

**OFFICER DELEGATION SCHEME
RECORD OF DECISION**

TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES

Date: 29.04.2024	Ref No: BG1078
Responsible Officer: Suzanne Kinder, FAP Programme Manager	
Type of Decision (please refer to MO Guidance):	
Key <input type="checkbox"/>	Non-Key <input checked="" type="checkbox"/>
Freedom of Information Status: <i>(can the report go in the public domain)</i> Yes	
Title/Subject matter: Procurement of CBRE via a direct award against Lot 4 of the Crown Commercial Services (RM6168) framework, to develop a Major Asset Plan for Bury Council.	
Budget/Strategy/Policy/Compliance:	
(i) Is the decision within an Approved Budget?	Yes
(ii) Is the decision in conflict with the council's policies, strategies or relevant service plans?	No
(iii) Does the decision amend existing or raise new policy issues?	No
(iv) Is the decision significant and/or does it meet the £100,000 threshold for recording?	No
(v) Has the s151 & MO been consulted? (Please attach any advice)	No

<p>Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]</p>	<p>No</p>
<p>Summary:</p> <p>The Commercial Estates Transformation Project requires a Strategic Consultant to develop an asset management document that comprises a review of the major asset groups within the portfolio, with an individual asset strategy for the commercial/investment assets. This would be summarised into a schedule of asset management activity for a period of 5 years, with a summary of potential outcomes from this activity.</p> <p>The Strategic Consultant will also undertake condition health check reports for 5 key assets to help the council understand the potential investment requirements/likely benefits of them.</p> <p>Budget Code: FAP3000.</p>	
<p>Wards affected: All wards across the borough.</p>	
<p>Consultations: Not at this current stage but may be required in the future.</p>	
<p>Scrutiny & Review Committee Interest: N/A</p>	
<p>Options considered:</p> <p>Option 1- Out to tender on the chest to all providers.</p> <p>Option 2 – A direct award against Crown Commercial Services framework.</p> <p>Option 3- Internal staff undertake piece of work.</p>	

Reasoning Decision: Below

Option 1- Out to tender to providers

This would take a significantly longer period to write a specification and to evaluate potential bidders. There is also the risk of no bidders which would impact on the time frame of completing the project. The winning bidder would need to take significant time to read all previous reports which would impact on the time frame. The project needs to meet to a tight schedule.

Option 2 - A direct award against Crown Commercial Services framework

Bury Council have identified CBRE to develop an asset management document that comprises a review of the major asset groups within the portfolio, with an individual asset strategy for the commercial/investment assets. Use award against Lot 4 of the Crown Commercial Services (RM6168) framework as provider has previous knowledge of Bury Council and its major asset portfolio whilst also has experience working on similar projects for other GM Authorities in the local area, namely Oldham and Wigan. Therefore, for CBRE, it is felt a direct award is the most appropriate procurement route to take.

CBRE have previous knowledge of Bury Council and its major asset portfolio, so have prior level detail of the project and our goals as part of the Future Asset Programme.

CBRE were responsible for delivering the Bury Town Centre Masterplan and have recently carried out re-development studies for Bradley Fold, Chamberhall and Humphrey House. Their knowledge would link into the current projects which help keeping to a tight deadline.

CBRE also have a team ready to commence the project immediately, which should result in the programme being implemented this financial year.

Option 3- Internal staff undertake.

Potential delivery of activity explored within existing staffing structure and resources explored, but not viable given the scale of project.




Decision:

To award to:
CBRE| UK Development Advisory
One St. Peters Square
Manchester
M2 3DE

Major Asset Reviews and Asset Group Summaries & remaining asset and reporting: £57,500 plus VAT.

Total: £57,500 plus VAT.

This is to completion of work.

Decision made by:	Signature:	Date:
Head of Land and Property Roger Frith		01/05/24
Executive Director Paul Lakin		04/06/24
Members Consulted [see note 1 below]		
Cabinet Member		10.06.24
Lead Member		
Opposition Spokesperson		

Notes

1. Where, in accordance with the requirements of the Officer Delegation Scheme, a Chief Officer consults with the appropriate Cabinet Member they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained if required, to confirm that he/she has been consulted. Please refer to the MO Guidance.
2. **This form must not be used for urgent decisions.**
3. Where there is any doubt, Corporate Directors should err on the side of caution and seek advice from the Council's Monitoring Officer.