

Contract Award for the Development of a Design Code SPD

Cabinet Member for Housing, Ecology and Climate Change

Date: 28 November 2022
Agenda Item:
Contact Officer: Simon Fletcher
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Key Decision? YES
Local Ward Members N/A



**CABINET MEMBER
DECISION**

1. Executive Summary

1.1 Lichfield District Council is commissioning services to stimulate bold and innovative thinking in the development of a Design Code to generate transformative change and contribute to delivering the governments Net Zero target and nature recovery.

2. Recommendations

2.1 That the contract is awarded to Building Design Partnership Limited to carry out the works and services as detailed in their tender submission. The bid received from Building Design Partnership Limited is of high quality and can meet the deadlines needed.

3. Background

- 3.1 A restricted procurement process was undertaken. In line with Contract Procedure Rules, 3 suppliers were invited to bid, and we received two valid submissions. One organisation invited declined to tender based on not being able to meet our requirements.
- 3.3 An evaluation process was undertaken which consisted of presentations being evaluated by a panel of 4 officers and the cabinet member for Housing, Ecology and Climate Change.

Alternative Options	<ol style="list-style-type: none">1. Re-run the procurement – This would mean delaying the project and implementation date.2. Do nothing – close the procurement without award.
Consultation	<ol style="list-style-type: none">1. Development of the Design Code SPD will be in line with the consultation requirements of The Town and Country Planning (Local Development) (England) Regulations 2004. It is also anticipated that the data from the LDC “Together We” Campaign will supplement and compliment consultation data alongside collaboration with other Stakeholder Groups throughout the District.
Financial Implications	<ol style="list-style-type: none">1. Total cost of project is £79,405 and this will be covered by the Local Plan earmarked reserves which has a balance of £236,000.
Approved by Section 151 Officer	Yes

Legal Implications	1. Procurement – a compliant procurement activity has been undertaken to identify the preferred supplier.
Approved by Monitoring Officer	Yes

Contribution to the Delivery of the Strategic Plan	<p>Develop prosperity to:</p> <p>enhance the district for all invest in the future</p> <p>Shape place to:</p> <p>keep it clean, green and safe preserve the characteristics make sure sustainability and infrastructure needs are balanced</p> <p>Enable people to:</p> <p>collaborate and engage with us live healthy and active lives</p>
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Equality, Diversity and Human Rights Implications	None
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Crime & Safety Issues	None
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Environmental Impact (including Climate Change and Biodiversity).	1. In their tender submission/presentation Building Design Partnership Ltd provided great clarity and showed they had undertaken research in relation to climate change and net zero issues, as well as the Councils ambition to be Net Zero by 2050. They also covered nature recovery in good detail.
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GDPR / Privacy Impact Assessment	None
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	Risk Description & Risk Owner	Original Score (RYG)	How We Manage It	Current Score (RYG)
A	Service does not meet expected quality standards The Project Manager	Yellow (material) Likelihood Yellow Impact Red	Contract management actions to be put in place to ensure support being given meets pre-agreed project outcomes.	Green (tolerable) Likelihood Green Impact Yellow
B	The budget for the contract is	Yellow	Confirm the budget is available through the Finance and	Green

not made available. The Project Manager	(material) Likelihood Yellow Impact Red	Procurement team.	(tolerable) Likelihood Green Impact Yellow
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	Background documents Any previous reports or decisions linked to this item
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	Relevant web links Any links for background information which may be useful to understand the context of the report
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