

Decision Maker (Post Title)	Head of Programme Management
Subject of the decision	Approval of contract award under Contract Standing Order (CSO) 9.07 c) to <i>Pegasus Planning Group Ltd</i> , for planning consultancy support for the Down Lane Park Improvement Programme.
Date of decision	26 July 2023
Decision	Pursuant to CSO 9.07 c), for the Head of Programme Management – Regeneration and Economic Development, to approve award of contract to Pegasus Planning Group Ltd, for planning consultancy support for the Down Lane Park Improvement Programme up to the value of £14,750 + VAT.
Reasons for the decision	<p>The Down Lane Park Improvement Programme is a major capital scheme being developed through a co-design model for transformation of this urban park at the heart of the Tottenham Hale neighbourhood. Whilst the first phase of works will be delivered under Permitted Development, later phases will require a detailed Planning Permission. A Planning Application is due to be submitted this autumn, which will require planning consultancy support to prepare and oversee the application through the planning process.</p> <p>Three quotations have been obtained for this work and the preferred bidder is Pegasus Planning Group Ltd.</p> <p>The decision will enable the Council to enter into contract with Pegasus Planning Group Ltd, for planning consultancy support for the client team (Haringey Council) with planning advice, co-ordinating the planning submission, preparing supporting documentation, monitoring the planning application and negotiating with the Council’s Planning Service.</p>
Details of any alternative options considered and rejected by the officer when making the decision	<p>‘Do Nothing’</p> <p>This option was rejected because planning consultancy support is necessary to de-risk the project by identifying and mitigating potential planning risks, which could result in project delays and increased cost to the council.</p>

	<p>Award contract to another planning consultancy. This option was rejected because Pegasus Planning Group's fee proposal (appendix 1) was the most competitive while their scope of works aligned with the other two fee proposals the council received (refer to table 6.3).</p> <p>Approve contract award This option is recommended by officers, to appoint Pegasus Planning Group Ltd to provide expert planning consultancy support to the project team; as their fee proposal (appendix 1) demonstrates best value for the council.</p>
<u>Conflicts of interest – Executive decisions</u>	N/A
<u>Conflicts of interest – Non executive decisions</u>	N/A
Title of any document(s), including reports, considered by the officer and relevant to the above decision or where only part of the report is relevant to the above decision, that part)	Appendix 1. 'P23-1564 Down Lane Park fee proposal No.1' and 'P23-1564 Down Lane Park fee proposal No.2'
<p>Reasons for exemption with reference to categories of exemption specified overleaf, or</p> <p>Reason why decision is confidential (see overleaf)</p> <p>Note: decisions containing exempt or confidential information falling within the categories specified overleaf are not required to be published.</p>	<p>Appendix 1. is exempt from publication as it contains information relating to the financial or business affairs of any person.</p> <p>Appendix 1. 'P23-1564 Down Lane Park fee proposal No.1' and 'P23-1564 Down Lane Park fee proposal No.2'</p>
Signature of Decision Maker	
Name of Decision Maker	David Lee, Head of Programme Management – Regeneration & Economic Development
Does the decision need to be published?	

Yes	<input checked="" type="checkbox"/>	
No	<input type="checkbox"/>	

Exempt Information

Local Government Act 1972 Schedule 12A

Part 1: Descriptions of Exempt Information

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any person (including the authority holding that information).
4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes -
 - (a) To give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) To make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Note: It is insufficient to simply identify a category of exemption, you must also conduct a public interest test on the basis specified in the Act as follows:
 Information falling within categories 1-7 is exempt if and so long as in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Confidential Decisions

1. The decision contains information provided by a Government department on a non-disclosure basis

2. There is a Court order against disclosure

DECISION MAKING REPORT

Report for: David Lee, Head of Programme Management – Regeneration & Economic Development

Item number: N/A

Report Title: Down Lane Park Improvement Programme – Procurement of Planning Consultancy Services to support Planning Application

Report authorised by: Emily Read, Tottenham Hale Lead

Lead Officer: Jacob Sturdy, Regeneration Officer – Tottenham Hale

Ward(s) affected: Tottenham Hale

Report for Key/ Non Key Decision: Non Key

1. Describe the issue under consideration.

1.1 This report seeks authority to approve contract award under Contract Standing Order (CSO) 9.07 c) to *Pegasus Planning Group Ltd*, for planning consultancy support for the Down Lane Park Improvement Programme.

1.2 This commission is up to a total value of £14,750 + VAT, and is required in order to support the Planning Application for works to Down Lane Park, including construction of a new community hub.

2. Cabinet Member Introduction

2.1 N/A

3. Recommendations

3.1 For the Head of Programme Management – Regeneration & Economic Development to approve award of contract to *Pegasus Planning Group Ltd*, for planning consultancy support for the Down Lane Park Improvement Programme, in full pursuant to CSO 9.07 c), up to total value of £14,750 + VAT.

4. Reasons for decision

- 4.1 The Down Lane Park Improvement Programme is a major capital scheme being developed through a co-design model for transformation of this urban park at the heart of the Tottenham Hale neighbourhood. Whilst the first phase of works will be delivered under Permitted Development, later phases will require a detailed Planning Permission. A Planning Application is due to be submitted this autumn, which will require planning consultancy support to prepare and oversee the application through the planning process.
- 4.2 Three quotations have been obtained for this work and the preferred bidder is Pegasus Planning Group Ltd.
- 4.3 The decision will enable the Council to enter into contract with Pegasus Planning Group Ltd, for planning consultancy support for the client team (Haringey Council) with planning advice, co-ordinating the planning submission, preparing supporting documentation, monitoring the planning application and negotiating with the Council's Planning Service.

5. Alternative options considered.

5.1 'Do Nothing'

This option was rejected because planning consultancy support is necessary to de-risk the project by identifying and mitigating potential planning risks, which could result in project delays and increased cost to the council.

5.2 Award contract to another planning consultancy.

This option was rejected because Pegasus Planning Group's fee proposal (appendix 1) was the most competitive while their scope of works aligned with the other two fee proposals the council received (refer to table 6.2).

5.3 Approve contract award

This option is recommended by officers, to appoint Pegasus Planning Group Ltd to provide expert planning consultancy support to the project team; as their fee proposal (appendix 1) demonstrates best value for the council.

6. Background information

- 6.1 We have sought three quotes, via email, from three separate Planning Consultancies to attain a competitive quote.
- 6.2 Quotes received ranged from £14,750 and £20,500, excluding any additional works beyond the client brief.

Submission 1	Submission 2	Pegasus Planning Group Ltd
£15,500 + VAT (+ £350 per meeting)	£20,500 + VAT (300 per meeting)	£14,750 + VAT (inc. 6 meetings)

6.3 Based on an evaluation of cost and quality, Pegasus provided the most competitive quote (appendix 1.) which represented the best value for the council.

7. Contribution to the Corporate Delivery Plan 2022-24 High Level Strategic outcomes'

7.1 This proposal, in support of the Down Lane Park Improvement Programme, will help to support the following strategic priority areas of the Corporate Delivery Plan:

7.1.1 Resident experience, participation and collaboration:

High level outcome 2: inclusive public participation

High level outcome 3: enabling community collaboration

High level outcome 4: developing young voice

7.1.2 Responding to the climate emergency

High level outcome 1: a greener and climate resilient Haringey

7.1.3 Adults, health and welfare

High level outcome 1: healthy and fulfilling lives

7.1.4 Place and economy

High level outcome 4: leveraging social value

High level outcome 5: placemaking

8 Statutory Officers comments

8.1 Finance

8.1.1 N/A

8.2 Procurement

8.2.1 N/A

8.3 Legal

8.3.1 N/A

8.4 Equality

8.4.1 N/A

9 Use of Appendices

9.1 Appendix 1. *'P23-1564 Down Lane Park fee proposal No.1'* and *'P23-1564 Down Lane Park fee proposal No.2'*

Local Government (Access to Information) Act 1985

10.1 Background documents:

- N/A

10.2 Exempt information:

- Appendix 1. *'P23-1564 Down Lane Park fee proposal No.1'* and *'P23-1564 Down Lane Park fee proposal No.2'*

Important Additional Guidance on Accessibility

- Documents must be available for Councillor Hearn at the **same time** as for all other Councillors
- The council's primary typeface, Helvetica, should be used for all reports and accompanying documents, size 12 preferred (Arial font is also acceptable)
- Text should be as plain as possible with no boxes around it, Microsoft Word is preferred, not PDF, and no abbreviations (such as Cllr.) and try to keep symbols to minimal use
- Roman numerals are not suitable for a person using a screen reader so please use normal paragraph numbering/ lettering and bullet points where necessary
- Reports should be written without images, however, where images are used, report authors must provide a text alternative in all cases (a short paragraph explaining what the graphs, table, pictures etc are showing). Detailed examples can be provided by contacting Natalie.layton@haringey.gov.uk
- Appendices
 - All of the above applies for appendices and report authors should avoid including lengthy PDF documents as part of the report
 - In some cases an executive summary could be more appropriate if Councillor Hearn is on the committee
- Presentations – if Powerpoints are to be used then a Word version must be submitted in advance of the meeting (and at the same time it is made available to all other members)
- The Democratic Services Team will not accept reports which are not in an accessible format.
- In the rare event that a documents is not in a fully accessible format the report author must submit, by the same report deadline, an accessible version for Councillor Hearn (if she is on the relevant committee)
- Plain text documents should be saved with document names including "DATE TITLE COUNCILLOR HEARN PLAIN TEXT"

Categories of Exemption

Exempt information means information falling within the following categories:

Part 1

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)
4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes – (a) to give under any enactment a notice under or by virtue of which requirements are imposed upon a person; or (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Part 2

Qualifications to the above exempt information:

(a) Information falling within paragraph 3 above is not exempt information under that paragraph if it is required under – (a) the Companies Act 1985 (b) the Friendly Societies Act 1974 (c) The Friendly Societies Act 1992 (d) The Industrial and Provident Societies Acts 1965 – 1978 (e) the Building Societies Act 1986 (f) The Charities Act 1993.

(b) Information is not exempt information if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to regulation 3 of the Town and Country Planning General Regulations 1992.

(c) Information which – (i) falls within any of paragraphs 1-7 above; and (ii) is not prevented from being exempt under (a) or (b) above is exempt information if and so long as, in the opinion of the Monitoring Officer, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.