

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

<b>Reference Number:</b>	4523
<b>Author:</b>	Steve Sprason
<b>Department:</b>	Growth and City Development
<b>Contact:</b>	Steve Sprason (Job Title: Interim Head of Property, Email: steve.sprason@nottinghamcity.gov.uk, Phone: 07929 726438)
<b>Subject:</b>	Increasing Capacity to Support Asset Rationalisation and Disposal
<b>Total Value:</b>	£96,000 (Type: Revenue)
<b>Decision Being Taken:</b>	To agree the creation and appointment of two interim qualified disposals surveyors on a consultancy basis for a period of 6 months.
<b>Reasons for the Decision(s)</b>	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. Good progress is being made in that a structured review of the commercial portfolio has recently commenced and capital income targets for 21/22 are being achieved. There is though now an identified lack of capacity to deal with the current pipeline of disposals in progress, to progress with the required review of the commercial/investment portfolio in a timely fashion, to deal with the additional identified disposals now emerging through that review process, to give assurance on a future sustainable pipeline of capital receipt income and also, importantly, to address the disposal of the operational properties now coming forward as part of the Council's budget requirements and all that involves.
<b>Other Options Considered:</b>	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, and could take between 3-6 months to implement. Longer term the need for these roles will be confirmed as part of the review and restructure of the Property Team.2) to appoint internally: this option was rejected due to the need for qualified surveyors and this additional capacity is not available internally to the Council.
<b>Background Papers:</b>	none

<b>Published Works:</b>	none
<b>Affected Wards:</b>	Citywide
<b>Colleague / Councillor Interests:</b>	none
<b>Use of Consultants</b>	<b>Number of Days:240</b> <b>Rate per Day:400</b> <b>Total value:96000</b> <b>Start date:14/02/2022</b> <b>End date:15/08/2022</b>
<b>Reason for using a consultant:</b>	in order to accelerate progress on the asset rationalisation programme within the Recovery and Improvement plan, additional experienced and qualified capacity is needed within the Property Team to meet increased volumes and organisational requirements.
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<b>Name of consultant:</b>	to be engaged via approved recruitment agencies
<b>Reason for selection?</b>	the recruitment agencies used have variously provided other surveying resource to the council as required and are familiar with the Council's requirements. This has proved to be a successful route to recruitment to date
<b>Has the consultant previously completed work for the City Council?</b>	we have engaged with the agencies previously
<b>Specific activities to be undertaken by the consultant are:</b>	asset review, valuation and asset disposal work
<b>Period of engagement:</b>	6 months
<b>By what process was the consultant selected?</b>	from Council approved frameworks
<b>Consultations:</b>	Those not consulted are not directly affected by the decision.
<b>Crime and Disorder Implications:</b>	no implications arising
<b>Equality:</b>	EIA not required. Reasons: This is a continuation of existing work and has no additional equality implications.

<b>Relates to staffing:</b>	Yes
<b>Decision Type:</b>	Portfolio Holder
<b>Subject to Call In:</b>	Yes
<b>Call In Expiry date:</b>	11/02/2022
<b>Advice Sought:</b>	Legal, Finance, Procurement, Human Resources
<b>Legal Advice:</b>	The proposed decision raises no significant legal issues and, for the reasons outlined in it, are supported. Advice provided by Malcolm Townroe (Director of Legal and Governance) on 03/02/2022.
<b>Finance Advice:</b>	The creation and recruitment of two interim surveyors is supported. There are a number of vacancies within the team at the moment and it is likely that the cost of these posts can be met from within current salary budgets. Should this not be the case however, it is permitted to charge up to 4% of the value of a capital asset to fees and the income this generates can be used to offset the costs. The salary costs and budget will need to be monitored monthly to ensure that the costs of these posts are contained within one of these two options. Advice provided by Susan Tytherleigh (Senior Finance Manager) on 31/01/2022.
<b>Procurement Advice:</b>	The proposal involves using a framework to make two appointments. The framework has specific call-off terms for awarding contracts. Provided the framework process is followed, the award of contract would be compliant with procurement law and therefore there would be no significant Procurement concerns. Advice provided by Paul Ritchie (Procurement Manager) on 01/02/2022.
<b>HR Advice:</b>	The proposal seeks authorisation to appoint two qualified disposals surveyors on an interim, consultancy basis for a period of six-months to support the asset rationalisation and disposals programme.  Management should carefully consider the need for consultants in light of the current sending controls and recruitment freeze.  An exploration of internal resources has been considered and the Council does not have the skills, expertise or capacity in-house to provide qualified surveyors with experience of asset rationalisation. Any time to create, evaluate and recruit to the posts would directly impact timescales and deliverability of the the programme.  The Council's policy and procedure on sourcing Consultant through approved frameworks should be reviewed, if not already done so.  The proposal to engage a Consultant due to the specialist nature of the work is there fore supported. Advice provided by Sheena Yadav-Staples (HR Consultant) on 01/02/2022.

**Signatures:**

<b>David Mellen (Leader/ PH Strategic Regeneration Communications)</b>
<b>SIGNED and Dated: 04/02/2022</b>
<b>David Mellen (Leader/ PH Strategic Regeneration Communications)</b>
<b>SIGNED and Dated 04/02/2022</b>
<b>Sajeeda Rose (Corporate Director of Growth &amp; City Development)</b>
<b>SIGNED and Dated: 04/02/2022</b>