

## **DECISION REPORT**

**Report for:** Alan Benson, Assistant Director for Housing  
Housing Regeneration and Planning Directorate

**Item number:** N/A

**Title:** Award of a contract under Contract Standing Order (CSO) 9.07.1c  
Unit 1 to provide architectural services for Antill Road, Morley  
Avenue, Moselle Avenue and Farrant Avenue

**Report authorised by:** Dave Markham, Strategic Lead for Housing Development  
Housing, Regeneration and Planning Directorate

**Lead Officer:** Denise Lindsay, Housing Delivery Project Manager

**Ward(s) affected:** Noel Park & Tottenham Green

**Report for Key/Non Key Decision:** Non Key Decision

### **1. Describe the issue under consideration**

- 1.1 This report seeks approval to appoint the recommended consultant, Unit 1, to provide architectural services on four new build housing sites; Antill Road, Morley Avenue, Moselle Avenue and Farrant Avenue, following a competitive procurement process.

### **2. Recommendations**

- 2.1. It is recommended that:

- The Assistant Director for Housing approves the award of a contract to Unit 1 as allowed under CSO 9.07.1c (Bid Acceptance and Contract Award) in the sum of £48,000 + VAT to provide architectural services, to deliver affordable housing on four new build housing sites; Antill Road, Morley Avenue, Moselle Avenue and Farrant Avenue.

### **3. Reasons for decision**

- 3.1. The appointed architect will be responsible for ensuring the timely delivery of new build housing on these sites to a high quality, on time and to budget. The consultancy will be expected to work closely with the schemes Employers Agent and client, taking designs from feasibility through to planning.
- 3.2. The Antill Road, Morley Avenue, Moselle Avenue and Farrant Avenue sites have been identified as sites for the direct delivery of new Council homes by Haringey Council. The schemes require the services of an architectural consultancy to take the sites from RIBA Stage 1 to 3. Following a competitive tender process, Unit 1 has been identified to undertake this work.

#### **4. Alternative options considered**

- 4.1 One option considered was to appoint a multi-disciplinary consultancy to manage this scheme and deliver the services required. However, this option was discounted due to the architectural complexity of the schemes as they are surrounded by adjoining properties.
- 4.2 The other option considered was to appoint an architectural consultancy via a framework. This was also deemed not suitable as the likely value of the contract was going to be considerably under the OJEU threshold. The list of multi-disciplinary firms on these frameworks were also not suitably sized to have an interest in these smaller sites which could potentially lead to an uncompetitive tender process.
- 4.3 The final option considered was not to award this appointment at all. This would not support the delivery of the Council's Housing Delivery programme and the need to achieve 1,000 new homes by 2022.

#### **5. Background**

- 5.1. These sites have been deemed potentially suitable for housing in the Cabinet report "Update on the Council Housing Delivery Programme" on the 13<sup>th</sup> November 2018. All four sites were previously contained within the package of land which was to be transferred to Sanctuary Housing by the Council. The sites in question are known as Antill Road, Morley Avenue, Moselle Avenue and Farrant Avenue and are estimated to yield 4 new affordable homes.
- 5.2. The Council now requires the services of an architectural design consultancy to take the sites from RIBA Stage 1 to 3 (planning submission stage). The appointed consultant will be responsible for ensuring the timely delivery of new build housing on these sites to a high quality, on time and to budget. The consultancy will be expected to work closely with the schemes Employers Agent, taking design from feasibility through to planning.
- 5.3. The consultancy's main responsibilities will be to:
  - Identify the surveys required to effectively deliver the site.
  - Prepare plans and elevational drawings for a feasibility study (RIBA stage 1)
  - Prepare plans and elevational drawings for Concept Design and complete resident consultation (RIBA Stage 2).
  - Prepare other information as required by the planners sufficient to submit a planning application (Arboriculture survey, parking survey etc).
  - Prepare drawings, Design and Access statement and other information sufficient for submission of a planning application (RIBA Stage 3).
  - Provide materials and other detailed information sufficient for the employer's agent to complete a cost estimate.
- 5.4. The tenders were sent out to three suppliers on the 2<sup>nd</sup> July 2019 using the Council's HCPS, with a closing date of 17<sup>th</sup> July 2019. The tender was to commission the services of an architectural consultancy for Antill Road, Morley Avenue, Moselle Avenue and Farrant Avenue projects.
- 5.5. To ensure a competitive tender process, three suppliers were engaged with prior to the release of the opportunity on HCPS. As the architectural consultant will be involved from RIBA stage 1 to 3 their input on the schemes is going to be significant; so, it was decided that quality should be weighted at 70% and cost at 30%.

- 5.6. Two tender response was received. The other tenderer did not submit a response due to resource capacity to respond. Responses were evaluated on a 70/30 quality, cost basis. The scores awarded to Unit 1 are set out below:

Assessment	Unit 1
Cost Score	24.75%
Quality Score	62%
TOTAL TENDER EVALUATION SCORE	86.75%

- 5.7. The pricing is comparable to similar appointments on housing schemes which the Council are already managing and also in line with previous soft marketing testing which was carried out. The quality section of their response also demonstrated a very good understanding of the brief but also the complexities on the sites.
- 5.8. It is therefore recommended that Unit 1 are appointed to carry out this commission. This tender is considered compliant as it sits within the budget for this service for the schemes.
- 5.9. The architectural consultancy will work closely with the Council's Project Officer to agree the project brief for the schemes. The appointed consultancy will advise the employers agent on any necessary surveys required on site to ensure the Council have a full understanding of the risks but to also help de-risk as many elements as possible for the future contractor to ensure a competitive tender process for the new build works.
- 5.10. Part of the role of the appointed consultant will be to work with the Employers Agent to ensure the design work is compliant with the Council's Employers Requirements and legislation. They will also be responsible for the preparation of the Planning Application documents.

## 6. Contribution to strategic outcomes

- 6.1 The recommendations in this report will support the delivery of the Housing Priority in the new Borough plan, which sets out in its first outcome that *"We will work together to deliver the new homes Haringey needs, especially new affordable homes"*. Within this outcome, the Borough Plan sets the aim to *"Ensure that new developments provide affordable homes with the right mix of tenures to meet the wide range of needs across the borough, prioritising new social rented homes"*.
- 6.2 In particular, the recommendations in this report are explicitly about the aim *"to deliver 1,000 new council homes at council rents by 2022"*. The proposals in this report contribute directly to the strategic outcomes on new housing supply, which are at the core of the aims of the Council, as expressed in the Borough Plan.

## 7. Statutory Officers comments

### Finance

- 7.1. Not required as per s22.2 of Haringey's Procurement Code of Practice

### SSC

- 7.2. Not required as per s22.2 of Haringey's Procurement Code of Practice

### Legal

7.3. Not required as per s22.2 of Haringey's Procurement Code of Practice

#### **Equalities**

7.4. Not required as per s22.2 of Haringey's Procurement Code of Practice

#### **8. Use of Appendices**

n/a

#### **9. Background papers**

9.1 Cabinet report 13th November 2018 – Item 11: Report on the progress of establishing a Wholly Owned Company for Housing development and various decisions required to facilitate the Council's Housing delivery Programme.

<http://www.minutes.haringey.gov.uk/mgChooseDocPack.aspx?ID=8731>

#### **10. Local Government (Access to Information) Act 1985**

10.1 This report contains exempt and non-exempt information. Exempt information is under the following category (identified in amended schedule 12A of the Local Government Act 1972) S (3) information relating to financial or business affairs of any particular person (including the authority) holding that information.