

Record of Officer's Decision

The Openness of Local Government Bodies Regulations 2014 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Date of Decision:	03/09/2027
Decision Maker (Officer):	Gary Guiver – Corporate Director (Planning and Community)
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):	Part 3, Schedule 3 – Responsibility for Executive Functions delegated to Officers paragraph 4.3 (1) – the Corporate Director has delegated authority to discharge executive functions within their respective service areas (Part 3.38). All delegations are subject to consultation where considered appropriate in the circumstances (paragraph 4.3 (4(ii) – Part 3.39). The Corporate Director Gary Guiver has delegated operational matters relating to the Preparation of the Local plan and commissioning of evidence to this end including the Viability Assessment.
Identify which Portfolio Holder(s)/Committee Chairman consulted?	This decision to commission evidence for the Local Plan Review was taken and published on 12/01/2024
Ward Member(s) consulted?	N/A
Is it a Key Decision?	No
Is it subject to call-in?	No
Decision Made:	To appoint HDH Planning and Development to undertake the work in accordance with the specification document.
Reason for Decision (if a report was produced to	A RFQ Procurement exercise was undertaken resulting in the submission of two bids. An evaluation exercise was carried out in accordance with

support the Decision, refer to or attach it):	procurement rules which resulted in the selection of HDH Planning and Development.	
Highlight any associated risks/finance/legal/equality considerations:	Quote agreed as part of the RFQ bid assessment process.	
NEW : Details of Local Government Reorganisation and/or Devolution considerations	Government has made it clear that Local Planning Authorities should continue with the work to prepare Local Plans regardless of LGR. Moreover, it is very likely that our revised Local Plan will be submitted to Government before LGR is complete.	
Details of any Alternative Options Considered and rejected (together with reasons):	Option 1 – Appoint HDH Planning and Development to undertake the Assessment. The bid offered the best value for money, demonstrated a thorough understanding of the brief and scored highly against the assessment criteria. Option 2 – Appointment of the alternative bid, this bid was significantly higher, so this option was not taken forward. Option 3 – Do nothing. Not preparing appropriate evidence to inform the Local Plan's updated policies will increase the risk that they are not fit for purpose, and that the Plan is found not to be sound when examined by a Government Inspector.	
Details of any declarations of interest (by Portfolio Holder/Committee Chairman who was consulted by the officer, which related to the decision) If relevant, a note of the dispensation granted by the Monitoring Officer:	N/A	
Reason Decision, or supporting Report, is not published:	☐	Not applicable – Decision [and report] to be published
	If Report is not to be published – tick one of the following boxes:	
Tick one or more of the specific exemptions,	☐	The report supporting the Decision contains confidential information
<u>and</u>	☐	The Report supporting the Decision falls within an exemption pursuant to Schedule 12A of the Local Government Act 1972 Information:
	☐	• Relates to an individual
	☐	• Likely to reveal the identity of an individual
Give more information in the final box with regards to why the exemption applies and	☐	• Relating to financial or business affairs of a person or organisation

<i>outweighs the public interest test (which is in favour of disclosure).</i>		
		• Relates to a claim for legal professional privilege in legal proceedings
		• Reveals that the Council proposes to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or to make an order or direction under any enactment
		• Relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime
	<u>And</u> 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 Reasons: [insert]	

Officers

Signed: G Guiver

Title: Corporate Director (Planning and Community)

Signed: P Woods

Title: Planning Policy Team Leader