

Report of	Meeting	Date
Chief Executive Officer (Introduced by the Executive Member for Customer and Advice Services)	Executive Cabinet	8 th December 2016

APPOINTMENT OF CONSULTANTS FOR PRIMROSE GARDENS AND AUTHORISATION OF THE PURCHASE OF THE ST JOHN AMBULANCE BUILDING

PURPOSE OF REPORT

1. To provide an update on the commission of professional consultancy services for Primrose Gardens retirement living(extra care) scheme on Fleet Street and seek approval to award the contract to Pick Everard.
2. To confirm the outcome of the negotiations regarding the sale of the St John Ambulance Hall building to the Council as part of the land assembly for the development of Primrose Gardens Retirement living scheme.

RECOMMENDATION(S)

3. To approve the award of the contract for project management and quantity surveyor service to Pick Everard under the Scape framework to a contract value of £144,000.
4. To approve the acquisition of the St John Ambulance Hall with vacant possession for the capital sum of £188,500. Authority be delegated to the Head of Legal Democratic and HR Services to prepare and execute the necessary legal documentation to complete the purchase.
5. To approve the payment of £770 stamp duty plus also St John legal fees on the condition that the sale is completed within 8 weeks.

Confidential report Please bold as appropriate	Yes	No
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Key Decision? Please bold as appropriate	Yes	No
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Reason Please bold as appropriate	1, a change in service provision that impacts upon the service revenue budget by £100,000 or more	2, a contract worth £100,000 or more
	3, a new or unprogrammed capital scheme of £100,000 or more	4, Significant impact in environmental, social or physical terms in two or more

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REASONS FOR RECOMMENDATION(S)

(If the recommendations are accepted)

- 6. To enable the Primrose Gardens Project to continue and be delivered to timescales ensuring Eric Wright Construction deliver a high quality development with value engineering throughout the process to ensure costs are contained within budget.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- 7. None

CORPORATE PRIORITIES

- 8. This report relates to the following Strategic Objectives:

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

- 9. Primrose Gardens is the Councils retirement living/extra care scheme which has been awarded HCA Care and Specialised Housing Grant and secured planning permission in July 2016.
- 10. The council gave the scheme the go-ahead in September 2016 and this included allocating a budget for professional fees to support the delivery of the project, to ensure that we have the expertise necessary.
- 11. The design team have been refining the designs, undertaking further specialist survey work and the acquisition of the St John Ambulance building is now in process and will be complete by early January 2017.
- 12. The council have instructed Hill Dickinson Solicitors to produce the Pre Construction Agreement t and this draft document is now with all parties for comment and amend and once approved by Executive Member, it will be signed.
- 13. Therefore it is necessary to engage the service of professional consultants who have the expertise to support the project delivery by providing capacity and skills in areas which are not available in-house.

SCAPE FRAMEWORK

- 14. It is proposed that the professional consultants will be procured using the Scape Procure framework. Scape is a public-sector owned, private company that is wholly owned by six Local Authority shareholders. This means they can act as a Contracting Authority with the ability to procure Framework Contracts for Public Sector bodies.
- 15. Scape are a non-profit-making and have a strong commitment to investing in social and community projects and have a proven track record of delivery.
- 16. There are a number of advantages to using the Scape framework which include securing providers at highly competitive fixed rates and a strong local focus.

17. The contractor who has been procured through the Scape procure process is Pick Everard Consultancy who are a multi-professional consultancy with specialism across extra care, sheltered housing residential care and nursing.
18. References have been followed up and these were very positive.

SERVICES TO BE DELIVERED

19. The services which Pick Everard will be commissioned to deliver include:
 - Preparation of the Employers Requirements Document
 - Advise on the most appropriate form of contract with the main contractor
 - Advise on the draft preconstruction contract between the Council and the main contractor
 - Co-ordinate the production of and check the figures within the updated costs plan from the main contractor
 - Undertake general Project Management and Quantity Surveyor Functions through to RIBA stage 6.
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CONTRACT VALUE

20. The value of the contract is £144,000.

ACQUISITION OF ST JOHN

21. A price of £188,500 has been agreed in addition to the council paying for £770 in stamp duty and legal fees. This price is based upon the commitment of St John to facilitate a timely sale, with a completion within 8 weeks.
22. The council have been engaging with the two occupant businesses of St John, namely Anita Murray School of Dancing and Dance with Passion since the project began. Both these partners are very supportive of the project and have committed to moving into the new facility when it's complete in 2018.
23. The council have provided alternative venues for their decant arrangements and it is envisaged that the St John Ambulance Hall will be closed to the public from midnight Sunday 5th February 2017, with asbestos surveys beginning Monday 6th February 2017.

NEXT STEPS

24. Pick Everard will start immediately with reviewing the pre-construction services agreement and assessing the schedules of the costs which Eric Wright have provided so far.
25. The two dance schools have been engaging in discussions regarding alternative venue arrangements for their classes during the construction period and agreements have now been made regarding these.
26. It is anticipated that St John Ambulance building will be closed to the public from Monday 6th February 2017 in order for the asbestos surveys to commence.
27. Communications and Marketing team are currently developing a logo for the scheme and also developing a website and associated marketing material.
28. It is envisaged that the final Construction Contract will be drafted and a decision proposed for February Executive Cabinet.

IMPLICATIONS OF REPORT

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

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

COMMENTS OF THE STATUTORY FINANCE OFFICER

The cost of this contract is within the capital budget set aside to fund the cost of professional fees relating to the Primrose Gardens project. The Council decision from 20 September this year included budgetary provision for the purchase of the St Johns Ambulance building.

COMMENTS OF THE MONITORING OFFICER

The use of the SCAPE Framework is a compliant procurement process and is allowed both by statute and the Council's contract procedure rules. The necessary legal documentation will be prepared and completed prior to the completion of the purchase.

GARY HALL
CHIEF EXECUTIVE OFFICER

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Zoe Whiteside	5771	24/11/2016	***

Background Papers			
Document	Date	File	Place of Inspection
Fleet Street Extra Care Scheme	20 th September 2016	***	http://mod/ieListDocuments.aspx?CId=114&MID=4914#A147145