

WIRRAL COUNCIL
PENSIONS COMMITTEE
25 JANUARY 2016

SUBJECT:	APPOINTMENT OF PROPERTY MANAGER (OPERATIONAL)
WARD/S AFFECTED:	NONE
REPORT OF:	STRATEGIC DIRECTOR TRANSFORMATION AND RESOURCES
KEY DECISION?	NO

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to recommend the appointment of CBRE Ltd in respect of the mandate as Property Manager (Operational) to Merseyside Pension Fund. The mandate is for an initial term of four years with the option of a further three, two year extensions.
- 1.2 The appendix to the report contains exempt information. This is by virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972, i.e. Information relating to the financial or business affairs of any particular person (including the authority holding that information).

2.0 BACKGROUND AND KEY ISSUES

- 2.1 In 2011, a contract was let for a Strategic Property Advisor, in respect of Merseyside Pension Fund's property portfolio, which ends on 31 January 2016. Consequently, a procurement exercise was instigated in the summer to retender the contract. The tender exercise was conducted in house between the Corporate Procurement Department and Officers of the Fund.
- 2.2 The criteria for assessment were pre-set at 60% for qualitative and technical ability and 40% for price.

- 2.3 There were 3 completed responses received to the contract notice and clarification meetings took place to verify the responses.
- 2.4 All responses were very credible. Officers of the Fund, in conjunction with the Corporate Procurement Unit, scored all of the received offers and ranked submissions using pre-determined criteria on a quantitative basis and taking into account fees proposed for the four year term. Full details are set out in the appendix to this report.
- 2.5 CBRE Ltd had the highest overall score and was recommended for appointment which was undertaken under delegation.

3.0 RELEVANT RISKS

- 3.1 There are none arising from this report.

4.0 OTHER OPTIONS CONSIDERED

- 4.1 No other options have been considered

5.0 CONSULTATION

- 5.1 There has been no consultation undertaken or proposed for this report. There are no implications for partner organisations arising out of this report.

6.0 OUTSTANDING PREVIOUSLY APPROVED ACTIONS

- 6.1 N/A

7.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS

- 7.1 There are none arising from this report.

8.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS

- 8.1 The financial implications of the contract are set out in the attached appendix.
- 8.2 Full cost of managing multi occupied properties is recovered from the tenants and therefore consideration of their interest in selecting a manager in terms of cost and level of service was required.

9.0 LEGAL IMPLICATIONS

- 9.1 There are none arising from this report.

10.0 EQUALITIES IMPLICATIONS

10.1 Has the potential impact of your proposal(s) been reviewed with regard to equality?

(b) No because there is no relevance to equality.

11.0 CARBON REDUCTION IMPLICATIONS

11.1 There are none arising from this report.

12.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

12.1 There are none arising from this report.

13.0 RECOMMENDATION/S

13.1 That Members note the appointment of CBRE Ltd in respect of Property Manager (Operational) for a period of four years with the option to extend for a further six years, subject to satisfactory biennial reviews.

14.0 REASON/S FOR RECOMMENDATION/S

14.1 The existing contract for Property Manager (Operational) will terminate on 31 January 2016 and it is essential that the Fund receives appropriate management services on its UK property holdings.

REPORT AUTHOR: **Peter Wallach**
Head of Pension Fund
telephone: (0151) 242 1309
email: peterwallach@wirral.gov.uk

APPENDICES

Exempt Appendix 1

BACKGROUND PAPERS/REFERENCE MATERIAL

None

BRIEFING NOTES HISTORY

Briefing Note	Date

SUBJECT HISTORY (last 3 years)

Council Meeting	Date