

<b>Item No.</b>	<b>Classification:</b> Open	<b>Date:</b> 21 June 2021	<b>Meeting Name:</b> Strategic Director of Housing and Modernisation
<b>Report title:</b>		<b>Gateway 2 - Contract Award Approval</b> Temporary Accommodation Contract 1	
<b>Ward(s) or groups affected:</b>		Nunhead & Queens and Camberwell Green, St Giles,	
<b>From:</b>		Director of New Homes Development	

## RECOMMENDATIONS

1. That the strategic director of housing and modernisation approves the award of works contract for a portfolio of refurbishment/conversion of existing street properties to self-contained flats, as noted in paragraph 3; under a single contract to Niblock Builders Limited, for a fixed period and duration of 45 weeks from approximately 9 August 2021, for the contract sum of £1,852,247
2. That the strategic director of housing and modernisation notes that the total scheme costs of £2,210,584 includes associated on-costs of £265,726 and contingency as noted in the closed report.

## BACKGROUND INFORMATION

3. The properties included in the contract are as follows, and planning status is as follows:

<b>Contract 1</b>	<b>Planning submission</b>	<b>Planning Consent</b>	<b>No of units</b>	<b>Scheme Mix</b>
134 Camberwell Road	Feb-21	May-21	6	1x1 bedroom 2 person flat, 2x2 bedroom 3 person flats, 3x3 bedroom 5 person flats
93 Herne Hill	Feb-21	May-21	5	2x1 bedroom 2 person flats, 3x2 bedroom 3 person flats
243 Queens Road	Dec-20	Feb-21	2	1x2 bedroom 3 person flat, 1x 3 bedroom 5 person flat

4. The total number of new homes being delivered is 13. As the scheme is for refurbishment/conversion of existing properties recoverable VAT may be applicable.
5. The planned procurement strategy was the subject of a Gateway 1 report which was approved by the strategic director of housing and modernisation on 19 July 2019. The approval was part of an over-arching GW1 covering a number of named schemes, and further potential un-named schemes coming into the programme. The temporary accommodation projects form part of the later.
6. The July 2019 Gateway 1 report proposed procuring works contracts through undertaking a tender exercise using the councils approved work list.
7. The procurement strategy relates to the council's 11,000 new homes programme.
8. The tenders were sought based on use of the JCT Intermediate Building Contract with contractor's design 2016 Edition, with Southwark's specific amendments, employer's requirements and the Stage 4 scheme design.
9. The works contract will be for a fixed period of 45 weeks from date of the transfer of site possession from the council to the contractor.

**Procurement project plan (Key Decision)**

10.

Activity	Completed by/Complete by:
Forward Plan for Gateway 2 decision	09/03/2021
Briefed relevant cabinet member (over £100k)	25/05/2021
Approval of Gateway 1: Procurement Strategy Report	19/07/2019
Invitation to tender	02/03/2021
Closing date for return of tenders	12/04/2021
Completion of evaluation of tenders	14/05/2021
DCRB Review Gateway 2:	14/06/2021
Notification of forthcoming decision – Five clear working days	22/06/2021
Approval of Gateway 2: Contract Award Report	05/07/2021
Scrutiny Call-in period and notification of implementation of Gateway 2 decision	20/07/2021

<b>Activity</b>	<b>Completed by/Complete by:</b>
Debrief Notice and Standstill Period (if applicable)	26/07/2021
Contract award	02/08/2021
Add to Contract Register	02/08/2021
Contract start	09/08/2021
Publication of award notice on Contracts Finder	02/08/2021
Contract completion date	24/06/2022

## **KEY ISSUES FOR CONSIDERATION**

### **Description of procurement outcomes**

11. The procurement has enabled one contractor to be selected who will help ensure that the scheme can be delivered, and for best value. This contractor has been selected from the council's works approved list.

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

12. This report deals with a key decision.

### **Policy implications**

13. The development of these 13 refurbished/converted homes aligns with the council's principles and visions for a new housing strategy which is aimed at increasing the availability, affordability and quality of homes in the borough. The new homes will play a key role in assisting the council to achieve its target of building 11,000 new homes by 2043.

### **Tender process**

14. The new homes delivery team procured this works contract from the council's works approved List to ensure that opportunities were given to local small to medium size contractors. The council approached a number of companies through a soft market testing exercise to ensure that they would be willing, and capable of submitting a tender. In total five contractors were invited to tender, four of the tenderers bid as part of the original procurement exercise.
15. The tendering exercise was undertaken using the council's e-procurement system.
16. The closing date for the tenders was. Four tenders were received by the due date and time 5 April 2021. The tender period was extended to 12 April

2021, following contractors request for an extension due to issues over access to the properties.

17. A schedule of clarifications was issued to each contractor where required during the tender analysis period, and responded to using the council's e-procurement system. These queries were mainly in relation to specific questions about contract sum allowances. The deadline for the additional requested information was 28 April 2021.
18. Following a comparison and review of all the four bidders a schedule of clarifications was prepared and circulated to bidders. Final responses to the clarifications were received on 28 April 2021.
19. The quality submissions of each tender were evaluated by council officers and a representative from employer's agent. A consensus scoring method was used during this evaluation.
20. The price and contract sum analysis were examined by the employer's agent (appointed as employers agent/quantity surveyor for the project). Financial checks on each tenderer were completed by the council's finance department.

### **Tender evaluation**

21. The Gateway 1 report was based on a most economic advantageous tender (MEAT) model with a 60/25/15, price/quality/social value (SV); and that any deviation from this scoring ratio should be decided by the director of new homes based on current market conditions and recent experience. Following approval from the director of new homes, the scoring ratio has been adjusted to 60/30/10. This was as a result of the recently tendered project, whereby the build cost submitted by the successful tenderer far exceeded our cost estimates, and their success largely due to high quality scores. This resulted in the project being retendered Pricing was scored with the median price being combined with lowest price to reduce price distortion and reduce the likelihood of abnormally low tenderers.
22. Tenderers were required to provide information to support their quality submission that demonstrated their ability to fulfil the requirements of the contract, the questions asked were focused around the following:
  - a. Experience
  - b. Delivery, Quality & Compliance
  - c. Design Management
  - d. Subcontractors
  - e. Constraints and Mobilisation
  - f. Fire Safety
  - g. Local Community Engagement
  - h. Social Value

23. The questions within the quality assessment were weighted equally and detailed in the tender evaluation assessment criteria included within the tender documents.
24. Tenderers were required to provide a contract sum, and a contract sum analysis that was evaluated by the employer's agent.
25. The evaluation of the tender sum was calculated on the basis of the lowest tender and median score equalling 60% of the marks.
26. Lowest Price Scoring:  
Price weighting **divided by** (Tender Sum **divided by** Lowest Tender Sum) **multiplied by** 60% **equals** Lowest Scoring
27. Median Scoring:  
Tender Sum **minus** Median Tender Sum **converted** from negative to positive (if necessary) **equals** Adjusted Sum
28. Median Tender Sum **plus** Adjusted Sum **equals** Average Sum
29. Price Weighting **divided by** (Average Sum **divided by** Median Tender Sum) **multiplied by** 60% **equals** Median Scoring
30. Total Scoring:  
Lowest Scoring **plus** Median Scoring **equals** Total Scoring
- The successful tenderer submitted a contract sum that was acceptable. A summary of the evaluation is as follows (full details of the tender evaluation is noted in the closed report).
- 31.

Summary of Priced Tender submission	
Tendering contractor	Tender sum (£)
Niblock Builders Ltd	1,852,247

Contractor	Quality	Price	SV	Total	Rank
Niblock Builders Limited	24.00%	57.77%	3.44%	85.21%	1

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

32. Not applicable.

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

33. 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.

34. The project clienting, including the management and administration of contractor appointment, will be run and resourced through the new homes delivery team in the asset management division of the housing & modernisation department. Performance of the consultant team will be subject to constant scrutiny and monthly formal review including reviews on cost, quality and programme. The officer client team will use a number of mechanisms for monitoring and controlling the financial and programme performance of the contract, including:

- Strategic cost plan, which will be regularly reviewed and updated.
- Monthly site meetings and monthly progress reports.
- Monthly financial statements by the contractor and verification by the Employers Agent.
- Monthly appraisals of progress against programme.
- Tracking and chasing actions on critical issues.
- Periodic project team 'look ahead' workshops covering key phases of work and risks.
- Risk and issues log.

35. Payment will be made on a monthly basis of a valuation that has been verified and agreed by the employer's agent.

36. Internal governance arrangements for the programme were reported to cabinet in December 2014. These confirmed that ultimate responsibility for the overall programme resides with the delivery programme board, chaired by the strategic director of housing & modernisation.

## Identified risks for the new contract

37.

RISK		RISK LEVEL	MITIGATION ACTION
1	Contractor has inadequate resources and management arrangements to mobilise and deliver the contract	Low	The new homes delivery team will monitor the contract and regularly review performance.
2.	Contractor risk of insolvency	Low	The new homes delivery team has undertaken a credit check all contractors that tendered and is satisfied that the credit scoring is satisfactory. NHBC or similar insolvency cover will be obtained by the contractor. A parent company guarantee and a 10% performance bond will be provided for this contract, in line with employer's requirements.
3.	Project cost overruns	Low	The form of contract being used for this project is a JCT Intermediate Building Contract with contractor's design 2016 Edition. The contract sum is all inclusive subject to any provisional sums and future variations. All the surveys which the council anticipates will be necessary have been carried out which should help mitigate against there being any unforeseen site conditions or abnormalities. Any future variations will be fully scrutinised, justified and costed by the employer's agent prior to instruction. Value engineering will take place where necessary to ensure that the budget is achieved.
4.	Project delivery delays resulting from discharge of planning conditions and liaison with third party organisations.	Medium	The new homes delivery team will assist where possible with liaison with third parties to help mitigate delays, particularly any which may result from the discharge of planning conditions or necessary approvals from

			within the council. Reliance on utility companies remains a risk; however the tender process tested the contractors experience in delivering construction projects, relying on successful liaison with third party organisations.
5.	Project delivery delays (general)	Medium	Liquidated ascertained damages sums have been included as part of the contract and will be claimable should the project overrun without any justification. Any extension of times will be fully scrutinised, justified and costed by the employer's agent prior to agreement. Project progress will be monitored and slow progress will be addressed in the monthly project meetings.
6.	Contractor seeking further negotiations on contractual terms prior to entering into contract.	Low	The tender documents and clarifications during the tender process have been robust and clearly define the terms of the contract.
7.	Covid-19	Medium	At the time of writing there could still be supply chain delays, labour shortages and new methods of working that may impact upon timescales for delivery. This will be monitored together with national and local guidance on policy and supply chain activity. Tenderers have been notified and accepted additional contract amendments regarding Covid-19.
8.	Post Brexit impact	Medium	Potential risk with availability of labour and materials. Potential impact to the works programme and cost. Southwark will entered into a fixed price contract with the contractor. There are no fluctuations permitted in the contract to allow the contractor to claim additional costs for materials or labour. The UK left the EU on the 31 January 2021 so the tenders were received



		<p>post Brexit. As such, the tendered rates are deemed to include any price increases relating to Brexit.</p> <p>The programme will be fixed as soon we enter into contract with the contractor so the council's risks are reduced/mitigated as soon as the contract is signed. If there are cost increases in materials, and there is a delay in entering into contract, and costs continue to increase; or availability is affected, there will be a risk that the contractor may try to negotiate an uplift, or not sign the contract.</p> <p>If materials/products are not available because of new EU restrictions, the council will need to take a pragmatic view and consider any alternative products that the contractor may offer.</p>
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**Other considerations (For Housing Department works contracts only)**

- 37. A parent company guarantee will be provided for this contract.
- 38. Southwark Council has standard specifications in a number of areas of work and these will be used. This will include using Southwark housing design standards.

**Community impact statement**

- 39. The 2020 Route to 11,000 Housing Strategy for Southwark, highlights an acute shortage of council housing and a continuing need for affordable housing. 20,000 residents are currently on the council's waiting list; and there are 52,597 homes in management. The borough is experiencing very high house prices that are outside the reach of many of its residents. It has the highest house prices in the housing sub-region. The average property price in the borough is £654,779 which is an increase of 3.9% in the last year. This compares with the average London property price of £603,855 which is a change of 1.4% in the last year. The rental market in the borough is also experiencing high rent levels with average lower quartile rent for a two bed in excess of £2,000 per month. The average income per house hold is £31,000, making ownership and rental options out of reach.

At the time of the 2011 census there were 18,547 overcrowded households in Southwark, a higher number, and a higher percentage (15.3%), than any of the other four boroughs in the sub-region. Over the period 1981-2012 the population of Southwark increased by 34%, the fastest growth in the sub-region by some margin. This helps to demonstrate a continuing need for more homes and particularly for affordable homes in the borough.

40. Cabinet agreed a new vision for Southwark through its 2013 to 2043 housing strategy which included a principle to use every tool at our disposal to increase the supply of all kinds of homes across Southwark.
41. The proposals to increase the supply of affordable, good quality homes will benefit households in need from all Southwark communities, and will increase the housing options available for older people and people with disabilities.
42. Those households in the vicinity of the new developments may experience inconvenience and disruption in the short term, whilst works are taking place but such communities will benefit in the longer term from the provision of new homes. Particularly as 50% of these homes will be let to existing tenants from the local area subject to an agreed local lettings policy. The council's local lettings policy is currently under review. If the review is completed in time for the delivery of this project, then 100% local lettings may apply.
43. As the projects are refurbishment/conversion of existing street properties, not located on an estate consultation in line with the charter of principles agreed by cabinet in November 2014, will not apply. We will however, ensure that any residents affected by works will be notified prior to works commencing.

### **Social Value considerations**

44. 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.
45. The council's approach to procurement of design, development and construction process will ensure a requirement to maintain and improve the sustainability of each tendered project.
46. A low energy, efficient and cost effective building engineering services design that keeps running costs to a minimum will be an essential component of the project brief. Key considerations will include:

- Consideration of whole life-cycle costs.
  - Sustainable sourcing.
  - Incorporation of environmentally benign heating and lighting provision.
  - Provision of facilities and equipment to encourage the re-use and recycling of materials including, where practical, water recycling.
  - Ensuring projects achieve Code of Sustainable Homes criteria or any successor requirement.
47. The appointed contractor will be participating in a local employment and training initiative in line with Southwark Economic Wellbeing Strategy 2012-20. The initiative will generally conform to any local government policy including requirements set-out by the Homes and Community Agency and/or Greater London Authority that generally will encompass the contractor, wherever possible, being encouraged to employ local subcontractors and labour and shall involve the training and employment of local people. Such employment and training will be relevant to the needs of the local community.
48. The contractor has committed to the following as part of their tender submission:
- 1 Apprenticeship placement on this contract.
  - 4 weeks work experience throughout their contract (trade or office based).
  - 2x2 in house (under 24 year and over 24 year old) offered in CV writing, interview workshop, employment skills.
  - Diversity training.
  - Fund 1 x Strengthening Minds Programme in a school/community of southwark's choice. The contractor works in partnership with Strength in Minds charity, who deliver a range of support programmes to young people between the ages of 7-17.
  - Site visits for school children or residents.
  - Provision of a single point of contact to strategically deliver their SV strategy.
  - In-house training.
  - Third part support through Strengthening Minds.
  - TOMs template to map social value outcomes.

### **Economic considerations**

49. The design brief for the new homes will be developed in consultation with the 'user client' officers and make it clear that the council is seeking developments that are not only attractive and functional in their design but also durable and easy to maintain with low running costs.
50. The council is an officially accredited London Living Wage (LLW) Employer and is committed to ensuring that contractors engaged by the council to provide works or services within Southwark pay their staff at a minimum

rate equivalent to the LLW rate. The 11,000 new homes programme is a strategically important undertaking for the council and its benefits are expected to be realised in a number of ways, including the recruitment of qualified staff, retention of staff and an improved service delivery to the council. The contractor has confirmed as part of their tender return that they pay their directly employed staff and subcontractors the LLW and have processes in place to monitor this.

51. Following award, quality improvements and costs implications linked to the payment of LLW will be monitored as part of the contract review process.

### **Social considerations**

52. The new housing will provide high quality affordable housing for local people in need of accommodation. 50% of these homes will be made available to existing tenants in the local area based on an agreed local lettings policy. The remainder will be made available to other households in need of accommodation from the council's housing register. As noted in paragraph 48, the local lettings plan is currently under review, which could result in 100% local lettings being available by the time the project completes.
53. The new rented homes will be let at council rent levels.
54. The contractor is obliged to work with the council approved local employment and skills agencies to recruit borough residents into construction industry apprenticeships. The requirement outlined in the tender documents was to meet the Fairer Future criteria of 1 apprenticeship per £1m of spend; which results in one placement on this project.

### **Environmental/Sustainability considerations**

55. By investing in high quality, well designed buildings and estates the council aim to achieve positive impacts which will benefit the environment and increase the stock of environmentally friendly buildings within the borough.
56. As part of the design development process, there will be a requirement for environmental assessments to be completed, with a view to identifying what impact would be caused by any proposed development.

### **Market considerations**

57. The market for construction related works is good. Of the five firms selected from the Council's Works Approved list invited to tender, five confirmed their willingness to tender and four subsequently provided a bid. This level of response is considered to be good. The contractor that declined to bid, had responded positively to the expression of interest, but subsequently did not bid as they did not have capacity to take on the project.

## Staffing implications

58. There are no specific staffing implications to this report.

## Financial implications

59. The value of the contract arising from the procurement described in this forms part of a wider programme. The associated on costs include contingency routinely added to all design and build contracts to cover unknown risks.

60. The costs of delivery of new council rented homes will be financed from resources supporting the housing investment programme, including borrowing if required. Grant funding is being sought. The outcome of the bid is not as yet known.

61. The table below shows the anticipated spend profile:

Estimated project costs (per property):

<b>Project code</b>	<b>Project description</b>	<b>Total Scheme Cost</b>
H-8888-9828	134 Camberwell Road	<b>961,755</b>
H-8888-9813	243 Queens Road	<b>551,938</b>
H-8888-9800	93 Herne Hill	<b>696,891</b>
<b>Total costs</b>		<b>2,210,584</b>

## Investment implications

62. The cost of this contract will be charged to the respective project cost programmed in the capital allocation for new homes delivery budgeted within the council's housing investment programme.

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

63. A FAME Credit check has been undertaken, which details that the contractor is secure and has a low risk of failure, which is satisfactory.

## Legal implications

64. Please see the supplementary advice from the director of law and governance

## **Consultation**

65. The properties are standalone street properties in dispersed locations, which were used for temporary accommodation. As the properties do not form part of a local estate, resident consultation has not been carried out. Statutory planning consultation will apply. Neighbouring residents will be notified of the works and kept up to date on activity by the contractor and the new homes team.

## **Other implications or issues**

66. None identified.

## **SUPPLEMENTARY ADVICE FROM OTHER OFFICERS**

### **Strategic Director of Finance and Governance (H&M21/029)**

67. The report seeks approval from Strategic Director of Housing and Modernisation to award the works contract for a portfolio of refurbishment/conversion of existing street properties to 13 self-contained flats; under a single contract to Niblock Builders Limited.
68. The report identifies the total costs of the works including fees and contingency to be £2,210,584. The financial implications section sets out how these costs are to be funded.
69. Full details of the financial implications are included in the closed report.

### **Head of Procurement**

70. That the strategic director of housing and modernisation approves the award of works contract for temporary accommodation refurbishment/conversion to self-contained flats for a period of 45 weeks from 9 August 2021. The total cost (including associated on costs) is £2,210,584.
71. The tender process is detailed in paragraphs 14 to 31, management and monitoring of the contract are detailed in paragraphs 33 to 36, risk are detailed in paragraph 37, social value commitments are detailed in paragraphs 45 to 49 and confirmation of payment of the London Living Wage (LLW) is detailed in paragraph 51.

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

72. This report seeks the approval of the Strategic Director of Housing and Modernisation to the award of contract for works to existing street properties to Niblock (Builders) Limited as further detailed in paragraphs 1

and 2. As the contract value for these works falls below the Public Contract Regulations 2015 (PCR15) threshold of £4.7m, then the relevant chief officer may take the decision.

73. Contract Standing Order 4.3 requires that for contracts of £100,000 or more to below the PCR 15 threshold, then there is a requirement to take all reasonable steps to obtain at least five tenders, and those invited must be selected from the council's works approved list. As noted in paragraph 14, five contractors were invited to tender from the approved list following soft market testing and four bids were submitted. Using the evaluation methodology set out in the invitation to tender, the council has identified Niblock as having submitted the most economically advantageous tender, and they are therefore recommended for award.
- 74.
75. The Strategic Director's attention is drawn to the Public Sector Equality duty (PSED General Duty) under the Equality Act 2010, which requires public bodies to have regard, when making decisions, to the need to eliminate discrimination, advance equality of opportunity and foster good relations between persons who share a relevant protected characteristic and those who do not share it. The Strategic Director is specifically referred to the community impact statement at paragraphs 40-44, setting out the consideration that has been given to equalities issues which should be considered when approving the recommendations in this report.
76. Contract Standing order 2.3 requires that no steps are taken to award a contract unless the expenditure involved has been included in approved estimates, or is otherwise approved by the council. Paragraphs 60-63 confirm the financial implications of this award.

**Director of Exchequer (for housing contracts only)**

77. Not applicable.

**PART A – TO BE COMPLETED FOR ALL DELEGATED DECISIONS**

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



Signature ..... Date.....  
**Michael Scorer, Strategic Director of Housing and Modernisation**

29 June 2021

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

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

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

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

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

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

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

<b>6. DECLARATION ON CONFLICTS OF INTERESTS</b>
<b>I declare that I was informed of no conflicts of interests.</b>



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

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

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

or

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

(\* - Please delete as appropriate)

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

**BACKGROUND DOCUMENTS**

Background documents	Held At	Contact
Gateway 1 – Procurement	New Homes Team, 160 Tooley Street	Tim Bostridge 020 7525 1222
Link: ( Insert hyperlink here) <a href="G:\Asset Management\New Homes Delivery Team\Programme\Phase 5\Heaton House\1.1 Cabinet Reports &amp; Approvals\GW1">G:\Asset Management\New Homes Delivery Team\Programme\Phase 5\Heaton House\1.1 Cabinet Reports &amp; Approvals\GW1</a>		

**APPENDICES**

No	Title
n/a	
n/a	

## AUDIT TRAIL

<b>Lead Officer</b>	Stuart Davis, Director of New Homes	
<b>Report Author</b>	Coral Mitchell, Project Officer	
<b>Version</b>	Final	
<b>Dated</b>	21 June 2021	
<b>Key Decision?</b>	Yes	
<b>CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER</b>		
<b>Officer Title</b>	<b>Comments Sought</b>	<b>Comments included</b>
Strategic Director of Finance and Governance	Yes	Yes
Head of Procurement	Yes	Yes
Director of Law and Governance	Yes	Yes
<b>Cabinet</b>	n/a	n/a
<b>Date final report sent to Constitutional Team</b>		29 June 2021