



**Winchester**  
City Council

## **DRAFT** PORTFOLIO HOLDER DECISION NOTICE

### **PROPOSED** INDIVIDUAL DECISION BY THE LEADER AND PORTFOLIO HOLDER FOR HOUSING

#### **TOPIC – PROCUREMENT OF NEW CONTRACT FOR ARCHITECTURAL SERVICES FOR THE DEVELOPMENT OF WINNALL FLATS CAR PARK SITE, WINCHESTER**

#### **PROCEDURAL INFORMATION**

The Access to Information Procedure Rules – Part 4, Section 22 of the Council's Constitution provides for a decision to be made by an individual member of Cabinet.

In accordance with the Procedure Rules, the Head of Legal Services (Interim), the Chief Executive and the Strategic Director: Resources are consulted together with Chairman and Vice Chairman of The Overview and Scrutiny Committee and any other relevant overview and scrutiny committee. In addition, all Members are notified.

If five or more Members from those informed so request, the Leader may require the matter to be referred to Cabinet for determination.

**If you wish to make representation on this proposed Decision please contact the relevant Portfolio Holder and the following Democratic Services Officer by 5.00pm on 1 February 2019**

#### **Contact Officers:**

**Case Officer:** Debbie Rhodes, [drhodes@winchester.gov.uk](mailto:drhodes@winchester.gov.uk) 01962 848368

**Democratic Services Officer:** Matthew Watson [mwatson@winchester.gov.uk](mailto:mwatson@winchester.gov.uk) 01962 848 317

#### **SUMMARY**

It is necessary to procure a design team consisting of an architect and landscape architect to design the housing development proposals for the Winnall Flats site.

T2 Architects originally suggested there was potential to develop the car park at Winnall Flats as a pilot scheme for building above car parks owned by the Council. Following presentations to officers and Members and a Project Initiation meeting, it was agreed to investigate the options to build on the site. The fee quote from T2 Architects to undertake an initial options appraisal for the site was £25,000. As T2 Architects are on an approved select list (Constructionline), the New Homes Team was able to appoint T2 Architects without seeking any other quotes, in accordance with the Council's Contract Procedure Rules. The Design Team developed a range

of options for the Council to consider. Following practical and financial appraisals, a single option has emerged as the best one to progress further.

The New Homes Team would therefore like to retain the services of T2 Architects for the purposes of completing the next stage of the design work, taking the project to RIBA stage 3 and preparing and submitting a planning application. This will involve the preparation of the planning drawings, design and access statement together with relevant surveys. This additional work is likely to incur design fees of approximately £60,000 + VAT plus expenses.

Pending a formal decision on appointment through to RIBA Stage 3, T2 has been progressing the scheme, within the requirements of the Council's Contract Procedure Rules. The design team has completed the initial design work. It is considered that the fee quote from T2 Architects represents good value for money. The fees are benchmarked against industry average fees published by the Fees Bureau

If the Council went out to tender to appoint an architect other than T2 at this stage, we could lose the key requirements for the project listed below:

1. Clear understanding of the brief and the constraints of the site
2. Continuity, to build on the design work completed to date
3. Local experience
4. Ability to work positively with the Council
5. Ability to work positively with our potential partner, Pocket Living
6. Maintain progress and timescales of the project

### **PROPOSED DECISION**

That T2 Architects be awarded a contract for the provision of architectural services to planning application stage for Winnall Flats car park site, Winnall, Winchester, as set out in the Decision Notice, and a Direction be made under Contracts Procedure Rule 2.4 a) to authorise the new contract for services to T2 Architects.

### **REASON FOR THE PROPOSED DECISION AND OTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

T2 Architects offer good value for money to the Council. The fee quote is very competitive and based on industry benchmark costs. By awarding to that practice a new contract for services to submission of a planning application / RIBA stage 3, the Council is able to benefit from their continuity, clear understanding of the brief and local knowledge. In addition we have developed a very positive relationship with the design team as a whole.

An alternative option would be to go out to tender for the appointment of the architect through a select list of Architect Practices. We have considered this option for which the main benefit might be a lower fee quote, but T2 Architects' quote is considered

good value for money and is benchmarked against industry average fees. We assess that the risk of losing the key requirements below is greater than the possible benefit:

1. Clear understanding of the brief and the constraints of the site
2. Continuity, to build on the design work completed to date
3. Local experience
4. Ability to work positively with the Council
5. Ability to work positively with our potential partner, Pocket Living
6. Maintain progress and timescales of the project

A second alternative would be to appoint both a contractor and design team through a construction framework such as the Southern Construction Framework. However this option has the additional risk that the architects would be appointed by the contractor and we would have little influence in their appointment.

### **RESOURCE IMPLICATIONS:**

The contract sum for architectural services to planning submission is in the region of £60,000 + VAT plus expenses plus an additional contingency of 15% (circa £12,750). This cost will be met from the HRA capital programme budget which was revised in (CAB 3098(HSG)) November 2018. Financial appraisals will be undertaken on the revised scheme and the results from these will be incorporated into a report for Cabinet (Housing) to consider the outline business case and authorise the submission of a planning application.

### **DATA PROTECTION IMPACT ASSESSMENT (If none, state "None required")**

None required

### **CONSULTATION UNDERTAKEN ON THE PROPOSED DECISION**

Senior officers have been consulted on the draft decision notice. All members will be consulted via the Portfolio Holder decision making process.

### **FURTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED FOLLOWING PUBLICATION OF THE DRAFT PORTFOLIO HOLDER DECISION NOTICE**

NONE

### **DECLARATION OF INTERESTS BY THE DECISION MAKER OR A MEMBER OR OFFICER CONSULTED**

NONE

**DISPENSATION GRANTED BY THE STANDARDS COMMITTEE**

NOT APPLICABLE

**Approved by: (signature)**

**Date of Decision**

**Councillor Horrill – The Leader and Portfolio Holder for Housing.**