

Record of officer decision

Decision title:	Commissioning of professional services to complete outline design up to outline planning submission for the Holme Lacy and The Paddock sites. The cost of the contract is up to £38,256
Date of decision:	7 January 2022
Decision maker:	Director of Resources and Assurance
Authority for delegated decision:	<p>Cabinet decision on 22 July 2021 approved:</p> <p>An outline design for the council site at the former Holme Lacy Primary School is commissioned to allow housing market assessment and for the designs up to and including planning submission for houses on this council owned site;</p> <p>An outline design for the council site at The Paddock, Aylestone Hill Ward, is commissioned to allow for the design, submission of planning application and disposal of the site subject to securing planning permission; and</p> <p>The Chief Finance Officer is authorised to take all operational decisions with regard the former Holme Lacy Primary School and The Paddock, Aylestone Hill Ward, projects including any potential future land sale of the site within a budget of £400k.</p> <p>Link to decision: Decision - Recommendation for potential sites to progress affordable housing delivery in Herefordshire - Herefordshire Council</p>
Ward:	Dinedor Hill and Aylestone Hill Ward
Consultation:	The Cabinet Member Housing, Regulatory Services and Community Safety, Commercial Services and Legal Services have been consulted and confirmed that the decision may be taken.
Decision made:	<p>That the work required to complete outline design up to outline planning submission for the Holme Lacy and The Paddock sites be awarded to:</p> <p>Oxford Architects LLP,</p> <p>They were selected following an Open Single Stage Tender Process. The work will be undertaken via a call off contract up to a value of £38,256</p>
Reasons for decision:	<p>To assess the viability of the Holme Lacy Site and The Paddock as affordable houses and/or to provide the potential for a capital receipt to cross-subsidise other schemes, a third party design team will need to be engaged to complete outline designs, site surveys and complete the planning application submission.</p> <p>Oxford Architects LLP have the expertise in this area and are able to complete the outline design and planning application submission.</p> <p>The council has opted to use an Open Single Stage Tender Process to assess the value for money of this contract. The procurement process complied with the council's contract procedure rules for a contract of this value.</p>
Highlight any associated risks/finance/legal/equality considerations:	Not awarding this work to Oxford Architects LLP would compromise the council's ability to deliver on time, utilising the services of a procured partner is considered value for money.
Details of any alternative options considered and rejected:	Commission this work in house. This option has been rejected as the council does not have sufficient capacity or expertise in house and this approach would potentially put the council at risk of not being able to proceed with the site due to the lack of expertise and knowledge.

Details of any declarations of interest made:	None
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Signed:

Date: 10 January 2022

Andrew Lovegrove
Director of Resources and Assurance