

## OFFICER DECISION RECORD SHEET

**Name of decision maker:** James Doe

**Service Area:** Planning, Development & Regeneration

**Title of Decision:** Award of additional work to WYG Environment Planning Transport Ltd

**Decision:** That additional work is awarded to WYG Environment Planning Transport Ltd to complete the feasibility report into alternative vehicle accesses into the Water Gardens car parks, raising the total value of their contract to £52,466.

**Reason:** In October 2014 a Parking, Access & Movement Feasibility Study was commissioned from WYG Environment Planning Transport. The contract of £44,216 was awarded following a sub OJEU open tender process.

A key objective of the study was to develop and appraise alternative vehicle accesses into the Water Gardens North and South car parks from the Leighton Buzzard Road. At a stakeholder workshop an all movement junction was identified as the Council's preferred option and a feasibility report was subsequently prepared following modelling and survey work. Having reviewed the report, Hertfordshire County Council (HCC) raised concerns of an all movement junction due to potential increased queues and journey times on the Leighton Buzzard Road. Portfolio Holders subsequently agreed to focus on a new single left in/left out vehicle access on the Leighton Buzzard Road at Bridge Street. A further £2250 of work was commissioned from WYG Environment Planning Transport to develop a single left in/left out option and undertake standalone junction modelling and reporting.

Feedback has now been received from HCC on the single left in/left out options developed. HCC has asked for further modelling of proposed redistribution of traffic around the car parks, an assessment of the impact on the Leighton Buzzard Road and the capacity of the new arrangements to cope with peak movements in and out of the car park, including increased use from civic centre staff.

The fee proposal for WYG Environment Planning Transport to test the single left in/left out through the paramics model and detailed engineering appraisal, plus a traffic survey of the Civic Centre car park is £6000.

Given WYG's involvement in the project to date it is recommended that this further work be added to their existing contract, bringing the total value of their work to £52,466.

**Reports considered:**

Original award certificate attached.

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

Group Manager – Strategic Planning & Regeneration

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Assistant Director – Planning, Development & Regeneration

**Financial Comments:**

The Parking, Access and Movement Project has an allocation of £560,000 within the capital programme.

**Deputy Monitoring Officer Comments:**

The requirement for the additional work should be discussed with the procurement team and documented as an amendment to the original contract.

**Deputy S151 Officers Comments:**

The additional £8250 required will need to be contained within the overall existing project approval.

**Implications:**

**Value for Money:**

**Financial:**

None.

**Risk:**

**Officer Signature:**

Date:

Procurement report attached.