

<b>Item No.</b> 13.	<b>Classification:</b> Open	<b>Date:</b> 26 June 2018	<b>Meeting Name:</b> Cabinet
<b>Report title:</b>		Gateway 2 – Contract Award Approval Southwark Solicitors Framework	
<b>Ward(s) or groups affected:</b>		All	
<b>Cabinet Member:</b>		Councillor Victoria Mills, Finance, Performance and Brexit	

## **FOREWORD – COUNCILLOR VICTORIA MILLS, CABINET MEMBER FOR FINANCE, PERFORMANCE AND BREXIT**

This report seeks cabinet approval to award a solicitors framework which will not only be available to Southwark council, but will also be available to other London boroughs, their wholly owned companies, London CCGs, the Fire Authority, London Councils and the Local Government Association. The new framework will support Southwark to deliver its fairer future promises of achieving value for money, through the maintenance of competitive fixed rates and quality assured legal services. The council will obtain specialist advice and assistance when needed in order to support and maintain the delivery of a high quality professional service provided by its in-house legal team. The framework is required to support the in-house team where increased capacity is required or where the expertise is not available in-house. In addition to providing added value to the council's legal team and other departments, the new framework will also generate considerable soft benefits for the local community in Southwark which include but is not limited to presentations at schools, mentoring for Southwark young people, work experience and placements, widening access sessions for the local community to provide information about how to pursue a career in law, the provision of pro bono advice and legal surgeries to local community groups, support for community groups and local based charities and sessions of professional skills support for new business start ups.

## **RECOMMENDATIONS**

1. That cabinet notes the evaluation criteria were amended for the reasons set out in paragraphs 27-28 of this report.
2. That cabinet approves the award of the Southwark Solicitors' Framework to the providers listed in Appendix 1 (attached to this report) for a period of four years commencing on 23 July 2018 with a maximum value of £25 million if used by all the organisations mentioned in paragraph 5 of this report including Southwark.
3. That cabinet approves Southwark's use of this framework at an estimated total spend of £9 million for the 4 year period with an estimated annual spend of £2.25 million.

## **BACKGROUND INFORMATION**

4. The planned procurement strategy was the subject of a Gateway 1 report which was approved by cabinet on 18 July 2017. The approved EU restricted procedure procurement route was followed.

5. The framework will provide specialist legal services for those circumstances where an external solicitor is required and the service cannot be provided by the in-house legal services team due to a lack of capacity or experience, such as the framework makes provision for legal advice for complex matters across a range of areas including Property and Regeneration, Commercial Contracts and Procurement, Commercial Litigation, General Litigation, Housing, Health and Social Care/Social Care Litigation, Employment, Governance and Public Law, Education, Debt Recovery and Residential Conveyancing. The Southwark Solicitors Framework will replace the previous expired arrangement with the London Borough Legal Alliance Framework (LBLA) which did not fully cover Southwark's commissioning requirements in this area.
6. The framework is open to all London boroughs, their wholly owned companies, London CCGs, London fire services, London Councils and the Local Government Association. In order to access the framework, the aforementioned organisations will be required to enter into an access agreement with Southwark and pay a joining fee of up to £7,000 depending on the number of panels that they wish use.

#### Procurement project plan (Key Decision)

7.

Activity	Completed by/Complete by:
Forward Plan (If Strategic Procurement) Gateway 2	29/03/2018
Briefed relevant cabinet member (over £100k)	26/06/2017
Approval of Gateway 1: Procurement Strategy Report	18/07/2017
Market engagement event	w/c 07.08.2017
Invitation to tender	26/01/2018
Closing date for return of tenders	09/03/2018
Completion of evaluation of tenders	27/04/2018
DCRB Review Gateway 2	14/05/2018
CCRB Review Gateway 2:	24/05/2018
Notification of forthcoming decision – despatch of Cabinet agenda papers	18/06/2018
Approval of Gateway 2: Contract Award Report	26/06/2018
End of Scrutiny Call-in period and notification of implementation of Gateway 2 decision	04/07/2018
Alcatel Standstill Period (if applicable)	15/07/2018
Contract award	17/07/2018
Add to Contract Register	19/07/2018
Contract start	23/07/2018
Publication of award notice in Official Journal of European (OJEU)	26/07/2018

Activity	Completed by/Complete by:
Publication of award notice on Contracts Finder	26/07/2018
Contract completion date	22/07/2022

## KEY ISSUES FOR CONSIDERATION

### Description of procurement outcomes

8. This procurement has resulted in a new solicitors' framework for Southwark council. The new framework will allow the council to deliver its fairer future promises of achieving value for money, through the maintenance of competitive rates and quality assured legal services. The new framework will also offer a number of soft benefits to the community in Southwark as detailed in paragraph 47 of this report. In addition, it will provide added value in that panel firms will be required to provide free training courses/seminars to the council's legal team and client departments in new developments in the law and any area that the staff may require additional knowledge. There is the opportunity for council employees to be seconded to law firms and vice versa.
9. The proposed framework will be divided into three separate panels (lots) with a varying number of firms to be included in each lot or sub-lot, this will allow the council to instruct solicitors in the following service areas:
10. **Lot 1: Complex Matters**  
Consists of Property & Planning, Commercial Contracts & Procurement, Complex Commercial Litigation, Employment and Governance and Public Law. Applicants bidding for Lot 1 bided for all services in that lot. There are no sub-lots.
11. **Lot 2: General Matters**  
Applicants could choose as many of the following 6 sub-lots as they wished:
  - Commercial Contracts and Procurement
  - General Litigation
  - Housing
  - Health and Social Care/Social Care Litigation
  - Employment
  - Education
12. **Lot 3: Routine/Predictable Matters** consisted of the following 2 sub-lots:
  - Residential Conveyancing (1 firm exclusively for Southwark. The other 2 firms will be for the participating organisations and Southwark's work overflow)
  - Debt Recovery

### Key/Non Key decisions

13. This report deals with a key decision.

### Policy implications

14. The new framework will allow Southwark council to deliver its fairer future promises of achieving value for money, through the maintenance of competitive

fixed rates and quality assured legal services. The council will obtain specialist advice and assistance when needed in order to support and maintain the delivery of the high quality professional services provided by its in-house legal team.

### **Tender process - Stage 1, shortlisting (pre-qualification stage)**

15. Following approval of the Gateway 1 report, the tender was advertised in the Official Journal of the European Union (OJEU) and on Contracts Finder. As required by the EU regulations, the full tender suite was available on-line through the council's tender portal.
16. Organisations were able to download the Standard Selection Questionnaire (SQ) and other information relating to the procurement. The SQ sets out the information to be provided by organisations wishing to express an interest. It was structured so that the council would obtain information on the potential service provider's experience, ability and history to assess their suitability to deliver the council's contract requirements.
17. Eighty two firms expressed interest in the framework and thirty four firms submitted an SQ. A number of firms applied for more than one lot or sub-lots providing the council with the hundred and twelve responses across all lots and sub-lots.
18. The evaluation of the SQ covered the following 3 areas:
  - (a) Stage 1 - compliance checks
  - (b) Stage 2 - financial evaluation
  - (c) Stage 3 - technical evaluation (quality).
19. All firms passed the SQ compliance checks and the financial evaluation and proceeded to the quality assessment stage.
20. In order to progress to stage 2 – invitation to tender, applicants were required to pass an assessment of their technical abilities (which was scored) and finances, the pre-qualification stage. The applicants were asked to self-certify their responses on health and safety, equalities and insurance issues.
21. The SQ guidance specified the number of applicants to be invited to tender for each lot and sub-lots and the numbers to be appointed at award stage.
22. The quality questions at the SQ stage were scored from 1 to 5 marks. The council stipulated a minimum threshold of 3 out of 5 marks. This meant that if an applicant did not achieve the minimum threshold, the council may reject the submission and not continue to assess the SQ further. A number of applicants fell below the minimum threshold and were not invited to tender. This meant that some panels had less than the anticipated numbers as detailed in the table in paragraph 24 and in appendix 1 of the closed report.
23. It was stated in the SQ guidance that if an applicant obtained a score that was within two marks of the previous (last) ranked potential supplier's score, the council would reserve the right to invite the potential supplier to tender as well. This meant that the number of applicants to be invited to tender increased by two for lot 1 (complex matters) as two firms had identical marks and were two marks below the last ranked supplier.

24. The results of the SQ process are detailed in the following table and in appendix 1 of the closed report.

Lot	Number of applicants at SQ	Numbers to be invited to tender	Actual number invited to tender	Intended Number of appointments
Lot 1 Complex matters	21	10	12	5
Lot 2 General matters				
2.1 Commercial contracts and procurement	16	10	10	5
2.2 General litigation	16	8	8	4
2.3 Housing	14	10	6	5
2.4 Health and Social Care/Social Care Litigation	6	6	2	3
2.5 Employment	19	6	7	3
2.6 Education	4	6	4	3
Lot 3				
24.1 Residential conveyancing	6	6	4	3
24.2 Debt recovery work	9	6	6	3

#### **Tender process - Stage 2 (Invitation to tender)**

25. Twenty two firms were invited to tender. Reasons for not being called to tender were communicated to unsuccessful applicants and a small number requested further information, which was provided.
26. The council's standard evaluation criteria are based on a 70:30 price/quality split. However, in order to have a more qualitative evaluation indicators and to achieve the best value elements of efficiency and effectiveness, it was proposed in the GW1 report that the council's standard price/quality split is altered so that the quality price split for lot 1 became 60:40, to ensure that the required level of expertise/specialism is achieved at costs which are acceptable to the council. For the general legal work (lot 2) the GW1 quality/price split was 50:50 and for the predictable high volume routine matters (lot 3) the price/quality split was 60:40.
27. Following feedback received and analysed by market and internal stakeholders in August 2017, price and quality evaluation splits were revised as below, as they were deemed to provide a better evaluation basis for each of the lots:
- Lot 1 – Complex matters 70% quality and 30% price
  - Lot 2 - General matters 60% quality and 40% price
  - Lot 3 - Predictable/routine matters 35% quality and 65% price

28. The above price/quality splits were included in the tender documents in order to ensure that the right level of expertise/specialism was achieved.

**Tender evaluation**

29. At the ITT stage, an assessment of quality was based on two types of method statements:
- (a) Statements to assess the proposed quality of resources deployed; and
  - (b) Organisational capability method statements to assess an organisation’s capability to provide the services requested.
30. Each method statement was weighted according to its importance to the council. A weighted score was applied as follows:

Score	Guidance
5	Excellent: Response exceeds requirements, is fully evidenced, adds value and benefits and demonstrates full confidence to deliver.
4	Good: Response meets all requirements with a good evidence base and some added benefits together with a high level of confidence.
3	Acceptable/Satisfactory Response is complete and meets all minimum requirements while providing appropriate evidence to support these.
2	Less than satisfactory: Response is complete but fails to satisfy all minimum requirements or fails to provide adequate evidence that these requirements can be satisfied.
1	Poor: Response is complete but fails to meet any minimum requirements or lacks an evidence base
0	No submission/unacceptable submission: Response is incomplete, non-compliant, fails to meet any minimum requirements, lacks an evidence base or is unlawful.

Quality evaluation criteria

31. The following matrix contains the evaluation criteria for Quality with weightings as agreed by the tender evaluation panel.

Method statement	Weighting (%)	Lot 1 score (based on a total possible score of 70)	Lot 2 score (based on a total possible score of 60)	Lot 3 score (based on a total possible score of 35)
Method statement 1: Quality of Resources	50	35 (with 7 out of these allocated to the case study)	30	17.5
Method statement 2: Training resources	5	3.5	3	1.5
Method statement 3: Communications	15	10.5	9	5.5

Method statement	Weighting (%)	Lot 1 score (based on a total possible score of 70)	Lot 2 score (based on a total possible score of 60)	Lot 3 score (based on a total possible score of 35)
Method statement 4: Soft benefits	30	21	18	10.5
<b>Total</b>		70	60	35

32. For the method statements, the council reserved the right to disqualify an application if the tenderer failed to achieve a score of at least 3 in any of the questions as in the council's view this indicates that the tenderer will be unable to fulfil the services to the required standard. No tenderers were disqualified.
33. Price assessment was based on the price quality split described in paragraph 27 of this report.
34. Prices submitted were evaluated in accordance with the following process:

#### **Lot 1, Lot 2 sub-lot and Lot 3.2 Debt Recovery**

- 34.1 For each lot or sub-lot, the council took the hourly rate for each of the roles listed under staff grade in the tender documents and multiplied it by a weight dependent on the expected utilisation of the role. The total sum of the rate per role x weight was added together to calculate a basket price for each bidder in lot 1, each lot 2 sub-lot and the debt recovery sub-lot for lot 3. The bidder with the lowest 'basket' price was awarded the maximum price Score. The maximum price score available was 30 for lot 1, 40 for lot 2 and 65 for Lot 3 Debt recovery. The remaining bidders were awarded a percentage of the maximum score available equal to their 'basket' price, relative to the lowest 'basket price' submitted.
- 34.2 The Price evaluation for each bidder was therefore scored as follows:

$$\frac{\text{Lowest 'basket' Price Tendered}}{\text{Potential Agency's 'basket' price tendered}} \times \text{total lot score}$$

#### **Lot 3.1 Residential conveyancing**

- 34.3 Bidders were asked to provide a fixed price for each corresponding matter in a template. A weighted total price score was calculated based on a higher evaluation attached to those services most frequently used by the council and a lower weight for those services used the least.
- 34.4 Once a supplier enters prices for all matters, the council calculated the "average basket price" for each of high, medium and low volume services. In each of the volume categories, the bidder with the lowest average price in each category received the maximum number of points available in that category out of 65. Lot 3 is weighted at 35% quality, 65% price. Therefore the maximum price score out of 65 was 32.5 for the high volume services, 21.67 for the medium volume services and 10.83 for the low volume services.

- 34.5 The remaining bidders received marks on a proportionate basis from the cheapest to the most expensive price for each volume category. Once each bidder had evaluation scores for each volume category, these were added to reach a total price score for lot 3 Residential Conveyancing.
35. The tender submissions were assessed by an evaluation team comprising of senior lawyers and two heads of department within legal services as well as officers from the council's residential conveyancing team and debt recovery team. The financial evaluations were undertaken by a separate projects team lead by an external project manager. A consensus scoring method was used. The scores were checked for consistency and moderated where required.
36. Once evaluation had been completed, tenderers were ranked according to their combined price and quality score for each lot and/or sub-lot. The scores are detailed in Appendix 2 of the closed version of this report. Those up to the maximum number of firms to be placed on the framework were recommended for award. Where a lower number of firms were invited to tender than the maximum, those that passed the tender evaluation were placed on the framework.
37. A call off from the framework can be made using one of two routes:
- (a) Direct award - by inviting a single service provider to submit a quote. The contracting authority must be able to show that the single service provider is the most economically advantageous solution in respect of the contracting authority's requirements
  - (b) Further competition – by inviting service providers from the relevant panel and running a mini competition in order to determine the most economically advantageous solution.

#### **Plans for the transition from the old to the new contract**

38. There is no framework contract for solicitors' services currently in place. The council has previously commissioned solicitors through the LBLA Solicitors Framework operating in a similar way to the new framework. Whilst some of the firms recommended for award were on the previous version of the LBLA framework Southwark used, there are a number of new firms who have not previously acted for the Council. Whilst the new framework is to commence on the 23 July 2018, transition will be gradual, with only new matters being allocated under the new framework and existing instructions being completed under the previous arrangements.

#### **Plans for monitoring and management of the contract**

39. The contract management will be overseen by a framework steering group. This group will be composed of senior legal representatives from the council's legal services team, and be chaired by the director of law and democracy. The steering group will also include membership from the client departments who use the framework.

40. The day to day management and performance monitoring will be undertaken by the internal legal services business manager and this will be the first point of contact for external solicitors and staff.
41. The legal services team in partnership with the council's finance teams will develop a procedure via the council's financial system which will allow departments to monitor their spend by giving them access to billing information under a shared point.
42. The soft benefits referred to in paragraph 47 of this report will be monitored by a dedicated team of officers within legal services as well as designated officers within the schools division to ensure that panel firms are actually providing what they promised in their tender submissions. Following the award of the contracts, the director of law and democracy together with the designated officers will set up meetings with each panel firm to discuss the implementation of the soft benefits and the timescales for implementation.
43. Contract performance reviews will be completed every 6 months and will include feedback from users. Any concerns raised will be discussed at the contract monitoring meetings held with each firm.
44. Good practice and areas for improvement were captured as part of the monitoring of the previous arrangement with the LBLA and have been incorporated into the new procurement.
45. A six-monthly monitoring report will be presented to the council's finance and governance Departmental Contract Review Board and an annual report will be presented to the Corporate Contract Review Board.

#### **Identified risks for the new contract**

46. The following risks have been identified:

<b>Risk</b>	<b>Risk level</b>	<b>Mitigating Action</b>
The framework does not cover all areas of the council's work, or has insufficient expertise	Low	This is minimised through consultation with client departments, completion of the service specification and in bidders' responses to relevant questions in the ITT.
The framework does not offer intended social value	Low	Southwark's legal services team will oversee the implementation of soft benefits offered by successful bidders during the lifecycle of the framework.
Southwark's highest spending services do not engage with the framework and continue promoting their own direct arrangements where these exist	Low	The proposed framework provides a quality and price mix to the council that will ensure improved value for money compared to current ad-hoc commissioning arrangements for legal services from solicitors. The director for law and democracy will work with current commissioners of such services across the council to ensure that all commissions for such services go

Risk	Risk level	Mitigating Action
		through the framework, unless the framework does not meet commissioning requirements in which case and subject to the director's approval, the process for going outside the framework can be used as detailed in the operating procedure for this framework.
Rates are higher than under the existing framework leading to difficulties with budgeting	Medium	The procurement has been undertaken in a competitive environment. It is considered that value for money has been achieved.

### Community impact statement

47. As part of the tender process, tenderers were required to respond to a question on social value and the benefits that might be offered to internal staff and the community. A number of firms who are being recommended for appointment to the framework have offered to provide the following services for the local community:
- Pro-bono legal advice work and legal surgeries
  - Presentations at schools
  - A “widening access” session for the local community to provide information about how to pursue a career in law
  - Help with CVs and interview techniques
  - Work experience, placements and apprenticeships e.g. for those from “disadvantaged backgrounds” and specifically for Southwark residents
  - Mentoring time for Southwark young people
  - Voluntary support from staff for community groups
  - Support for Southwark based charities e.g. to be given significantly reduced rates of advice
  - Sessions of professional skills support for “start ups”
48. Whilst previous frameworks focused predominately on the delivery of soft benefits to the council internal legal team, the new Southwark framework will ensure that the local community also benefits from services being provided by the panel solicitors.
49. All the service providers are regulated by the Law Society’s code on equalities and are therefore actively encouraged and involved in promoting diversity and will be required to comply with all equalities legislation.

### Social value considerations

50. The Public Services (Social Value) Act 2012 requires that the council considers, before commencing a procurement process, how wider social, economic and environmental benefits that may improve the well being of the local area can be secured. The social value considerations included in the tender (as outlined in the Gateway 1 report) are set out in the following paragraphs in relation to the

tender responses, evaluation and commitments to be delivered under the proposed contract.

### **Economic considerations**

51. As the council explores ways it can continue to deliver value for money, it is essential that it make even better use of its resources to meet the needs of residents, community groups, charities and businesses in the borough. The soft benefits mentioned in paragraph 46 of this report will enable the council to meet the needs of the Southwark community which in turn meets the Fairer Future Promises 8 for education, employment and training.

### **Social considerations**

52. The council is an officially accredited London Living Wage (LLW) employer and is committed to ensuring that, where appropriate, providers engaged by the council to provide services within Southwark pay their staff at a minimum rate equivalent to the LLW rate. This commitment is highlighted in the framework terms and conditions which stipulate that all relevant staff employed or engaged by the panel firms must be paid an hourly wage which is equal to or exceeds the LLW. In addition, the framework terms and conditions require panel firms to co-operate and provide all reasonable assistance to the council in monitoring the effects of the LLW including without limitation assisting the council in conducting surveys and assembling data in respect of the affect of payment of the LLW to relevant staff.

### **Environmental/Sustainability considerations**

53. There is no specific environmental/sustainability consideration relating to the use of this framework.

### **Market considerations**

54. The successful tenderers are a mixture of small, medium and large organisations and operate nationally and in some cases, internationally.

### **Staffing implications**

55. The proposed framework is unlikely to give rise to TUPE or other staffing/pension implications. This is due to the nature of advice given under the existing arrangements and for future arrangements being in response to individual instructions of work, for which TUPE will not apply.

### **Financial implications**

56. The costs for solicitors' services are met by service departments. Those costs will need to be agreed and met by the service departments at the time legal advice is required and will therefore need to be contained within departmental legal budgets.
57. Management costs for monitoring the framework will be met from Southwark's legal services budget. There is a direct cost for the external project manager who co-ordinated the procurement of the framework which is estimated to be approximately £30,000 for the end-end project lifecycle. This payment will be met from the legal service budget. It is expected that the project manager's fee

will be recouped from the joining fee required from other organisations who wish to call off from the framework.

58. A number of local authorities and one local authority arms length company have contacted Southwark legal services indicating that they are interested in joining the framework. Those interested in joining will be asked to pay a joining fee of up to £7,000 depending on the number of panels they wish to use.
59. As the council does not operate a solicitors' framework currently and the LBLA framework previously used contained different firms, it is not possible to assess accurately the amount that the council expects to save from this arrangement. However, compared to their non-framework rates offered based on an initial benchmarking exercise, rates offered are in all cases lower and in some cases the discount offered is above 40% on the hourly rate. The council's legal services team will monitor spend throughout the framework period to ensure agreed rates for specific roles are utilised.
60. Framework rates are not index-linked and are fixed for the four year framework period.
61. The estimated spend for the council across the 4 year period is £9m as estimated at GW1 stage.

### **Legal implications**

62. Please see concurrent from the director of law and democracy.

### **Consultation**

63. In delivering this framework for the council, the project team consulted with senior legal personnel within the council as well as senior members of the service departments.
64. Representatives from relevant departments were given the opportunity to join the project team, in particular representatives from regeneration, planning and departments undertaking significant amounts of procurement work as these represent the largest spend areas under the framework.

### **SUPPLEMENTARY ADVICE FROM OTHER OFFICERS**

#### **Strategic Director of Finance and Governance (FC18/004)**

65. The strategic director of finance and governance notes the recommendations in this report for the creation and use of the Southwark Solicitors' Framework. The financial implications describe the operation of the framework. The costs incurred by Southwark Council in engaging solicitors' services are met by service departments from their existing budgets. Those costs will need to be agreed by the service departments at the time legal advice is required. As demand for legal services can be unpredictable, careful monitoring and control of these budgets is required

#### **Head of Procurement**

66. This report seeks approval for the award of the award of the Southwark Solicitors' Framework to the providers listed in Appendix 1 for a period of four

years commencing on 23 July 2018 with a maximum value of £25 million, if used by all the organisations mentioned in paragraph 5 of this report, of which Southwark Council's total spend is estimated to be £9 million over the 4 year period.

- 67. As these services are classed as 'light touch' services estimated to exceed the relevant EU threshold, they were tendered in accordance with the 'light touch' regime under the Public Contracts Regulation 2015. In line with this the report confirms that this procurement followed the approved EU restricted procedure procurement route in compliance with the requirements of the EU Procurement Regulations and in accordance with the strategy proposed in the relevant Gateway 1 and the council's CSOs.
- 68. As stated in the report, the evaluation criteria were amended for the reasons set out in paragraphs 27-28 of this report.
- 69. This new solicitors' framework for Southwark will allow the council to deliver its fairer future promises of achieving value for money, through the maintenance of competitive rates and quality assured legal services and also offers a number of soft benefits to the community as detailed in paragraph 47.
- 70. The report confirms the monitoring and management arrangements that will be in place during the life of the contract.

**Director of Law and Democracy**

- 71. This report seeks the approval of the cabinet to the award of the framework contracts to the suppliers listed in appendix one to this report.
- 72. On the basis of the information contained in this report it is confirmed that this procurement was carried out in accordance with the council's Contract Standing orders and the procurement rules. As these services are classed as 'light touch' services estimated to exceed the relevant EU threshold, they were tendered in accordance with the 'light touch' regime under the Public Contracts Regulation 2015. As a 'light touch' procurement, there is some flexibility in the tender process which can be adopted provided that (a) a contract notice is published, (b) the award procedure complies with principles of equal treatment and transparency, (c) the contract is awarded in line with the advertised procedure and (d) time limits are reasonable and proportionate.
- 73. As this report is prepared on behalf of the director of law and democracy, all other comments are included in the body of the report.

**BACKGROUND DOCUMENTS**

Background documents	Held At	Contact
Gateway 1 report, Southwark Solicitors Framework (Cabinet – 18 July 2017)	Southwark Council Website	Clara Diala 020 7525 0672
<p><b>Link: (copy and paste into browser)</b>  <a href="http://moderngov.southwarksites.com/documents/s69828/Report%20Gateway%201%20Procurement%20Strategy%20Approval%20Southwark%20External%20Solicitors%20Framework.pdf">http://moderngov.southwarksites.com/documents/s69828/Report%20Gateway%201%20Procurement%20Strategy%20Approval%20Southwark%20External%20Solicitors%20Framework.pdf</a></p>		

## APPENDICES

No	Title
Appendix 1	Successful firms

## AUDIT TRAIL

<b>Cabinet Member</b>	Councillor Victoria Mills, Finance, Performance and Brexit	
<b>Lead Officer</b>	Doreen Forrester-Brown, Director of Law and Democracy	
<b>Report Author</b>	Clara Diala, Specialist Lawyer, Corporate team	
<b>Version</b>	Final	
<b>Dated</b>	15 June 2018	
<b>Key Decision?</b>	Yes	
<b>CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER</b>		
<b>Officer Title</b>	<b>Comments Sought</b>	<b>Comments included</b>
Strategic Director of Finance and Governance	Yes	Yes
Head of Procurement	Yes	Yes
Director of Law and Democracy	Yes	Yes
<b>Contract Review Boards</b>		
Departmental Contract Review Board	Yes	Yes
Corporate Contract Review Board	Yes	Yes
<b>Cabinet Member</b>	Yes	Yes
<b>Date final report sent to Constitutional Team</b>	15 June 2018	