerging Hemel Hempstead Transformational Plan and Hemel Garden Communities Strategic Masterplan Guidance. The first phase of the Sustainable Transport Plan is the high

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level Sustainable Transport Strategy which will seek to identify new infrastructure projects and interventions, encouraging existing and new communities to use sustainable modes of transport over the use of the private motor car.

The need for this work is multi-faceted – it will inform both the Transformational Plan and the HGC Masterplan, as well as play an important role in influencing the initial phases of development of HGC, of which an application is due to be submitted in 2020.

### **Reports considered:**

Cabinet Report on 30 July 2019 – Hemel Hempstead Garden Town and Hemel Garden Communities. Sets out in further detail how the authorities seek to progress work on these projects, including a two year spending plan for the funding received.

### **Officers/Councillors/Ward Councillors/Stakeholders Consulted:**

*Cllr. Graham Sutton – Portfolio Holder for Planning and Infrastructure*  
*James Doe – Assistant Director, Planning Development and Regeneration*  
*Chris Taylor – Group Manager, Strategic Planning and Regeneration*  
*Sara Whelan – Group Manager, Development Management*  
*Nathalie Bateman – Team Leader, Strategic Planning and Regeneration*  
*Ronan Leydon – Assistant Team Leader, Strategic Planning and Regeneration*

### **Deputy Chief Financial Officer Comments:**

The transport plan is part of the wider Hemel Garden Town project and hence funding from MHCLG can be utilised to fund this contract.

### **Deputy Monitoring Officer Comments:**

There appear to be special circumstances to make a direct award of contract without carrying out a tender exercise which is permitted following the Council's Commissioning & Procurement Standing Orders.

Officers should ensure that an appropriate contract for services is completed prior to award of contract.

### **Deputy S151 Officer's comments**

The transport plan is part of the wider Hemel Garden Town project and hence funding from MHCLG can be utilised to fund this contract.

### **Implications:**

#### **Value for Money:**

The appointed consultant (ITP) was also recently appointed to lead on a wider multi-modal transport strategy for the South-West Herts Joint Strategic Plan, of which there is some overlap between the wider study and this strategy which will focus on Hemel Hempstead. There are opportunities for cost savings as a result of this, relative to the use of other consultants, as well as consistency in outputs across studies.

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### Financial:

The value of the full contract is up to around £100,000, however only the first phase of work has been agreed which has a value of £30,000. The second phase will commence next year and is expected to cost in the region of £70,000 with funding supported through the Garden Communities fund (£750k) from MHCLG/Homes England to Dacorum Borough Council and St Albans City and District Council. Funding is currently split 50:50 between the two authorities. It informs the preparation of the Hemel Hempstead Transformational Plan and Hemel Garden Communities Masterplan, of which a report was presented to Cabinet on 30 July 2019.

### Risk:

The production of the high-level Sustainable Transport Plan is a key piece of evidence which will inform the Transformational Plan and HGC Masterplan in due course. The early delivery of this evidence is also necessary to inform the initial phases of Hemel Garden Communities (i.e. Land East of Hemel Hempstead, the majority of land is within St. Albans City and District Council), where the expected outline planning application will consider transport and access matters in detail.

Failure to progress this high level strategy will have implications for achieving targets for modal share, encouraging more people to use sustainable transport methods such as walking, cycling and public transport. This was a critical element of the authorities successful bid to join the Garden Communities, which was encapsulated in the Hemel Garden Communities Charter which was agreed by Cabinet late in 2018.

### Options considered and reasons for rejection:

### Portfolio Holder's Signature:

Date:

Details of any interests declared and any dispensations given by the Standards Committee:

### For Member Support Officer use only

Date decision record sheet received from portfolio holder: 23/12/19

Date decision published: 23/12/19

Decision no: PH/032/19

Date of expiry of call-in period: 2/01/20

Date any call-in received or decision implemented: