

Item No.	Classification: Open	Date: 12 September 2023	Meeting Name: Strategic Director for Children and Adult Services
Report title:		GW2 Contract Award Approval for Construction works at Riverside Primary School	
Ward(s) or groups affected:		North Bermondsey	
From:		Head of Sustainable Growth, Environment, Neighbourhoods and Growth	

RECOMMENDATION

1. That the Strategic Director for Children and Adult Services approve the award for the main works contract for Riverside Primary School to Neilcott Construction Limited (Neilcott) for a contract sum of £5,305,055.59 for a period of 54 weeks commencing on 23 October 2023.

BACKGROUND INFORMATION

2. Riverside Primary school is an existing one and a half form of entry (1.5FE) primary school, which also includes a 26 full time equivalent (FTE) place nursery, in the north of the borough. The school is mainly housed in a 3-storey infant block and a former caretaker's house. The main Victorian building is Grade II Listed, but the 1970s buildings are not mentioned in the listing.
3. On 5 February 2019, Southwark's Cabinet approved capital funding for work to provide, in phases, a new classroom block and new entrance with additional funding for a new kitchen/dining hall and to refurbish the former kitchen/dining hall into a teaching space, which was approved in July 2021.
4. In February 2023, the Strategic Director of Children's and Adults' Services approved the strategy for the procurement of the main works contractor for the new buildings and refurbishment of the former kitchen and dining hall at Riverside Primary School, with a total project budget of £6.6m.
5. This report seeks approval for the appointment of a Main works contractor, at a cost of £5,305,055.59, to Neilcott Construction. As approved in the GW 1 report, the procurement process followed has been a Full Public Contracts Regulations (PCR) 2015 Compliant Tender process, using Find a Tender Advert.
6. As part of design development, the proposals for the new entrance extension have been reviewed, and an alternative design option to adapt the former dining hall (following completion of the new dining hall block) into a new entrance within the existing building is being considered. Whilst this

alternative option is finalised, and to prevent any further delay to the start of construction for the classroom and dining blocks, this procurement includes for the new classroom and dining hall blocks and external landscaping works only, and a separate procurement will be undertaken for the entrance works. This will be subject to a separate Gateway report.

7. The Entrance works will be programmed as such that they will commence following the decant of the school into the new Dining hall once completed.

Procurement project plan (Key Decision)

8.

Activity	Completed by/Complete by:
Forward Plan for Gateway 2 decision	30/06/2023
Briefed relevant cabinet member (over £100k)	12/09/2023
Approval of Gateway 1: Procurement Strategy Report	14/02/2023
Invitation to tender	09/06/2023
Closing date for return of tenders	28/07/2023
Completion of clarification meetings/evaluation interviews	08/08/2023
Completion of evaluation of tenders	11/08/2023
CAB DCRB Review Gateway 2:	30/08/2023
Notification of forthcoming decision – Five clear working days	04/09/2023
Approval of Gateway 2: Contract Award Report	12/09/2023
Scrutiny Call-in period and notification of implementation of Gateway 2 decision	21/09/2023
Debrief Notice and Standstill Period	27/09/2023
Contract award	28/09/2023
Add to Contract Register	28/09/2023
Contract start	23/10/2023
Place award notice in Find a Tender Service	28/09/2023
Publication of award notice on Contracts Finder	28/09/2023
Contract completion date	11/11/2024

KEY ISSUES FOR CONSIDERATION

Description of procurement outcomes

9. This procurement will provide a new classroom block and dining hall and replace the existing caretaker house and classroom block that are of poor structural condition, beyond economic repair.
10. The form of contract agreed between the contractor and the council, and as specified in the Invitation to Tender (ITT) is the Join Contracts Tribunal (JCT) Standard Building Contract 2016 (with Quantities) with London Borough of Southwark specific amendments. This is a Traditional Contract.

Key/Non Key decisions

11. This report deals with a key decision.

Policy framework implications

12. Southwark Council is committed to providing a fairer, Greener, Safer future for all. This project will help to achieve this vision by delivering on the following commitments:
 - Transforming our Borough
 - A healthy environment
 - Investing in communities
 - Supporting Families
13. This award supports the aspirations and commitment of the Council to demolish the existing dilapidated and deteriorating school annex buildings. The proposed new extension buildings and external landscape works have been designed and developed to provide improved facilities, in support of the council's policies for supporting the best start in life for the borough's children. The new buildings will be more sustainable.

Tender process

14. The contract notice was published on 28 February 2023 informing interested parties of the intention of the London Borough of Southwark to procure the Riverside Primary School Main Works via a full PCR 2015 compliant competitive tender. This would be a Restricted process using an advert in the Find a Tender Service.
15. The Selection Questionnaire (SQ) was subsequently published on 08 March 2023, and the period for expressing an interest and a completed SQ closed on 29 March 2023. 7 tenderers submitted valid SQ responses and were assessed for shortlisting.
16. Following assessment of the SQ responses, the six top scoring companies were shortlisted. This is in accordance with the evaluation methodology within the GW1 report stating that no less than five contractors would be progressed

to the ITT stage. The project team agreed that the top 6 contractors would be an appropriate shortlist due to the closeness of final scores between the 5th and 6th tenderer, and also to increase the likelihood of receiving a good tender response, should some decline to tender.

17. All six shortlisted companies were kept informed of the dates to publish the tender documents, and were invited to tender via ProContract on 09 June 2023.
18. The tender return date was initially set for 21 July 2023, but this was later extended to 28 July 2023 following request from tenderers to allow for adequate time for feedback from their sub-contractors.
19. Compliant tenders were received from 5 tenderers on 28th July 2023. The 6th tenderer opted out of the tender process on 27 June 2023 due to having insufficient resources at that time.

Tender evaluation

20. As proposed in the GW 1 report, a Quality to Price ratio of 60:40 was used as part of the evaluation methodology. The GW1 report suggested that 15% of the Quality ratio is for social value and EDI (Equalities, Diversity and Inclusion) however; this was reduced to 10% and was stated in the ITT documents as part of the final evaluation methodology. This was considered appropriate for the size of this project noting that the Fairer Future Procurement Framework states that 'weightings should therefore reflect relative importance of the social value element to the subject matter of the contract and should be proportional to this.
21. Tenderers were required to submit responses to 12 quality questions within the Invitation to Tender. This was evaluated along with their price submissions as follows:
 - a. Qualitative Submissions – 60%
 - b. Quantitative Submissions/Financial Implications – 40%

Qualitative Submissions

22. All 5 tenderers were scored for quality by the Project Manager from CJA Property Consulting Ltd (CJA), representatives from the Architect's team at Haverstock Architects, cost consultants at RPP Group, and the Project Manager from Southwark Sustainable Growth.
23. Quality scores were obtained by assessing each contractor's responses to 12 questions in the invitation to tender. The scoring was then subjected to a moderation meeting on 03 August 2023. The difference between the 1st and 2nd ranked submissions was 10.89%, when considering the overall price and quality score. Due to the significant difference between the 1st and 2nd tenderer, the top scoring tenderer only was invited to a post tender clarification meeting. This was based on perceived unlikelihood of any

material alteration to the provisional award outcome (acknowledging that clarifications would not result in any change to existing scores as derived from the ITT submissions).

24. The top scoring tenderer was invited to a clarifications meeting on 08 August 2023, which they attended. This session was attended by representatives from the architect’s team, CJA’s Project Manager, RPP Cost Consultant and Sustainable Growth Project Manager. The final quality scores are set out in Appendix 1.

Quantitative Submissions

25. The pricing documents received were subjected to arithmetic and technical checks by the project cost consultant from Rex Proctor.

26. Following post tender clarifications and error checking (completed by the cost consultant), tender prices received can be found in the Closed version of this report.

27. The Closed version of this report provides a summary of each tenderer’s quantitative submission.

28. As outlined in the ITT documents, the tender prices submitted were converted into percentage score according to the price of the Bill of Quantities.

29. Each price was given a percentage score according to the following formula: (lowest price submitted) x percentage weighting.

30. The final costing results can be found in the Closed version of this report.

31. As outlined above, the best value evaluation of each tenderer was obtained by combining the cost and quality scores in the proportions 60% for Quality and 40% for cost. The resulting ‘best value’ scores are as follows:

Tenderer	Neilcott Construction	Tenderer 02	Tenderer 03	Tenderer 04	Tenderer 05
Weighted Quality Score (out of 60%)	46%	40%	34%	37%	35%
Weighted Cost Score (out of 40%)	40%	35%	38%	33%	32%
Compliance Documents completed	Yes	Yes	Yes	Yes	Yes
Final Score (out of 100%)	86%	75%	71%	70%	67%

32. As noted in the paragraphs above, the 5 tenderers have been evaluated on the basis of both quality and financial criteria. As a result of this evaluation, Neilcott Construction were rated highest with 86%.
33. Neilcott Construction's quality response was viewed by the tender evaluation panel as being the most detailed and suitable for delivery of a traditionally procured project, with a strong response to the site logistics, programme delivery and understanding of the key risks and construction activities required for the scheme.
34. The tenderer scoring lowest for quality was largely due to more generic responses being provided, particularly for decant and phasing, as well as the site set up.
35. Neilcott Construction provided the highest score in the qualitative response, as well as for price.
36. Following the tendering process, the recommendation is that Neilcott Construction are the most suitable contractor for this scheme, and the contract for the Main Works at Riverside Primary School project be awarded to them.

Plans for the transition from the old to the new contract

37. This is not applicable to the report.

Plans for monitoring and management of the contract

38. The form of contract will be the Joint Contract Tribunal (JCT) Standard Building Contract 2016 (with Quantities) with Council specific amendments. The Contract Administrator will be CJA, acting on behalf of the Environment, Neighbourhoods and Growth team.
39. CJA consultants will act as contract administrators for this contract. Rex Proctor (RPP) will provide quantity surveying services for the effective cost control of the contract.
40. An independently appointed Clerk of Works, reporting directly to Sustainable Growth Capital Team Project Manager, will provide weekly reports on the progress of work on site, and that the work is being completed as per the specifications as set out by the Design team.
41. Construction quality will be monitored by Haverstock, the architects on this scheme.
42. Progress of construction will be formally monitored via monthly progress meetings, attended by client officers from Sustainable Growth PM, the Contract Administrator, Clerk of Works, the Contractor, the architects, the quantity surveyor and other members of the project team as appropriate.

43. As this is a traditional contract this allows the design team to retain control of detailed specification and final execution of the design intent, in conjunction with the Contract Administrator and overseen by the, Sustainable Growth Project Manager.

44. The project will be resourced through the Environment, Sustainable Growth Capital Project team. The performance of the project team will be subject to formal monthly reviews, including reviews on cost, programme and quality. In addition, the officer client team will use a number of mechanisms for monitoring and controlling the financial and programme performance of the contract, including:

- a. Strategic cost plan, which will be regularly reviewed and updated;
- b. Weekly reports by the Clerk of Works
- c. Monthly financial statements by the consultant quantity surveyor and contractor
- d. Monthly appraisals of progress against the contract programme;
- e. Monthly progress reports by:
 - i. The Lead Consultant
 - ii. Main Contractor
 - iii. Other design consultants
- f. Monthly progress meetings on site
- g. Tracking and chasing actions on critical issues
- h. 'Look ahead' meetings with principals/directors;
- i. Period project team 'look ahead' workshops covering key phases of work and risks
- j. Risks and issues logs;
- k. Monitoring reports to CAB and CCRB as required by Contract Standing orders
- l. Regular updates to Children's Services Capital Programme and Place Planning Board

45. 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. All appropriate details of this procurement will be added to the contract register via the eProcurement System.

Identified risks for the new contract

46. The following risks have been identified for this contract.

No.	Risk	Risk Level	Mitigating action
1	The contractor fails to deliver the exacting quality of build required for this project	Low	Build quality capability was included in the evaluation of tenders. Neilcott construction, the contractor recommended for appointment, scored the highest quality

			response providing confidence in their successful delivery.
2	The contract cost increases due to unforeseen additional work of delays resulting from unforeseen events	Medium	A contingency allowance is held in reserve, and will be deployed only after approval from the Director of Education
3	The contract period may increase due to delays resulting from unforeseen events	Medium	Regular progress meetings will be held with the Contractor and risk register will be reviewed to ascertain any potential slippage of work on site. Any risks will be escalated as required and ways to resolve this put in motion.
4	Contractor becomes insolvent during contract period	Low	Finance will provide an assessment of the financial robustness of contractors through BVD/FAME reports.

Other considerations

47. There are no other considerations.

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

Community impact statement

48. The new buildings will improve the educational facilities for the staff and children at Riverside Primary school.

49. Those living in close proximity to the school may experience some short term inconveniences once the works commence, but these will be appropriately managed by the contractor. In particular, Neilcott have committed to issuing regular monthly project newsletters for the school and local neighbours, to keep them abreast of progress and make them aware of any disruptive activities. They will also use site entrance noticeboards, and undertake 'hands on site' tours for small groups of pupils to view the progress of the works.

Equalities (including socio-economic) impact statement

50. Officers are mindful of the need to have due regard to the Public Sector Equality Duty imposed by section 149 of the Equality Act 2010, which requires the Council to:

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

51. Neilcott's tender submission has been assessed against the council's objectives in relation to Equality Diversity and Inclusion (EDI). Their submission confirmed the application of a number of principles as set out in the Mayor's supporting diversity handbook. These include promoting an inclusive culture with fair treatment, equality and openness, attending mandatory Equality and Diversity training, making reasonable adjustments to staff working hours and conditions to ensure the workplace is inclusive of all, selecting a supply chain reflective of their similar values, legislative compliance and proven commitment, delivering positive lasting social, economic and environmental impact within communities.

52. Neilcott ensure that their supply chain is assessed against a number of criteria before becoming an 'Approved Supplier' including compliance with equality and diversity standards, to ensure their commitments align with their principles. Neilcott are committed to procuring from local sources.

53. Neilcott's recruitment policy outlines its commitment to equality and ensuring it remains inclusive of all. Neilcott will also seek to enhance the inclusion of socially excluded and under-represented groups within their organisation by undertaking targeted recruitment drives for available vacancies during this contract.

Health impact statement

54. The project seeks to deliver new primary school accommodation for early years and a new dining hall, which will provide improved facilities for learning and meeting modern standards for ventilation, lighting, acoustics and safety. The new kitchen facilities will provide a safe, clean and efficient space for catering to all pupil's dietary needs.

Climate change implications

55. The project scope includes the Council's climate change strategy towards Net Zero Carbon by 2030 and that all works should factor this into the specifications.

Social Value considerations

56. 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

57. In their Tender submission, Neilcott listed out the social value commitments that they will deliver through this contract using the national TOM's (Themes, Outcomes and Measures) for which they were scored.

58. Neilcott has committed to support the local economy by targeting 20% local spend, prioritising use of local suppliers, in particular micro/SME's. This will be through the use of their extensive approved list to identify local suppliers within the borough, whilst also engaging with new suppliers locally for packages where they do not have 3 named suppliers from their approved list. Neilcott will also hold a Meet the Buyer event, inviting local suppliers to attend/register their interest in supplying goods and services on this contract.

59. Neilcott has committed to support 60 people hours across two 2 hour workshops delivering career mentoring, mock interviews, CV advice and careers guidance to 15 local unemployed members aged 24+. This will enable unemployed people to acquire relevant skills to help secure work and reduce unemployment in the borough.

60. Neilcott has also committed to providing a donation/in-kind contribution of £1000 on this contract, to support charity and local organisations with the cost of delivering their services.

61. Investment in the new classroom and dining block will reduce expenditure by the school in reactive repairs and keep the school functioning.

Social considerations

62. The Council is 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.

63. The conditions requiring payment of LLW will be included in the contract documents which will result in quality improvements for the Council. These should include a higher calibre of multi-skilled operatives that will contribute to the delivery of works on site and provide best value to the Council. Following award, quality improvements and cost implications linked to the LLW will be monitored as part of the contract review process.

64. In their appointment, Neilcott will be required to comply with the requirements of the Employment Relations Act 1999 (Blacklists) Regulations 2010 (“the Blacklists Regulations”) and shall ensure that it will not during the provision of the works be a party to or concur in any discriminatory employment practice which would be construed as blacklisting or boycotting any person who has sought employment with the consultant in breach of the Blacklists Regulations. Neilcott have certified in their returned tender currently or within the last three years, they have not been and have not been party to any scheme or arrangement under which a Blacklist (as defined by the Employment Relations Act 1999 (Blacklists) Regulations 2010) operates.
65. The works delivered under this contract will benefit the school and the local community.

Environmental/Sustainability considerations

66. The design for the new extensions has incorporated materials and design elements that can have a positive impact and help reduce the carbon footprint. The contractor will ensure that the construction works will use recycled and low carbon materials where possible and energy efficient components where appropriate.

Market considerations

67. The procurement process followed on this project has indicated competitive market pricing between all contractors based on the specification of works provided as part of the ITT documents, and is therefore considered to provide the best value to the council.
68. Neilcott is a private company with between 50 and 250 employees. It is a regional contractor, primarily operating in all London Boroughs and the South East. Its head office is in Orpington, Kent.

Staffing implications

69. This contract award will be managed by the Capital Works – Environment, Neighbourhoods and Growth team within the existing allocated Council resources.

Financial implications

70. 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.
71. The contract value including and excluding VAT is:

- a. Excluding VAT = £5,305,055.59
- b. Including VAT = £6,366,066.71

72. The total cost of the works set out in paragraph 1 of this report should be met from the current agreed budget. Consideration for how this will impact the wider project costs and resulting phases of work at Riverside will be raised at the Education Capital Board for review.

Investment implications

73. This award supports the aspirations and commitment of the Council to demolish the existing dilapidated and deteriorating school buildings.

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

74. A second stage appraisal for Neilcott Construction yielded an overall 95 Credit score.

Legal implications

75. Please see Legal concurrent report from the Assistant Chief Executive - Governance and Assurance in the Supplementary Advice section ahead.

Consultation

76. Over the course of the design, development and planning process, there has been extensive consultation with the School staff and management team as well as with the wider school community, parents, carers, family members as well as the school governing body.

77. Following appointment of the contractor, consultation will continue to take place with the Riverside Primary School community and all affected residents in the vicinity.

Other implications or issues

78. There are no other implications or issues for consideration.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Strategic Director, Finance REF: [CAS23-32]

79. The Strategic Director notes the contents of this report and is aware of the financial, investment and legal implications in paragraphs 70-75.

80. The current forecast of this phase of the project is within the agreed budget for this programme, and robust project management and the monitoring of costs are both necessary in limiting additional pressures to expenditure.

Head of Procurement

81. This report seeks approval of award for the main works contract for Riverside Primary School to Neilcott Construction Limited (Neilcott) for a contract sum

of £5,305,055.59 for a period of 54 weeks commencing on 23 October 2023. Detail of the procurement process undertaken, and compliance with council CSO/Public Contract Regulations 2015, (PCR2015) is contained within paragraphs 14 – 36. In accordance with council CSO, the award decision must be taken by the relevant chief officer, or under their delegated authority, in line with the department's scheme of management.

82. Headline risks associated with progression are contained at the end of paragraph 46, and note the potential availability of contingency funding which is to be deployed only subsequent to approval from the Director of Education, this is detailed in the Closed report.
83. Alignment with the Fairer Future Procurement Framework (FFPF) is evidenced, and confirms payment of the London Living Wage (LLW), and obligations re: non-discriminatory employment ("Blacklisting") within paragraphs 62 – 65, and, more generally vis a vis demonstration of Social Value to be delivered via the contract, within paragraphs 57 – 61.
84. Proposed methodology for performance/contract monitoring is detailed within paragraphs 38 – 45. Noting the intended duration of the works, the requirement for an annual performance review at DCRB and CCRB, as reflecting CSO requirements for contracts valued in excess of current PCR2015 thresholds, is considered N/A in this instance.
85. The Community, Equalities and Health Impact Statements are set out in paragraphs 48 – 54.
86. The Climate change, Social Value, Economic and Environmental / Sustainability statements are set out in paragraphs 57 – 68.

Assistant Chief Executive – Governance and Assurance

87. This report seeks approval of the award of a contract to Neilcott Construction Ltd for the main works at Riverside Primary School, as detailed in the Recommendation.
88. Due to the nature and estimated value of the works required by the council their procurement is subject to the application of the Public Contracts Regulations (PCR) 2015 which, amongst other things would require expressions of interest to be sought through the publication of a contract notice on the UK's Find-a-Tender portal. Paragraphs 14 to 36 of this report confirm that this process has been undertaken in compliance with the Restricted Procedure prescribed in the PCR.
89. The recommended contract award is also consistent with the council's Contract Standing Orders, which reserve the approval decision to the Strategic Director of Children and Adult Services as the relevant chief officer.
90. The Strategic Director will be aware of the Public Sector Equality Duty (PSED) in section 149 of the Equality Act 2010. At each stage, in exercising

its function (and in its decision making processes) the council must have due regard to the need to:

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

The relevant protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation. Marriage and civil partnership are protected in relation to (a) only.

91. The community, equalities and health impact statements and the social considerations sections of this report note the benefits that the proposed works are intended to provide, and how the award of the procured contract will assist the achievement of those objectives. The Strategic Director should, however satisfy himself that the PSED has been complied with when considering the report's recommendation.

Director of Education

92. The contents of this report are noted. It would be helpful to have a speedy agreement so that long overdue works can proceed.

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 **12 September 2023**

David Quirke-Thornton

Designation

Strategic Director of Children and Adult Services

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
None.
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.*

Signature  Date **12 September 2023**
Designation **David Quirke-Thornton**
Strategic Director of Children and Adult Services

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).*

Signature  Date **12 September 2023**
Designation **David Quirke-Thornton**
Strategic Director of Children and Adult Services

* 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
Cabinet Item 9, 5 February 2019	Sustainable Growth, Hub 1 5 th Floor, 160 Tooley Street, SE1 2QH	Rebecca McTier 07956 366 563
https://moderngov.southwark.gov.uk/ieListDocuments.aspx?CId=302&MId=6087&Ver=4		

APPENDICES

No	Title
Appendix 1	Final Quality Scores

AUDIT TRAIL

Lead Officer	David Quirke Thornton, Strategic Director for Children and Adult Services	
Report Author	Rebecca McTier, Project Manager	
Version	Final	
Dated	30 August 2023	
Key Decision?	Yes	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments Sought	Comments included
Strategic Director of Finance	Yes	Yes
Head of Procurement	Yes	Yes
Assistant Chief Executive – Governance and Assurance	Yes	Yes
Director of Exchequer (for housing contracts only)	No	No
Cabinet Member	No	No
Contract Review Boards		
Departmental Contract Review Board	Yes	Yes
Corporate Contract Review Board	No	No
Cabinet	No	No
Date final report sent to Constitutional Team	12 September 2023	