

ITEM 18 – APPENDIX M
WAVERLEY BOROUGH COUNCIL
EXECUTIVE – 3RD DECEMBER 2013

Title:

STATION ROAD, GODALMING

**[Portfolio Holder: Cllr Mike Band
[Wards Affected: Godalming Central and Ockford Ward]**

Note pursuant to Section 100B (5) of the Local Government Act 1972

An annexe to this report contains exempt information by virtue of which the public is likely to be excluded during the item to which the report relates, as specified in the specific Paragraphs of the revised Part 1 of Schedule 12A to the Local Government Act 1972, namely;-

1. Information relating to an individual; and
 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
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Summary and purpose:

The Council has secured planning permission for 14 affordable homes on Station Road in Godalming and appointed Thames Valley Housing Association (TVHA) to manage the development process. This paper seeks approval to increase the budget for the project enable the archaeological works to be completed a build contractor to be appointed.

How this report relates to the Council's Corporate Priorities:

This report relates to the Council's Corporate Priorities of working hard to provide more affordable housing in the Borough for local people in housing need. There is a considerable need for affordable housing across the Borough, particularly in the four main settlements in the borough, of which Godalming is one.

Financial Implications:

On 17 July 2012, Full Council approved an allocation of £1,665,000 within the HRA Capital Programme for works costs at Station Road. A tender process has been carried out to select a build contractor and works costs exceed the budget allocation.

Legal Implications

The Council will be required to enter into a legal agreement with the selected contractor to deliver the build contract.

1.0 Background

- 1.1 In July 2012, Full Council approved an allocation of £1,665,000 within the HRA Capital Programme for works costs at Station Road, to be funded from

available Section 106 Commuted Sums for affordable housing, with the balance from earmarked HRA capital receipts.

- 1.2 In September 2012, TVHA were selected as the Development Agent for Station Road, to act on the Council's behalf to contract an Employers Agent, tender the works to suitable contractors and manage the build programme.
- 1.3 In December 2012, approval was given for the selection of a build contractor. In order to comply with the Contract Procedure Rules, the Council required TVHA to carry out a full tender process to ensure that the development provides best value for money and a good quality build, and select a contractor in consultation with the Council.

2.0 Outcome of the tender process

- 2.1 TVHA advertised for expressions of interest in the local press, on the Council's website and on the South East Business Portal and sent PQQs to organisations who express an interest. Contractors submitting were financially assessed, to ensure they met the specified financial criteria and to verify that they are financially sound, and references were taken.
- 2.2 An Evaluation Panel was set up with representatives from WBC and TVHA to score the submitted PQQs against the criteria, and identify suitable organisations to be invited to tender. The Property Services and Housing Delivery Teams visits at least two sites being constructed by each of the contractors to look at the site management and quality of the build.
- 2.3 Three of the four shortlisted contractors submitted tenders, each exceeding the agreed budget for works cost of £1,665,000. The tender prices are higher than expected as a result of the 12 month delay in starting on site and the impact of the recent increase in development activity in the south east.
- 2.4 The tenders are set out in Exempt Annexe 2 and the successful contractor will be appointed following the Council meeting on 10th December 2013.

3.0 Archaeological works

- 3.1 At the end of August, Surrey County Archaeological Team completed the final stage of their survey work. The excavation trenches identified human remains in the east and north of the site, indicating that this part of the site was used as an early Christian burial ground between the 9th and 13th century, before it became disconnected from the church and redundant.
- 3.2 The Council is required to publish a public notice in the local press for two consecutive weeks to inform the public of its intention to exhume and reinter the human remains that would be affected by the redevelopment, as shown on the map in Annexe 1. The remains will be reinterred at the Church of St Peters and St Pauls, by arrangement with Rev Canon Mervyn Roberts and the Diocese of Guildford.

3.3 After the six-week notification period has passed, the Ministry of Justice will issue a licence to allow the specified work to be carried out. This will enable the works to be carried out early in next year and that building works will commence shortly afterwards. TVHA estimates that the cost of the archaeological works will about £60,000 and is seeking competitive quotes for the archaeological works to ensure they offer value for money.

4.0 Timetable

15 Nov 2013	Public notice published in the local press
10 Dec 2013	Full Council approval for increased budget provision for build costs and archaeological works
20 Dec 2013	Appoint successful build contractor
27 Dec 2013	End of notification period for public notice
Jan 2014	Ministry of Justice licence issued to allow human remains to be exhumed and reinterred
Feb 2014	Archaeological exhumation works completed
Mid-March 2014	Start on site

5.0 Conclusion

5.1 Following the completion of the archaeological works, it is anticipated that the successful build contractor will be able to start on site in March 2014, before the end of the financial year. The build programme is expected to take approximately 14 months.

Recommendation

That the Executive recommends to Council the approval of:

1. A budget provision of up to £60,000 for the archaeological works to be funded from the New Homes Reserve;
2. An additional £174,000 to the approved budget to fund the development of 14 new affordable homes at Station Road; and
3. The appointment of the preferred contractor as set out in the Exempt Annexe 2 and delegated authority to the Strategic Director in consultation with Deputy Chief Executive and the Portfolio Holder for Housing Delivery to agree contractual terms in conjunction with the development agent.

Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

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