



**OFFICER DELEGATED DECISION RECORD**

This decision records:

- Some Non-Executive Officer Decisions
- Executive Officer Key Decisions and Executive Officer Non-Key Decisions taken under delegated authority.

Executive Key Decisions will be subject to the five-day call-in period (unless urgent under Rule 12 or Rule 13 of the Access to Information Procedure Rules at Part 4D of the Constitution). Then this decision will come into force and may then be implemented on the expiry of five working days after the publication of the decision, unless called in under the call-in procedures as set out in Section D of Part 3 of the Council's Constitution.

<b>Portfolio/Cabinet</b>	Executive Delivery Manager
<b>Report Title (&amp; Reference No.)</b>	Enter into a Contract with Arcadis LLP: Reference: OD24/21
<b>Summary Background</b>	Enter into a contract with Arcadis LLP for the provision of external project management services, quantity surveyor services and specialist consultancy services with regards to the Thetford SUE project. The estimated cost for the contract period is £92,750.00.
<b>Author/Contact Officer</b>	Jeremy McNulty, Executive Delivery Manager (jeremy.mcnulty@breckland.gov.uk)
<b>Non-Executive Decision?</b>	No
<b>Ward(s) Affected</b>	Forest
<b>Urgent? (not applicable to Non-Executive Decisions)</b>	No
<b>Key Decision? (not applicable to Non-Executive Decisions)</b>	No
<b>In Key Decision Plan? (not applicable to Non-Executive Decisions)</b>	No
<b>Date Decision Taken</b>	Tuesday, 7 September 2021
<b>Date Published</b>	Tuesday, 7 September 2021
<b>Subject to Call-in?</b>	N/A
<b>Call-In Expiry</b>	N/A

<b>Exempt Information?</b>	No
<b>Decision (Action Agreed)</b>	Enter into a contract with Arcadis LLP for the provision of external project management services, quantity surveyor services and specialist consultancy services with regards to the Thetford SUE project.
<b>Reasons(s)</b>	<p>Following internal discussions, it was found that the current use of Arcadis was non-compliant as there was no formal contract (<b>note – this was likely done in error as we have had agreed rates in place etc. and the belief that a contract was signed from both parties</b>).</p> <p>As they have the experience of this project already, and provide good value for money, we would like to continue with Arcadis for this project due to its complexity. A compliant framework has been sourced that we can direct award to Arcadis.</p> <p>It has been negotiated and agreed by both parties that the rates will remain the same as they currently are, even though they are slightly higher on the framework.</p>
<b>Options</b>	To continue to use Arcadis out of contract <b>or</b> to source a new consultant. This causes risks as Arcadis have been heavily involved and have good knowledge of this project already.
<b>Further Information</b>	Email authorisations available on request