



Operational Officer Decision Record

Where the decision has a financial value of between £100k - £350k and does not have a **significant** impact on two or more wards

1. Subject and details of the matter (to include reasons for the decision and detail of any previous cabinet decision)

To approve the award of the Framework Agreement for the Provider of Professional Property Agency Services following conclusion of the procurement evaluation process. The award is made to the Most Economically Advantageous Tender as described in the published tender documentation.

This is a Framework Agreement below the Threshold for a key decision but requires an Officer Decision record.

The Framework Agreement will allow the Provider to work with the Estates and Valuation team to deliver professional property services to facilitate the disposal of properties as well as to provide on request an ad-hoc basis general property advice, which may include acting on behalf of the Authority in rent reviews and lease renewals, property valuation including RICS Red Book Valuations, and strategic and CPO Acquisitions.

2. Decision being taken

For the Executive Director Place and Resources, in consultation with the Portfolio Holder for Finance Resource and Assets, to award the Framework Agreement for the Provider of Professional Property Agent Services to PPH Commercial Ltd., First Floor, Pavilion House, Unit 5, Hesslewood Office Park, Ferriby Road, Hessle, East

Yorkshire, HU13 0PW. The initial duration of the Framework Agreement will be for twenty-four (24) months, with an option to extend the agreement for two (2) twelve (12) month periods.

3. Anticipated outcome(s)/benefits

The award of the Framework Agreement will enable North East Lincolnshire Council (the Council) to deliver the agreed programme of property disposals through the most effective means, and, when required, to receive professional property and valuation advice on an ad-hoc basis without the need for further procurement.

4. Details of any alternative options considered and rejected by the officer when making the decision

Responses were received from four (4) tenderers and were evaluated based on cost and quality. The recommended provider received the highest total score.

5. Background documents considered (web link to be included or copies of documents for publishing)

n/a

6. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons

No

7. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)

None

8. Monitoring Officer Comments (Monitoring Officer or nominee)

The approach recommended is a framework contract which has the benefits of approved suppliers already meeting certain benchmarks and flagging agreement in advance to appropriate terms and conditions. Further, the Council may achieve better terms by combining its volume with the other public bodies also taking part.

There are further advantages of assurance in that any such framework by necessity must be compliant with Public Contracts Regulations 2015. A framework approach is considered good practice and comes with its own efficiencies.

9. Section 151 Officer Comments (Deputy S151 Officer or nominee)

The procurement evaluation process helps ensure that the Council achieves value for money in the procurement of services.

The costs of the service, when utilised, will be managed from within existing budget envelopes.

10. Human Resource Comments (Head of People and Culture or nominee)

There are no direct HR implications.

11. Risk Assessment (in accordance with the Report Writing Guide)

Failing to award the Framework Agreement will mean that the Council will need to commit resource to either market the disposal of surplus assets itself, or procure support on a case-by-case basis, neither of which is an effective use of resources. This would increase the risk of the Council failing to successfully dispose surplus assets within a reasonable timeframe.

12. If the decision links to a previous one taken by Cabinet, has the Cabinet Tracker been updated?

N/A

13. Decision Maker(s):

Name: S Wroot

Title: Executive Director Place and Resources

Signed: REDACTED

Dated: 22/03/2024

**14. Consultation carried out with
Portfolio Holder(s):**

Name: Cllr S Harness

Title: Portfolio Holder Finance
Resource and Assets.

Signed: REDACTED

Dated: 22nd March 2024