

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

Reference Number:	4985
Author:	Beverley Gouveia
Department:	Growth and City Development
Contact:	Beverley Gouveia (Job Title: Estates Surveyor, Email: <a href="mailto:beverley.gouveia@nottinghamcity.gov.uk">beverley.gouveia@nottinghamcity.gov.uk</a> , Phone: 01158762381)
Subject:	Procurement of a Right To Buy Valuer
Total Value:	Exempt (Type: Revenue)
Decision Being Taken:	1. To approve the procurement of a commercial valuer to undertake Right to Buy valuations on behalf of the Council. 2. To delegate authority to the Director of Economic Development & Property to award the contract to the successful bidder following the competitive procurement process. 3. To approve the expenditure incurred under the contract as directed by the Council's Section 151 Officer and in line with the legislation governing Right To Buy.
Reasons for the Decision(s)	<p>The Council has a statutory obligation to consider applications to purchase Council housing made under the Right to Buy Scheme. A secure tenant of a Council residential property that uses the property as their main home and has a total of at least 3 years public sector tenancy in either Council or Housing Association property can make an application to purchase the home at a discounted price. The amount of discount is based on the type of property and the length of the tenancy. As part of the decision</p> <p>process the property is inspected and valued by an independent Registered Valuer. The independent valuation forms the basis of the offer letter which is provided to the applicant. All costs associated with the valuations are covered by the application fee. The Council receives circa 600 applications a year to purchase housing under the Right to Buy Scheme and these are valuations which cannot be resourced internally. Up until December 2021 the valuations were completed by an external provider, they have now closed their business. An alternative provider has been found to temporarily undertake the Council's valuation whilst the instruction is re-tendered.</p>
Other Options Considered:	Not to outsource - this option has been rejected as the Council does not have the in-house capacity to undertake these valuations within the required time limits.

**Background Papers:**

None

**Published Works:**

None

**Affected Wards:**

Citywide

**Colleague / Councillor  
Interests:**

None

**Any Information Exempt  
from publication:**

Yes

**Exempt Information:**

**Description of what is  
exempt:**

The anticipated value of the tender has been exempted.

An appendix (or appendices) to this decision is exempt from publication under the following paragraph(s) of Schedule 12A of the Local Government Act 1972

**3 - Information relating to  
the financial or business  
affairs of any particular  
person (including the  
authority holding that  
information).**

The public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure at this stage may adversely impact a competitive tender process and result in the Council not achieving best value.

**Documents exempt from  
publication:**

2023.05.04 Exempt Appendix RTB Procurement.docx

**Consultations:**

Those not consulted are not directly affected by the decision.

**Crime and Disorder  
Implications:**

There are no crime and disorder implications associated with this decision.

<b>Equality:</b>	<b>EIA not required. Reasons: An EIA is not required as the decision does not affect Council policy or services.</b>
<b>Social Value Considerations:</b>	<b>Not applicable.</b>
<b>Relates to Council Property Assets:</b>	<b>Yes</b>
<b>Decision Type:</b>	<b>Portfolio Holder</b>
<b>Subject to Call In:</b>	<b>Yes</b>
<b>Call In Expiry date:</b>	<b>20/07/2023</b>
<b>Advice Sought:</b>	<b>Legal, Finance, Procurement, Property</b>
<b>Legal Advice:</b>	<b>There are no significant legal issues with the decisions sought. A procurement exercise will be undertaken which complies with the Council's Contract Procedure Rules and the Public Contracts Regulations 2015 for the award of the contract. Advice provided by Sarah O'Bradaigh (senior solicitor) on 09/06/2023.</b>
<b>Finance Advice:</b>	<p><b>The cost of each valuation is funded from an existing budget within the Housing Revenue Account (HRA), i.e. the Council's ring-fenced landlord account. There is no impact on the Council's MTFP.</b></p> <p><b>The cost of property valuations for Right to Buy (RTB) applications can be and is deducted from the RTB capital receipt received by the council. Therefore the cost of the valuations is funded and does not impact on the Council's MTFP.</b></p> <p><b>Advice provided by Sam Davidson Senior Accountant HRA on 28/06/2023. Advice provided by Sam Davidson (Senior HRA Accountant) on 28/06/2023.</b></p>
<b>Procurement Advice:</b>	<b>There are no significant Procurement concerns with the decisions being sought. As the stated value is above the threshold for services the requirement will need to be tendered in compliance with Contract Procedure Rules and the Public Contracts Regulations 2015, and the Procurement Team must be consulted to ensure this happens. Advice provided by Jonathan Whitmarsh (Lead Procurement Officer) on 05/05/2023.</b>
<b>Property Advice:</b>	<b>The council has a statutory obligation to process right to buy applications in a timely fashion. The council does not have the necessary valuation resource in house to undertake this work and this procurement will provide that resource. Advice provided by Steve Sprason (Interim Head of Property) on 14/06/2023.</b>

**Signatures**

<b>Jay Hayes (Portfolio Holder for Housing)</b>
<b>SIGNED and Dated: 13/07/2023</b>
<b>Sajeeda Rose (Corporate Director of Growth &amp; City Development)</b>
<b>SIGNED and Dated: 11/07/2023</b>