

**Highways England Company Limited**

**NEC4 Professional Service Contract**

**(June 2017 with amendments January 2019)**

**X12 – Partnering Information**

in relation to a *service* for

**Concrete Roads Design Framework**

June 2020

*[Note – this document is completed for each Work Order. This document must be fully completed. Any guidance notes in red must be followed, then deleted prior to completion. The Concrete Roads Framework suppliers will be consulted on the content of this document]*

**CONTENTS AMENDMENT SHEET**

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| **Amend. No.** | **Revision No.** | **Amendments** | **Initials** | **Date** |
| 0 | 0 | Tender Issue | SOS | 19/06/20 |
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| **1. partnering information TABLE** |
| **1.1 General** |
| 1.1.1 | The Partners will support collaboration by:* actively sharing information and learning within a collaborative environment to drive improved results,
* working closely with other Partners to establish and maintain long term relationships,
* sharing community objectives, behaviours and values focusing on the outcomes for our customers,
* driving a significantly improved service for our customers and other stakeholders,
* adopting fully integrated approach to a resolution of emergent issues, thereby limiting risk and maximising opportunity,
* working together to maintain and improve health and safety and quality,
* creating innovative solutions, adding value in terms of reducing costs and improving service quality and
* engaging in communication that is open, honest and responsive
 |
| 1.1.2 | The primary objectives, roles and responsibilities of the Partners and the Core Group will be defined in this Partnering Information. This will be developed and agreed by Partners within three months of the award of this contract, but the Partners may agree to do this earlier, or prior to award. The minimum information needed to be detailed in this document will be* the Core Group Terms of Reference defining the composition, roles and responsibilities of the Core Group together with details of how & when membership of the Core Group is determined and reviewed,
* governance structure, arrangements and roles and responsibilities of any other groups identified and set up by the Core Group (such as wider Partner meetings and working groups to take specific issues),
* the need to create and maintain key collaborative documents and records including the risk registers, efficiency registers, and any other documents agreed by the Core Group,
* use of common information systems, which systems the Partners will use for what purpose, with a road map for further integration, standardisation and efficiency,
* sharing of office space or any co-location benefits, detailing what locations can be used for what purposes, considering setting up of hubs for common and standardised activities,
* meeting structure, detailing when and how the Partners, Core Group and any other groups meet and the purpose of those meetings, including integration with the *Client’s* Centre of Excellence,
* details of any workshops to tackle specific issues or areas for improvement, who is to attend considering involvement of the wider supply chain and *subcontractors*
* how design work will be undertaken in a collaborative manner, using early contractor involvement and standardised design elements and processes across the Partners where appropriate
* the Partners combined approach to delivering value engineering and value management to the *Client*
* details of the Partners approach to risk management, how they are tackling specific matters within the Early Warning Registers of the Partners
* any other matters the Partners consider necessary to collaborate on to achieve the objectives of these frameworks.
 |
|  | The Partners continually review and update this Partnering Information with new ways to collaborate. If the Partners agreed to a change to this Partnering Information, this is not a compensation event. |
| 1.1.3 | Other than this Partnering Information, the Partners have no authority or responsibility to change any contractual conditions, including scope, quality, safety, performance and pricing related matters, however, this forum does provide a key mechanism to improve the service delivery by recommending areas for improvement to the *Client.* |
| **1.2 Core Group Terms of Reference** |
| 1.2.1 | To be completed by the Partners  |
| **1.3 Governance Arrangements** |
| 1.3.1 | To be completed by the Partners |
| **1.4 Partnering Documents** |
| 1.4.1 | To be completed by the Partners |
| **1.5 Use of Common Information Systems** |
| 1.5.1 | To be completed by the Partners |
| **1.6 Sharing of Offices** |
| 1.6.1 | To be completed by the Partners |
| **1.7 Attendance at Partners’ and Core Group Meetings** |
| 1.7.1 | To be completed by the Partners |
| **1.8 Participation in Partnering Workshops** |
| 1.8.1 | To be completed by the Partners |
| **1.9 Arrangements for Joint Design Workshops** |
| 1.9.1 | To be completed by the Partners  |
| **1.10 Value Engineering and Value Management** |
| 1.10.1 | To be completed by the Partners  |
| **1.11 Risk Management** |
| 1.11.1 | To be completed by the Partners |
| **1.12 Other Matters** |
| 1.12.1 | To be completed by the Partners |