

Item No.	Classification: Open	Date: 10 February 2021	Meeting Name: Strategic Director of Housing and Modernisation
Report title:		Gateway 2 - Contract Award Approval Main Contract Award: Albion New Homes schemes	
Ward(s) or groups affected:		Electoral ward(s); Rotherhithe	
From:		Director of New Homes	

RECOMMENDATION(S)

1. That the Strategic Director of Housing and Modernisation, in consultation with the Cabinet Member for Housing approves the award of the main contract works through the Notting Hill Genesis Constructor's framework for the construction of new homes for the Albion New Homes Scheme to Guildmore Limited in the sum of £28,363,449 for a period of 129 weeks commencing on 25 February 2021.

BACKGROUND INFORMATION

2. In March 2019 the Cabinet approved a revised procurement approach for the Albion New Homes sites (former Albion Primary School and former Albion Civic Centre site) which were included in Lot A of the Southwark Regeneration in Partnership Programme (SRPP). It was decided that these two sites should be packaged together due to the proximity of the sites and ease of construction logistics. Developing these works simultaneously could also save the council money on the cost of preliminaries.
3. The Gateway 1 report delegated the Gateway 2 decision for the main contract award to the Strategic Director of Housing and Modernisation in consultation with the then Cabinet Member for Social Regeneration, Great Estates and New Council Homes.
4. The delivery of these schemes will create new homes for Southwark's residents by providing 100% affordable housing on the Albion civic centre site and over 50% on the Albion primary school site.
5. Both schemes have been developed to RIBA Stage 3 and received planning permission to proceed in January 2018. They are therefore sufficiently developed to progress through a two stage design and build contract.
6. The two stages consist of stage 1 as the Pre Contract Services Agreement (PCSA) followed by the second stage which is the main works, these are tendered together. Following completion of the PCSA a value for money assessment is carried out before awarding the main contract.
7. In November 2020 the Director of New Homes approved the award of the first stage tender, pre contract services agreement (PCSA) to Guildmore Ltd in the sum of £450,000.
8. The two stage design and build procurement has allowed the architects and quantity surveyor to work with the contractor to finalise the design to the value of £28.3m.

9. As part of the services during the PCSA stage Guildmore undertook various tasks in relation to both these schemes including:

- Advising on buildability, sequencing, and construction risk.
- Developing the construction programme and method of construction.
- Preparing a site layout plan for the construction stage showing temporary facilities.
- Assisting with any planning application on matters concerning the build phase, such as; waste disposal proposals, construction traffic movements, tree preservation protection etc.

10. Whilst the PCSA work is currently on going officers intend to recommend award of the main works contract as Guildmore have provided a fixed proposal for the main works at tender stage of £28.3m.

Procurement project plan (Key Decision)

11.

Activity	Completed by/Complete by:
Briefed relevant cabinet member (over £100k)	13/11/2020
Approval of Gateway 1: Procurement Strategy Report	28/02/2019
Invitation to tender	23/01/2020
Closing date for return of tenders	07/05/2020
Completion of evaluation of tenders	17/07/2020
Approval of Gateway 2 (PCSA): Contract Award Report	18/11/2020
PCSA Contract award	20/11/2020
Add to Contract Register	23/11/2020
Contract start	30/11/2020
Publication of award notice on Contracts Finder	30/11/2020
Contract completion date	29/01/2021
Brief Cabinet Member	11/01/2021
DCRB Gateway 2: Main Contract award report	11/01/2021
CCRB Gateway 2: Main Contract award report	21/01/2021
Notification of forthcoming Gateway 2 decision	08/02/2021
Gateway 2 (main works) approval	15/02/2021
End of scrutiny Call-in period and notification of implementation of Gateway 2 decision (If GW2 is key decision)	25/02/2021
Contract award	25/02/2021

Add to Contract Register	26/02/2021
Contract start	01/03/2021
Initial Contract completion date	16/08/2023

KEY ISSUES FOR CONSIDERATION

Description of procurement outcomes

12. The council has an ambitious target to deliver 11,000 new council homes by 2043, with the first 1,500 by 2018. These will be delivered through a combination of in-fill development on the council's existing estates, purchasing some directly from developers, and developing land that the council owns.
13. The delivery of the Albion New Homes scheme will maximise and enhance the utility, value and quality of council owned land and will deliver high quality homes with improved streetscapes and permeability. Combined, they will provide 76 new homes, 39 (51%) of which are social rented 24 (32%) intermediate and 13 (17%) private and 501 sqm of retail (A1/A3/A5/B1/D1). The residential elements have been detailed in the following table:

	Former Albion Civic Centre Site		Former Albion Primary School Site		Across all sites	
	Units	Percentage %	Units	Percentage %	Units	Percentage %
Social Rented	14	54	25	50	39	51
Intermediate	12	46	12	24	24	32
Private	-	-	13	26	13	17
Total	26	100	50	100	76	100

14. Please see paragraphs 16-18 within the policy section for further justification of this procurement.

Key decisions

15. This report deals with a key decision.

Policy implications

16. The new homes programme has been shaped by the promises and commitments made in the Borough Plan, such as building more quality affordable homes of every kind and revitalising our neighbourhoods making them places in which we can all be proud to live and work.
17. The development plan for the borough consists of the Mayor's London Plan, the Core Strategy 2011, the Saved Southwark Plan policies, the Aylesbury Area Action Plan, the Canada Water Area Action Plan, the Peckham and Nunhead Area Action Plan and a revised Canada Water Area Action Plan.
18. The council is now reviewing the Southwark Plan and Core Strategy to prepare a local plan called the new Southwark Plan. This new plan will set out the council's

regeneration strategy until 2033 and will also be used to make decisions on planning applications. The New Southwark Plan will:

- Set policies to support the provision of new homes including 11,000 new council homes.
- Protect local businesses and attract more businesses into the borough to increase job opportunities.
- Support our high streets and increase the range of shops to increase their vitality.
- Direct growth to certain areas of the borough, predominantly in Elephant and Castle, Canada Water, East Walworth, Blackfriars Road, Bankside and along the river Thames where there is greater public transport accessibility.
- Introduce policies to improve places by enhancing local distinctiveness and protecting our heritage assets.
- Set policies to provide greener infrastructure and to promote opportunities for healthy activities.
- Provide visions and policies for the many different areas within Southwark.

Tender process

19. Full details of the tender process are detailed in the closed report.
20. Guildmore Ltd was appointed by way of full tender for Pre Construction Services Agreement (PCSA), in line with the procedure prescribed by the Notting Hill Genesis Contractor's framework arrangements.
21. The scheme was tendered by means of a two stage competitive process, with invitations issued to a selection of contractors from the Notting Hill Genesis (NHG) Framework.
22. The three contractors that were invited to submit a tender and informal interviews were held. One tenderer declined to participate after the tenders were issued and did not attend the interview as they had a preference for a single stage tender.
23. Only two out of the three contractors that had initially expressed interest in tendering for the works confirmed their interest after the issue of the tender documents. One tenderer did not take up the invites to attend the mid-tender interview and withdrew their interest shortly after the tender documents had been issued due to the fact that it was a two-stage tender.
24. As part of the ITT, a document containing further instructions to tenderers was issued which set out that the tenderers were required to provide a "fixed" price to enable the council to enter into contract at this stage should they wish to. Within the instruction to tenderers, it was clearly set out to the tenderers that it was a fundamental requirement of the ITT to submit a fixed price as part of their tender submission.
25. Post tender clarifications were issued to both tenderers where it was requested that the pricing documents containing provisional sums were adjusted to include fixed prices. Guildmore subsequently submitted a fixed contract sum, however the other contractor confirmed that they were not able to do so and their tender submission still contained a number of provisional sums.

Tender evaluation

26. Full details of the tenders returned are detailed in the closed report.
27. The evaluation criteria for the tenders was on the basis of a price: quality ratio of 60:40. This was in recognition of the need to ensure the level of quality and skills required are achieved in order to address the issues surrounding TfL and the interface that will be required. This percentage split is permitted when using the NHG Framework.
28. As per the Tender Evaluation Methodology (TEM) the evaluation took place in the following stages:
- a. Stage 1 - ITT Compliance
 - b. Stage 2 – ITT Quality
 - c. Stage 3 – ITT Price
 - d. Stage 4 – ITT Final selection and recommendation
29. As per the TEM each stage must be passed in order to be evaluated at the next stage.
30. Both tenderers passed Stage 1 (Compliance) which involved checking the ITT documents for completeness and compliance.
31. Stage 2 (Quality) accounted for 40% of the submission was evaluated by the project manager, architects and programme manager.
32. The quality aspect of the evaluation was assessed based on responses to the information requested within the tender including a method statement for each of the following:
- Method Statement 1 – Delivery, quality and compliance
 - Method Statement 2 – Design management
 - Method Statement 3 – Subcontractors
 - Method Statement 4 – Health & Safety
 - Method Statement 5 – Constraints and delivery
 - Method Statement 6 – Site risks
 - Method Statement 7 – Fire safety
 - Method Statement 8 – First stage tender
33. The maximum score in each area together with weightings were applied. A maximum score of 5 was awarded based on the criteria shown below.

Assessment	Score	Basis of score
Cannot be scored	0 points	No information provided or incapable of being taken forward either because the supplier does not demonstrate an understanding of our requirements or because the solution is incapable of meeting our requirements
Unsatisfactory	1 point	Although the supplier does demonstrate an understanding of our requirements there are some major risks or omissions in relation to the proposed solution to deliver the service and we would not be confident of our requirements being met

Satisfactory	2 points	A response which is capable of meeting our requirements but is unlikely to go beyond this
Good	3 points	A response which shows that the supplier demonstrates an understanding of our requirements, has a credible methodology to deliver the service and could evolve into additional benefits.
Very Good	4 points	A response which shows that the supplier demonstrates an understanding of our requirements, has a credible methodology to deliver the service alongside a clear process and plan to deliver additional benefits and deliver value
Excellent	5 points	A response which shows how the service can comprehensively be taken to the next level in terms of exceeding our requirements and/or offering significant added value to the council's overall strategic requirements and objectives.

34. Full details of the tender scores are detailed in the closed report.

Plans for the transition from the old to the new contract

35. There is currently a PCSA contract in place, which will be subsumed into the main works contract, JCT Design and Build Contract 2016.

Plans for monitoring and management of the contract

36. The council's contract register publishes the details of all contracts over £5,000 in value to meet the obligations of the Local Government Transparency Code. The Report Author will ensure that all appropriate details of this procurement will be added to the contract register via the eProcurement System.

37. The appointed contractor's performance will be monitored by the Project Manager within the Regeneration Capital Works and Development team and overseen by the Housing Regeneration Programme Manager together with the project's delivery team.

38. The lead contract officer will ensure that systems are in place to manage and monitor the contract in respect of at least:

- a) Compliance with specification and contract
- b) Contractor performance and Key Performance Indicators (KPI)
- c) Budget and cost
- d) User satisfaction
- e) Risk management
- f) Delivery of social value commitments, including London Living Wage.

39. Throughout the contract, the performance of the contractor and the contribution of the contractor to the achievement of the framework objectives shall be monitored and assessed by reference to the KPIs incorporated into the contract. An annual monitoring report in line with contract standing orders (CSO) will be completed.

Identified risks for the new contract

40.

Risk No.	Identified Risk	Likelihood	Risk Control
1	Guildmore ceases trading or goes into administration / liquidation	Low	<ul style="list-style-type: none"> The contract will include bonds, guarantees and retentions. Monthly contract meetings will include financial status as a standing agenda item
2.	Mobilisation/ construction delayed and additional cost due to COVID-19	Medium	<ul style="list-style-type: none"> Guildmore are effectively operating other sites, following the Construction Leadership Council's Site Operating Procedures. The council will keep programme and cost under review. Where Guildmore are both willing and able to continue operating, the council will support and be flexible with regards to timescales and cost. Where work has to be suspended the council will require comprehensive information as to how the site and materials will be protected.
3.	Difficulty with supplies for materials due to COVID-19/Brexit and additional cost	Medium	<ul style="list-style-type: none"> Guildmore will start placing orders early.
4.	Un-safe working during COVID-19	Medium	<ul style="list-style-type: none"> Guildmore must satisfy the council they can work safely. The employer's agent will carry out ongoing checks.
5.	TfL engagement delays the scheme		<ul style="list-style-type: none"> The project team have been in regular conversation with TfL to ensure agreements are in place in a timely manner to avoid delays.
6.	Value for Money not given due to only two tender returns	Low	<ul style="list-style-type: none"> The QS has thoroughly reviewed the tender submissions and confirmed that value for money has been achieved. The submitted prices are in line with the pre tender estimate

Community impact statement

41. Indicative groups the council will seek to consult with will be service users, internal stakeholders and affected businesses.

42. Guildmore will appoint a dedicated Resident Liaison Officer to the schemes who will produce and distribute regular newsletters keeping local businesses and residents informed of ongoing progress on the project. Prior to commencing works on site a 'Meet the contractor' event will be held providing the opportunity for any interested stakeholders to attend and ask Guildmore questions on project delivery. The council will collaborate with Guildmore to minimise potential negative impact.

Social Value considerations

43. 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 wellbeing 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.

44. The council require one apprenticeship per £1m spend on contracts valued over £1m. Guildmore are able to commit to providing 28 apprenticeships to both sites both appointed directly through themselves and through subcontractors. The number that they are able to provide will be confirmed prior to signing off this report.

Economic considerations

45. The council is an officially accredited London Living Wage (LLW) Employer and is committed to ensuring that, where appropriate, our contractors and subcontractors pay staff at a minimum rate equivalent to the LLW rate. The Gateway 1 report dated 12 March 2019 confirmed, for the reasons stated in that report, payment of LLW was an appropriate and best value requirement for this contract. Guildmore has confirmed that they already meet the LLW requirements. Following award, quality improvements and costs implications linked to the payment of LLW will be monitored as part of the contract review process.

46. The council can exclude companies who break the law by blacklisting or have not put into place genuine actions concerning past black listing activities. The council can require "self cleaning" which enables a contractor to show that it has or will take measures to put right its earlier wrongdoing and to prevent them from re-occurring and to provide evidence that the measures taken by the economic operator are sufficient to demonstrate it has:

- "owned up": clarified the facts and circumstances in a comprehensive manner by actively collaborating with the investigating authorities.
- "cleaned up": taken concrete technical, organisational and personal measures that are appropriate to prevent further criminal offences or misconduct, and
- "paid up": paid or undertaken to pay compensation in respect of any damage caused.

47. The council requested the necessary information from the contractor (using the council's standard documentation in relation to blacklisting). The contract conditions also included an express condition compliance with the blacklist regulations, and

included a provision to allow the contract to be terminated for breach of these requirements.

Social considerations

48. The NHG framework includes for the delivery of employment and training initiatives for the demonstrable benefit of the community. These requirements will be part of the main works contract and will include:

- Employment of local residents
- Apprenticeships (to a minimum standard of NVQ Level 2 or above, such apprentices to be paid at least 25% above the National Apprenticeship Wage or higher)
- Supporting work placements
- Attendance at careers sessions with local schools and recruitment events
- delivery of toolbox talks and seminars to enhance knowledge and skills

49. The contract will be let in compliance with section 149 of the Equality Act 2010 under which the council has a duty to have due regard in its decision making processes to the need to:

- Eliminate discrimination, harassment, victimisation or other prohibited conduct.
- Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not.
- Foster good relations between those who share a relevant characteristic and those that do not share it.

Environmental/Sustainability considerations

50. The council's approach to procurement of the design, development and construction processes will ensure a requirement to maintain and improve sustainability at each stage in the project.

51. At design stage, requirements were in place to meet sustainable specifications. The lead architect on the project is required to "advise on the creative application of sustainability standards and the practical application of renewable energy and alternative forms of energy production".

52. During construction the appointed contractor will be required to adhere to guidelines outlined in the London Construction Guide which include and are not restricted to the following:

- Procuring and using materials sustainably
- Selecting materials with low lifecycle impacts
- Using local materials
- Use of materials with high recycled content
- Meet minimum standards set out in Building Regulations

53. All homes will have to achieve the Code for Sustainable Homes Level 5 (CfSH5); measures will have to be taken at all stages of development to achieve this. This code has however been changed to the New National Technical Standards which comprise new additional optional building regulations regarding water and access

as well as a new national space standard (this is in addition to the existing mandatory Building Regulations).

54. At design stage, requirements were in place to meet sustainable specifications including the following:

- Energy efficiency
- Reduce carbon emissions
- Conserve water & energy
- Mitigate flooding risk
- Safeguarding biodiversity

55. Specifications outline that there should be an efficient approach to waste management. At design stage there is direction for designers to exercise reasonable skill care and diligence in the selection of materials. At construction stage contractors are required to minimise construction waste and maximise the use of recyclable /reusable products and materials.

56. Specifications stipulated within the Employers Requirements will ensure that development activity is controlled in a way that positively contributes to achieving sustainability.

Market considerations

57. These sites have a number of complexities associated with them owing to the adjacent Rotherhithe tunnel on the former Albion Civic Centre site and London over ground rail tunnel below the former Albion Primary School site.

58. Attracting suitable contractors to procure the project and obtain value for money has been a key market consideration. Careful design and construction consideration is required to be undertaken in liaison with Transport for London (TfL), and as such it is necessary for an experienced contractor to deliver these works.

59. Offering these sites through direct delivery as opposed to a development agreement has been attractive to contractors. In addition to this, the fact that the council has already obtained planning permission and both sites are already demolished means that the successful contractor is able to start on site with no delay following completion of the PCSA period.

Staffing implications

60. The Project Manager responsible for the delivery of the overall programme, under the management of the Head of Regeneration Capital works and Development who will be responsible for ensuring that the programme is adequately resourced and coordinated to deliver its objectives.

Financial implications

61. The contract sum for these works is £28,363,449, and the estimated cost of delivering the project is £33,050,247.

62. The quantity surveyor has confirmed that the pricing information submitted by Guildmore is competitive and has as stated that given the current market conditions,

for two small sites both with added complexities and challenges the submission from Guildmore represents value for money as;

- They have provided a fixed price lump sum
- They have made cost allowances for Covid-19
- They leave the council with a lower level of financial risk entering into the main works
- They provided an acceptable pre-construction and construction period

63. The increase in the main works costs since the approved Gateway 1 report are due to a number of factors including; inflation, COVID-19 related risk and a current reflection of the market. The need for additional budget has also arisen due to the recent changes to the fire safety regulations and the requirement for sprinklers, the project team have taken the decision to include sprinklers within both these schemes.

64. Full details of the financial implications are included in the closed report.

Investment implications

65. Please see Strategic Director of Finance and Governance commentary below

Legal implications

66. Please see concurrent from the Director of Law and Governance.

Consultation

67. Both schemes underwent public consultation in February 2017 and a general positive response was received to these schemes.

68. Formal consultation also took place as part of the planning submission and no objections were received for either site.

69. The first council newsletter was distributed in December 2020 and quarterly newsletters will be distributed going forward to provide residents and local stakeholders with updates and progress on the scheme.

70. Guildmore will also be expected to distribute monthly newsletters to keep residents informed on the work taking place.

Other implications or issues

71. None

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Strategic Director of Finance and Governance (H&M 20/130)

72. This report seeks approval from the Strategic Director of Housing and Modernisation Strategic Director of Housing and Modernisation in consultation with the Cabinet Member for Housing to award of the main contract works for the construction of new homes on the Albion New Homes Scheme to Guildmore Limited in the sum of £28,363,449 for a period of 129 weeks commencing on 1 March 2021. The scheme

will deliver 39 much needed new council homes at social rent together with 24 intermediate and 13 new homes for private sale.

73. The report estimates the total cost of the scheme including fees and contingency at £33,050,247. The financial implications section details how these costs will be funded. Any other costs outside the scope of this report should be contained within the revenue budgets.
74. There is an estimated resource shortfall for the Housing Investment Programme. There is also likely to be further demand on the capital programme and it is therefore important that the costs of these works are carefully monitored and that accurate forecasting is in place to enable efficient financing of capital expenditure over the life of the programme.

Head of Procurement

75. This report seeks the approval of the Strategic Director of Housing and Modernisation, in consultation with the Cabinet Member for Housing to award the main contract works through the Notting Hill Genesis Constructor's framework for the construction of new homes for the Albion New Homes Scheme to Guildmore Limited. The total contract is £28,363,449. The contract will commence on 22 February 2021 and continue for a period of 129 weeks.
76. The report details in paragraphs 36-39 the plans for the management and monitoring of the contract and that this pays London Living Wage as confirmed in para. 45.
77. Social Value was included in this tender and 28 apprenticeships have been committed to as detailed in paragraph 44.

The Director of Law and Governance

78. This report seeks the approval of the Strategic Director of Housing and Modernisation to the award of the main contract works for the construction of new homes for the Albion New Homes Scheme to Guildmore Limited as further detailed in paragraph 1.
79. At a contract value for these works in excess of £28m, the contract was subject to the full tendering requirements of the Public Contract Regulations 2015 (PCR15). However, and as approved at Gateway 1 stage, the council is awarding this contract, and undertook the procurement through the Notting Hill Genesis Constructor's framework. This framework has been established following an EU compliant tendering process and is established to allow local authorities to use for their own requirements – the tendering requirements of the PCR15 are therefore satisfied. The council, using the evaluation methodology set out in the further competition identified that the most economically advantageous tender had been submitted by Guildmore, who was initially awarded a PCSA, but is now being recommended for award of the main works contract.
80. Contract standing order 2.3 requires that no steps are taken to award a contract unless the expenditure involved has been included in approved estimates, or otherwise approved by the council. Paragraphs 60-63 confirm the financial implication of this award.
81. The strategic director's attention is drawn to the Public Sector Equality duty (PSED General Duty) under the Equality Act 2010, which requires public bodies to have regard, when making decisions, to the need to eliminate discrimination, advance

equality of opportunity and foster good relations between persons who share a relevant protected characteristic and those who do not share it. The strategic director is specifically referred to the community impact statement at paragraphs 41-42, setting out the consideration that has been given to equalities issues and to the consultation undertaken and to be undertaken at paragraphs 66-69, which should be considered when approving the recommendations in this report.

Director of Exchequer (for housing contracts only)

82. Not applicable

PART A – TO BE COMPLETED FOR ALL DELEGATED DECISIONS

Under the powers delegated to me in accordance with the council’s Contract Standing Orders, I authorise action in accordance with the recommendation(s) contained in the above report (and as otherwise recorded in Part B below).

Signature  Date 16 Feb 2021

Designation Strategic Director of Housing and Modernisation

PART B – TO BE COMPLETED BY THE DECISION TAKER FOR:

- 1) All key decisions taken by officers
- 2) Any non-key decisions that are sufficiently important and/or sensitive that a reasonable member of the public would reasonably expect it to be publicly available (see ‘FOR DELEGATED DECISIONS’ section of the guidance).

1. DECISION(S)
As set out in the recommendations of the report.
2. REASONS FOR DECISION
As set out in the report.
3. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED BY THE OFFICER WHEN MAKING THE DECISION
Not applicable.

4. ANY CONFLICT OF INTEREST DECLARED BY ANY CABINET MEMBER WHO IS CONSULTED BY THE OFFICER WHICH RELATES TO THIS DECISION

5. NOTE OF ANY DISPENSATION GRANTED BY THE MONITORING OFFICER, IN RESPECT OF ANY DECLARED CONFLICT OF INTEREST

If a decision taker or cabinet member is unsure as to whether there is a conflict of interest they should contact the legal governance team for advice.

6. DECLARATION ON CONFLICTS OF INTERESTS

I declare that I was informed of no conflicts of interests.*

or

I declare that I was informed of the conflicts of interests set out in Part B4.*

(* - Please delete as appropriate)

7. CONSIDERATION GIVEN TO WHETHER, AS A NON-KEY DECISION, THIS SHOULD BE FORWARDED TO THE CONSTITUTIONAL TEAM FOR PUBLICATION IN ACCORDANCE WITH REGULATION 13(4)*

The decision taker should consider whether although a non-key decision, the decision is sufficiently important and/or sensitive that a reasonable member of the public would reasonably expect it to be publicly available. Where there is any doubt, having considered the importance and/or sensitivity of a decision, it should be deemed that Regulation 13(4) would apply.

I consider that the decision be made available for publication under Regulation 13(4).*

or

I do not consider that the decision be made available for publication under Regulation 13(4).*

(* - Please delete as appropriate)

* Under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the council is required to put in place a scheme for recording and publishing some officer executive decisions. This process is sometimes referred to as "Regulation 13(4)".

BACKGROUND DOCUMENTS

Background documents	Held At	Contact
Gateway 1 report Albion New Homes Main works contract	Regeneration, Chief Executive Department	Hemali Topiwala 020 7525 0530
Link: (Insert hyperlink here)		
Gateway 2 report – Albion New Homes PCSA Award	Regeneration, Chief Executive Department	Hemali Topiwala 020 7525 0530
Link: (Insert hyperlink here)		

AUDIT TRAIL

Lead Officer	Bruce Glockling, Head of Regeneration – Capital Works	
Report Author	Hemali Topiwala, Programme Manager.	
Version	Final	
Dated	08/02/2021	
Key Decision?	Yes	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments Sought	Comments included
Strategic Director of Finance and Governance	Yes	Yes
Head of Procurement	Yes	Yes
Director of Law and Governance	Yes	Yes
Director of Exchequer (for housing contracts only)	No	No
Cabinet Member	Yes	Yes
Contract Review Boards		
Departmental Contract Review Board	Yes	Yes
Corporate Contract Review Board	Yes	Yes
Cabinet	No	No
Date final report sent to Constitutional/Community Council/Scrutiny Team	Date/Month/Year e.g. 5 July 2010	