

Item No. 13.	Classification: Open	Date: 20 September 2011	Meeting Name: Cabinet
Report title:		Gateway 2 – Contract Award Approval Supply of gas to sites consuming more than 25,000 therms	
Ward(s) or groups affected:		All wards	
Cabinet Member:		Councillor Barrie Hargrove, Transport, Environment & Recycling	

FOREWORD - COUNCILLOR BARRIE HARGROVE, CABINET MEMBER FOR TRANSPORT, ENVIRONMENT AND RECYCLING

The Council needs to purchase the supply of electricity and gas to a number of sites across the borough. The Gateway 1 report that was approved in June 2011 presented an approach using a Central Purchasing Body (CPB) for the supply of gas to sites consuming more than 25,000 therms of gas per year.

This report recommends the use of LASER Energy Buying Group's Procurement Only Service Option (POSO), and the supplier they have secured for gas, namely Total Gas and Power. As part of a consortium of authorities using this framework contract Southwark Council does not need to go through the OJEU tendering process, and will be able to access cheaper gas prices through the wholesale market.

This is a route endorsed by the London Energy Project and the Office of Government Commerce. The Council will no longer have to closely follow the markets, or take difficult decisions over when to buy, thus saving time and money.

RECOMMENDATIONS

Recommendation for the Cabinet

1. That the cabinet approve the award of the supply of gas to all sites consuming over 25,000 therms to LASER in the form of a tripartite agreement with Total Gas and Power using the Procurement Only Service Option (POSO). The estimated sum of £7,120,840 for a period of four years (with effect from 1 October 2012) making a total contract value of £28,483,360. This includes management fees from LASER.

Recommendation for the Leader of the Council

2. That the leader delegates authority to the cabinet member for transport, environment and recycling, prior to, and throughout the duration of the contract (as detailed in the procurement project plan and timeline, paragraph 4) to;
 - approve the management option selected for the contract, and consider the flexibility to change the management option (detailed in paragraphs 25 - 32), and;
 - amend the purchasing solution (Purchase in Advance or Purchase within

Period detailed in paragraph 8).

BACKGROUND INFORMATION

3. The recommendation of this report is that the gas requirements of this existing contract are secured via a four year framework contract which expires 30 September 2016. As gas is a volatile traded commodity, the 'wholesale' cost of gas has been excluded from the tender (gas will be purchased from the wholesale market at different times both before and during the contract term). This contract has therefore not been awarded on the basis of gas price. The contract costs set out above are therefore estimates, and actual costs will depend upon market conditions and purchasing decisions taken during the contract.
4. This contract has no extension duration built into the contract.

Procurement project plan

Activity	Date completed
Forward Plan (if Strategic Procurement)	01/06/2011
DCRB/CCRB/CMT Review Gateway 1: Procurement Strategy Approval	DCRB 01/06/2011 CCRB 02/06/2011
Issue Notice of Intention <i>Note: this is for contracts that only affect Leaseholders. This period is for 8 weeks</i>	13/06/2011
Gateway 1: Procurement strategy for approval report	21/06/2011
Scrutiny Call-in period and notification of implementation of Gateway 1 decision	30/06/2011
Completion of tender documentation	These tasks completed by consortia
Advertise the contract	
Closing date for expressions of interest	
Invitation to tenders	
Closing date for return of tenders	
Completion of evaluation of tenders	
Completion of any post-tender clarification meetings	
Council evaluation of consortia	01/08/2011
Council evaluation of purchasing solution	01/08/2011
Issue Notice of Proposal <i>Note: this is for contracts that only affect Leaseholders. This period is for 8 weeks</i>	w/c 28/08/2011
Review Gateway 2: Consortia and Contract award report	DCRB 23/08/2011 CCRB 25/08/2011
Notification of forthcoming decision	02/09/2011
Approval of Gateway 2: Contract Award Report (this report)	20/09/2011

Activity	Date completed
Scrutiny Call-in period and notification of implementation of Gateway 2 decision	30/09/2011
Place award notice in Official Journal of European Union (OJEU)	Completed by consortia
Standstill period observed between award notice and contract award	
Add to Contract Register	30/09/2011
Cabinet Member for Transport, Environment and Recycling decision for purchasing option and option to change management solution	31/03/2012
Start date of Southwark buy-in to the contract	01/10/2012
6 monthly contract performance reviews	January & June
Contract completion	31/09/2016

Description of procurement outcomes

5. The selection process undertaken by Southwark Council which included seeking interest from LASER and Government Procurement Services (GPS, formerly Buying Solutions), was based on the criteria detailed in the Gateway 1 report. It resulted in a framework contract presented by the LASER Energy Buying being recommended for the supply of gas through a tripartite agreement with Total Gas and Power to sites consuming more than 25,000 therms.
6. Using LASER allows the Council to access wholesale rather than the retail market price for gas supplies to 80 of the larger gas consuming sites in the borough, including communally heated housing estates, larger schools and key municipal offices. In addition, the authority does not need to go through the OJEU tendering process, thus saving time and money.
7. Like any other market a 'trading' function is required, deploys tested and continuously improved buying and risk management strategies, and needs to have appropriate governance arrangements in place. LASER'S approach has been evaluated by the authority to ensure any financial risk to the authority is managed in accordance with Southwark's guiding principles. When considered in conjunction with the volatility of prices in the energy market, it has highlighted the need for the decision, whether to take a Purchase in Advance or Purchase Within Period solution (as detailed in the Gateway 1 report), to be taken closer to the contract start date.
8. It is proposed that the decision (whether to take Purchase in Advance or Purchase within Period), is to be taken by the cabinet member for transport, environment and recycling by the 31 March 2012. This is the latest point we can notify LASER of our preferred purchasing option and will decrease the financial risk to the authority. Authority is therefore sought from the leader to delegate this decision to the cabinet member.

9. Furthermore, if market conditions change presenting an increased financial risk to the authority the cabinet member for transport, environment and recycling has delegated authority to change the purchasing option throughout the duration of the contract. This will be based on criteria evaluated as part of the 6 monthly performance reviews, including;
 - Previous PIA and PWP performance, and by further analysing the performance to date of the contract.
 - Market conditions and gas supply to the UK
 - Market forecast and risk to the authority

KEY ISSUES FOR CONSIDERATION

Policy implications

10. There are no policy implications.

Comparison process

11. As outlined in the Gateway 1 procurement strategy, Southwark Council, approached LASER and Government Procurement Services (GPS) to provide detail on the solutions available to Southwark for the supply of gas to sites consuming more than 25,000 therms.
12. At the start of this process the intention was to follow a 'traditional' tender process that would allow the authority to evaluate against set criteria listed in the Gateway 1 report, and detailed in paragraph 19. These criteria were prioritised depending on their importance as defined by the energy management team.
13. However, whilst both LASER and GPS responded, GPS indicated, that as a Public Sector Organisation they could not be seen to be competing with other organisations, and would not provide information for tenders, and in the format requested by Southwark.
14. Promotional literature and web links were sent to the energy management team from GPS, and clarifications sought over email prior to the evaluation.
15. The information received from GPS, whilst not a formal tender response, enabled officers to make comparisons of the gas supply contracts and associated services provided by the two framework agreements.

Evaluation

16. The evaluation panel was comprised of staff from the Council's energy management team and the Sustainable Services Management Accountant.
17. Following individual evaluation, staff then met to agree consolidated scores and findings for each of the responses.
18. Further guidance and advice was taken from environment and leisure's procurement manager, and the contracts principal legal officer prior to and after evaluation.

19. Responses were evaluated according to quality criteria as outlined in the Gateway 1 report. The information supplied was evaluated according to the criteria and weightings detailed below:

- a. Options available (10%) for the supply of gas to sites consuming more than 25,000 therms contract, managed and unmanaged solutions;
- b. Purchasing options available (10%) e.g. PIA or PWP;
- c. How energy purchasing decisions are made (10%), including risk management strategies adopted;
- d. Transition from the old to the new contract (9%);
- e. Tender Process (8%) including OJEU notice, evaluation criteria and weightings;
- f. Services offered (8%) including bill validation, contract reporting etc;
- g. Terms & Conditions (7%), SLAs and termination periods;
- h. Requirements for adding/deleting sites (6%);
- i. Contract Management Structure (6%);
- j. Recovery fees breakdown (5%);
- k. Contract Management arrangements with the supplier (5%);
- l. Additional relevant services available (5%);
- m. Invoicing arrangements and time periods (4%);
- n. Support available for Carbon Reduction Commitment and reducing energy across the council estate (4%);
- o. Reconciliation arrangements (3%), and;
- p. Details of quality assurance systems, internal policies and procedures (e.g. equal opportunities policies) and health and safety at work record (pass/fail)

20. A score was allocated for each of the criteria detailed above, ranging from 1 to 5 as follows:

Score	Criterion
0	Failed to submit examples or a method statement or address the requirements in full.
1	Limited information with poor supporting evidence and lacks clarity.
2	Answer meets some, but not all, of the requirement or provides some examples which have similar aspects. Lacks convincing evidence and understanding of the requirement.
3	Acceptable information or relevant examples. Answer is comprehensible.
4	Above acceptable – answer demonstrates real understanding and gives much more detail or provides good examples of similar experience.
5	Excellent answer – gives real confidence that the information provides much more added value, is realistic and achievable and gives greater understanding than that of an acceptable answer.

21. Following consolidation of the scores, each score was then averaged, resulting in the following average scores and weighted scores:

Criteria (*ref para 14)	Government Procurement Services	Weighted Score	LASER Energy Buying Group	Weighted Score
a	3	30	4	40
b	3	30	3	30
c	2	20	4	40
d	5	45	5	45
e	4	32	2	16
f	1	8	5	40
g	3	21	3	21
h	4	24	4	24
i	2	12	2	12
j	3	15	5	25
k	1	5	3	15
l	2	10	3	15
m	0	0	3	12
n	0	0	3	12
o	2	6	3	9
p	pass	-	pass	-
Total		228		356

Table 1: Average and weighted scores from information supplied

22. In accordance with the selection criteria outlined, and following consideration of the two proposals it became clear that Buying Solutions couldn't provide the managed solution that the council might require, hence why GPS scored low on certain criteria. Although the unmanaged solution appeared to present the best option for the council, leaseholders and schools initially, it became clear that the most advantageous solutions were presented by LASER, and this report therefore recommends their use.
23. The cabinet will note that there are 2 instances where criteria scored below acceptable (i.e. below 3) for LASER. This score was given as the information and supporting evidence that was provided was limited i.e. it did not suggest that processes and structures were not in place, and further information was not available/could not be provided.
24. Prior to the agreement with LASER being signed, the energy management team will ensure that an acceptable amount of information and supporting evidence is provided. This includes details on the evaluation scores applied for Total Gas and Power, and direct contract management. It is important to note that whilst not a factor used during evaluation, the experience of the current contract management with LASER from the energy management team is that they provide an extremely proficient service.

25. LASER provide two options for the management of the contract. Their fully managed service is charged, and fixed as an addition on the unit energy cost. This is added to the invoice sent to each individual site e.g. a percentage of the p/kwh price. The services provided for a fully managed service include;
- Arrangements for the suppliers send bills to LASER who check for accuracy, and act to resolve supply queries
 - Validation of pass through cost e.g. those from network operators
 - Bill payment administration charges
 - Electronic billing information
 - Site contact, central point of contact and support
26. The service charge is calculated from the total anticipated levels of gas consumption for all sites included in this contract. Based on gas use in 2009/10 for the 80 sites supplied through this contract the annual charge for the LASER managed service would amount to £69,302.00.
27. LASER's unmanaged service is known as the Procurement Only Service Option (POSO) and as Cabinet will note is the recommended option for the authority. LASER secure gas prices from the wholesale market on behalf of the consortium. Total Gas and Power would directly invoice sites for the amount of gas used. Sites are responsible for monitoring the accuracy of invoices. Electronic copies of the bills can also be sent direct to the authority on the framework and/or the site contact.
28. For the unmanaged service LASER charge an annual fee per meter and will invoice Southwark directly for this. There are 120 meters installed across the 80 sites currently on the contract. The annual charge, based on the 2009/10 supply, would be £8,340.
29. Southwark has the option to change between a managed and unmanaged service throughout the duration of the contract.
30. Management options will be evaluated considering the purchasing solutions proposed/and or adopted, whilst having due regard for the financial benefit to the Council, tenants, leaseholders and schools.
31. The energy management team will undertake the evaluation prior to the 31 March 2012, and throughout the duration of the contract, presented as part of the 6 monthly performance reviews.
32. It is proposed that the decision, whether to change the management option, is to be taken by the cabinet member for transport, environment and recycling. Authority is therefore sought from the leader to delegate the decisions to the cabinet member.

Plans for the transition from the old to the new contract

33. The energy management team will liaise individually with sites, manage the transfer of gas accounts and supply details from the existing supplier (British Gas Business) to the new supplier Total Gas and Power prior to the supply date in October 2012.

Plans for monitoring and management of the contract

34. The overall performance of the contract with LASER will be monitored by the energy management team. The following indicators will be used to measure the performance;

- Gas purchasing price against market benchmarks
- Market and LASER price forecast

35. Performance will be measured via;

- Quarterly newsletters issued after governance panel meetings (detailed in paragraph 31)
- Bespoke reporting to the energy management team upon request
- Bi annual members meeting

36. LASER undertake market analysis on an ongoing basis, and a strategy is agreed with the Governance Panel on a quarterly basis. Purchases are reviewed for compliance with the agreed strategy which defines roles, responsibilities and purchasing authority. The purchasing and risk strategy is monitored and agreed by the Panel made up of representatives from:-

- Kent County Council, Commercial Services – Director and Head of Finance
- LASER executive – Director and three purchasing managers
- Chair of London Boroughs Energy Group (currently LB Sutton)
- County council
- District council
- Independent industry consultant (currently Cornwall Consulting)

37. Within LASER a weekly meeting of purchasing managers is convened to consider purchases within the strategy and to set caps and collars as applicable. Ad hoc meetings take place on a daily basis.

38. LASER monitor performance of the agreement with Total Gas and Power through a service level agreement and series of key performance indicators. Conference calls are held weekly, with face to face meetings on a quarterly basis.

39. The following indicators will also be used to measure performance from Total Gas and Power on an ongoing basis using a dedicated issues log maintained by the energy management team;

- Enquiry response times
- New site response times
- Bill accuracy
- Meter read anomalies

40. A dedicated customer services representative will be established with Total Gas and Power to respond to queries and act as the central point of contact.

Performance bond/Parent company guarantee

41. A performance bond is not needed for the framework contract. LASER is a local government purchasing consortium and is part of Kent County Council who are a public body.
42. Industry regulators OFGEM are responsible for appointing a supplier if Total Gas and Power were to cease trading, thus the sites supplied would be protected ensuring a smooth provision of service.

Community impact statement

43. This contract covers gas supplies to central boiler systems which provide heating to smaller housing estates. As energy prices are expected to increase it will therefore affect tenants' service charges. However, all sections of the community are equally affected by rising energy prices, whether they have their own domestic boilers (and pay their own gas bills) or are connected to communal systems. The aim of the recommended contract is to purchase gas at a wholesale rather than market rate, and to adopt a flexible purchasing option whereby falls in the market price for gas can be secured to minimise the overall price to the consumer. This strategy is not an option that is open to individual consumers with their own heating systems.
44. An application has been made to the Leaseholders Valuation Tribunal for dispensation to give leaseholders prices in advance of gas, as this is unknown as yet (details in paragraphs 71 - 73). Dispensation was granted on the 22 August 2011.
45. The second stage of consultation with leaseholders, the Notice of Proposal, requires that the council consult on the cost of the contract. Notice of Proposal was served by the 30 August 2011 advising leaseholders of the overhead costs associated with LASER, which are estimated to be between 0.07% and 1.05% of the overall cost for heating and hot water.
46. The statutory consultation period with leaseholders for the contract has not ended, and inclusion of housing blocks in the framework agreement with LASER would be subject to observations made during this period. It should be noted that blocks can be added or taken out of the framework agreement at any time.
47. The charges apportioned to leaseholders for the LASER'S Procurement Only Service Option represents 0.07% of the total costs of the contract (see table 1). This is considerably less than the cost presented by not using a framework provider. The average contract rate for LASER from April 2011 to September 2011 was 2.47ppkWh. The current market rate is over 150% the price of the existing contract rate at 7.488pp/kwh.

Sustainability considerations (Including Economic, Social and Environmental considerations)

48. This contract is concerned with securing natural gas supplies to heating systems. As such, there are no sustainable alternatives for this form of supply.

Market considerations

49. LASER is a local government purchasing consortium operating in the South East and London region. It is part of Kent County Council and has responsibility for the energy procurement for the Central Buying Consortium customers as well as for its own customers from London and the South East of England. It represents in excess of 100 authorities.
50. Due to the nature of the energy supply market requirements for suppliers to support local employment would be inappropriate.

Staffing implications

51. Client departments are responsible for payment and monitoring of their own invoices. The energy team within environment will act as a single point of contact with the supplier and sites to resolve any outstanding queries and manage the transition of the contract as detailed in paragraph 34.

Financial implications

52. The estimated contract costs have been based on current wholesale costs and the existing sites utilising the framework agreement. The actual use of gas and resultant cost is unknown which is why an estimated use based on previous figures has been supplied.
53. Some sites supplied with gas via this contract will be affected by the changes made as part of the disposals and rationalisation programme to the Council estate. This includes sites such as Manor Place and Mabel Goldwin House, and may result in some fluctuations to the total contract price. Predicted consumption rates for these will be accounted for with the departmental finance team throughout the duration of the contract.
54. It must be emphasised that this report is recommending a buying method, not a set of fixed gas prices resulting from a competitive tender. All predicted costs are therefore based on current market conditions. The actual billed costs will depend on purchasing option taken and prices of gas secured from the wholesale market.
55. The predicted contract costs are set out in the table below, including LASER'S service charges (detailed in paragraphs 27 - 28).

56. Where the authority can route the supply of gas through one meter on some sites, LASER's service charges will be reduced. The energy team will work with Total Gas and Power, and facilities managers at the individual sites to implement this where practicable.

budget	Current estimated annual cost (based on 2009/10 gas use)	Procurement Only Service Option Annual Costs	4 year cost	4 year Procurement Only Service Option cost
HRA	£6,800,000	£4,600	£27,200,000	£18,400
general fund	£89,250	£1000	£357,000	£4000
schools	£223, 250	£2740	£893,000	£10,960
Totals	£7,112,500	£8340	£28,450,000	£33,360
	£7, 120,840		£28, 483, 360	

Table 1 Estimated Contract Costs and service charges

* 9/10 data is the most up to date consumption data currently available for the sites included in the contract

Legal implications

57. Please see paragraph numbers 62 - 65.

Consultation

58. Officers in corporate programmes and regeneration managing the disposal of council offices and the modernise programme were consulted on the timescales and status of disposals and the likely level of occupation of remaining sites.
59. Officers in home ownership have been consulted and advised on the process for notifying leaseholders. Detailed comments are included in paragraphs 71 - 76.
60. Schools and leisure centres included in the contract notification will be sent notification of the contract changes with an option for their site to opt prior to the start in September 2012.

Other implications or issues

61. There are no other implications or issues.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Strategic Director of Communities, Law & Governance

62. This report seeks the Cabinet's approval to the award of contract for the supply of gas to all sites consuming over 25,000 therms. This is to be by way of a tripartite agreement with LASER, and their supplier Total Gas and Power, as noted in paragraph 1.
63. At an estimated value of over £28 million this contract is a Strategic Procurement, the award of which is reserved to the cabinet. The nature and value of this contract are such that the contract is also subject to the full

application of the EU procurement regulations. The report at paragraph 6 confirms the procurement process undertaken by LASER to appoint Total Gas and Power, which was undertaken in accordance with the EU procurement regulations. The council may therefore use this framework without a further process of tendering.

64. Recommendation 2 requires the leader to delegate approval to the cabinet member for transport, environment and recycling to agree certain decisions relating to this contract during the contract period. The cabinet and leader are advised that by virtue of Section 14 of the Local Government Act 2000 (as amended) the leader may delegate these decisions to a member of the cabinet.
65. In accordance with Contract Standing Order 2.3 this report confirms the financial implications of this award and how the contract is to be funded.'

Finance Director

66. This report recommends the use of LASER for the procurement of the supply of gas to all sites consuming over 25,000 therms per annum, commencing on 1 October 2012.
67. The estimated value is for the four year term £28.483m, although the report notes that the energy market is extremely volatile, and that prices can vary significantly on a daily basis. Details are given in the financial implications section.
68. The initial recommendation is that the contract is let using the procurement only service option (POSO), rather than the purchase in advance option.
69. The report also recommends that the leader of the council should delegate authority to the cabinet member for transport, environment and recycling to approve and amend the purchasing solution to take advantage of the option to swap options between POSO and purchase in advance by the 31 March deadline.
70. Market prices should be monitored and reported through the 2012/13 – 2014/15 budget setting mechanism if significant inflationary increases are forecast.

Head of Home Ownership

71. Statutory consultation with leaseholders is required under Section 20 of the Landlord and Tenant Act 1985 (as amended) where a contract is for more than 12 months and where the cost is estimated to be more than £100 per leaseholder in any financial year. This contract does not fit into the statutory framework because there are 2 aspects to the contract that are separately negotiated: the wholesale gas supplied by Total Gas and Power to sites within LASER's framework contract, and LASER's overhead costs. Individually neither aspect of the contract meets the statutory requirement to consult, because the gas costs are not negotiated for a fixed term of 12 months or more, and the overhead costs are below the financial limit for consultation.

72. Because the experience to leaseholders is that of a qualifying agreement, consultation on this contract is being carried out as though it was a qualifying agreement under the terms of the Act. The nature of the procurement process is such that the gas costs cannot be identified in advance and therefore cannot be provided to leaseholders in the way that the consultation regulations require. On this aspect of the requirement, dispensation has been sought from the Leasehold Valuation Tribunal. The application was heard and dispensation granted on 22 August 2011.
73. Notice of Intention was served on all leaseholders affected by this contract on 13 June 2011 and expired on 2 August 2011. There were 38 observations on the contract. The majority of the observations queried whether they were affected by a district system, and whether they could opt out of it. Although some observations raised queries about the methodology, none of the observations raised issues that would suggest that the contract should not go ahead, and some observed that the methodology proposed would procure gas at a competitive cost.
74. The second stage of consultation, Notice of Proposal, requires that the council consult on the cost of the contract. Notice of Proposal is to be served by 30 August 2011 advising leaseholders of the overhead costs associated with LASER, which are estimated to be between 0.07% and 1.05% of the overall cost for heating and hot water. With regard to the gas costs the notice advises that, although under this arrangement the council is able to procure gas at a competitive price in the market, costs cannot be known in advance, and that an application has been made to the LVT for dispensation from the requirement to give leaseholders prices in advance of procurement.
75. The statutory consultation period for the contract has not ended and inclusion of blocks in the framework agreement with LASER would be subject to observations made during this period. Inclusion of any housing contracts within the framework would be subject to the outcome of the LVT hearing with regard to dispensation on the consultation on gas prices. The procurement officer confirms that blocks can be added or taken out of the framework agreement at any time if observations are received that indicate that this is appropriate or if the LVT decision is such that the gas costs cannot be recharged. It should be noted that the previous framework agreement was subject to a similar LVT application which was granted.
76. For the purposes of levying a service charge for the costs associated with the heating and hot water it will be necessary to ensure that these costs can be easily obtainable on a heating estate level.

Head of Procurement

77. This report is seeking approval to award a gas supply contract for over 25,000 therms to Total Gas and Power via Laser. This is a tri partite contract with Laser providing additional management services.
78. Paragraphs 11 - 15 describe the procurement process that was followed and explain how two existing gas supply frameworks were assessed and compared. Paragraph 15 confirms that whilst GPS could not formally tender, the information

provided enabled officers to carry out a comparison of the two contracts available.

79. Paragraphs 16 - 21 describe the evaluation that was undertaken and confirm that Laser scored higher than GPS. Laser are able to offer two levels of management services as well as two approaches to purchasing. The decision relating to the purchasing approach can be taken nearer the time of the contract start and can be changed if necessary during the life of the contract. Paragraph 27 confirms that at the start of the contract the unmanaged service level will be adopted however, there will be ongoing review of this arrangement and if necessary the council could switch to the higher level of management available from Laser.
80. Paragraphs 34 - 40 describe how this contract will be managed and monitored. The energy management team will be tracking the performance of this contract and carrying out regular reviews to ensure the most appropriate purchasing approaches are taken.
81. This contract appears to offer the council a good level of flexibility which will provide a mechanism for the council to respond to the market and achieve the best value possible.

BACKGROUND DOCUMENTS

Background Documents	Held At	Contact
Energy Contracts Schedule	Sustainable Services Southwark Council 160 Tooley Street London SE1 2QH	Andrew Chandler Sustainable Services Manager 020 7525 3804
Gateway 1 Procurement Strategy Approval Supply of gas to sites consuming more than 25,000 therms	Constitutional team Southwark Council 160 Tooley Street London SE1 2QH	Paula Thornton/Everton Roberts Constitutional Officers 020 7525 4395

APPENDICES

No.	Title
None	None

AUDIT TRAIL

Cabinet Member	Councillor Barrie Hargrove, Transport, Environment & Recycling		
Lead Officer	Ian Smith, Head of Sustainable Services		
Report Author	Andrew Chandler, Sustainable Services Manager		
Version	Final		
Dated	8 September 2011		
Key Decision?	yes	If yes, date appeared on forward plan	June 2011
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER			
Officer Title	Comments Sought	Comments included	
Strategic Director of Communities, Law & Governance	yes	yes	
Finance Director	yes	yes	
Head of Procurement	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			8 September 2011