



Department for Levelling Up,
Housing & Communities

Locality
33 Corsham Street
London
N1 6DR

30 Jan 2023

Contract Number: CPD/004/117/081

Dear Contractor,

CONTRACT FOR THE 2018–2022 NEIGHBOURHOOD PLANNING SUPPORT SERVICES

Please find attached an amendment to the above-mentioned contract. Please confirm acceptance of this amendment as soon as possible by signing and returning this document to the undersigned.

DLUHC will accept a signed Word or PDF version.

I look forward to hearing from you.

Yours faithfully,

Philip John

Senior Procurement Advisor



AMENDMENT TO CONTRACT

The details contained in this document form a binding amendment to the Contract referenced below between the Contractor and the Secretary of State for the Department of Levelling Up, Housing and Communities (“DLUHC”), formerly the Ministry of Housing, Communities and Local Government (“MHCLG”).

Contract title : Contract for the 2018-2022 Neighbourhood Planning Support Services

Contract reference : CPD/004/117/081

Purchase order no. : 4500334419

Contractor : Locality

Amendment no. : 15

Effective date of amendment : 2 Feb 2023

Details of amendment : DLUHC wish to recategorise elements of the contract value and restate the contract value in accordance with the actual gross grant issued, actual net grant issued, and actual Technical Support (TS) committed up to Year 4 of the Contract. Therefore, a total of £5,674,000 (inc VAT) shall be reduced from the contract value.

DLUHC also wish to add a total of £1,000,000 (inc VAT) to the budget for Technical Support, a total of £200,000 (inc VAT) for bespoke Toolkits, and a total of £44,062 for Design Code Pathfinders. Therefore, a total of £1,244,062 (inc VAT) shall be added to the contract value.

The reduction of £5,674,000 (inc VAT) and the addition of £1,244,062 (inc VAT) results in a total net reduction of £4,429,938 to the overall contract value.

A revised Indicative Budget Breakdown is set out at Annex A below. For the avoidance of doubt:

The provision of Technical Support and the provision of bespoke Toolkits are subject to the existing relevant Price Schedule – Annex C.

The addition of new rates in support of the Design Code Pathfinders requirement are now included in the relevant Price Schedule – Annex C and shall remain firm for any



future requirement equivalent to Design Code Pathfinders for the duration of the Contract.

DLUHC shall also update the list of Key Personnel listed in Annex B to the Contract Award Letter.

Contract Annexes

- Delete: Existing Annex C – Price Schedule
- Insert: New Annex C – Price Schedule
- Delete: Current list of Key Personnel in the Annex B to the Contract Award Letter
- Insert: New list of Key Personnel in the Annex B to the Contract Award Letter

Contract value prior to amendment: £45,500,325 (inc. VAT) (inclusive of Amendment No.1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14)

Maximum value of this amendment: **subtraction of £4,429,938** (inc. VAT)

Revised value of Contract: £41,070,387 (inc. VAT)

Terms and conditions : All other terms and conditions remain the same for this Contract.

FOR AND ON BEHALF OF THE SECRETARY OF STATE FOR THE DEPARTMENT FOR LEVELLING UP, HOUSING AND COMMUNITIES	FOR AND ON BEHALF OF THE CONTRACTOR
Name: [REDACTED]	Name: [REDACTED]
Title: [REDACTED]	Title: [REDACTED]
Signed: [REDACTED]	Signed: [REDACTED]
Date: 2 nd February 2023	Date: 1 February 2023



Department for Levelling Up,
Housing & Communities

Annex A: Indicative Budget for Year 6 of contract

[REDACTED]

Annex B to the Contract Award Letter

[REDACTED]