

	<p>ACTION TAKEN UNDER DELEGATED POWERS BY OFFICER 28 February 2018</p>
<p style="text-align: center;">Title</p>	<p>Award of contract for the provision of a Strategic Housing Market Assessment for West London</p>
<p style="text-align: center;">Report of</p>	<p>Cath Shaw - Deputy Chief Executive</p>
<p style="text-align: center;">Wards</p>	<p>All</p>
<p style="text-align: center;">Status</p>	<p>Public</p>
<p style="text-align: center;">Enclosures</p>	<p>None</p>
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<p>Summary</p>
<p>As a member of the West London Alliance (WLA), the Council (through Re – the joint venture between the Council and Capita) has led the procurement of a Strategic Housing Market Assessment (SHMA) for West London on behalf of eight London boroughs plus the Old Oak and Park Royal Development Corporation.</p> <p>The costs of the SHMA will be shared amongst the nine participating bodies and reclaimed by the Council.</p> <p>The SHMA tender was subject to open competition through Barnet’s procurement portal and this resulted in a single submission from ORS.</p> <p>The total contract value for the SHMA is £84,000</p>

<p>Decisions</p>
<p>That the Deputy Chief Executive agrees to approve the award of a contract to ORS Ltd for the delivery of the West London Strategic Housing Market Assessment.</p>

1. WHY THIS REPORT IS NEEDED

- 1.1 We seek to appoint ORS Ltd as suitably qualified consultants to produce the West London Strategic Housing Market Assessment (SHMA). The purpose of this project is to produce comprehensive evidence on the needs of households relative to housing demand and supply in order to support the review of Barnet's Local Plan.
- 1.2 The SHMA study will present the housing needs of the Borough (as well as other boroughs in the West London Alliance (WLA) together with the Old Oak and Park Royal Development Corporation) in a recognisable context, setting out local issues as well as making comparisons with national, regional and sub-regional data.
- 1.3 The SHMA is required to support the review of Barnet's Local Plan. The Council plans to publish its Regulation 18 Local Plan in Autumn 2018.

2. REASONS FOR DECISIONS

- 2.1 The West London Alliance (WLA) Growth Directors Board agreed in March 2017 that WLA boroughs should work together to jointly commission and procure evidence in support of their local plans. Joint working on evidence has benefits in terms of shared costs and economies of scale on procurement. It also helps to address expected issues with the Draft London Plan (expected November 2017) as well as helping to meet the requirements of duty to cooperate. Six specific joint evidence workstreams have been identified for individual boroughs to lead. Barnet is taking the lead on the Strategic Housing Market Assessment and the Gypsy and Traveller Accommodation Needs Assessment as part of the housing evidence workstream.
- 2.2 The SHMA tender was subject to open competition through Barnet's procurement portal and this resulted in a single submission from. The submission by ORS was subject to full evaluation and an interview by a panel of evaluators from identified boroughs and Old Oak and Park Royal Development Corporation from the West London Alliance.

3. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- 3.1 The alternative option is for Barnet to commission a single SHMA for the Borough. Such an approach would mean that opportunities for reducing costs through the economies of scale associated with a joint SHMA across the WLA

would be missed. The SHMA needs to look at a wider regional and sub-regional context to reflect the London housing market. It would also be an opportunity missed to demonstrate how Barnet has been working with neighbouring authorities as part of the duty to co-operate requirement in the 2011 Localism Act.

4. POST DECISION IMPLEMENTATION

4.1 Work on the SHMA will be progressed by ORS Ltd following DPR approval.

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

5.1.1 Evidence from the SHMA will help develop housing policies in the Local Plan that addresses local housing need in particular diversifying Barnet's accommodation to ensure that it supports older people, people with learning disabilities and autism, and mental health conditions to live independently for as long as possible – through things like home adaptations, accessible housing, use of integrated technology and access to a network of local services. This helps meet the Corporate Plan 2015-20 Priority of :

- building resilience in residents and managing demand.

5.1.2 The Council's Housing Strategy 2015 – 2025 addresses the challenges of a growing population, increased housing demand, and the impact of austerity, growth and regeneration on the borough. The Strategy was supported by a high level Housing Needs Assessment (HNA) in 2014 to provide analysis of the expected household growth, existing unmet need and affordability, and provide an estimate of the number, size and tenure mix that will be needed over the next 10 years. The SHMA will help inform any future revision of the Housing Strategy.

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

5.2.1 Procurement has been undertaken by Re in consultation with the Customer and Support Group Procurement Team to ensure compliance with the Council's Contract Procedure Rules. The management of the appointed consultant rests with the West London Alliance.

5.2.2 Production of the SHMA is highlighted as part of the Local Plan Evidence Base element of the Strategic Planning Output Specification. The cost of the SHMA for Barnet will therefore be met by Re.

5.2.3 The Council is responsible for reclaiming the costs of the SHMA from Re, OPDC and the other six participating boroughs. Barnet's share of the cost of the West London SHMA is £15,345.45. This will be funded by Re. The remaining £68,654.55 will be funded by OPDC and the other six participating boroughs.

5.2.4 The SHMA tender was subject to open competition through Barnet's

procurement portal and this resulted in a single submission from ORS. A panel of representatives from Barnet, Brent, Ealing, Harrow, Hounslow, OPDC, West London Alliance and Re conducted full evaluation and interviewed ORS Ltd to assess their submission met requirements. Following evaluation the panel agreed to proceed with seeking concurrence for single tender award under Barnet's Contract Procedure Rules to enable award of the contract to ORS Ltd.

5.2.5 The SHMA main contract value is £84k. There is a call off opportunity up to £181k in total across all call offs by all authorities. The authorisation to award should record the potential additional call off across authorities (including Re, OPDC and the other seven participating boroughs) up to £181k to deliver compliancy of the contract.

5.2.6 Justification to proceed with single tender action has been sought and provided from the Commercial Director at London Borough of Barnet.

5.3 Legal and Constitutional References

5.3.1 Article 9 of the Constitution sets out the delegated powers of Chief Officers. This includes authority to make decisions and approve expenditure relating to their functions providing that the sum expended is within the approved budget for the Department and/or relevant portfolio, and the amount in relation to any single matter does not exceed £181,302. Chief Officers also have authority to approve tender strategies and award contracts in accordance with the Council's Contract Procedure Rules within Part 2 of the Constitution.

5.3.2 Council Constitution, Section 18 sets out the Council's Contract Procedure Rules. Table B defines the requirements Table A of Appendix 1 sets out the authorisation and acceptance thresholds to commence and conclude procurement exercises. This report is in accordance with this requirement.

5.3.3 The opportunity was advertised on Contracts Finder as stipulated by Section 8.3 of the Council's Contracts Procedure Rules.

5.4 Risk Management

5.4.1 Appointment of a consultant to produce the SHMA in accordance with the requirements of Barnet together with 8 West London Boroughs and the OPDC will provide an important element of evidence for the Local Plan. The SHMA will help translate the Council's housing objectives into a robust planning policy framework within a Local Plan that, following assessment by an independent Government Planning Inspector, is capable of adoption.

5.5 Equalities and Diversity

5.5.1 The procurement process was in accordance with the Contract Procedure Rules, ensuring that successful bidders abide by the Council's Equalities Policy and keep abreast of equality and diversity issues. ORS Ltd has satisfied the Council that it meets the needs of service users from diverse and ethnic minority backgrounds. The Council is also satisfied that ORS Ltd will ensure the

implementation of the Council's Equalities Policies in relation to all aspects of service delivery.

- 5.5.2 A specific equalities impact assessment for this study is not necessary, however when it comes to its use to inform future policy options within a revised local plan, each stage of revising the Local Plan will be accompanied by an integrated impact assessment that will include full consideration of equality and diversity matters.

5.6 Consultation and Engagement

- 5.6.1 The production of the SHMA will require engagement with neighbouring authorities. This will help to meet the duty to cooperate requirements of the 2011 Localism Act.

- 5.6.2 The outcomes of the SHMA will underpin production of the Local Plan which at a number of stages will be subject to formal public consultation.

6. BACKGROUND PAPERS

- 6.1 Delegated Powers Report – 8 November 2017 - Procurement of services for the provision of a Strategic Housing Market Assessment for West London

7. DECISION TAKER'S STATEMENT

- 7.1 *I have the required powers to make the decision documented in this report. I am responsible for the report's content and am satisfied that all relevant advice has been sought in the preparation of this report and that it is compliant with the decision making framework of the organisation which includes Constitution, Scheme of Delegation, Budget and Policy Framework and Legal issues including Equalities obligations.*

8. OFFICER'S DECISION

I authorise the following action

Award of a contract to ORS Ltd to produce a Strategic Housing Market Assessment (SHMA) for the West London boroughs of Barnet, Brent, Ealing, Hammersmith & Fulham, Harrow and Hillingdon together with the Old Oak and Park Royal Development Corporation. The contract value will be £84,000 with potential additional call off across authorities up to but not exceeding £181k to deliver compliancy of the contract. The Council will recover the costs of the SHMA from the participating bodies above and Re (on behalf of LB Barnet).

Signed



Date

28th February 2018
