

OFFICER DECISION RECORD SHEET

Name of decision maker: Darren Welsh, Strategic Director – Housing & Property Services

Service Area: Housing and Property Services

Title of Decision: Approval to award Housing Estates Review contract to BPTW

Decision made and reasons:

Decision: The approval to award the contract for the Council's Housing Estates Review as part of the Strategic Asset Review for a seven month period to BPTW.

Reason:

The Housing Estates Review is a key workstream as part of the Council's Strategic Asset Review. The Council requires architectural consultancy support to understand which estates offer the greatest benefit and opportunity for estate regeneration - to increase housing supply, provide better quality and more environmentally friendly homes and to increase revenue for the HRA.

Commissioning process:

An Open (below threshold) process was chosen for this project.

The value of this contract prior to tendering was estimated to be in the region of £65,000 to £90,000.

The term of the contract is approximately seven months.

The value of the contract was below the WTO Procurement threshold and so the contract was advertised on the e-tendering portal 'Supply Hertfordshire' and on the Government portal 'Contracts Finder'.

Tender process:

The opportunity was advertised on the Supply Hertfordshire Portal as a below WTO threshold Open Tender. The bids were evaluated against pre-determined award criteria (30% of score available for price and 70% for quality – which was further broken down into four weighted elements)

Seventeen (17) tender submissions were received from the following companies: 31ten Consulting, AHR Architects, Ark Consultancy Ltd, Atkins Realis PPS, Black Architecture Ltd, BPTW, Grounded Practice Ltd, Karakusevic Carson Architects, Kyle Smart Associates Ltd, McGregor White Architects, Montagu Evans LLP, Partnering Regeneration Development Ltd, Place Capital Group, Rapleys, Red Loft LLP, The Hyde Group, Tibbalds Planning & Urban Design.

Financial Assessment:

Yes

Commercial Board:

Yes

Reports considered:

The Procurement report attached

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Officers/Councillors/Ward Councillors/Stakeholders Consulted:

David Barrett – Assistant Director, Strategic Housing & Delivery
Natasha Beresford – Assistant Director, Housing Operations & Safe Communities
Julie Abbey-Taylor – Head of Investment & Delivery
Sue Foster – Procurement Manager
Adelle Stapleton – Principal Property Lawyer
Matt Baxter – Accountant
Lexi Schultz - Financial and Regulatory Accounting Manager
Clare Dempsey – Financial Planning & Analysis Manager
Ben Hosier – Head of Commercial Development

Financial Comments:

There is a budget of 150k available in 2024/25 for Housing Estates Review. No budget issues foreseen.

M Baxter Accountant

Monitoring Officer Comments:

Subject to an appropriate service contract being agreed, I have no further comments to add to this report.

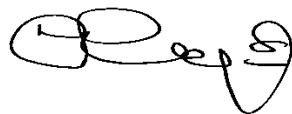
S151 Officers Comments:

The tendered price is within the budgeted expectations.

Implications

Financial: A budget of £150,000 was agreed at Cabinet in June 2023 for the Housing Estates Review. Owing to efficiencies in using an already procured asset performance model for the Phase A of this workstream, as yet nothing has been spent to date against this budget workstream's budget. The recommended appointment at £89,795 is likely to lead to an overall underspend against the allocated budget.

Risk: If this contract is not awarded the thorough and informed review of the council's portfolio of housing will not progress, leading to a shortfall in our housing delivery commitment and missed opportunities to regenerate areas of the borough, improve housing conditions for residents and improve energy and environmental efficiency of homes.



Officer Signature:

Date: 20th May 2024