

# Portfolio Holder decision record sheet

**Name of decision maker:** Cllr Graham Sutton

**Portfolio:** Planning and Regeneration

**Date of Portfolio Holder decision:** 22<sup>nd</sup> December 2016

**Title of decision:**

To approve an exemption to comply with the Council's commissioning & procurement standing orders and award a contract directly without the need to carry out a competitive tendering process

**Part II:**

**Part II reason:**

**Decision:**

1. To approve the suspension of the Council's Commissioning & Procurement Standing Orders to enable the direct appointment of Go to Places for the provision of a Tourism Officer post in compliance with Section 1, clause 20 of the Commissioning and Procurement Standing Orders.
2. To approve a 3 year contract with Go to Places to the value of £26,000 (plus VAT) per annum meaning a total value of £78,000 over the 3 years. This contract will be governed by a Service Level Agreement (attached).

**Reason**

The Council have recently made the Tourism post redundant to provide a saving of £56,000. The Council however still requires a Tourism service and have identified Go to Places as the ideal company.

Go to places are have recently won the contract with Hertfordshire County Council to deliver the Hertfordshire wide tourism service under the Visit Herts brand. The idea is to dovetail the Enjoy Dacorum work into this to ensure that our Tourism businesses get the maximum benefit from the work Visit Herts is doing in promoting the area. By contracting to Go to Places we will have access to the strategic links that this team have, and the collective power of looking after the whole of the county. (They have already successfully bid for additional EYU funding which will benefit the Enjoy Dacorum businesses).

The service they offer could not be offered by anyone else due the relationship they already have with Hertfordshire, and they can offer economies of scale which has been reflected in their service offering and pricing. We need Dacorum to have priority in the strategic links they are making with Visit Britain and Visit England and included in press visits etc. which are planned for the next year.

**Reports considered: ( here reference can be made to specific documents)**

N/A

**Officers/Councillors/Ward Councillors/Stakeholders consulted:**

Andrew Linden, Team Leader, Commissioning, Procurement and Compliance  
Rebecca Oblein, Team Leader, Strategic Planning and Regeneration  
SPEOSC report presented October 2016  
Enjoy Dacorum Tourism Partnership

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| <b>Monitoring Officer comments:</b>                  | Section 1 Clause 20 allows the Council's Commissioning and Procurement Standing Orders to be suspended by the relevant Portfolio Holder if special circumstances are deemed to exist. The special circumstances justifying why a full procurement process was not required in this case are set out in the body of the report. |
| <b>Deputy Chief Financial Officer comments:</b>      | The contract award can be met from within existing approved budgets.   |
| <b>Implications:</b>                                 |  |
| <b>Risk:</b>   | To not appoint Go to Places will mean there will be no support provided to boost Tourism in the Dacorum Area which will have a negative effects on the local economy. The work done in house over the previous 4 years needs to be capitalised on now, especially in terms of group travel.                                    |
| <b>Value for money:</b>                              | Even though the Council have not undertaken a Procurement exercise, the prices put forward are competitive and will still offer the Council with a saving.   |
| <b>Options considered and reasons for rejection:</b> |  |
| <b>Appointment into vacant in-house roles.</b>       | This post has already been made redundant plus the appointment of an in-house role will prove to be more costly than appointing Go to Places.  |

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| <b>Portfolio Holder's signature:</b>   |
| <b>Date:</b>   |
| <b>Details of any interests declared and any dispensations given by the Standards Committee:</b> |

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| <b>For Member Support Officer use only</b>                 |              |
| Date decision record sheet received from portfolio holder: |              |
| Date decision published:                                   | Decision no: |
| Date of expiry of call-in period:                          |              |
| Date any call-in received or decision implemented:         |              |