

Haringey Council
Written Statement/Record of a decision made by an officer under delegated authority

Decision Maker (Post Title)	Head of Programme Management – Regeneration and Economic Development
Subject of the decision	Approval for award of contract (under Contract Standing order (CSO) 9.07.1c) for planning and heritage consultancy services for the Tottenham High Street Heritage Action Zone.
Date of decision	29 July 2024
Decision	For the Head of Programme Management – Regeneration and Economic Development to approve the implementation of Contract Standing Order 9.07.1c, the manner most expedient to the efficient management of the service, and award a contract for planning and heritage consultancy services to Planning Potential, in the sum of £9,500.00 , excluding VAT, from June 2024 to December 2025.
Reasons for the decision	<p>In October 2021, Planning Potential (PP) were appointed to provide planning and heritage consultancy services for a suite of projects under the High Streets Heritage Action Zone (HS HAZ) programme. The original contract sum was £67,045.</p> <p>Contract and PO extensions were subsequently approved, raising the sum to £86,045 in August 2023. That contract ended in March 2024, in line with the anticipated closure of the programme, and the PO has now been exhausted. The programme has, however, overrun, due to a number of factors, including lack of resource in the Major Projects team; the need to identify and secure additional sources of funding to cover budget shortfalls; slow responses from and inflexibility in negotiations with a third party; and lack of resource in the Planning and Conservation teams. As a result, additional planning and heritage consultancy services are required to ensure all outstanding planning matters relating to the incomplete projects are resolved.</p> <p>This report is a request to approve the amount of £9,500 + VAT for additional consultancy fees, thus extending the contract value from £86,545 to £95,545.</p> <p>This commission forms part of the wider Tottenham HS HAZ regeneration scheme, which aims to make the high street in Bruce Grove Town Centre a more attractive, engaging and vibrant place for people to live, work and spend time and provide the catalyst for change and additional investment from private owners. In this way, it seeks to improve the long-term</p>

	<p>viability of the town centre to serve its local residents and broaden its appeal to visitors.</p> <p>This work would be wholly funded from match-funding, which is contractually committed to the Tottenham High Streets Heritage Action Zone.</p>
<p>Details of any alternative options considered and rejected by the officer when making the decision</p>	<p>The following alternative options were considered:</p> <p>‘Do Nothing’ - This option would be for the Council not to create a new contract for planning and heritage consultancy. This would limit the Council’s ability to follow through on a number of live planning applications and submit further applications needed as part of the construction phase of critical elements of the HS HAZ programme.</p> <p>New RfQ Process - The option of carrying out a new RfQ process to appoint a planning and heritage consultant to deliver the remaining services required was considered. This would significantly extend an already much-delayed programme, whose funding is increasingly at risk if projects cannot progress. Furthermore, as the existing consultants, who have been working on the HAZ project since 2021, PP are best placed to be able to deliver the necessary work in a timely and cost-effective manner.</p>
<p><u>Conflicts of interest – Executive decisions</u></p> <p>Details of any conflict of interest declared by a Cabinet Member who is consulted by the officer which relates to the decision and details of dispensation granted by the Council’s Head of Paid Service</p>	<p>N/A</p>
<p><u>Conflicts of interest – Non executive decisions</u></p> <p>Where the decision is taken under an express delegation e.g. by a Committee, the name of any Member who declared a conflict of interest in relation to this matter at the committee meeting,</p>	<p>N/A</p>
<p>Title of any document(s), including reports, considered by the officer and relevant to the above decision or where only part of the report is relevant to the above decision, that part)</p> <p>These documents need to be attached to the copy of this record/statement kept by the Authority but must not be published if they contain exempt information</p>	<p>None.</p>

Reasons for exemption with reference to categories of exemption specified overleaf or Reason why decision is confidential (see overleaf) Decisions containing exempt or confidential information falling within the categories specified overleaf are not required to be published.	N/A
Signature of Decision Maker	
Name of Decision Maker	David Lee, Head of Programme Management – Regeneration and Economic Development

Does the decision need to be published Yes <input checked="checked" type="checkbox"/> X No <input type="checkbox"/>	
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Exempt Information

Local Government Act 1972 Schedule 12A

Part 1: Descriptions of Exempt Information

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any person (including the authority holding that information).
4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes -

- (a) To give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
- (b) To make an order or direction under any enactment.

- 7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Note: It is insufficient to simply identify a category of exemption, you must also conduct a public interest test on the basis specified in the Act as follows:

Information falling within categories 1-7 is exempt if and so long as in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Confidential Decisions

- 1. The decision contains information provided by a Government department on a non disclosure basis
- 2. There is a Court order against disclosure

DECISION MAKING REPORT

Not for publication by virtue of paragraph 1 and paragraph 3 of Schedule 12A of the Local Government Act 1972.

This document is **not for publication** as it contains information classified as exempt under Schedule 12A of the Local Government Act 1972 in that it contains information relating to an individual and information relating to the financial or business affairs of any particular person (including the authority holding the information).

Report for: David Lee, Head of Programme Management, Regeneration & Economic Development

Title: Approval of an extension to the existing contract with Planning Potential from **£86,045.00** to **£95,545.00** for additional consultancy fees relating to for the HS HAZ (High Streets Heritage Action Zone) Planning and Heritage Consultancy commission

Report authorised by: Toussainte Reba, Head of Area Regeneration

Lead Officer: Camilla Gersh, High Streets Heritage Action Zone (HAZ) Project Officer

Ward(s) affected: Tottenham Central

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

1. Describe the issue under consideration

1.1 This report is a request for approval of an extension to the existing contract with Planning Potential from **£86,045.00** to **£95,545.00** for additional consultancy fees relating to for the HSHAZ (High Streets Heritage Action Zone) Planning and Heritage Consultancy commission.

2 Recommendations

2.1 For the Head of Programme Management, Regeneration and Economic Development to approve the implementation of Contract Standing Order 10.02.1a and extend the value of the existing contract with Planning Potential for additional consultancy fees relating to for the HS HAZ (High Streets Heritage Action Zone) Planning and Heritage Consultancy commission, from **£86,045.00** to **£95,545.00** excluding VAT.

3 Reasons for decision

3.1 Planning Potential (PP) were appointed to provide planning and heritage consultancy services for a suite of projects under the High Streets Heritage Action Zone (HS HAZ) programme in 2021. This report seeks approval for fees

for additional work at RIBA Stage 3.

- 3.2 PP were originally procured through a competitive Request for Quotation (RfQ) exercise.
- 3.3 In accordance with CSO 8.03, a minimum of three competitive quotations were sought through the Haringey Procurement and Contract System (HPCS).
- 3.4 Bidders were evaluated on a 70% quality and 30% price split. The evaluation criteria were clearly set out in the RfQ document. Four bidders were invited to quote via the HPCS.
- 3.5 By the closing date for submissions, three bids were received. Submissions were evaluated on 1 October 2021 by a panel consisting of Officers from LB Haringey Regeneration. PP received the highest total score of 71.18%. The contract was awarded to PP on the basis that it submitted the most economically advantageous bid (MEAT). The original contract sum was **£67,045**.
- 3.6 In August 2023, the original PO amount was extended from £67,045 to **£86,045**. This increase was to allow PP to cover the fees of transport and arboriculture subcontractors, in order to respond to pre-application feedback from the Planning and Conservation team. The increase was also to cover additional costs incurred by PP as a result of lengthy negotiations with the Planning and Conservation team and delayed determination of planning and listed building consent applications.
- 3.7 In March 2024, the contract with PP ended, in accordance with the anticipated closure of the HSHAZ programme. The extended PO value has also been exhausted. The programme has, however, overrun due to a number of factors, including lack of resource in the Major Projects team; the need to identify and secure additional sources of funding to cover budget shortfalls; slow responses from and inflexibility in negotiations with a third party; and lack of resource in the Planning and Conservation teams. As a result, additional planning and heritage consultancy services are required to ensure all outstanding planning matters relating to the incomplete projects are resolved. PP have quoted an additional **£9,500** to complete the outstanding work.
- 3.8 This report is a request to approve the amount of **£9,500 + VAT** for additional consultancy fees, thus extending the contract value from **£86,545 to £95,545**.

4 Alternative option considered

4.1 'Do Nothing'

This option would be for the Council not to create a new contract for planning and heritage consultancy. This would limit the Council's ability to follow through on a number of live planning applications and submit further applications needed as part of the construction phase of critical elements of the HS HAZ programme.

4.2 New RfQ Process

The option of carrying out a new RfQ process to appoint a planning and heritage consultant to deliver the remaining services required was considered.

This would significantly extend an already much-delayed programme, whose funding is increasingly at risk if projects cannot progress. Furthermore, as the existing consultants, who have been working on the HAZ project since 2021, PP are best placed to be able to deliver the necessary work in a timely and cost-effective manner.

5 Background information

- 5.1 In April 2020, the Council was notified that its bid to Historic England's High Streets Heritage Action Zones programme for the Tottenham High Streets Heritage Action Zone (HSHAZ) had been successful. The Council was awarded a grant of £2.012 million, with the Council providing £2.598 million in match funding, originally envisioned to be spent by April 2024.
- 5.2 While spend against all Historic England grant funding was achieved by the April 2024 deadline, the programme has overrun, with some projects still to be completed.
- 5.3 The South Tottenham Regeneration Team continues to implement the Tottenham HSHAZ scheme. This scheme aims to make Bruce Grove a more attractive, engaging and vibrant place for people to live, work and spend time. It seeks to do this through a blend of heritage investments: repair and restoration, shopfront improvements, small-scale public realm investment, feasibility, technical work and planning guidance to inform any current and future activity required to manage heritage assets at risk.
- 5.4 The scheme is based on consultation with residents, businesses and stakeholders during the preparation of the Tottenham High Road Strategy and the Bruce Grove Conservation Area Management Plan, as well as on more recent feedback from a site visit and engagements with the Historic England team.
- 5.5 The extension of the contract and PO for the Planning and Heritage Consultant for the Tottenham HSHAZ will support delivery of this ambitious scheme of building improvements. It is intended to assist in lessening the burden on the Council's Development Management team by ensuring proposals are to the highest standard and comply with all local and national planning policies, thus ensuring an efficient approvals process.
- 5.6 The Tottenham HSHAZ scheme forms part of a wider transformative and comprehensive regeneration of Tottenham, guided by 'A Strategy for Tottenham High Road 2019–2029' ('The Strategy'). The Strategy advocates a holistic approach to local improvements, which are in accordance with the objectives of the Borough Plan, aiming to address the key issues affecting the High Road and its residential catchment areas through varying means of 'community wealth building'.
- 5.7 The Strategy identifies a series of visions, aims and objectives for the High Road and its town centres and outlines a range of projects and interventions to respond to the needs of all sectors of the local community, transforming the High Road so that local people can be proud and confident for its future health and sustainability. Among the aims and objectives given for Bruce Grove Town Centre are to develop an identity that signals Bruce Grove as Tottenham's retail centre and to improve the quality and image of key buildings within the

town centre – the HSHAZ Planning and Heritage Consultancy commission directly addresses these ambitions.

6 Contribution to the Corporate Delivery Plan 2022-2024 High-Level Strategic Outcomes

6.1 The HSHAZ Planning and Heritage Consultancy commission facilitates the wider HS HAZ programme, which supports the Council in responding to the following themes in the Council's Corporate Delivery Plan (CDP).

Theme 1: Resident experience, participation and collaboration

- **Outcome 1: Positive Resident Experience** – By taking an active role in the HSHAZ programme, residents have been able to directly influence how the HS HAZ funding is being spent and engage in co-production.
- **Outcome 2: Inclusive Public Participation and Outcome 3: Enabling Community Collaboration** – The programme has involved working directly with residents, community groups and local businesses, including seldom-heard groups, to develop and implement designs for their properties.

Theme 2: Responding to the climate emergency

- **Outcome 1: A Greener and Climate Resilient Haringey and Outcome 3: A Low Carbon Place** – The programme achieves this Outcome by introducing flood mitigation measures and greenery.
- **Outcome 2: A Just Transition** – This outcome is achieved through investment in prominent heritage and community assets, which are open and accessible to all and will serve as an exemplar for the transition towards a low-carbon economy.
- **Outcome 3: A Low Carbon Place and Outcome 4: Growing the Circular Economy and Making Better Use of Resources** – The programme achieves these Outcomes by promoting sustainable construction techniques, including the incorporation of energy-efficiency measures, and improving waste and recycling facilities.

Theme 3: Children and young people

- **Outcome 1: Best Start in Life** – The programme contributes towards this Outcome by supporting the Bruce Grove Youth Space.
- **Outcome 2: Happy Childhoods** – The programme will make Bruce Grove more attractive and inviting, encouraging pedestrian movement and healthy activity, thereby making it feel safer and reducing the impact of anti-social behaviour on the local children and the young people who attend the Bruce Grove Youth Space.
- **Outcome 3: Successful Futures** – St Mark's Methodist Church and the Bruce Grove Youth Space provide services to all children, regardless of background, and this project will enable them to better support local

young people.

Theme 4: Adults, health and welfare

- **Outcome 1: Healthy and Fulfilling Lives** – The programme will make Bruce Grove more attractive and inviting, encouraging pedestrian movement and healthy activity, thereby making it feel safer for residents and businesses and helping them to stay connected in their communities.
- **Outcome 2: Advice and Support** – The project will enable St Mark's Methodist Church and the Bruce Grove Youth Space to enhance their outreach work, which includes support and advice for those suffering financial hardship.

Theme 6: Safer borough

6.2 The programme contributes towards the delivery of the **Outcome of Theme 6** of the CDP by offering:

- developments that will encourage increased community connections, and positive social interactions, and
- improved street lighting.

Theme 7: Culturally Rich Borough

6.3 By conserving 5no. Grade II listed buildings, along with a number of locally listed buildings and/or positive contributors to Bruce Grove Conservation Area, the project responds to Theme 7 of the CDP, increasing public knowledge of and access to local history and heritage, highlighting the rich cultural heritage and stories of innovation and creativity in our borough, and enhancing Haringey's cultural reputation and profile in London and beyond.

6.4 By involving local property owners in the design and decision-making, the project also responds to Theme 7 by increasing resident, cultural sector and community collaboration and participation in culture.

Theme 8: Place and economy

- **Outcome 1: Towards an Inclusive Economy** and **Outcome 4: Leveraging Social Value** – This outcome is achieved by investing in Council- and community-owned buildings that offer services for all members of the community, regardless of background. The changes to the built environment thus directly benefit residents.
- **Outcome 2: High Streets, Town Centres & Businesses** – This Outcome is achieved by enhancing heritage assets in the town centre that have suffered from under-investment and supporting local businesses and future-proofing them to help them become more resilient and to grow through the incorporation of measures to become more energy efficient and resistant to the effects of climate change.

- **Outcome 5: Placemaking** – Regeneration with social and economic renewal at its heart, which is shaped by and reflects the people that live in Tottenham that is an area of great need and opportunity, is achieved by:
 - delivering improvements to the public realm in Tottenham, which will promote community cohesion and healthier lifestyles;
 - fostering the renewal of Bruce Grove Town Centre, where the growing number of local small and independent businesses have spaces to flourish, and the diverse local community feel comfortable to shop, proud to work, keen to socialise, and take pride in welcoming visitors; and
 - serving as an exemplar of public involvement in planning, design and management of residents' and business owners' local spaces/places across South Tottenham, and creation of places that promote increased social value from investment in Bruce Grove.

6. Carbon and Climate Change

- 6.1. The HSHAZ programme contributes towards reducing carbon emissions and energy usage through the replacement of original Crittal steel windows in the St Mark's Methodist Church building that have reached the end of their life with double-glazed versions and introducing energy-saving technology such as an air-source heat pump to the Bruce Grove Youth Space. This will contribute towards improving the thermal performance of these buildings.
- 6.2. Repair works to the HSHAZ buildings also responds to the need for environmental sustainability by adopting a conservation approach that seeks to maximise retention of existing fabric, carrying out replacements only as necessary with locally sourced materials. Demonstrating sustainable transport and business practices has also been a requirement of all other procurement exercises carried out on behalf of the HS HAZ.
- 6.3. The programme further responds to the need to address the risks and impacts in a changing climate through the introduction of a new permeable surface and cycle racks to the Bruce Grove Forecourts and the car park of St Mark's Methodist Church, new planting and improved waste management. The permeable surfacing and planting will mitigate against flood risk, while the planting will address the urban heat island effect and encourage biodiversity. The cycle racks will encourage use of a low-emission transport option. New bin enclosures will improve waste management on site and reduce the risk of pollution and contamination.

7. Statutory Officers Comments (Director of Finance, Procurement, Head of Legal and Governance, Equalities)

7.1. Finance

- 7.1.1. This report seeks approval of an extension to the existing contract with Planning Potential by £9,500, i.e. from £86,045.00 to £95,545.00, for additional consultancy fees relating to for the HS HAZ (High Streets Heritage Action Zone) Planning and Heritage Consultancy commission.

7.1.2. This project is funded by a combination of LBH Borrowing and Historic England grant funding. The additional cost associated with this proposal will be fully met from the current Council Capital Programme Plan.

7.2. Procurement (SSC/Halo)

7.2.1. The SSC notes the contents of the report and the request to extend as permitted by CSO 10.02.1a and has no objections to the recommendations as outlined at point 2 of the report. Will West Financial Compliance Officer - Master Data, On behalf of Lesley Francis, Head of Fin Admin. 26/06/2024

7.3. Legal

7.3.1. N/A

7.4. Equalities

7.4.1. N/A

Important Additional Guidance on Accessibility

- Documents must be available for Councillor Hearn at the **same time** as for all other Councillors
- The council's primary typeface, Helvetica, should be used for all reports and accompanying documents, size 12 preferred (Arial font is also acceptable)
- Text should be as plain as possible with no boxes around it, Microsoft Word is preferred, not PDF, and no abbreviations (such as Cllr.) and try to keep symbols to minimal use
- Roman numerals are not suitable for a person using a screen reader so please use normal paragraph numbering/ lettering and bullet points where necessary
- Reports should be written without images, however, where images are used, report authors must provide a text alternative in all cases (a short paragraph explaining what the graphs, table, pictures etc are showing). Detailed examples can be provided by contacting ayshe.simsek@haringey.gov.uk.
- Appendices
 - All of the above applies for appendices and report authors should avoid including lengthy PDF documents as part of the report
 - In some cases an executive summary could be more appropriate if Councillor Hearn is on the committee
- Presentations – if Powerpoints are to be used then a Word version must be submitted in advance of the meeting (and at the same time it is made available to all other members)
- The Democratic Services Team will not accept reports which are not in an accessible format.
- In the rare event that a documents is not in a fully accessible format the report author must submit, by the same report deadline, an accessible version for Councillor Hearn (if she is on the relevant committee)
- Plain text documents should be saved with document names including "DATE TITLE COUNCILLOR HEARN PLAIN TEXT"

Categories of Exemption

Exempt information means information falling within the following categories:

Part 1

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)
4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes – (a) to give under any enactment a notice under or by virtue of which requirements are imposed upon a person; or (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Part 2

Qualifications to the above exempt information:

(a) Information falling within paragraph 3 above is not exempt information under that paragraph if it is required under – (a) the Companies Act 1985 (b) the Friendly Societies Act 1974 (c) The Friendly Societies Act 1992 (d) The Industrial and Provident Societies Acts 1965 – 1978 (e) the Building Societies Act 1986 (f) The Charities Act 1993.

(b) Information is not exempt information if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to regulation 3 of the Town and Country Planning General Regulations 1992.

(c) Information which – (i) falls within any of paragraphs 1-7 above; and (ii) is not prevented from being exempt under (a) or (b) above is exempt information if and so long as, in the opinion of the Monitoring Officer, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.