

WELWYN HATFIELD BOROUGH COUNCIL  
CABINET – 9<sup>th</sup> July 2024  
REPORT OF EXECUTIVE DIRECTOR (RESIDENT SERVICES AND CLIMATE  
CHANGE)

HOWARD HOUSE – PRE CONTRACT SERVICE AGREEMENT

**1 Executive Summary**

- 1.1 Howard House requires major refurbishment works to bring the property up to current standards.
- 1.2 This report explains the process to appoint a contractor to undertake the initial services

**2 Recommendation(s)**

- 2.1 That the Pre Contract Services Agreement (PCSA) for the development of Howard House is awarded to Equans Regeneration Limited

**3 Explanation**

- 3.1 Howard House is a Welwyn Garden City Town Centre block built in 1937. It has 52 purpose-built flats across 4 blocks. There are commercial units on the ground floor. Of the 52 homes 35 are tenants and 17 are leaseholders. The Council does not own the freehold to the building but has four headleases (one for each of the four blocks) which require the council to undertake maintenance on the blocks. There is a complex ownership of the freehold with parts of the building (including the commercial units) being owned by several different landlords.
- 3.2 Works will include major improvements to the building fabric, servicing arrangements, security, access, communal spaces and internal layouts to improve liveability, energy efficiency, deal with condensation and ventilation problems and reduce on-going maintenance.
- 3.3 Due to the complexity of the scheme it is considered appropriate for the council to engage a contractor at the early stages of the project to assist with the design of the works.
- 3.4 These would be commissioned under a PCSA and the scope of the services include working with the council and it's project manager to fully design and cost the scheme.
- 3.5 Once the costing and design of the scheme is completed (and planning permission secured) a further report will be brought back to Cabinet to consider the award of a design and build contract.
- 3.6 At this stage Cabinet will have the option to award the construction contract to Equans Regeneration Limited or not continue with this procurement.

## *Procurement*

- 3.7 Following an application process. 6 bidders were selected to submit tenders. The results of the tender process are included in the Part 2 report.
- 3.8 Equans Regeneration Limited scored the highest against the evaluation criteria.

## **Implications**

### **4 Legal Implication(s)**

- 4.1 As part of the costs of the work will be recharged to Leaseholders, consultation is being carried out in Accordance with Section 20 of the Landlord and Tenant Act 1985.

### **5 Financial Implication(s)**

- 5.1 Details are included in the Part 2 report.

### **6 Risk Management Implications**

- 6.1 As with all procurements of this nature and value there is risk of challenge from unsuccessful bidders.

### **7 Security and Terrorism Implication(s)**

- 7.1 None directly related to this report.

### **8 Procurement Implication(s)**

- 8.1 The procurement was undertaken in accordance with the Public Contracts Regulations 2015 and the Council's Contract Procedure Rules.

### **9 Climate Change Implication(s)**

- 9.1 The following criteria were included in the evaluation process:
- i) Please describe how you will encourage the use of sustainable transport for onsite construction workers.
  - ii) Please detail the initiatives that you would use during the construction process to reduce the carbon generated from the construction phase.
  - iii) Detail the initiatives you will use to reduce the amount of waste going to landfill

### **10 Human Resources Implication(s)**

- 10.1 None directly related to this report.

### **11 Health and Wellbeing Implication(s)**

- 11.1 None directly related to this report.

### **12 Communication and Engagement Implication(s)**

12.1 Residents are being kept up to date with the scheme through regular newsletters.

**13 Link to Corporate Priorities**

13.1 The subject of this report is linked to the Council's Corporate Priority 'Homes to be proud of'

**14 Equality and Diversity**

14.1 An EqIA was not completed because this report does not propose changes to existing service-related policies or the development of new service-related policies.

Name of authors	Andrew Harper
Title	<i>Procurement Manager</i>
Date	3 <sup>rd</sup> June 2024