

## RECORD OF OFFICER EXECUTIVE DECISION

**Subject:** Mid Sussex Transport Study - update

**Officer:** Claire Tester

**(1) Record of decision taken:-** Transport work is required to support the District Plan costing £18,270.76 (ex. VAT).

**(2) Date of decision:-** 23<sup>rd</sup> September 2015

**(3) Statement of reasons for making the decision**

Legal Basis for Decision - Contracts up to £20,000

- (a) *Where the estimated value or amount of a proposed contract does not exceed £20,000 and provision has been made in the Council's annual budget for such expenditure, the Head of Service concerned shall have the authority to enter into any such contract provided the Head of Service is satisfied that the Council is receiving value for money. In the event of a Head of Service exercising their right to enter into a contract under this Rule 5 the Head of Service or other officer appointed to do so on their behalf shall prepare and retain a report detailing the reasons for the appointment of the relevant contractor having regard to the experience, competency, workmanship and the financial status of the contractor.*
- (b) *A Head of Service may at his/her discretion invite quotations in accordance with Rule 6 where the estimated value or amount of a proposed contract is £20,000 or less.*

Consultants Amey have a proven track record with Mid Sussex District Council in delivering transport evidence; and defending their findings at examination. Amey can meet the requirements of the brief and have the capacity to produce a report to the deadlines set.

Work is required to assess development scenarios in order to consider representations made to the District Plan and ensure the modelling process is robust.

The fee will be financed from the District Plan Examination Reserve.

**(4) Alternative options considered and rejected**

Appointing an alternative consultant.

Amey have undertaken previous stages of the Mid Sussex Transport Study to a high standard and are currently undertaking the Stage 3 work as agreed 9<sup>th</sup> April 2015. Appointing an alternative consultant to undertake this work would not be practical and is highly unlikely to represent best value for money as they would be unfamiliar with District Plan process and would be hugely disadvantaged in effectively needing to start the modelling work from the beginning. This would also likely to introduce further pressure on the tight time constraints to producing this work and put at risk the quality standard to which work has been delivered to date.

**(5) Name of Cabinet Member with whom decision discussed**

Councillor Andrew MacNaughton

**(6) Any Code of Conduct Interests of the Cabinet Members**

None

**(7) Any relevant Code of Conduct dispensations**

N/A



**Signed:**

**Officer – Claire Tester, Head of Economic Promotion & Planning**