

REPORT TO: Executive Board

DATE: 20 October 2022

REPORTING OFFICER: Operational Director Economy, Enterprise & Property

PORTFOLIO: Leader's

SUBJECT: Procurement of Property Term Consultant Services

WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

- 1.1 To notify Members of the intention to utilise the Matrix MM online market place to appoint Cassidy & Ashton as our main property term consultants.

2.0 RECOMMENDATION: That

- 2.1 Members note the intention to utilise the Matrix MM online Market Place in order to appoint Cassidy & Ashton as our main property term consultants going forward for up to a 4 year period.**

3.0 SUPPORTING INFORMATION

- 3.1 Cassidy & Ashton, our current term consultants, were appointed following an open tender procurement exercise conducted via the Chest in November 2018. The initial contract period was for three years and ended on November 16th 2021, a 12 month extension option was available which was exercised as such the revised contract end date is November 16th 2022.
- 3.2 During the past 4 years Cassidy & Ashton have consistently delivered a high level of service across all disciplines as such it is considered desirable that we continue to engage with them going forward.
- 3.3 The Matrix MM is open to the Council as part of the MSTAR3 ESPO Framework and is fully compliant with the Public Contract Regulations (PCR) 2015. Matrix MM is an online marketplace where public sector organisations can access a dynamic supply chain of consultancies and professional service providers across a variety of categories, with pre-agreed, measurable targets and milestones for each project. All the suppliers within the supply chain are accredited and pre-approved in line with PCR 2015.

3.4 The cost of utilising the Matrix MM framework varies slightly but as an average is circa 2% of the cost of the fees incurred. Cassidy & Ashton have agreed to reduce their fees by the corresponding amount so utilising the framework to appoint them will be cost neutral to the Council. When Cassidy & Ashton were initially appointed the tender exercise was based on a quality/price evaluation to ensure that best value was achieved. As part of that process there is an agreed schedule of fees in place which is primarily based on a percentage basis but also includes hourly and day rates as such the level of fees to the Authority will be exactly the same as when Cassidy & Ashton won the contract via an open tender exercise.

3.5 The intention is to appoint Cassidy & Ashton via the Matrix HH framework for up to a 4 year period in order to comply with Public Contract Regulations (PCR) 2015.

4.0 POLICY IMPLICATIONS

4.1 The above course of action is in-line with our procurement strategy of obtaining best value from our procurement processes.

5.0 FINANCIAL IMPLICATIONS

5.1 The above course of action is cost neutral to the Authority as the level of fees we will incur are in line with the current fee schedule. The average level of spend with Cassidy & Ashton over the past 3 full financial years across all budgets is circa £450k, hence the anticipated total expenditure over a 4 year period is estimated to be in the region of £1.8m

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

None

6.2 Employment, Learning and Skills in Halton

None

6.3 A Healthy Halton

None

6.4 A Safer Halton

None

6.5 Halton's Urban Renewal

The above course of action will ensure we have excellent consultant support when delivering various building projects over the next 4 year period all of which will help feed in to Halton's urban renewal.

7.0 RISK ANALYSIS

There are no significant risks associated with the above course of action.

8.0 EQUALITY AND DIVERSITY ISSUES

None

9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer
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None under the meaning of the act