



## INFORMATION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEVELOPMENT SERVICES DIRECTORATE	ENVIRONMENT, HEALTH AND HOUSING COMMITTEE	7 JANUARY 2020	12
<b>QUALIFIED INFORMAL PROCEDURE – LINDSAY COURT PHASE 2A TESTING THE VIABILITY OF FUTURE FUNDING OPTIONS</b>			

### PUBLIC ITEM

This item is for consideration in the public part of the meeting.

### SUMMARY OF INFORMATION

A contract for £10,500 was let recently as an exempt contract under the qualified informal procedure. This item formally reports the letting of the contract and explains why the qualified informal procedure was used.

### SOURCE OF INFORMATION

Fylde Council Contract Procedure Rule

### LINK TO INFORMATION

<http://intra.fylde.gov.uk/resources/finance/procurement/>

### WHY IS THIS INFORMATION BEING GIVEN TO THE COMMITTEE?

When the qualified informal procedure has been used, the council's contract procedure rules require that the relevant director must report the circumstances to the next available meeting of the relevant committee.

A contract for Phase 1 Co-Designing a Deliverable Regeneration Solution for Lindsay Court, Squires Gate Lane was let in 2018/19 as an exempt contract under the qualified informal procedure to Regenda Regeneration Services and Cass Associates.

An extension of this project is now required for professional services from Cass Associates to undertake a full building survey of the units, continue to work with Lindsay Court Residents group to take forward options to regenerate Lindsay Court area and establish the group as a Community Interest Company. The expenditure under this contract will be £10,500.

### FURTHER INFORMATION

Contact Kirstine Riding, Housing Services Manager 01253 658569

[Environment, Health and Housing Committee 5<sup>th</sup> November 2019 resolved to:](#)

Recommend to Finance and Democracy Committee approval of a fully-funded revenue budget increase in the total sum of £20,500 for 2019/20 to be funded by a proportion of the remaining Community Housing Fund, to enable the Lindsay Court Housing project to progress to Phase 2a as detailed within the report, leaving a balance of £241,000.

Finance and Democracy Committee 25<sup>th</sup> November 2019 resolved to:

It was RESOLVED to approve a fully-funded revenue budget increase in the total sum of £20,500 for 2019/20 to be funded by a proportion of the remaining Community Housing Fund grant, to enable the Lindsay Court Housing project to progress to Phase 2a as detailed within the report, leaving a balance of £241,000.

# INFORMATION NOTE

## Qualified Informal Procedure – Lindsay Court Phase 2a Testing the Viability of Future Funding Options

### CONTRACT PROCEDURE RULES

- 1) The council's contract procedure rules normally require that contracts worth over £10,000 be let using a competitive procedure or be called off from a framework which has itself been subject to competition. However, in certain circumstances, a contract may be exempt from that requirement.
- 2) The rules set out the circumstances where a contract may be exempt. A contract is exempt if other procedures cannot practicably be followed and:
  - the contract is an extension of an existing contract;
  - the contract is for spot purchasing fuel or utilities;
  - the goods, materials or works desired are of a proprietary or special character or for other reasons there would be no genuine competition; or
  - in the opinion of the Chief Executive the need for the goods materials or works is urgent.
- 3) These exempt contracts are let using the qualified informal procedure, which simply requires that the relevant director be satisfied that the arrangements made secure the best available terms to the Council.
- 4) The qualified informal procedure also requires that the circumstances be reported to the next available meeting of the relevant committee.

### USE OF THE QUALIFIED INFORMAL PROCEDURE

- 5) A contract for Phase 2a Lindsay Court Next Steps has recently been let as an exempt contract under the qualified informal procedure. The contract was an extension of Phase 1 and was for professional services from Cass Associates to undertake a full building survey of the units, continue to work with Lindsay Court Residents group to take forward options to regenerate Lindsay Court area and establish the group as a Community Interest Company. The expenditure under this contract will be £10,500.
- 6) Other procedures for letting the contract could not practicably have been followed because the contract is an extension of an existing contract and there is a need to provide continuity to the residents steering group to be supported by the established project team.
- 7) The contract falls within the first bullet point in paragraph 2 above, in that the contract is an extension of an existing contract.

### FURTHER INFORMATION AVAILABLE FROM

Kirstine Riding, Housing Services Manager, 01253 658569.