

# **MINUTES OF THE MEETING Cabinet Member Signing HELD ON Wednesday, 31st July, 2024, 9.45 – 10am**

**PRESENT:** Councillor Ruth Gordon, Cabinet Member for Placemaking and Local Economy

**In Attendance:** Azza Rahman, Senior Development Manager, Sarah Lovell, Head of Area Regeneration, Ayshe Simsek, Democratic Services and Scrutiny Manager and Yeside Odumade, Principal Committee Coordinator

## **1. FILMING AT MEETINGS**

The Cabinet Member referred to the notice of filming at meetings and this information was noted.

## **2. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

## **3. URGENT BUSINESS**

There were no items of urgent business.

## **4. DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **5. DEPUTATIONS/PETITIONS**

There were no deputations, petitions or questions.

## **6. AWARD OF CONTRACT FOR EMPLOYERS AGENT SERVICES FOR PHASE 1 (SELBY CENTRE + SPORTS FACILITIES) AND PHASE 2 (HOUSING OF THE SELBY URBAN VILLAGE PROJECT**

The Cabinet Member for Placemaking and Local Economy, acknowledged the need to support the delivery of the Selby Urban Village Project, which was a collaboration between the Council and the Selby Trust, which sought to deliver 202 new council homes, a community centre, new sporting facilities and a new public park across two phases (Phase 1 Bull Lane and Phase 2 Selby Centre Site).

The Employer's Agent would act as the Council's lead consultant on the project. They would provide advice on buildability and risks, procurement and construction strategy,

compile the building works tender documents and support the contract procurement exercise.

In response to the questions asked by the Cabinet member, the following information was noted:

- The employers agents would be monitored by the Senior Development Manager, there would also be a close working relationship with housing colleagues regarding commissioning and managing of contracts.
- The employers agents would be appointed until practical completion and a year after for the defects period.
- The contract was not tied to a specific time, but for phases of project. The contract would be until release of money to the employers agent and the sign off of the contract.
- It was highlighted that Tenderer A (on page 1 of the Agenda) was Airey Miller Ltd.

Further to considering the exempt information and exempt recommendations,

### **The Cabinet Member for Placemaking and Local Economy RESOLVED**

To approve the award of contract for Employers Agent services for Phase 1 (Selby Centre + Sports Facilities) and Phase 2 (Housing of the Selby Urban Village Project to Tenderer A for the sum of £624,050.00 pursuant to Contract Standing Orders 9.07.1(d) and 16.02 (Bid Acceptance & Contract Award), comprising Phase 1 (GF) fee: £254,450 and Phase 2 (HRA): £369,600.

### **Reasons for decision**

The Selby Urban Village Project is a key project for the Council being delivered in partnership with the Selby Trust. The Project has secured £20m of Levelling Up Funding for Phase 1 and has secured Affordable Housing Grant for Phase 2. The Project now requires Employers Agent Services to provide advice, including construction and delivery strategy advice and contract development and management to ensure that the project is delivered on time, to funding providers' requirements and is delivered within budget.

Following an Invitation to Tender (ITT) process conducted via The Adam Procure DPS System (DPS), Airey Miller Ltd. were identified by the Tender Evaluation Panel as the Best Value Tenderer in terms of Quality and Price. They have submitted a compliant tender response and met the criteria for the assessment scoring. As such, it is recommended that the contract for Employer's Agent services be awarded to Airey Miller Ltd.

### **Alternative options considered**

There are currently no resources within the Council that has the capacity, specialist expertise or qualifications to deliver this service. Consequently, there is no option to do this using in-house Council staff and so the Council needed to procure EA services.

The Regeneration and Housing Delivery Teams have worked with colleagues from Procurement and Regeneration to review the best route to procure ES services for the Project and it was agreed following an assessment of the options that Adam Procure DPS was the best route for securing the required services.

## **7. NEW ITEMS OF BUSINESS**

There were no new items of urgent business.

## **8. EXCLUSION OF THE PRESS AND PUBLIC**

Item 9 was subject to a motion to exclude the press and public be from the meeting as it contained exempt information as defined in Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985); paras 3 and 5, namely information relating to the financial or business affairs of any particular person (including the authority holding that information) and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

## **9. EXEMPT - AWARD OF CONTRACT FOR EMPLOYERS AGENT SERVICES FOR PHASE 1 (SELBY CENTRE + SPORTS FACILITIES) AND PHASE 2 (HOUSING OF THE SELBY URBAN VILLAGE PROJECT**

The Cabinet Member considered the exempt information and exempt recommendations.

## **10. EXEMPT ITEMS OF URGENT BUSINESS**

There were no items of exempt urgent business.

CHAIR:

Signed by Chair .....

Date .....

This page is intentionally left blank