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Contract

Interim Contract for Asset Manager for the Victoria Centre

Southend-on-Sea City Council

UK7: Contract details notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-075940

Procurement identifier (OCID): ocds-h6vhtk-05e61a

Published 21 November 2025, 11:05am

Scope

Description

****Confirming the award of an interim contract****

The Supplier delivers a full asset management service in relation to the Victoria Centre. The work will involve:

- updating business plan, including a leasing strategy
- overseeing property management and agency advisors in relation to the scheme.
- Reporting to the Council.
- Reviewing service charge budgets and other capital projects.

The above will ensure the scheme is well managed with a view to maximising net operating income. A further aim is to add to diversification of the centre to increase footfall, fill up void spaces and create a vibrant scheme for the local community.

This contract is used to facilitate the proper oversight for the rents set and collected from the Victoria Centre. Although, this contract is not responsible for the collection of rent, this

contract supports the proper reviewing of rents which enables income to be generated via a different contract.

*This interim contract is awarded to enable the Council ample time to run a compliant above threshold procurement process.

As part of the future above threshold procurement process the Council has published:

UK2: Preliminary market engagement notice

Notice identifier: 2025/S 000-030415

Procurement identifier (OCID): ocids-h6vhtk-054406

This information is provided to further increase the visibility of the Council's current intentions.

The market is advised further work will be done in the upcoming months on the above threshold procurement process. For the avoidance of doubt, although it is very much separate, the aim of the above threshold procurement process will be to put in place the contract required for when the interim contract expires. The expiry date of the interim Contract is listed as part of this notice.

Although, the most viable route to market and means of procurement is yet to be determined, the Council will publish any required notices in due course. *

**Due to the Council's plans for an upcoming above threshold procurement relating to the same service as the interim contract the Council cannot divulge the value of this interim contract. This is because of genuine concerns such information will damage the integrity of any competitive procurement process undertaken regarding the service. Not least of all because of the relatively short timeframe between the placing of the interim contract and the possible beginning of the next related procurement process. **

***In the interests of transparency, the Contract Start Date referenced is to fulfil a mandatory requirement for that field.

Although the requirements of the contract were agreed, prior to the start of the interim contract, the completion of the due diligence relating to the final draft of the contract and the practical act of signing the contract, was not completed until 09/10/2025. For the purposes of this notice this is the date used. This is because the commencement of the contract cannot pre-date the contract's signing.

However, with parties in agreement and with the imperatives relating to ensuring the continuous running of the facility, the provisioning of the interim contract commenced on

the 16/09/2025. ***

Contract 1

Supplier

- RIVINGTONHARK LIMITED

Contract value

- £1 including VAT

Below the relevant threshold

Date signed

9 October 2025

Contract dates

- 9 October 2025 to 30 September 2026
- 11 months, 23 days

Main procurement category

Services

CPV classifications

- 70220000 - Non-residential property renting or leasing services
- 70332000 - Non-residential property services
- 79910000 - Management holdings services
- 79993000 - Building and facilities management services

Contract locations

- UKH31 - Southend-on-Sea

Procedure

Procedure type

Below threshold - without competition

Supplier

RIVINGTONHARK LIMITED

- Companies House: 03261496
- Public Procurement Organisation Number: PVCY-1213-PQPY

4th Floor 58-59 Great Marlborough Street

London

W1F 7JY

United Kingdom

Email: zoe.preston@rivingtonhark.com

Website: <http://www.rivingtonhark.com>

Region: UKI32 - Westminster

Small or medium-sized enterprise (SME): Yes

Voluntary, community or social enterprise (VCSE): No

Contract 1

Contracting authority

Southend-on-Sea City Council

- Public Procurement Organisation Number: PJDT-6566-GZNX

Civic Centre, Victoria Avenue, Southend On Sea, Essex

Southend On Sea

SS2 6ER

United Kingdom

Email: procurementops@southend.gov.uk

Region: UKH31 - Southend-on-Sea

Organisation type: Public authority - sub-central government