

<b>COUNCIL</b>	<b>AGENDA ITEM No. 10</b>
<b>5 FEBRUARY 2020</b>	<b>PUBLIC REPORT</b>

## **RECORD OF EXECUTIVE DECISIONS MADE SINCE THE LAST MEETING**

### **1. CABINET MEETING HELD ON 4 NOVEMBER 2019**

#### **i. Medium Term Financial Strategy 2020/21 to 2022/23 – Tranche One**

Cabinet considered the report and **RESOLVED** to approve:

1. The Tranche One service proposals, outlined in Appendix C to the report as the basis for public consultation.
2. The updated budget assumptions, to be incorporated within the Medium Term Financial Strategy 2020/21 – 2022/23. These were outlined in section 5.2 and 5.3 of the report.
3. The additional resourcing required to deliver the outlined proposals, in order to achieve future financial benefits. These were outlined in section 5.4 (strategic approach) and section 6 (reserves) of the report.
4. The revised capital programme outlined in section 5.5 of the report and referencing Appendix B to the report.
  - The Medium Term Financial Strategy 2020/21 – 2022/23-Tranche One, as set out in the body of the report and the following appendices to the report:
  - Appendix A – 2020/21 – 2022/23 MTFs Detailed Budget Position – Tranche One
  - Appendix B – Capital Programme Schemes 2020/21- 2024/25
  - Appendix C – Budget Consultation Document, including Tranche One Budget Proposal detail
  - Appendix D – Equality Impact Assessments
  - Appendix E – Carbon Impact Assessments- draft

Cabinet **RESOLVED** to note:

5. The future strategic direction for the Council outlined in section 5.4 of the report.
6. The forecast reserves position, outlined within section 6 of the report.

#### **ii. Budget Control Report September 2019**

Cabinet considered the report and **RESOLVED** to note:

1. The Budgetary Control position for 2019/20 at September 2019 included a forecast overspend of £5.811m against budget.
2. The key variance analysis and explanations were contained in Appendix A to the report.
3. The estimated reserves position for 2019/20 at September 2019 outlined in Appendix B to the report.
4. In year budget risks for 2019/20 at September 2019 were highlighted in Appendix C to the report.

5. The Asset Investment and Treasury Budget Report was contained in Appendix D to the report.

## **2. CABINET MEETING HELD ON 18 NOVEMBER 2019**

### **i. Best Start in Life Strategy 2019-2024**

Cabinet considered the report and **RESOLVED** to approve the Draft Joint Best Start in Life Strategy 2019-2024 (attached as Appendix 1 to the report).

### **ii. Peterborough Business Improvement District (BID) Update Report and Proposed Next Steps**

Cabinet considered the report and **RESOLVED** to note the progress that has been made towards establishing a Business Improvement District (BID) in Peterborough and approve the additional actions to support the preparatory work on the BID in the run up to the expected ballot date in 2020.

### **iii. Cross Party Climate Change Member Working Group**

Cabinet considered the report and **RESOLVED** to:

1. Note the actions taken to date in respect of meeting the Climate Change Motion passed by Council on 24 July 2019.
2. Agree to the setting up of a cross party Climate Change Member Working Group in accordance with the Terms of Reference set out at Appendix A to the report.
3. Agree that Councillor Cereste take on the position of Chairman of the Climate Change Member Working Group.
4. Ask the Climate Change Member Working Group to consider how the Working Group would work with a city-wide Partnership Group, a Citizens Assembly, and the Youth Council.

### **iv. Prevent Strategy Refresh – 2019 – 2021**

Cabinet considered the report and **RESOLVED** to endorse the proposed combined Peterborough City Council and Cambridgeshire County Council Prevent Strategy 2019 – 2021.

## **3. CABINET MEETING HELD ON 20 DECEMBER 2019**

### **i. Medium Term Financial Strategy 2020/21 to 2022/23 – Tranche One**

Cabinet considered the report and **RESOLVED** to recommend to Council:

1. The Tranche One service proposals, outlined in Appendix C with the following amendments:
  - Removal of the proposed £15,200 saving from Members allowances for IT equipment
  - A revision to the wording around the proposed saving of £59,000 a year to reduce fly-tipping, keeping the 2 day response time, with the £59,000 savings now to be identified from other sources.
  - To maintain the current car parking charge to members of £44 a year. This puts a £4000 cost back into the budget.
2. The updated budget assumptions, to be incorporated within the Medium Term Financial Strategy 2020/21 – 2022/23. These are outlined in section 5.2 and 5.3.

3. The additional resourcing required to deliver the outlined proposals, in order to achieve future financial benefits. These are outlined in section 5.4 (strategic approach) and section 6 (reserves) of the report.
4. The revised capital programme outlined in section 5.5 and referencing Appendix B.
5. The Medium Term Financial Strategy 2020/21 – 2022/23-Tranche One, as set out in the body of the report and the following appendices:
  - Appendix A – 2020/21 – 2022/23 MTFS Detailed Budget Position-Tranche One
  - Appendix B – Capital Programme Schemes 2020/21- 2024/25
  - Appendix C – Budget Consultation Document, including Tranche One Budget Proposal detail
  - Appendix D– Equality Impact Assessments
  - Appendix E– Carbon Impact Assessments - draft
  - Appendix F– Budget Consultation Feedback

Cabinet **RESOLVED** to note:

6. The future strategic direction for the Council outlined in section 5.4 of the report.
7. The forecast reserves position, outlined within section 6 of the report.
8. The feedback received on the budget proposals, received via the consultation detailed in Appendix F and supplementary information.

**ii. Budget Control Report October 2019**

Cabinet considered the report and **RESOLVED** to note:

1. The Budgetary Control position for 2019/20 at October 2019 includes a forecast overspend of £6.192m against budget.
2. The key variance analysis and explanations are contained in Appendix A.
3. The estimated reserves position for 2019/20 at October 2019 outlined in Appendix B.
4. The Asset Investment and Treasury Budget Report is contained in Appendix C.

Cabinet considered the report and **RESOLVED** to approve:

5. The single year budget virement outlined in Appendix D as part of delivering against the in year savings targets.

**4. CABINET MEETING HELD ON 13 JANUARY 2020**

**i. Report of the Task and Finish Group to Inform the Development of an Air Quality Ambition Statement and Action Plan**

Cabinet considered the report and **RESOLVED** to :

1. Note the Task and Finish Group report at Appendix A.
2. Endorse the report and recommendations.
3. Request officers to continue to investigate and report back to the Climate Change Working Group:
  - i) whether any further progress can be made in relation to reducing air pollution caused by taxis idling at the station or at ranks elsewhere.

- ii) The level and type of tree and hedge planting which is included on new developments in the city and the potential use of 'living walls' to combat pollution.
- iii) whether greater use could be made of the city's river through, for example, the use of water taxis for commuting.

**ii. Council Taxbase 2020/21 and Collection Fund Declaration 2019/20**

Cabinet considered the report and **RESOLVED** to :

1. Propose the calculation of the Council Tax Base for 2020/21 set at a level of 59,093.47 Band D equivalent properties based on the existing council tax support scheme uprated to 32%;
2. Note the estimated position on the Collection Fund in respect of Council Tax as at 31 March 2020 being:  
£0.556m surplus
3. Note the estimated position on the Collection Fund in respect of Business Rates as at 31 March 2020 being:  
£1.960m surplus
4. Delegate to the Acting Corporate Director Resources authority for approving the final estimated position on the collection fund balance as at 31st March 2020 for both council tax and business rates.

**iii. Asset Investment Acquisition Strategy and Asset Management Plan**

Cabinet considered the report and **RESOLVED** to note the Asset Acquisition and Asset Management Plan before they are approved as part of the Medium Term Financial Strategy (MTFS) at Full Council in March 2020.

**5. CALL-IN BY SCRUTINY COMMITTEE**

Since the publication of the previous report to Council, the call-in mechanism has been invoked once:

- 1) This was in respect of the decision taken by the Cabinet Member for Housing, Culture, and Recreation, and the Cabinet Member for Strategic Planning and Commercial Strategy and Investments on 10 October 2019 relating to 'Authority for the Acquisition of Housing for Temporary Accommodation – OCT19/CMDN/45'. The call-in request was considered by the Adults and Community Scrutiny Committee on 28 October 2019. The Committee did not agree to the call-in of this decisions on any of the reasons stated.

Under the Overview and Scrutiny Procedure Rules in the Council's Constitution (Part 4, Section 8, and paragraph 13), implementation of the decision would take immediate effect.

**6. SPECIAL URGENCY AND WAIVER OF CALL-IN PROVISIONS**

Since the publication of the previous report to Council the urgency, special urgency and/or waiver of call-in provisions have not been invoked.

**7. CABINET MEMBER DECISIONS**

CABINET MEMBER AND DATE OF DECISION	REFERENCE	DECISION TAKEN

<p>Cabinet Member for Housing, Culture and Recreation</p> <p>Councillor Steve Allen</p> <p>10/10/2019</p>	<p>OCT19/CMDN/45</p>	<p><u>Authority for the Acquisition of Housing for Temporary Accommodation</u></p> <p>The Cabinet Member for Housing Culture and Recreation and the Cabinet Member for Strategic Planning and Commercial Strategy and Investments:</p> <ol style="list-style-type: none"> <li>1. Approved the freehold purchase of St Michael's Gate at £13.38m – consisting of 72 properties used for temporary accommodation.</li> <li>2. Approved the associated professional fees.</li> <li>3. Approved the capital expenditure for upgrading the windows.</li> </ol>
<p>Cabinet Member for Children's Services, Education, Sills and the University</p> <p>Councillor Lynne Ayres</p> <p>18/10/2019</p>	<p>OCT19/CMDN/46</p>	<p><u>Contract for the Refurbishment of Clare Lodge Phase 7 (DfR Funded)</u></p> <p>The Cabinet Member authorised the award of contract to B &amp; H Services Group Limited for the refurbishment works (phase 7) at Clare Lodge Secure Children's Home, Glington, Peterborough for the contract sum of £1,552,628.61.</p>
<p>Cabinet Member for Finance</p> <p>Councillor David Seaton</p> <p>04/11/2019</p>	<p>NOV19/CMDN/49</p>	<p><u>Consultancy Support to Ensure Delivery of the 2020/21 Medium Term Financial Strategy</u></p> <p>The Cabinet Member approved expenditure of £736,200 with Grant Thornton to complete the work as part of the Officer Decision Note for Phase 1 of the 2020/21 Medium Term Financial Strategy.</p>
<p>Cabinet Member for Housing, Culture and Recreation</p> <p>and</p> <p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> <p>Councillor Steve Allen and Councillor Peter Hiller</p> <p>07/11/2019</p>	<p>NOV19/CMDN/50</p>	<p><u>St Michael's Gate Short Term Lease Renewal</u></p> <p>The Cabinet Members:</p> <ol style="list-style-type: none"> <li>1. Approved the renewal of the current St Michael's Gate lease until such a time as the acquisition of the freehold has completed, to a value up to and including £499,999.</li> <li>2. Approved the payment of any related professional fees of £1,950 + VAT.</li> </ol>
<p>Cabinet Member for Strategic Planning and</p>	<p>NOV19/CMDN/51</p>	<p><u>Transfer of Gladstone Park Community Centre</u></p>

<p>Commercial Strategy and Investments</p> <p>Councillor Peter Hiller</p> <p>11/11/2019</p>		<p>The Cabinet Member for Strategic Planning and Commercial Strategy and Investments, in consultation with the Cabinet Member for Communities:</p> <ol style="list-style-type: none"> <li>1. Approved the transfer of Gladstone Park Community Centre on a long term lease and management agreement to The Thomas Deacon Education Trust.</li> <li>2. Approved grant funding of £187,000 to The Thomas Deacon Education Trust to carry out capital works required to the building.</li> <li>3. Delegated to the Director of Law and Governance in consultation with the Director of Resources and the Director for Place and Economy authority to make decisions about or enter into, terminate or novate legal agreements necessary to give effect to the matters set out in this report which may include the termination or novation of licences to occupy, services agreements and a dual use agreement and entry into licences and an admission agreement.</li> </ol>
<p>Cabinet Member for Finance</p> <p>Councillor David Seaton</p> <p>20/11/2019</p>	<p>NOV19/CMDN/56</p>	<p><u>Amendment of Hotel Loan Facility for Fletton Quays Hotel</u></p> <p>The Cabinet Member agreed to reflect the change of ownership structure of Fletton Quays Hotel Ltd within existing loan agreements.</p>
<p>Cabinet Member for Children's Services, Education, Skills and the University</p> <p>Councillor Lynne Ayres</p> <p>21/11/2019</p>	<p>NOV19/CMDN/57</p>	<p><u>Approval to Award Contract in Relation to Children's Centre Services for the Period 1 April 2020 to 1 October 2020</u></p> <p>The Cabinet Member authorised the award of a 6 month contract to:</p> <ol style="list-style-type: none"> <li>1. Barnardos, the Service Provider of children's centres for the Central and East Locality from 1 April 2020 to 30 September 2020 for a value of £388 581.50</li> <li>2. Spurgeons, the Service Provider of Children's Centres for the South Locality from 1 April 2020 to 30 September 2020 for the value of £88 540</li> <li>3. Spurgeons, the Service Provider of Children's Centres, for the North, West and Rural Locality from 1 April 2020 to 30 September 2020 for the value of £214 180</li> </ol>
<p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> <p>Councillor Peter Hiller</p> <p>26/11/2019</p>	<p>NOV19/CMDN/58</p>	<p><u>Approval for Contract to be Award to Skanska to Deliver Widening of the A605 Oundle Road between Alwalton and Lynch Wood Business Park</u></p> <p>The Cabinet Member:</p> <p>Authorised the issue of the following work package to Skanska Construction UK Limited under the Council's existing Peterborough Highway Services Contract;</p>

		<ul style="list-style-type: none"> <li>• Recommendation to approve the A605 Oundle Road improvements programme KEY/11JUN18/03. The total budget is £2.293m.</li> <li>• Below is a breakdown of costs to date and future forecast.</li> </ul> <table border="1"> <thead> <tr> <th>Year</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>2017/18</td> <td>67,795.62</td> </tr> <tr> <td>2018/19</td> <td>210,854.57</td> </tr> <tr> <td>2019/20 Actual Apr19 to Oct19</td> <td>92,535.30</td> </tr> <tr> <td>2019/20 Forecast Nov19 to Mar20</td> <td>1,121,814.13</td> </tr> <tr> <td>2020/21 Budget</td> <td>800,000.00</td> </tr> <tr> <td><b>Total</b></td> <td><b>2,292,999.62</b></td> </tr> </tbody> </table>	Year	£	2017/18	67,795.62	2018/19	210,854.57	2019/20 Actual Apr19 to Oct19	92,535.30	2019/20 Forecast Nov19 to Mar20	1,121,814.13	2020/21 Budget	800,000.00	<b>Total</b>	<b>2,292,999.62</b>
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<p>Cabinet Member for Finance</p> <p>Councillor David Seaton</p> <p>26/11/2019</p>	NOV19/CMDN/59	<p><u>Amendment of Loan Arrangement</u></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> <li>1. Approved the amendment of the terms of the Strategic Partnership with Empower Community Management LLP</li> <li>2. Approved the amendment of the financing agreement with ECS Peterborough 1 LLP</li> <li>3. Approved the Council entering into such further agreements with ECS Peterborough 1 LLP and any other body necessary to facilitate the arrangements set out in this report.</li> <li>4. Delegated to the Corporate Director, Resources and Director of Law and Governance the ability to finalise matters 1 to 3 above.</li> </ol>														
<p>Deputy Leader and Cabinet Member for Adult Social Care, Health &amp; Public Health</p> <p>Councillor Wayne Fitzgerald</p> <p>04/12/2019</p>	DEC19/CMDN/60	<p><u>Recommissioning of Prevention of Sexual Ill Health Services Across Peterborough and Cambridgeshire</u></p> <p>The Cabinet Member approved the following.</p> <ol style="list-style-type: none"> <li>1. A competitive procurement for the re-commissioning of the Prevention of Sexual Ill Health Service as a shared service contracted to work across the Cambridgeshire County Council and Peterborough City Council areas. This is with one local authority taking the lead on the procurement. The five year contract will operate from the 1st of April 2020 to 31st March 2025, with break points at Year 3 and 4.</li> <li>2. Authorised the delegation of authority to Cambridgeshire County Council (CCC) to act as lead local authority in commissioning the Prevention of Sexual Ill Health across Peterborough and Cambridgeshire and for delivery of the function of the service to CCC, which shall include the associated transfer of funding to CCC for up to five years (1st April 2020 to 30th September 2025).</li> </ol>														
<p>Deputy Leader and Cabinet Member for Adult</p>	DEC19/CMDN/61	<p><u>Recommissioning of Integrated Lifestyle Service Across Peterborough and Cambridgeshire</u></p>														

<p>Social Care, Health &amp; Public Health</p> <p>Councillor Wayne Fitzgerald</p> <p>04/12/2019</p>		<p>The Cabinet Member approved the following.</p> <p>1.The commission of an Integrated Lifestyle Service for Peterborough and Cambridgeshire with a ceiling price of £14,345,910 for a five year contract. The contract will run from the 1st June 2020 to May 31st 2025, with optional breaks at years 3 and 4. The Peterborough City Council funding for the five years will be £3,676,550.</p> <p>2. Authorised the delegation of authority to Cambridgeshire County Council (CCC) to act as lead local authority in commissioning the Integrated Lifestyle Service across Peterborough and Cambridgeshire and for delivery of the function of the service to CCC, which shall include the associated transfer of funding to CCC for up to five years (1st June 2020 to 31st May 2025).</p>									
<p>Deputy Leader and Cabinet Member for Adult Social Care, Health &amp; Public Health</p> <p>Councillor Wayne Fitzgerald</p> <p>04/12/2019</p>	<p>DEC19/CMDN/62</p>	<p><u>Recommissioning of Integrated Sexual and Reproductive Health Services Across Peterborough and Cambridgeshire</u></p> <p>The Cabinet Member approved the following.</p> <p>1.The commission of a shared Integrated Sexual and Reproductive Health Service for Peterborough and Cambridgeshire through one seven year contract. The contract will run from the October 1st 2020 to 30th September 2027 with the option to break at years three and five.</p> <p>2. Authorised the delegation of authority to Cambridgeshire County Council (CCC) to act as lead local authority in commissioning the Integrated Sexual and Reproductive Health Service across Peterborough and Cambridgeshire and for delivery of the function of the service to CCC, which shall include the associated transfer of funding to CCC for up to seven years (1st October 2020 to 30th September 2027).</p>									
<p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> <p>Councillor Peter Hiller</p> <p>12/12/2019</p>	<p>DEC19/CMDN/63</p>	<p><u>A605 Whittlesey Access Phase 2 – Stanground Access</u></p> <p>The Cabinet Member authorised the issue of a work package to undertake improvement works on the A605 Stanground east junction. The total value of the package will be £5m of which £2.8m has been awarded to the Council from the Department for Transport (DfT), via the Cambridgeshire and Peterborough Combined Authority, and £2.2m has been allocated as part of the Council's MTFS.</p> <p>Spend to date is £428k, below is a breakdown of spend to date and future forecast:</p> <table border="1" data-bbox="730 1861 1179 2047"> <thead> <tr> <th>Year</th> <th></th> <th>£</th> </tr> </thead> <tbody> <tr> <td>2017/18</td> <td>Actual</td> <td>41,314.57</td> </tr> <tr> <td>2018/19</td> <td>Actual</td> <td>226,499.24</td> </tr> </tbody> </table>	Year		£	2017/18	Actual	41,314.57	2018/19	Actual	226,499.24
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<p>Cabinet Member for Digital Services and Transformation</p> <p>Councillor Mohammed Farooq</p> <p>18/12/2019</p>	<p>DEC19/CMDN/64</p>	<p><u>Renewal of the Councils Microsoft Desktop Service Licences for the Period 31 December 2019 to 30 December 2022</u></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> <li>1. Authorised the contract award to SoftCat Plc for the provision of Peterborough City Council (PCC) Computer Desktop (including Microsoft Office 365) Licences at a cost of £1.9m for the period 31 December 2019 to 30 December 2022.</li> <li>2. Authorised the Director: Customer and Digital Services to vary this Contract if required, subject to approval by the Director of Law and Governance (or authorised officer's) and the Corporate Director of Resources.</li> </ol>												
<p>Leader of the Council and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority</p> <p>Councillor John Holdich</p> <p>02/01/2020</p>	<p>JAN20/CMDN/67</p>	<p><u>Manor Drive Schools – New Build Project</u></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> <li>1. Authorised the Council to act as the Responsible Body for the self-delivery of the design and build of Manor Drive Primary Academy and Manor Drive Secondary Academy and enter into a Memorandum of Understanding with the Department for Education to enable a feasibility study to be completed and a capital budget to be set by the DfE.</li> <li>2. Authorised the Executive Director People and Communities to enter into a Pre-Construction Services Agreement (to include the completion of early works) and subsequently award the design and build contract to the successful DfE Contractors Framework Panel Member.</li> </ol>												

		<p>3. Authorised the Head of Legal Services or delegated officers to enter into any legal documentation on behalf of the Council in relation to this matter.</p> <p>4. Authorised the Head of Legal Services or delegated officers to enter into a Development Agreement with the DfE and 4C's Multi Academy Trust, and grant a 125 year lease of the school sites to 4C's Multi Academies Trust after the defects liability period for the school buildings has expired.</p> <p>5. Authorise the Executive Director People and Communities to enter into additional agreements if required by the DfE to facilitate the opening of the new schools by 4C's Multi Academies Trust.</p>
<p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p> <p>Councillor Steve Allen</p> <p>07/01/2020</p>	JAN20/CMDN/68	<p><u>Street Light Dimming</u></p> <p>The Cabinet Member approved:</p> <p>The introduction of a dimming trial, to be introduced immediately after signed approval of this document.</p> <p>The recommendation to adopt the dimming regimes if the phase one budget proposal is approved and the trial period is successful.</p>
<p>Cabinet Member for Children's Services, Education, Skills and the University</p> <p>Councillor Lynne Ayres</p> <p>08/01/2020</p>	JAN20/CMDN/69	<p><u>Award of Contract for the Refurbishment of the Current School Building and to Build a Single Storey Block with Flexible Spaces at Marshfields School</u></p> <p>The Cabinet Member, in consultation with the Cabinet Member for Resources:</p> <p>Authorised the construction of a single storey building comprising three flexible classroom/studio spaces to replace an existing temporary mobile together with some refurbishment of the existing school buildings at Marshfields School up to the value of the budget sum of £1.9m, subject to the Council obtaining consent pursuant to section 77 of the School Standards and Framework Act 1988. This sum shall include the anticipated design and build contract costs of and funding for Information and Communications Technology (ICT), all site surveys and project management and technical advisers fees.</p> <p>Authorised the Corporate Director, People and Communities in consultation with the Interim Corporate Director: Resources and legal services to award the contract for the construction works to the successful contractor from Lot 2 of the Peterborough City Council Construction Framework following the mini-competition process.</p> <p>Authorised the Director of Governance or delegated officers to enter into any other legal documentation on behalf of the Council in relation to this matter.</p>

		Authorised the refurbishment and expansion of Marshfields School subject to planning consent being obtained followed by approval at the Delegated Members Approval meeting.
Cabinet Member for Waste, Street Scene and the Environment  Councillor Marco Cereste  14/01/2020	JAN20/CMDN/73	<u>Garden Waste Treatment Services Contract</u>  The Cabinet Member approved the Award of the contract to AWO Recycling Ltd for the treatment of Garden Waste collected by Peterborough City Council (PCC) for an initial period of 5 (Five) years, with an option to extend for up to a further 3 (Three) years. The total value of the contract is £2,400,000 over the 8 year contract term.
Cabinet Member for Digital Services and Transformation  Councillor Mohammed Farooq  21/01/2020	JAN20/CMDN/74	<u>Contract for Cloud-based Services Hosting the Council's Server Estate</u>  The Cabinet Member:  1. Awarded the contract for the procurement of cloud-based services from Amazon Web Services UK Limited (AWS) through the G-Cloud - 11 Framework Agreement (RM1557.11 for the period 1st April 2020 to 31st March 2021 for a value of £630,000 2. Authorised the Director: Customer and Digital Services to vary this Contract if required, subject to approval by the Director of Law and Governance (or authorised officer's) and the Corporate Director of Resources.

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