

RECORD OF OFFICER EXECUTIVE DECISION

Subject: Mid Sussex Gypsy and Traveller and Travelling Showpeople Accommodation Assessment - Update

Officer: Claire Tester

(1) Record of decision taken:- An update to the Mid Sussex Gypsy and Traveller and Travelling Showpeople Accommodation Assessment is required to account for the new definition of Gypsies, Travellers and Travelling Showpeople made by the Government in the updated Planning Policy for Traveller Sites (August 2015) at £4,800 (ex. VAT).

(2) Date of decision:- 5th October 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.*

The work is required to account for the new definition of Gypsies, Travellers and Travelling Showpeople made by the Government in the updated Planning Policy for Traveller Sites (August 2015). The definition within the updated national policy, now excludes those that have ceased to travel permanently from the aforementioned groups. Further survey work is required to ascertain whether such persons have ceased to travel permanently to inform the district's needs to 2031 for permanent accommodation.

Consultants ORS have a proven track record with Mid Sussex District Council in delivering evidence concerning Gypsy, Traveller and Travelling Showpeople accommodation needs; and defending their findings under scrutiny. ORS are capable of meeting the requirement for an update and have the capacity to produce a report to the deadlines set.

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

(4) Alternative options considered and rejected

Appointing an alternative consultant.

ORS have delivered the Mid Sussex Gypsy and Traveller and Travelling Showpeople Accommodation Assessment to a high standard. Appointing an alternative consultant to undertake the update work would not be practical in terms of continuation of the work already undertaken; and is unlikely to represent best value for money as they would be unfamiliar with the district and its Gypsy and Traveller community. 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