



Department for Levelling Up,  
Housing & Communities

Locality  
33 Corsham Street  
London  
N1 6DR

12 Dec 2022

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,

**[REDACTED]**



## **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.	:	14
Effective date of amendment	:	16 Dec 2022
Details of amendment	:	DLUHC wish to extend the fixed cost elements of this contract for an additional 12-month period.

A revised Indicative Budget Breakdown for Year 6 is set out at Annex A below. For the avoidance of doubt:

The fixed cost element for Year 6 will be £500k inc. VAT (in line with the existing relevant Price Schedule – Annex C).

### **Contract Term**

Delete: The “Effective Date” of the Contract shall be 8<sup>th</sup> January 2018. Subject to any termination provisions within the Contract, the initial term of the Contract shall commence on 1<sup>st</sup> April 2018 (the “Commencement Date”) and shall terminate on 31<sup>st</sup> March 2022. MHCLG has enacted the 12-month option period available under this contract via Contract Amendment 12 for fixed costs services only. The contract shall terminate on the 31<sup>st</sup> March 2023.

Insert: The “Effective Date” of the Contract shall be 8<sup>th</sup> January 2018. Subject to any termination



provisions within the Contract, the initial term of the Contract shall commence on 1<sup>st</sup> April 2018 (the “Commencement Date”) and shall terminate on 31<sup>st</sup> March 2022. MHCLG enacted the 12-month option period available under this contract via Contract Amendment 13 for both variable and fixed costs services. MHCLG has also now extended the fixed cost services only for an additional 12-month period via Contract Amendment 14 respectively. The contract shall terminate on the 31<sup>st</sup> March 2024.

### Prices and Invoicing

Insert: 7.1 Payment for services shall be in accordance with the Price Schedule (Annex C). During the period as enacted by Contract Amendment 14 (April 2023 to March 2024), MHCLG shall pay 50% of the agreed cost in advance for each Technical Support package that MHCLG has signed off and the remaining 50% of the agreed cost of each package on issue of the Package Completion Report, in accordance with Annex A, for all packages signed off between 1 April 2018 and 31 March 2024.

Contract value prior to amendment: £45,000,325 (inc. VAT) (inclusive of Amendment No.1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13)

Maximum value of this amendment: £500,000 (incl. VAT)

Revised value of Contract: £45,500,325 (inc. VAT)

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



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<b>FOR AND ON BEHALF OF THE SECRETARY OF STATE FOR THE DEPARTMENT FOR LEVELLING UP, HOUSING AND COMMUNITIES</b>	<b>FOR AND ON BEHALF OF THE CONTRACTOR</b>
Name: [REDACTED]	Name: [REDACTED]
Title: [REDACTED]	Title: [REDACTED]
Signed: [REDACTED]	Signed: [REDACTED]
Date: 12 <sup>th</sup> December 2022	Date: 12 December 2022



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**Annex A: Indicative Budget for Year 6 of contract**

**[REDACTED]**