

## Officer Decision Record



This form records an officer decision and is published in accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 and the Openness of Local Government Bodies Regulations 2014.

<b>Decision Maker:</b>	Dave Caulfield, Director of Economic Regeneration and Place
<b>Lead Officer:</b>	Julian Rudd, Head of Economic Development and Regeneration
<b>Title of Decision:</b>	Award of Contract for Development Advice Services
<b>Ward(s) Affected:</b>	Selby East, Hambleton
<b>Type of Decision:</b>	<input checked="" type="checkbox"/> <b>Key decision</b> <input type="checkbox"/> <del>Non-key decision discharging (or connected to the discharge of) an Executive function</del> <input type="checkbox"/> <del>Specific delegation from Council or Committee</del> <input type="checkbox"/> <del>Grant of permission / licence</del> <input type="checkbox"/> <del>Affecting the rights of an individual</del> <input type="checkbox"/> <del>Awarding a contract or incurring expenditure which materially affects the financial position of the Council</del> <input type="checkbox"/> <del>Decision under urgency</del>
<b>Details of decision:</b>	<p><b>RESOLVED:</b></p> <p><b>To appoint Cushman &amp; Wakefield to provide the Council with Development Advice services as set out in the tender documentation that will result in a recommended route for developing the two sites, including cost estimates and partnering models.</b></p>
<b>Reason for decision:</b>	The Council is committed to maximising its assets and seeking to improve the economy of the district. The Economic Development & Regeneration team identified a need for a development strategy in relation to the Selby Station Masterplan area and

	<p>Burn Airfield, to ensure delivery of the aims set out in the Council Plan and Economic Development Framework.</p> <p>These sites have been identified as having potential for development that could address economic, housing and place-making needs. The most appropriate route for delivery needs to be drawn up, including procurement and legal compliance, and partnering options. The level of expertise and capacity required for this was not available in-house and so a need for external consultancy was identified to ensure the Council obtains best value for any investment and minimises risk.</p> <p>The Homes England framework was considered the most appropriate procurement route, and four organisations from the framework were invited to submit tenders. Three tenders were received and assessed, with Cushman &amp; Wakefield receiving the highest score for quality of submission. The submitted tender price was £39,950. When the cost and quality scorings were calculated Cushman &amp; Wakefield's was the Most Economically Advantageous Tender.</p> <p>Cushman &amp; Wakefield were assessed as submitting the Most Economically Advantageous Tender, that is the tender that represented the best value in terms of quality and price. The firm has a high level of knowledge and experience, including legal and public procurement knowledge in relation to council-led development proposals.</p> <p>This contract will ensure the Council is provided with a recommended preferred route for the two sites.</p>
<p><b>Alternative options considered and rejected:</b></p>	<ul style="list-style-type: none"> <li>• Not to proceed – the tenders received met at least minimum requirements and therefore there is no reason not to appoint.</li> <li>• Re-tender in the hope that costs would be lower – this would unduly delay the provision of advice and impact on the delivery of the Selby Station Gateway project and the submission of Burn Airfield as a strategic site in the new Local Plan. It is highly unlikely that new tenders would be any lower.</li> </ul>

<p><b>Member Interests:</b> <i>(Name of any Member who has declared a conflict of interest in relation to the decision and details of any dispensation granted by the Head of Paid Service if appropriate)</i></p>	<p>N/A</p>
<p><b>Legal, Financial or other implications:</b></p>	<p><b>Legal:</b> there will be a need for input from the Council's legal team in ensuring that the recommended development approach complies with Council regulations.</p> <p><b>Procurement:</b> it is likely that a development partner in some format will be recommended. In that case, the procurement required to achieve is likely to be significant.</p> <p><b>Financial:</b> this contract will be funded from the P4G Strategic Sites budget. The final recommendations will have significant resource implications for the future development of the two sites.</p> <p><b>Staffing:</b> the contract will be managed by the ED&amp;R team. It is considered that there will be sufficient staff capacity to manage the project and provide the day-to-day resources required.</p>
<p><b>Background papers:</b></p>	<p>Tender document and submission</p>
<p><b>Contact details for further information:</b></p>	<p>Tania Weston, Economic and Regeneration Projects Lead <a href="mailto:tweston@selby.gov.uk">tweston@selby.gov.uk</a></p>
<p><b>Signed:</b></p>	<p><b><i>Signature redacted</i></b></p> <p>Dave Caulfield, Director of Economic Regeneration and Place</p>
<p><b>Date of Decision:</b></p>	<p>3 August 2020</p>