

Report of	Meeting	Date
Director (Planning and Development) (Introduced by the Executive Member (Alistair Bradley))	Executive Member Decision	31.08.21

## **Appointment of Consultants for work on the Viability Assessment of the New Local Plan and to Review the Community Infrastructure Levy**

### **Purpose of report**

1. To provide information on the recent procurement process and to secure approval for consultants to be contracted to carry out this work

### **Recommendation(s)**

2. To approve the appointment of Aspinall Verdi Ltd at a costs of £25,270.51 to undertake the viability assessment of the new Local Plan and to the review the Community Infrastructure Levy (CIL) for the Central Lancashire Authorities.

### **Executive summary of report**

3. The Central Lancashire Authorities agreed to the need to outsource the completion of works related to the viability assessment of the Local Plan and the review of CIL.
4. Following a procurement process in accordance with the Councils' policies, Aspinall Verdi Ltd have been selected and are proposed as the preferred consultant for the award of contract

<b>Confidential report</b> Please bold as appropriate	Yes	<b>No</b>
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<b>Key Decision?</b> Please bold as appropriate	Yes	<b>No</b>
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### **Reasons for recommendation(s) (If the recommendations are accepted)**

5. Need to appoint suitably qualified consultants to support the preparation on the Local Plan

### **Alternative options considered and rejected**

6. None, the skills required to complete this work do not exist within the Central or Home teams, it was always the intension to outsource this work.

## Corporate priorities

7. This report relates to the following Strategic Objectives:

Involving residents in improving their local area and equality of access for all	X	A strong local economy	X
Clean, safe and healthy homes and communities	X	An ambitious council that does more to meet the needs of residents and the local area	

## Background

8. A report was taken to cabinet to approve the procurement of support on plan viability and CIL in June 2021, where it was agreed to undertake this exercise. Funding for this element of work is to be sourced from the CIL administration budget contributions at each authority.

## Outcomes of the tender process

9. Four consultancies put forward tenders for this work, Aspinall Verdi Ltd, BNP Paribas Real Estate Advisory & Property Management UK Ltd, Porter Planning Economics Ltd and Trebbi Continuum. An evaluation panel was set up to review the tenders and included representatives from South Ribble, Preston, Chorley and Central Lancashire Local Plan teams. The bids were evaluated on the basis of 30% costs and 70% quality and included 4 questions on quality.

10. Each of the submissions received were of high quality and presented experienced officers to undertake the work. Aspinall Verdi came second on cost with a fee of £25,270.50

11. Overall Aspinall Verdi scored the highest with a score of 63 out of a possible 70 on quality and an overall score of 89.71 when factoring in cost and are to be awarded the contract on this basis. Their bid clearly demonstrated a good understanding of the issues to be addressed through the viability assessment and CIL work, with their bid demonstrating an in depth knowledge of the process and legislation governing this work, and importantly that they have extensive experience in carrying out these assessments for Local Authorities. The evaluation panel have agreed they are the correct choice to be appointed to carry out this work.

12. The table below shows the overall scores for each of the tenders received.

Company	Overall Score
Aspinall Verdi Ltd	89.71
BNP Paribas Real Estate Advisory & Property Management UK Ltd	64.93
Porter Planning Economics Ltd	81.00
Trebbi	64.00

13. The contract itself will run alongside the preparation of the plan through to adoption.

## Implications of report

### Risk

14. The risks for this report would be in not appointing consultants to carry out this work. The viability and CIL work needs to commence now to inform the development of the Preferred Options Document.

15. This report has implications in the following areas and the relevant Directors' comments are included:

Finance		Customer Services	
Human Resources		Equality and Diversity	
Legal		Integrated Impact Assessment required?	
No significant implications in this area		Policy and Communications	

**Comments of the Statutory Finance Officer**

16. The costs of this work will be split across the three authorities. The Chorley element will be funded from the CIL admin due from contributions received in year.

**Comments of the Monitoring Officer**

17. The proposed contract award is in accordance with the agreed scoring matrix and members can be confident the decision is reasonable and appropriate.

Jonathan Noad  
 Director of Planning and Development

Report Author	Ext	Date
Carolyn Williams	***	02/09/21

Following careful consideration and assessment of the contents of this report, I approve the recommendation(s) contained in Paragraph 2 of the report in accordance with my delegated power to make executive decisions.



Dated 02.09.21

**Councillor Alistair Bradley**  
 Executive Member (Economic Development and Public Service Reform)