

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	4204
Author:	Nicki Jenkins
Department:	Development and Growth
Contact:	Nicki Jenkins (Job Title: Head of Economic Development, Email: nicki.jenkins@nottinghamcity.gov.uk, Phone: 01158764452)
Subject:	Increasing Capacity to Support Asset Rationalisation
Total Value:	£126,826 (Type: Revenue)
Decision Being Taken:	To agree the creation and appointment of two interim Chartered Surveyor roles on a consultancy basis, for a period of six months each.
Reasons for the Decision(s)	As part of the Council's Recovery and Improvement Plan, the disposal of Council assets has been identified as a key priority to secure the Council's future financial position. In order to deliver the level of capital receipts that are required, there is a need to accelerate the progress of the existing disposal programme, as well as increasing the number of assets taken forward for disposal. In order to deliver this there, is a need to urgently increase the capacity available within the Property team. It is, therefore, proposed that two interim disposal surveyors are recruited on a temporary consultancy basis, to provide this additional capacity. Reporting to the Head of Property, they will need to be qualified chartered surveyors with experience of asset rationalisation. They will work with Council services and the Property Management team to undertake options appraisals on specific assets, make recommendations on method of sale and manage the disposal process.
Other Options Considered:	1) To recruit directly: this option was rejected due to the pace needed to progress this priority programme, as it would take too long for the establishment and recruitment of these roles, which could take anywhere between 3 to 6 months. Longer term, the need for these roles will be determined as part of the review and restructure of the Property team. 2) To appoint internally: this option was rejected due to the need for a qualified chartered surveyor, and this experience is not available internally.
Background Papers:	None

Published Works:	None
Affected Wards:	Citywide
Colleague / Councillor Interests:	None
Use of Consultants	Number of Days:260 Rate per Day:450 Total value:120000 Start date:12/04/2021 End date:12/10/2021
Reason for using a consultant:	In order to accelerate progress on the asset rationalisation programme within the Recovery and Improvement Plan, additional experience and qualified capacity is needed within the Property team to enable an increased number of disposals to be taken forward.
Other options considered:	1) To recruit internally: this option was dismissed due to the need for a qualified chartered surveyor with experience of disposals, and this experience is not available interanlly. 2) To recruit into a post: this option was dismissed as a new role would have to be created and recruited to, which would take between 3 to 6 months. This role is needed quickly and on a temporary basis, to accelerate the programme.
Name of consultant:	Michael Page
Reason for selection?	The consultants are suitably qualified and experienced individuals.
Has the consultant previously completed work for the City Council?	No
Specific activities to be undertaken by the consultant are:	1) Working with service areas and property managers to understand the strategic need for properties, and current performance. 2) Undertaking options appraisals on potential assets for disposal and producing recommendations for approval. 3) Managing the disposal process of Council assets.
Period of engagement:	6 months
By what process was the consultant selected?	The ESPO framework and an interview process.
Consultations:	Those not consulted are not directly affected by the decision.
Crime and Disorder Implications:	None
Equality:	EIA not required. Reasons: The decision does not relate to proposals for a new or changing policy, service or function.

Social Value Considerations:	Not applicable.
Relates to staffing:	Yes
Decision Type:	Portfolio Holder
Subject to Call In:	Yes
Call In Expiry date:	12/05/2021
Advice Sought:	Legal, Finance, Procurement, Human Resources
Legal Advice:	<p>The decision-maker will need to be clear whether these proposed engagements sit inside or outside of IR35, to avoid any unexpected additional liability falling on the Council. In all other regards, the proposed decision raises no significant legal issues.</p> <p>Advice provided by Malcolm Townroe (Director of Legal and Governance) on 20/04/2021.</p>
Finance Advice:	<p>As part of the disposal of assets, no more than 4% of the value can be claimed in fees for those who work to realise the sale - these are Surveyors and Legal colleagues. It is therefore anticipated that through increased work to dispose of appropriate assets, the amount of fees will increase and exceed the current income budget for this, and be sufficient to meet the salary costs of the two posts outlined in this decision. Should insufficient sales be realised and insufficient income achieved to meet these costs, these will need to be met from the Property service. However, the risk of this is low as the current budget is low and was exceeded in 2020/21.</p> <p>Advice provided by Susan Tytherleigh (Senior Finance Manager) on 20/04/2021.</p>
Procurement Advice:	<p>In as far as the decision being sought is solely to agree funding to provide additional capacity, there are no Procurement implications. The additional capacity is to be sourced through an ESPO framework, which is a compliant route for appointments.</p> <p>Advice provided by Jonathan Whitmarsh (Lead Procurement Officer) on 08/04/2021.</p>

HR Advice:

Management should carefully consider the need for consultants in light of current processes underway. However, an exploration of internal resources has been considered and the Council does not have the skills or expertise in-house to provide qualified chartered surveyors with experience of asset rationalisation. The Council's policy and procedures on sourcing consultants through the E-Tips and GRI frameworks should be reviewed, if not already done so. However, due to the level of expertise required, the manager should engage with Procurement to source appropriate resources. The proposal to engage a consultant due to the specialist nature of the work is therefore supported.

Advice provided by Labeeb Aslam (HR Consultant) on 07/04/2021.

Signatures:

David Mellen (Leader/ PH Strategic Regeneration Communications)
SIGNED and Dated: 05/05/2021
David Mellen (Leader/ PH Strategic Regeneration Communications)
SIGNED and Dated: 05/05/2021
Chris Henning (Corporate Director for Growth and City Development)
SIGNED and Dated: 30/04/2021