

<b>Item No.</b>	<b>Classification:</b> Open	<b>Date:</b> 14 November 2022	<b>Meeting Name:</b> Strategic Director of Housing and Modernisation
<b>Report title:</b>		<b>Gateway 2 - Contract Award Approval</b> Peckham Library Refurbishment	
<b>Ward(s) or groups affected:</b>		Peckham	
<b>From:</b>		Head of Corporate Facilities Management	

## RECOMMENDATION(S)

That the Strategic Director of Housing and Modernisation in consultation with the Strategic Director of Environment and Leisure approves:

1. The award of the Peckham Library Refurbishment contract to Stonegrove Ltd in the sum of **£2,310,797** for a period of 22 weeks commencing on 3 January 2023 and
2. Notes that the total cost for the works, including relocation costs to the temporary library at Bournemouth Rd of £50,000, Corporate Facilities Management (CFM) fees of £188,864 is £2,549,661 and the allocation of a contingency sum for the reasons outlined in paragraph 59.

## BACKGROUND INFORMATION

3. A Gateway 1 report titled CFM Capital Forward Plan 2018-20 was approved by the Strategic Director of Housing and Modernisation on 18 October 2018. It outlined the procurement strategy to undertake a programme of works and work related services to replace ageing fabric and infrastructure across the portfolio of council buildings between January 2019 and March 2022 with a cumulative cost of £3,417,000 including fees and contingency.
4. The programme included a project at Peckham Library to install high efficiency boilers/controls and renovate pipework; upgrade the ventilation system; refurbish toilets; carry out window repairs, cladding maintenance and other works at an estimated cost of £1,270,000 plus fees. The programme also earmarked an additional £250,000, potentially funded by Sustainability, to upgrade the library lighting to LED and £1m to replace assets that have reached end of economic life mainly fire systems, emergency lighting and heating.
5. Since then Southwark have initiated their Carbon Commitment programme and, instead of replacing gas-fired boilers, have progressed to using air-sourced heat pumps (ASHP) where feasible. This heat pump solution also offers energy efficient cooling.

6. A full condition survey and feasibility study was commissioned in 2019 and the scope subsequently amended to include ASHP heating and cooling which requires a new electricity supply, roof repairs, kitchen and staff room refurbishment, full redecoration and new flooring. These additional works, together with the delay caused by the Covid pandemic and subsequent inflation in the cost of building supplies (36% inflation post pandemic) increased the pre tender estimate to over £2m.
7. This project, with the new heating and cooling system and smart LED lighting installation repositioned as necessary to account for the current library layout, will improve the energy efficiency of the whole building and help the council meet its low carbon target. It will also substantially improve the general environment for library users.
8. The work will be partially funded from the CFM Capital Forward Plan and £1.64m has been allocated from the Climate Emergency Fund as per the capital programme (see Financial Implications section).
9. Complete replacement of the roof covering would be an extremely costly option due to the amount of existing plant on the roof to be retained. As an alternative, an overlay roofing system has been specified. The manufacturer has produced the specification and one of their approved contractors will carry out the roofing works. As a result, a 20-year guarantee is available for material performance and labour on this contract and the manufacturer will quality assure the installation of the works.
10. The glazing condition survey identified that all the aluminium glazing can be economically serviced and/or repaired giving the windows at least another ten years life. Replacing the glazing prior to expiration of its serviceable lifespan would not be environmentally responsible and the cost to replace the windows would be significant in terms of both cost and time.
11. Originally it was hoped to phase the works in order to avoid closing the library however when the scope increased this was no longer feasible and space at Bournemouth Road was earmarked to create a temporary library. Space is also available to store furniture and equipment so that contractors do not have to work around it therefore speeding up the project. The relocation to Bournemouth Road will be undertaken via Housing Operation's contract with Harrow Green. The sum of £50,000 has been allocated for this.

#### **Procurement project plan (Key Decision)**

12.

Activity	Completed by/Complete by:
Forward Plan for Gateway 2 decision	17/08/2022

<b>Activity</b>	<b>Completed by/Complete by:</b>
Briefed relevant cabinet member (over £100k)	02/07/2020
Approval of Gateway 1: Procurement Strategy Report	18/10/2018
Invitation to tender	20/07/2022
Closing date for return of tenders	02/09/2022
Completion of evaluation of tenders	06/10/2022
DCRB Review Gateway 2:	14/11/2022
Notification of forthcoming decision – Five clear working days	24/11/2022
Approval of Gateway 2: Contract Award Report	02/12/2022
Scrutiny Call-in period and notification of implementation of Gateway 2 decision	09/12/2022
Debrief Notice and Standstill Period	22/12/2022
Contract award	22/12/2022
Add to Contract Register	22/12/2022
Contract start	03/01/2023
Publication of award notice on Contracts Finder	05/01/2023
Contract completion date	06/06/2023

## **KEY ISSUES FOR CONSIDERATION**

### **Description of procurement outcomes**

13. This procurement will continue a programme of works started under the CFM Forward Plan to replace ageing fabric and infrastructure across the portfolio of council buildings. It will help the council meet its Low Carbon Commitment by improving the energy efficiency of the building and improve the general environment for staff and library users.

### **Key/Non Key decisions**

14. This report deals with a key decision.

### **Policy implications**

15. A key element of the corporate plan is that the CFM strategy supports “transforming public services”. This requires sound management of the council’s property assets. For example how they are utilised and their effective operational and financial management. Delivery of these lifecycle capital

project works is integral to the sound management of the council's property assets.

16. The medium term resources strategy aligns financial priorities with the management of assets and the associated resources with which the council delivers its services. These capital project works will support the council's medium and long-term objectives for generating efficiency savings.
17. The theme of "valuing the environment" will be increasingly supported through the delivery of this project. Supported policies include "Southwark Cleaner Safer" and the "Sustainable Community Strategy".

### **Tender process**

18. In line with the council's Contract Standing Orders (CSO) and the Gateway 1 approved in October 2018 five contractors, selected from the council's works approved list, and were invited to tender for the works via the Pro-Contract E-Procurement portal with an original tender return date of 3pm on the 26 August 2022. A one week extension of time was subsequently granted due to the impact of the holiday period making the tender return date 3pm on 2 September 2022.
19. Of the five contractors invited to tender from the approved works contractor list, one contractor, who had originally confirmed their interest in tendering, subsequently withdrew.
20. The remaining four contractors visited the premises supervised by members of the CFM technical services team during the early stages of the tender period.
21. Four out of five contractors submitted tenders by the due date.

### **Tender evaluation**

22. Tenders were evaluated using a weighted model of 70:30 price and quality including social value and a tender report was produced.
23. The combined quality and price score will be used to rank the respondents and the tenderer with the highest overall score will be awarded the contract.

### **Price**

24. All of the tenders received presented lump sum priced Form of Tenders and included an elemental price breakdown.
25. All four tenders were above the pre tender estimate.
26. All tenders were checked for compliance and arithmetical errors. Although all of the tenders were compliant, some omissions and arithmetical errors were identified in tenders and, as a result, tenderers were contacted via the e-

procurement portal in accordance with the clarification process defined within the tender documents.

27. The pricing response (70%) takes the form of a pricing schedule. The tender sum quoted in each compliant tender returned is scored, with the tender with the lowest cost receiving the maximum 70% and the remaining tenders awarded proportionately lower marks through the following calculation:

$$\frac{\text{Lowest submitted total price}}{\text{Tenderer's submitted total price}} \times 70\%$$

### Quality

28. The quality response (30%) requires tenderers to supply information on programme management, Human Resources, management procedures, London Living Wage, technical capability with a specific focus on health and safety and relevant experience of working on similar projects and social value.
29. A panel of three members from CFM's technical team assessed the quality submissions in accordance with the evaluation mechanism for this project. A member of the Procurement Advice Team scored the Social Value question.
30. The tenderers response to each question is scored from 0 – 5 as per the table below and each question is allocated a percentage weighting.

Rating	Score	Basis of score
Unacceptable	0 points	The information is omitted/no details provided.
Poor	1 point	The response addresses some parts of the question but contains insufficient detail or explanation to evidence the Tenderer's proposals and technical capability and relevance to the Council's requirements
Fair	2 points	The response addresses most parts of the question and lacks details in some aspects but provides some evidence of the Tenderer's proposals and technical capability which is relevant to the Council's requirements
Satisfactory	3 points	The response addresses all aspects of the question in sufficient detail and shows relevant evidence of the Tenderer's proposals and technical capability which is relevant to the Council's requirement
Good	4 points	The response addresses all aspects of the question very well and shows considerable relevant evidence of the Tenderer's proposals and technical capability which is relevant to the Council's requirements
Excellent	5 points	The response addresses all aspects of the question extremely well and in detail and shows extensive relevant evidence of the Tenderer's proposals and technical capability that is relevant to the Council's requirements.

### **Combined Price & Quality Evaluation**

31. The combined quality and price score was used to rank the tenders and the tenderer with the highest overall score will be awarded the contract.

32. The summary of the tender evaluation is as follows:

<b>Name of Tenderer</b>	<b>Price % (Max 70%)</b>	<b>Quality Score (Max 30%)</b>	<b>Total Score (Max 100%)</b>	<b>Final Ranking</b>
Stonegrove Ltd	70.00	23.46	93.46	<b>1</b>
Contractor 1	64.67	19.38	84.05	<b>2</b>
Contractor 2	64.11	17.46	81.57	<b>3</b>
Contractor 3	57.43	21.96	79.39	<b>4</b>

33. Stonegrove Ltd were ranked first overall in the evaluation for price and quality with a total score of 93.46%.

34. Officers consider that the tender price represents best value for money to the council. Through the quality submission, Stonegrove have demonstrated they have the experience and ability to deliver this programme of work and clearly understand the importance of working closely with the council to minimise the programme length and reopen the library at the earliest opportunity.

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

35. This is a one off works contract and there will be no transition arrangements.

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

36. CFM will act as Contract Administrator overseeing the main contractor and David Miles and Partners (DMP) the Building Services Consulting Engineers will oversee the Mechanical & Electrical (M&E) works and act as Principal Designer for the purposes of Construction Design Management (CDM).

37. A Project Manager has been appointed by CFM to manage the programme and keep all parties informed. The CFM technical services team will monitor safety, quality and environmental standards. The CFM technical team's responsibilities in relation to the delivery of this project include:

- Ensuring the supply chain is working safely in line with agreed working practices

- Reviewing design proposals and ensuring the proposed design is both workable and in line with council requirements
- Monitoring responsibilities under CDM regulations
- Managing cost control, contract administration including payment applications, variations and the final account
- Monitoring budget spend and checking payment applications
- Managing communications with Libraries
- Risk management
- Monitoring key performance targets and other performance standards
- Manage client and other stakeholders' expectations.

38. A pre-contract meeting and regular progress meetings will be held with Stonegrove Ltd and the client department to ensure the successful delivery of the project.

39. 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 must ensure that all appropriate details of this procurement are added to the contract register via the eProcurement System.

40. Annual contract performance reports will be taken in line with the requirements of CSOs

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

41. Risks relating to the contract have been identified and mitigated as follows:

<b>Risk No.</b>	<b>Identified Risk</b>	<b>Likelihood</b>	<b>Risk Control</b>
1.	Unforeseen delays in completing the works or meeting the agreed programme	Medium	Undertaking the various works as one package will allow more effective management of the works and the contractor. A project delivery plan has been provided by the main contractor and will be monitored throughout the life of the project. Priority has been given to completing the library, so that furniture and equipment can be reinstated at the earliest opportunity to minimise the closure period.
2.	COVID-19 related issues	Medium	The building will be closed to staff and users during the contract. The contractors will put in place COVID-19 safe working procedures and will produce risk assessment and method statements (RAMS) prior to

Risk No.	Identified Risk	Likelihood	Risk Control
			commencement for review by the council's H&S Manager. The pricing schedule included a line to price for implementing COVID-19 safe measures.
3	More extensive M&E works may be identified once work commences	Medium	A contingency sum has been allocated to mitigate against this risk.
4.	Risk of insolvency	Low	Financial checks have been undertaken and officers agreed the risk is low. Invoices are paid one month in arrears based on checks that the work invoiced is completed.
5.	Price increase	Low	The procurement strategy is based on fixed price tenders and the price is held for 6 months. Any changes in scope or cost increases will be subject to officer scrutiny and variation orders.
6.	Procurement challenge	Low	The procurement strategy and tender evaluation has been carried out in line with the council's Contract Standing Orders

#### **Other considerations (For Housing Department works contracts only)**

42. Not applicable

#### **Community, equalities (including socio-economic) and health impacts**

##### **Community impact statement**

43. Peckham library provides a valuable service to members of the public and there will be a positive impact on local people and communities. The works will deliver a substantially improved environment with better heating in winter, and more effective cooling in summer and the new LED light fittings will provide improved lighting levels throughout. Refurbished toilets, redecoration and new flooring throughout will offer library users clean and more attractive surroundings and the community will benefit from enhanced library facilities.

##### **Equalities (including socio-economic) impact statement**

44. The Public Sector Equality Duty has been considered and no additional consultation is required.

##### **Health impact statement**

45. The upgrade of the heating, cooling and ventilation system and the refurbishment of toilet and kitchen facilities will provide a clean and hygienic



environment for staff and library users.

### **Climate change implications**

46. The ageing M&E infrastructure will be updated and fluorescent luminaires will be replaced by a low energy lighting system positioned to meet the current layout and provide appropriate lighting levels. The existing heating system is at the end of its economic life and it is intended to install air-sourced heat pumps that offer energy efficient cooling as well as improved heating distribution. These works will contribute towards the council meeting its Low Carbon Commitment.

### **Social Value considerations**

47. 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.

### **Economic considerations**

48. Once completed this work will result in a number of benefits to the council including
- the whole building will be refurbished to provide a more modern and attractive environment for users and staff
  - air sourced heat pump technology will provide improved heating and cooling of the building
  - reduced running costs through use of LED lighting and by repairing windows
  - reduced future maintenance costs
  - fewer major breakdowns resulting in disruption for staff and customers

### **Social considerations**

49. The council is an officially accredited London Living Wage (LLW) Employer and is committed to ensuring that, where appropriate, our contractors and subcontractors engaged by the council to provide works or services within Southwark pay their staff at a minimum rate equivalent to the LLW rate. Stonegrove Ltd has confirmed that they will meet the LLW requirements. Following award, quality improvements and cost implications will be monitored as part of the contract review process.
50. The council has requested and received certain prescribed information from tenderers (using a standard questionnaire) in relation to offences and anti-competitive practices including blacklisting and Stonegrove has formally declared that they do not participate in blacklisting.

51. The contract conditions also include an express condition requiring compliance with the blacklisting regulations throughout the duration of the works and include a provision to allow the contract to be terminated for breach of these requirements

### **Environmental/Sustainability considerations**

52. The Public Services (Social Value) Act 2012 requires the council to consider a number of issues including how the proposed procurement may improve the economic, social and environmental well-being of the local area for higher value contracts. The council is committed to these principles for all contracts and relevant issues were identified in the attached Gateway 1 report.

### **Market considerations**

53. The successful tenderer Stonegrove Ltd are a Small/Medium Enterprise (SME).

### **Staffing implications**

54. There are no staffing implications. TUPE does not apply.

### **Financial implications**

55. The recommended contract price exceeds the estimated cost for this scheme as stated in the Gateway 1 CFM Capital Forward Plan 2018/20 report approved in October 2018 for the reasons outlined in paragraph 6 above.
56. The Gateway 1 report included a project to install high efficiency boilers/controls and renovate pipework; upgrade the ventilation system; refurbish toilets; carry out window repairs, cladding maintenance and other works at Peckham Library at an estimated cost of £1,270,000 plus fees. The programme also earmarked an additional £250,000, potentially funded by Sustainability, to upgrade the library lighting to LED and £1,000,000 to replace assets that have reached end of economic life mainly fire systems, emergency lighting and heating.
57. The project scope was subsequently amended to include an ASHP heating and cooling system and this and the new LED lighting systems will contribute towards the council meeting its Low Carbon Commitment. As a result funding of up to £1.64m is available from the Climate Emergency Fund allocated to Environment and Leisure (E&L).
58. The Stonegrove Ltd tender is £2,310,797 and the cost including fees is broken down as follows:

Performance Bond, Pest Control and Covid	£34,343.00
Mechanical works	£636,725.00

Electrical Works	£740,746.20
Fabric Works	£898,982.47
<b>Tender Total</b>	<b>£2,310,796.67</b>

Relocation to temp library	£50,000.00
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CFM fees @8%	<b>£188,864.00</b>
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<b>Project Total</b>	<b>£2,549,661.00</b>
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59. Although surveys of the building and plant have been carried out, a contingency sum has been allocated in case more extensive mechanical or electrical works are identified as plant and equipment is stripped out during the course of the work.

60. The funding split between the Climate Emergency Fund and CFM Capital has been calculated on the basis that the M&E works, which includes the ASHP heating/cooling and the LED lighting, comprise the majority of the climate element. The Performance Bond, Pest Control and Covid costs, fabric works and relocation costs have been allocated to CFM. This produces a 58/42% allocation and the 8% CFM fees and contingency sum have been apportioned on the same basis. The funding allocation is as follows:

E&L	£1,487,669	58%
CFM	<u>£1,061,992</u>	42%
<b>Project Total</b>	<b>£2,549,661</b>	

61. See Closed Report for details of contingency split

62. For construction (works) contracts, the council is the end user in relation to Domestic Reverse Charge (DRC) and notification of this will be included in the letter of award to the successful contractor.

### **Investment implications**

63. The council owns the property and the works will provide a sustainable investment to the property by ensuring that the building is fit for purpose and meets the requirements for the service users and the statutory bodies.

64. The investment in the refurbishment works will also ensure that all the council's properties can be maintained to the same high standards with a structured capital investment programme for cyclical related works. The annual running costs will also be reduced due to the new mechanical plant.

### **Second stage appraisal (for construction contracts over £250,000 only)**

65. The council had a financial background report completed on 10 October 2022 by Bureau van Dijk (BvD). Stonegrove Ltd have a credit score rating of stable.

## **Legal implications**

66. Please refer to the concurrent from the Director or Law and Governance.

## **Consultation**

67. The Library Service role is to ensure customers and staff are kept informed of the proposed works, their timescales and any potential disruption. CFM has worked closely with Libraries and Heritage regarding the works and programme. A pre-start contract meeting and regular progress meetings will be held to ensure staff are consulted and involved and ensure that library users are kept informed.

## **Other implications or issues**

68. There are no other implications or issues.

## **SUPPLEMENTARY ADVICE FROM OTHER OFFICERS**

### **Strategic Director of Finance and Governance (H&M 22/106)**

69. This report seeks approval from the Strategic Director of Housing and Modernisation in consultation with the Strategic Director of Environment and Leisure to award the Peckham Library Refurbishment contract to Stonegrove Ltd in the sum of £2.311m for a period of 22 weeks, commencing on 3 January 2023 and to note the associated relocation costs to the temporary library at Bournemouth Rd of £50k and CFM fees of £189k, bringing the total value to £2.550m.

70. Funding for this project is contained within the Environment and Leisure climate emergency fund and CFM capital programme, with the cost ratio between the two being 58:42 respectively as confirmed in the report together with a similar apportionment for contingency.

71. The report also notes that some of the intended outcomes of the refurbishment include reduced running costs through use of LED lighting and by repairing windows and reduced future maintenance costs with fewer major breakdowns resulting in disruption for staff and customers.

## **Head of Procurement**

72. This report seeks approval from the Strategic Director of Housing and Modernisation in consultation with the Strategic Director of Environment and Leisure to award the Peckham Library Refurbishment contract to Stonegrove Ltd in the sum of £2,310,797 for a period of 22 weeks commencing on 3 January 2023.

73. The Strategic Director of Housing and Modernisation in consultation with the Strategic Director of Environment and Leisure note that the procurement process is detailed in paragraphs 13 and 15 to 34. Management and monitoring of the contract is detailed in paragraphs 35 to 40, the risks are detailed in paragraph 41, the impact on equalities, health and climate change are detailed in paragraphs 44 to 46, confirmation of the payment of LLW is detailed in paragraph 49 and there are no social commitments listed.

### **Strategic Director, Environment and Leisure**

74. The Strategic Director Environment and Leisure has been consulted, notes and agrees the content of this report.

### **Director of Law and Governance**

75. This report seeks the approval of the Strategic Director of Housing and Modernisation in consultation with the Strategic Director of Environment and Leisure to the award of the Peckham Library Refurbishment contract to Stonegrove Limited in the sum of £2,310,797 for a period of 22 weeks commencing on 3 January 2023.
76. The Strategic Director of Housing and Modernisation in consultation with the Strategic Director of Environment is also requested to note the total cost for the works, including relocation costs to the temporary library at Bournemouth Rd of £50,000, CFM fees of £188,864 is £2,549,661 and the allocation of a contingency sum for the reasons outlined in paragraph 59.
77. As the value of the award of contract is below the Public Contract Regulation 2015 threshold for works, there is requirement to take all reasonable steps to obtain five tenders, and those tenders should be from the council's works approved list. As noted in paragraphs 18 to 21 of this report, five organisations were invited to tender from the approved list, with four tenders being received. The council, using the evaluation methodology set out in the invitation to tender and in paragraphs 22 to 34 of this report has identified the most economically advantageous tender as that provided by Stonegrove Limited, who is therefore recommended for award.
78. The Strategic Director of Housing and Modernisation'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 and equalities impacts (including socio-economic) at paragraphs 43 to 44 setting out the consideration that has been given to equalities issues, which should be considered when approving the recommendations in this report. The health impact statement is set in paragraph 45 of this report.

79. 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 is otherwise approved by the council. Paragraphs 55-62 confirm the financial implications of this award.

#### **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 .....

Michael Scorer

Date 7 December 2022

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).

<b>1. DECISION(S)</b>
As set out in the recommendations of the report.

<b>2. REASONS FOR DECISION</b>
As set out in the report.

<b>3. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED BY THE OFFICER WHEN MAKING THE DECISION</b>
Not applicable.

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

Not Applicable

**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.*

None

**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 CFM Capital Forward Plan	Corporate Facilities Management Technical Team Housing and Modernisation 160 Tooley Street, London SE1 2QH	Sue Cooper 0207 525 1638
<div>  Signed CFM Capital Forward Plan 2018-20            Appendix 1 CFM Capital Works Plan 20         </div> <p>Link:</p>		

## APPENDICES

No	Title
None	

## AUDIT TRAIL

<b>Lead Officer</b>	Paul Symington	
<b>Report Author</b>	Sue Cooper	
<b>Version</b>	Final	
<b>Dated</b>	24 November 2022	
<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 Governance	Yes	Yes
Director of Environment & Leisure	Yes	Yes
Director of Exchequer (for housing contracts only)	N/A	N/A

Cabinet Member	No	No
<b>Contract Review Boards</b>		
Departmental Contract Review Board	Yes	Yes
Corporate Contract Review Board	No	No
<b>Cabinet</b>	No	No
<b>Date final report sent to Constitutional/Community Council/Scrutiny Team</b>	7 December 2022	