

Item No.	Classification: Open	Date: 6 February 2023	Decision Maker: Strategic Director of Finance and Governance
Report title:		Gateway 3 Variation Decision Responsive Repair and Maintenance – Communal Repairs Chargeable Contracts (North & South)	
Ward(s) or groups affected:		All	
From:		Strategic Director of Housing and Modernisation	

RECOMMENDATIONS

That the Strategic Director of Finance and Governance:

1. Approves the variation for 50% of the internal agreement carried out by the Council' own direct labour organisation in the north of the borough, Southwark Repairs (previously known as Southwark Building Services to extend the term for a period of 13 months from 1 December 2022 to 31 December 2023 at an estimated additional cost of £1.625m, making a total revised estimated value of £6.332m.
2. Approves the variation of Contract B (south of the borough) Communal Repairs Chargeable Contract to BuildTrust Ltd by extending the term of the contract for a period of 13 months from 1 December 2022 to 31 December 2023 at an estimated additional cost of £3.970m, making a total revised estimated contract value of £10.797m.
3. Approves the variation for the other 50% of the internal agreement with Southwark Repairs to be carried out by the backup contractor, BuildTrust Ltd on their tendered rates for a period of 13 months from 1 December 2022 to 31 December 2023 at an estimated additional cost of £1.1m, as set out in paragraph 10 below.

BACKGROUND INFORMATION

4. A Gateway (GW) 2 report was approved on 15 August 2018 to award the communal repair works to Southwark Building Services (SBS) and BuildTrust Ltd (BuildTrust).
5. Communal repairs chargeable works in the north of the borough was carried out by SBS for an initial period of two years at an estimated annual sum of £700k with the option to extend for a further 12 months making a total estimated works value of £2.1m.
6. Contract B (south of the borough) was awarded to BuildTrust for an initial period of two years at estimated annual sum of £600k with the option to

extend for a further 12 months making a total estimated contract value of £1.8m.

7. Five GW3 reports were approved on 10 December 2020, 19 July 2021, 19 October 2021, 20 May 2022 and 30 September 2022 to extend the internal agreement and contract giving an expiry date of 30 November 2022, please see tables in paragraph 10 for a breakdown.
8. The scope of the internal agreement and contract encompasses the following work streams:
 - roads, pavements, soft and hard standings and associated works;
 - below and above ground drainage and associated works;
 - water mains – repair and replacement, including all enabling and associated ground works;
 - boundary walls and fences;
 - masonry repairs and redecoration works;
 - windows, doors, glazing and associated works;
 - all scaffolding, mobile towers, hydraulic lifts and working platforms required to facilitate the works.
 - internal communal areas
9. The geographical split of the borough (north and south) provide all of the works noted at paragraph 8 above. The internal agreement and contract contain the provision for Southwark Repairs and BuildTrust to provide back up to each other to ensure that works are always delivered using their own tendered rate and ensuring that the council is able to meet its obligations.
10. The actual expenditure to date against the original GW approvals is shown below in tables to illustrate the financial year and contract year expenditures.

North – Southwark Repairs			
Financial Period		Original Gateway Approval	Total Expenditure Contract A
01/10/2018	31/03/2019	£350k	£372k
01/04/2019	31/03/2020	£700k	£1.352m
01/04/2020	31/03/2021	£770k	£924k
01/04/2021	31/03/2022	£817k	£1.093m
01/04/2022	31/9/2022*	£689k	£703k
Total Actuals		£3.326m	£4.444m
Projected expenditure to 30/11/2022			
01/10/22	30/11/2022	£263k	
Projected Expenditure for Proposed Extension Period			
01/12/2022	31/12/2023	£1.625m	
Total of the Actual and Projected Expenditure for the period 01/10/2018 to 30/11/2022 and the Proposed Extension			£6.332m

*pro rata

South – BuildTrust				
Financial Period		Original Gateway Approval	Backup Works Expenditure	Total Expenditure Contract B
01/10/2018	31/03/2019	£300k	£0	£447k
01/04/2019	31/03/2020	£600k	£0	£1.696m
01/04/2020	31/03/2021	£960k	£0	£1.482m
01/04/2021	31/03/2022	£1.209m	£360k	£1.468m
01/04/2022	31/09/2022	£496k	£450k	£1.093m
Total Actuals		£3.565m	£810k	£6.186m
Projected expenditure to 30/11/2022				
01/10/22	30/11/2022		£150k	£641k
Projected Expenditure for Proposed Extension Period				
01/12/2022	31/12/2023	£5.07m	£1.1m	£3.970m
Total of the Actual and Projected Expenditure for the period 01/10/2018 to 30/11/2022 and the Proposed Extension			£2.060m	£10.797m
Total of the Actual and Projected Expenditure for the period 01/10/2018 to 30/11/2022 and the Proposed Extension backup works inclusive.			£12.857m	

11. The estimated annual expenditure in the original gateway approval was based on the anticipated demand for communal repair works. The actual expenditure with Southwark Repairs and BuildTrust in proceeding months and their level of activity subsequently increased.

12. This increased expenditure has been driven by demand, which was unrecognised in the original analysis and reflected in the budget. Due to inaccurate order data from the previous contractors carrying out these works, the estimated expenditure was lower than the work necessitated. Specifically, there were inaccuracies in the cost of window and door repairs due to the reporting process. The budgets have subsequently been redressed to account for increased expenditure over any extension period.

13. In the north of the borough there is an average expenditure with Southwark Repairs of around £125k per month. Taking into account previous spend (£4.444m), anticipated spend until November 2022 (£263k) and a 13 month extension at current expenditure (£1.625m) will provide a total revised estimated value of £6.332m.

14. BuildTrust carrying out works in the north of the borough as the backup contractor has an average expenditure of around £85k per month. An anticipated spend until November 2022 (£150k) and a 13 month extension at current expenditure (£1.1m).

15. Contract B has an average expenditure of around £305k per month. Taking into account previous spend on this contract (£6.186m), anticipated spend until November 2022 (£641k) and a 13 month extension at current expenditure (£3.970m) will provide a total revised estimated contract value of £10.797m.
16. As Southwark Repairs have a lack of in-house skills, they pass orders to the backup contractor, BuildTrust on their tendered rates. In addition, they lack capacity to undertake some of the work streams such as drain jetting, drainage repairs and window and door renewals. They continue to struggle to meet expected performance targets on communal repair works in terms of time to complete work orders. In addition, the Covid-19 pandemic had a significant impact on Southwark Repairs causing a significant backlog of works which are currently still being worked through.
17. BuildTrust are seeing 50% more orders in the south of the borough, due to Southwark Repairs' inability to undertake or complete orders resulting in Contract B expenditure exceeding the estimated annual expenditure in the original GW approval.
18. This report is seeking the Strategic Director of Finance and Governance to approve extend 50% of the internal agreement with Southwark Repairs and the other 50% of the internal agreement to BuildTrust on their tendered backup rates and the contract with BuildTrust by a further 13 months to 31 December 2023 to ensure service continuity whilst a new longer-term procurement exercise is completed and new contracts are put in place.

KEY ISSUES FOR CONSIDERATION

Key Aspects of Proposed Variation

19. The nature of the proposed variations is to extend the term with Southwark Repairs and BuildTrust for a period of 13 months. The revised completion date will therefore be 31 December 2023.

Reasons for Variation

20. This variation will ensure and enable the council to maintain continuity of the communal repair works via the internal agreement with Southwark Repairs and the contract with BuildTrust whilst a decision is taken to commence a new longer-term procurement exercise of which further details are outlined in paragraph 25 of this report.
21. The reason for the extension is that as a social landlord, it is essential that the council meets its obligations to ensure it has the capability to deliver communal repair works across the borough to manage its housing stock; to ensure resident and other user safety; and to reduce financial and reputational risks.

22. Buildtrust are demonstrating good levels of performance in terms of quality of work evidenced on their work orders under their contract. They also continue to provide a value for money service with rates consistent with the market.
23. Whilst the quality of the work carried out by Southwark Repairs is of a good quality, they have struggled to meet expected performance targets on communal repair works in terms of time to complete work orders. This is being addressed as part of the three year Repairs Improvement Plan.
24. Notice to vary was given to Southwark Repairs and BuildTrust and they have both provisionally agreed. These extensions will be effected through a variation letter and deed of variation.
25. The current internal agreement and contract have an end date of 30 November 2022 unless the extension provisions are effected. Once implementable, the internal agreement and the contract will continue from 1 December 2022 until they expire on 31 December 2023. No new planned orders will be given until this GW3 report has been approved. Timetable for new procurement:
- Issue ITT – 9 February 2023
 - Tender return – 17 March 2023
 - Tender Evaluation – March 2023 to April/May 2023
 - Notice of Proposals (NOPs) – June/July 2023
 - Council approval decision – September 2023
 - Contract awards – October 2023

Future Proposals for this Service

26. A GW1 report was approved on 15 December 2021 and the new procurement process is currently underway. The Find a Tender Service (FTS) Contract Notice was published on 9 November 2022. An extension to 31 December 2023 is being sought to ensure continuity in providing communal repairs works across the borough to the existing internal agreement and contract whilst the procurement exercise is completed and new contracts are awarded.

Alternative Options Considered

27. The following alternative options to these extensions were considered by the commercial manager and asset management procurement officer:
- Do nothing - not viable for the reasons set out in paragraph 21 above.
 - Tender new contracts –this is currently underway as set out in paragraph 26.
 - Extend the existing internal agreement and contract to 31 December 2023 – this is proposed to ensure continuity in service provision of communal repair works across the borough to the existing internal agreement and contract whilst the procurement documents are drafted, the procurement exercise is completed and new contracts are awarded.

28. As a procurement exercise is underway to procure two new contracts and it is anticipated that the new contracts will be in place by January 2024, extending the existing internal agreement and contract to 31 December 2023 is proposed to ensure continuity in providing communal repairs works across the borough.

Identified risks for the Variation

29. The table below identifies the specific risks associated with this internal agreement and contract, the likelihood of occurrence and the controls in place to mitigate the risks.

R/N	Risk	Likelihood	Risk Control
R1	BuildTrust ceases trading, goes into administration/liquidation	Low	Contract B contains the provision for Southwark Repairs to act as backup to BuildTrust. If BuildTrust ceases trading, then Southwark Repairs and the Works Approved List will be used whilst re-procuring new contract/s. Please see financial check in paragraph 51 below. Southwark Repairs and BuildTrust are being paid based on a monthly valuation dependent on the quantity of work claimed. If BuildTrust should cease trading, they would only be paid for the work they complete. These monthly claims and payments help mitigate the risks involved of company failure. BuildTrust are monitored for any change in trading status via alerts from Companies House and industry information.
R2	BuildTrust or Southwark Repairs are unable to fulfil the requirements of the internal agreement or Contract B. e.g. poor performance, leading to the need to terminate the internal agreement or Contract B.	Low	The council will use the backup provisions in the internal agreement and Contract B. If both Southwark Repairs and BuildTrust fail then the council's Works Approved List will be used to distribute the works whilst new contracts are procured. Alternatively, an external framework may be accessed.
R3	Covid-19 pandemic risks	Low	Southwark Repairs and BuildTrust and the council developed an effective working procedure to ensure that Southwark Repairs and

			BuildTrust are able to operate safely on site, in their operational functions and comply with social distancing measures.
R4	Brexit implications	Low	Contract managers and quantity surveyors liaise with Southwark Repairs and BuildTrust regarding their supply chains in respect of tariffs, administration costs and budgetary impacts. Contract managers liaise with Southwark Repairs and BuildTrust to ensure that measures are taken to ensure continuous component supply where they are obtained from outside the UK.
R5	Legal challenge to the extensions of the internal agreement and contract	Low	The extension value for the BuildTrust contract is below the value for public works contract, there is no requirement to comply with full regime of the Public Contracts Regulations 2015 (“PCR15”) and the Southwark Repairs internal agreement is not subject to PCR15. Both extensions are to permit a procurement process to be undertaken.
R6	Inflation	Medium	The internal agreement and Contract B terms includes Building Material Indices and individual exceptional cases are reviewed on their own merit.

Policy framework implications

30. The extension to the internal agreement and contract will assist the council to continue to contribute to the council’s Fairer Future Promise of quality affordable homes, improving housing standards and revitalising neighbourhoods.

Contract management and monitoring

31. 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.

32. The internal agreement and contract will continue to be managed by a contract manager from asset management’s repairs team with dedicated

officers who carry out daily joint inspections to ensure quality and compliance with the agreement and contract specifications.

33. The contract manager continues to be assisted by a quantity surveyor to ensure financial integrity, compliance and performance management in regards to measuring key performance indicators (KPIs), carrying out credit checks and continuing with monthly valuations and progress meetings.

34. Technical officers in asset management continue to carry out an intensive inspection regime across all the estates within the borough to ensure repairs are identified and orders issued in accordance with the internal agreement and contract conditions. On completion of the works they are post inspected jointly by asset management, Southwark Repairs and BuildTrust, to ensure quality. Where issues are identified, monies are withheld until works are corrected.

35. The internal agreement and contract are subject to KPIs and the performance to date is set out below:

No.	Key Performance Indicator (KPI)	Minimum Target Percentage %	Council's Aspirational Target Objective %	Southwark Repairs 22/23 YTD	BuildTrust 22/23 YTD
1	Percentage of Priority code 1 and 3 orders completed within the stipulated periods	95%	98%	75.1%	94.7%
2	Average Completion Days for all non priority orders 15 days, (aspirational 10 days)	15 days	10 days	58.3	37.9

36. Due to the Covid-19 pandemic, between March 2020 and April 2022 the council was unable to publish performance data against these indicators.

37. Officers will also continue to produce an annual performance report for the Housing and Modernisation's Departmental Contracts Review Board in line with the council's Contracts Standing Orders.

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

Community impact statement

38. Southwark Repairs and BuildTrust have both provided apprenticeship opportunities to the local community during the duration of the internal agreement and contract.
39. This report is seeking approval for a 13-month extension and there is insufficient time available for Southwark Repairs and BuildTrust to provide employment and apprenticeship opportunities to the local community.

Equalities (including socio-economic) impact statement

40. The Asset Management's Equality Impact Assessment (EqIA) undertaken in March 2022 deemed the potential impact of communal repair works on people with protected characteristics to be neutral and there has been no change.
41. The works are selected based on the condition of the assets to ensure that they are maintained and provide good homes and external areas to all residents equally.

Health impact statement

42. It is important to maintain communal areas to prevent trips and falls arising. Maintaining communal areas to a good standard also contributes to improving the aesthetics of a locality and encourages healthy activity outdoors.
43. Repairs and maintenance of windows and doors improves residents' safety and perception of safety whilst helping to keep residents warm during colder periods of weather.
44. The maintenance of drainage and water mains positively impacts on residents' health ensuring clean and reliable supplies and reducing likelihood of flooding.

Climate change implications

45. The maintenance of windows and doors will ensure reduced heat wastage by these routes and reduced energy expenditure because of this.

Sustainability Value considerations

46. The Public Services (Social Value) Act 2012 requires the council to consider a number of issues including how what is proposed to be procured may improve the economic, social and environmental well-being of the local area for higher value contracts.

Financial Implications

47. The total value of the internal agreement and contract including any previous expenditure is £19.189m.

48. The revenue budget for 2022/23 is £2.853m. There is also a £3m allocation for capitalisation of repairs from which around £2.8m of communal repair works are funded. This requested variation would be met by the existing budget.

49. The internal agreement and contract will be extended using the same prices as originally tendered. Any changes in spend will be dependent upon the quantity of work ordered through the agreement and contract.

50. The level of activity is anticipated to be maintained at previous levels and spend will be distributed geographically.

51. A BvD FAME financial credit check was carried out on BuildTrust on 7 October 2022 with the following results:

	BuildTrust
Credit Score	Secure
Turnover	Turnover for 2021 £10,718,253.30
Likelihood of failure	Low

52. The asset management procurement team (AMPT) contracts compliance officer monitors changes to the financial status via alerts from Bureau van Dijk FAME and Companies House.

Legal Implications

53. Please see supplementary advice from the Director of Law and Governance.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS (Reference No:)

Strategic Director of Finance and Governance (H&M 22/107)

54. The Strategic director of finance notes the contents of this report, in particular the financial implications section. This contract extension has no specific financial implications, and will be contained within existing budgets.

Head of Procurement

55. This report seeks approval from the Strategic Director of Finance and Governance to vary by 50% of the internal agreement carried out by its own direct labour organisation in the north of the borough, Southwark Repairs to extend the term for a period of 13 months from 1 December 2022 to 31 December 2023 at an estimated additional cost of £1.625m, making a total revised estimated value of £6.332m. Approves the variation of Contract B

(south of the borough) Communal Repairs Chargeable Contract to BuildTrust Ltd to extend the term of the contract for a period of 13 months from 1 December 2022 to 31 December 2023 at an estimated additional cost of £3.970m. Approves the variation for the other 50% of the internal agreement to be reassigned to the backup contractor, BuildTrust Ltd on their tendered rates for a period of 13 months from 1 December 2022 to 31 December 2023 at an estimated additional cost of £1.1m.

56. The Strategic Director of Finance and Governance notes the reasons for the variation are detailed in paragraphs 19 to 28, the risk are detailed in paragraph 29, management and monitoring of the contract are detailed in paragraphs 31 to 37, the impact on equalities, health and climate change are detailed in paragraphs 40 to 45.

Director of Law and Governance

57. This report seeks the approval of the Strategic Director of Housing and Modernisation to the extension of the agreement for communal repairs with Southwark Repairs (north) and the contract with Buildtrust Limited (south) as further detailed in paragraphs 1 to 3 of this report.

58. The agreement with Southwark Repairs and contract with Buildtrust Limited were awarded on the basis of an initial contract period of 2 years, with an option to extend by a further 12 month period. There has been a number of previous variations and the agreement and contract have been extended beyond that anticipated contract period. It is therefore necessary to consider any possible risks. The agreement arrangement with Southwark Repairs is an internal arrangement which is not subject to the tendering requirements of the Public Contract Regulations 2015 (PCR15). The contract with Buildtrust Limited was also not subject to the PCR 15 tendering requirements due to its below threshold value, and the extension value also falls below the PCR15 threshold. Whilst the procurement risk increases with each extension, the risk is mitigated as the council is the process of conducting a competitive tender process with a view to awarding a new contract in October 2023.

59. Contract Standing order 2.3 requires that no steps are taken to vary a contract unless the expenditure involved has been included in approved estimates, or is otherwise approved by the council. Paragraphs 47-50 confirms the financial implications of this variation.

Director of Exchequer (for housing contracts only)

60. The current Responsive Repair and Maintenance – Communal Repairs contracts are qualifying long term agreements that we entered into in 2018 for a two year term with the option to extend until October 2021. In October 2021 we served Section 20 consultation notices on leaseholders extending the contracts to 2022. We also served the first stage consultation notices for the new contracts in April 2022.

61. The further extension of these contracts, as a result of delays in procurement, is on the same terms as the original extension, except for the transfer of responsibility for internal repairs in the South of the borough. This variation of the contract with Build Trust to include internal work in the South of the borough reflects the back-up arrangement that was in place for Southwark Repairs as part of the contract and formed part of the original consultation. It doesn't in itself require consultation. The extension of both contracts recognises the need for continuity of service and the competitive costs that result from the extension of the original contract, which will result in lower charges to leaseholders. Under these circumstances further notice has not been served on leaseholders advising of the further short term extensions to the contracts that have taken place, and it is not intended to serve further notice on leaseholders advising of this longer term extension. It is noted that this longer term extension is now intended to take the contracts up to the procurement of replacements

62. Although day to day repairs will be carried out under this extension, pre-planned large items of work should be subject to tender/quotes. In these circumstances the consultation requirement is that we serve an initial Notice of Intention prior to inviting quotes and a further Notice of Proposal that makes the quotes available to leaseholders.

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.....Duncan Whitfield

Date...31/01/2023

Designation....Strategic Director of Finance and Governance

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
None

4. ANY CONFLICT OF INTEREST DECLARED BY ANY CABINET MEMBER WHO IS CONSULTED BY THE OFFICER WHICH RELATES TO THIS DECISION *
None

* Contract standing order 6.6.1 states that for contract Variations with an Estimated Contract Value of £100,000 or more, the lead contract officer (LCO) must consult with the relevant cabinet member before the decision is implemented.

5. NOTE OF ANY DISPENSATION GRANTED BY THE MONITORING OFFICER, IN RESPECT OF ANY DECLARED CONFLICT OF INTEREST
<i>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.</i>
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)

BACKGROUND PAPERS

Background Papers	Held At	Contact
Gateway 2 - Responsive Repair And Maintenance - Communal Repairs Chargeable Contracts (North & South)	Housing and Modernisation, Asset Management	Gavin Duncumb Ext 50685
Link: ..\..\..\Executed Contract Docs & GW Approvals\Communal Repairs\2018 Communal Repairs\Gateway Approvals\15.08.2018 GW2 Open CRepairs Report CO signed.pdf		
Gateway 3 - Responsive Repair And Maintenance - Communal Repairs Chargeable Contracts (North & South)	Housing and Modernisation, Asset Management	Gavin Duncumb Ext 50685
Link: ..\..\..\Executed Contract Docs & GW Approvals\Communal Repairs\2018 Communal Repairs\Gateway Approvals\10.12.2020 GW3 CRepairs variation to 31.05.21.pdf		
Gateway 3 - Responsive Repair And Maintenance - Communal Repairs Chargeable Contracts (North & South)	Housing and Modernisation, Asset Management	Gavin Duncumb Ext 50685

Link:..\.\.\.\.\.Executed Contract Docs & GW Approvals\Communal Repairs\2018 Communal Repairs\Gateway Approvals\19.07.2021 GW3 CRepairs variation to 30.09.21.pdf		
Gateway 3 - Responsive Repair And Maintenance - Communal Repairs Chargeable Contracts (North & South)	Housing and Modernisation, Asset Management	Gavin Duncumb Ext 50685
Link:..\.\.\.\.\.Executed Contract Docs & GW Approvals\Communal Repairs\2018 Communal Repairs\Gateway Approvals\19.10.2021 GW3 CRepairs variation to 31.05.22.pdf		
Gateway 3 - Responsive Repair And Maintenance - Communal Repairs Chargeable Contracts (North & South)	Housing and Modernisation, Asset Management	Gavin Duncumb Ext 50685
Link:..\.\.\.\.\.Executed Contract Docs & GW Approvals\Communal Repairs\2018 Communal Repairs\Gateway Approvals\20.05.22 GW3 Communal Repairs upto 31.8.22.pdf		
Gateway 3 - Responsive Repair And Maintenance - Communal Repairs Chargeable Contracts (North & South)	Housing and Modernisation, Asset Management	Gavin Duncumb Ext 50685
Link: G:\Asset Management\Engineering & Compliance\Executed Contract Docs & GW Approvals\Communal Repairs\2018 Communal Repairs\Gateway Approvals\30.09.22 GW3 Communal Repairs to 30.11.22		

APPENDICES

No	Title
Appendix 1	Equality Impact Assessment

AUDIT TRAIL

Lead Officer	Dave Hodgson, Director of Asset Management (AM)	
Report Author	Sarah Buchanan, AM Procurement Manager	
Version	Final	
Dated	6 December 2022	
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)	Yes	Yes
Cabinet Member	Yes	Yes
Contract Review Boards		
Departmental Contract Review Board	Yes	Yes
Corporate Contract Review Board	Yes	Yes
Cabinet Member	Yes	Yes
Date final report sent to Constitutional Team		6 February 2023