



HELG

The Highways Efficiency Liaison Group
www.helg.org

Secretariat

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RIEP Contacts

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- London - 020 7934 9958
- East England - 01284 729 426
- East Midlands - 0115 977 3875
- West Midlands - 0121 245 0220
- Yorkshire and the Humber - 01924 331 631
- North East - 0845 076 0080
- North West - 0161 342 4080

About HELG

HELG is an informal partnership of highways clients and the supply chain working collaboratively to deliver efficient and continually improving highways services and infrastructure.



Local Partnerships



Association for Consultancy and Engineering
acenet.co.uk



Regional Improvement and Efficiency Partnerships
lga.gov.uk



Civil Engineering Contractors Association
ceca.co.uk



Constructing Excellence
constructingexcellence.org.uk



County Surveyors Society
cssnet.org.uk



Department for Transport
dft.gov.uk



Highways Agency
highways.gov.uk



Highways Term Maintenance Association
htma.co.uk



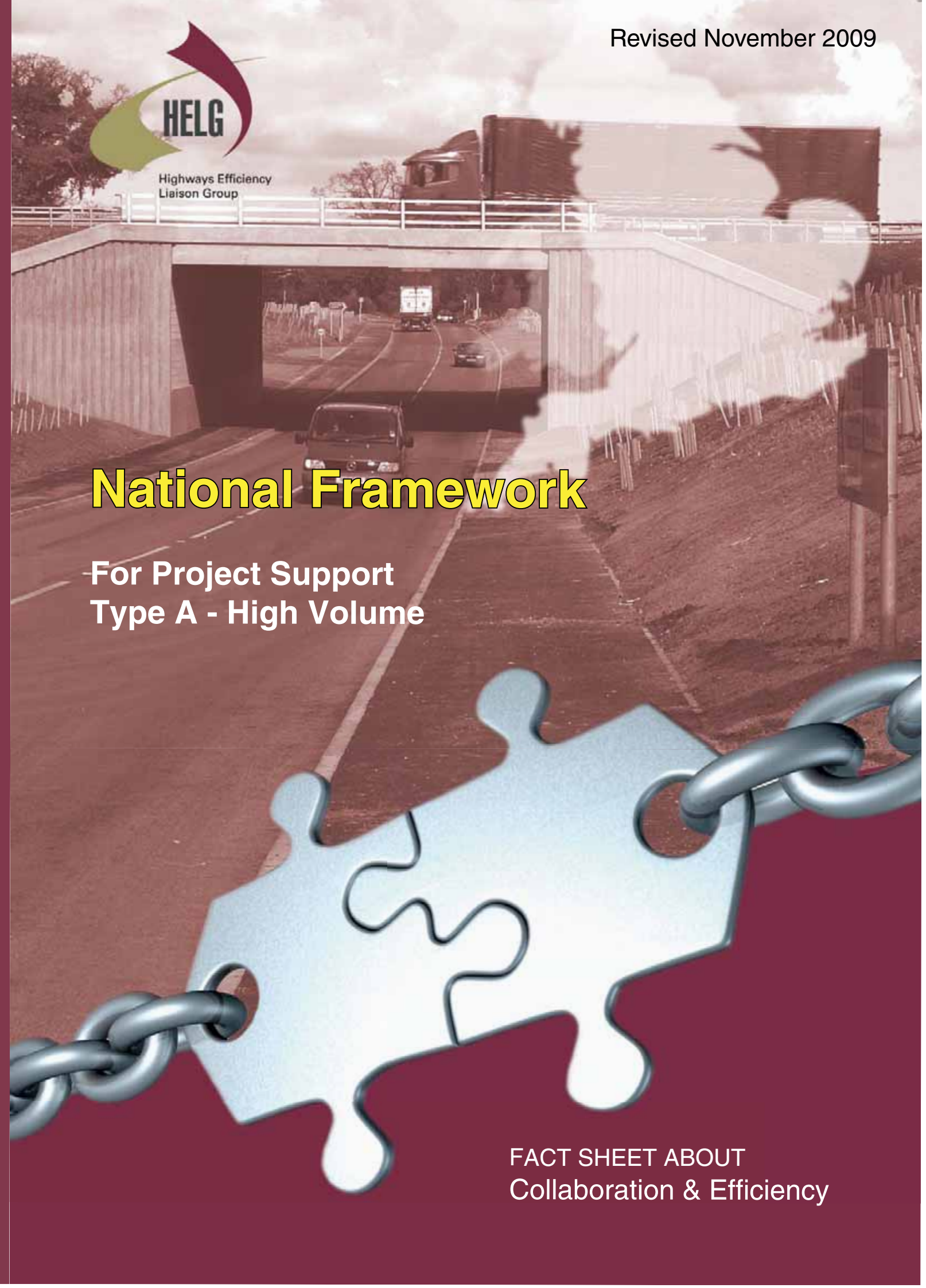
Institution of Highways and Transportation
iht.org



Technical Advisors Group
t-a-g.org.uk



London Streets



National Framework

**For Project Support
Type A - High Volume**

**FACT SHEET ABOUT
Collaboration & Efficiency**

What is this Framework for?

This National Framework, accessible to Central and Local government bodies and their Agencies, was awarded by the Highways Agency in July 2006 and runs until July 2010.

The Framework is for the provision of Consultancy support for highways related activities and broadly covers the following subject areas:

- **Feasibility Studies** (working schemes up to LTP entry, including analysis of studies, traffic modelling, providing various elements of data for submission to Ministers)
- **Surveys** – archaeology, geotech, terrestrial, ecology, etc. (various ground investigation surveys)
- **Environmental Impacts** (reporting of the impact of a scheme on environmental matters, obtaining licenses from DEFRA for environmental mitigation works, contributions to Environmental Statements)
- **ECC Project Manager/Sponsor** (working with the Project Leader in project management)
- **Project Assurance/Quality Management** (for example, the provision of assurance to the project board that the project’s business integrity (business case) and technical integrity, (method of approach) is being maintained)
- **Post Project Evaluation** (a review carried out sometime after the programme or project has been completed to identify whether the programme or project met its objectives and any lessons that were learnt)
- **Performance Measurement** – KPIs (Targets set for various milestones within a project. An output from a development or procurement process which is recognised as a discrete piece of a programme or project. The outcome that must be produced to complete a project or a task)
- **Risk Management** (the generic name given to the risk identification, impact assessment and management, containment, avoidance or insurance strategy, action plan and review of the effectiveness processes)
- **Programme and Project Management** (the collection of supporting processes, standards, information systems and other services provides to support the operation of programme and project management)
- **Contract Management** (to manage a contract once awarded through various contract stages)
- **Programme and Project Management Support** (to provide temporary staffing resource in specialist fields)

THIS FRAMEWORK WILL HELP YOU:

- gain access to highly qualified professionals who are experienced in Central and Local Government
- significantly reduce procurement costs for both Client and Supplier
- significantly reduce procurement time
- develop a highly relevant skills pool
- continually improve performance monitoring and feedback
- develop a Client-Supplier Community that leads to greater understanding of requirements on both sides.

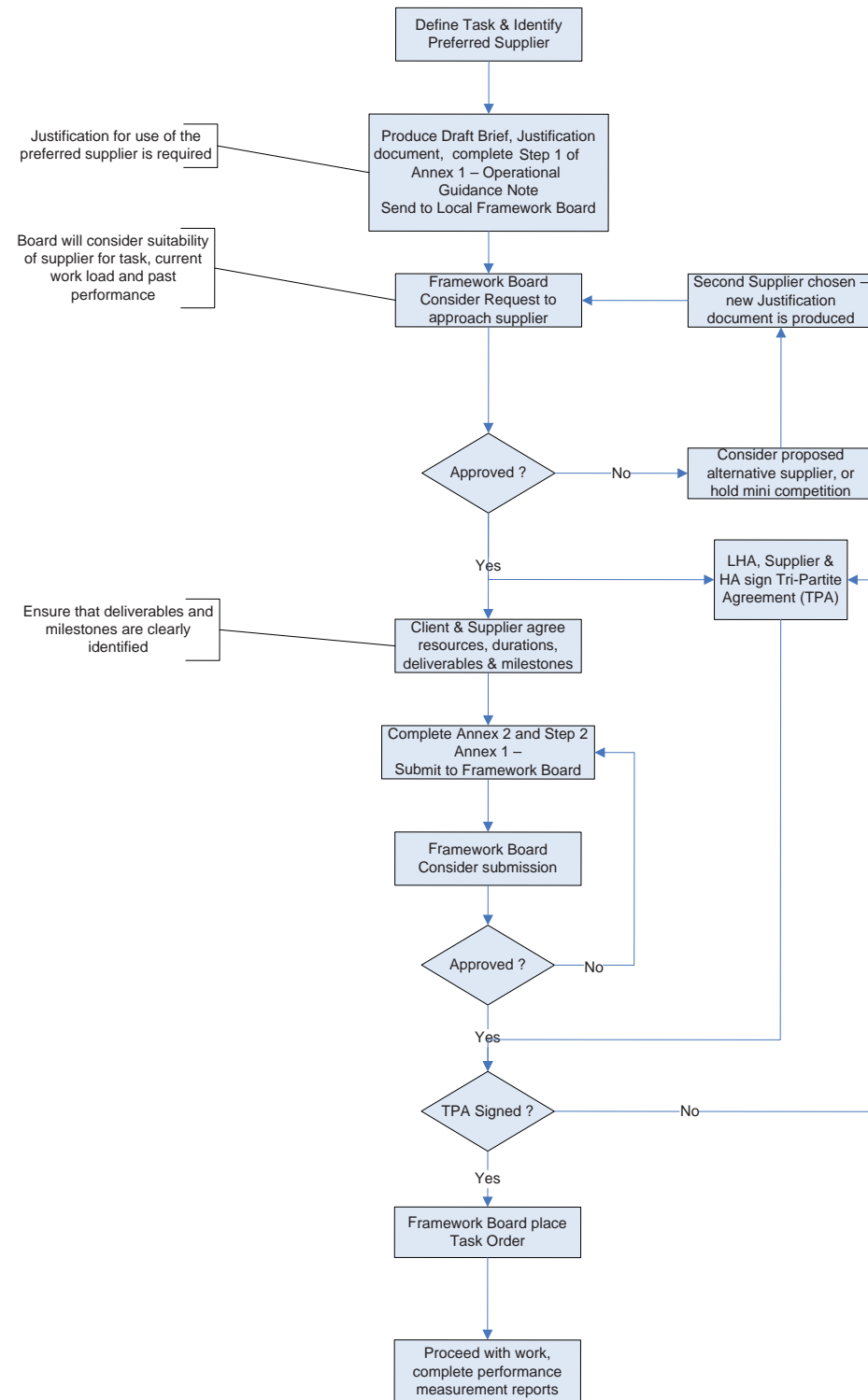
- **Safety Audits** (safety audits that are carried out at various stages of a scheme to highlight potential areas where safety could be compromised)
- **Estimating/Cost Analysis** (value engineering within a project, assessment of project costs)
- **Negotiating Target Costs** (value engineering within a project, preparation for cost challenge workshops, justification of costs)
- **Buildability Assessment** (various assessments carried out to establish the technical and financial viability of a project and to determine the best way to achieve the project output and outcome)
- **Audit** (audit of project methods, costs, risks, safety, etc.)
- **Design work** (as in the detailed design work currently undertaken by the CFADS Framework, but only where justified, that is late ECI, ECC or for small maintenance schemes)
- **Construction Supervision** (for example employers Representative role during construction, employers agent role)
- **Health and Safety** (advice, monitoring, application of H&S throughout a project)
- **Highways operational systems support.**

Who supplies these services?

There are 14 Suppliers on the Framework:

- | | |
|----------------------------|-----------------------|
| • Arup | • Atkins |
| • Capita Symonds | • Halcrow Group Ltd |
| • Jacobs | • Mott Macdonald |
| • Mouchel | • Amey |
| • Parsons Brinckerhoff Ltd | • Pell Frishmann |
| • Scott Wilson Ltd | • URS Corporation Ltd |
| • Waterman Civils | • WSP |

Access



How do I access the Framework?

Identify a project and the funds required to complete it. Produce a specification that includes the definition of key milestone events. Identify your preferred Supplier together with a justification for their use, then complete Step 1 of Annex 1 of the Operational Guidance Note and send it to the HA Framework Board.

If required a preferred Supplier can be identified through a mini competition.

The Framework Board will consider the suitability of the Supplier, their current work load and their past performance. Once approved by the Framework Board the Client and preferred Supplier develop a detailed plan including resources, durations, deliverables and project plan.

When you are content, complete Annex 2 and Step 2 of Annex 1 and submit to the Framework Board.

If approved the Framework Board will award the Task Order to the Supplier.

Note that for the first use of the framework by a client and Supplier the Collaboration Agreement must be signed by Client, Supplier and HA prior to Task Order award.

During the project, the Supplier must complete monthly progress reports. These are fully described in the Motivating Success Toolkit. If there are changes to project scope, project cost or agreed timescales, then you and your Supplier must agree these prior to work continuing.

The Supplier will submit invoices directly to you (not the HA) for payment. You must pay within 30 days of receipt of invoice unless you dispute the invoice.

Each Task Order is subject to the Terms and Conditions of the Framework. The “Contract” for any specific Task Order is between you and the Supplier.

How do I get more information?

Contact the Highways Agency Collaboration and Efficiency Team.

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