



To:
All members of the
Development Sub-Committee

Please reply to:
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Date: 27 January 2022

Supplementary Agenda

Development Sub-Committee - Monday, 31 January 2022

Dear Councillor

I enclose the following items which were marked 'to follow' on the agenda for the Development Sub-Committee meeting to be held on Monday, 31 January 2022:

8. Benwell Phase One End-of-Project Report

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To consider and note the Benwell Phase One End of Project Report and to provide feedback on the format and any areas of improvement for subsequent reports.

Yours sincerely

Karen Wyeth
Corporate Governance

To the members of the Development Sub-Committee

Councillors:

R.J. Noble (Chairman)
R.A. Smith-Ainsley (Vice-
Chairman)
S. Buttar

J.T.F. Doran
H. Harvey
L. E. Nichols

S.C. Mooney

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Substitute Members: Councillors:

Development Sub Committee



10 January 2022

Title	Benwell House Phase 1: end of project report
Purpose of the report	To note
Report Author	Nick Cummings Property and Development Manager
Ward(s) Affected	Sunbury East
Exempt	Report, Appendix A and– No Appendices - Yes
Exemption Reason	<p>This report is exempt from publication in accordance with paragraph 5 of Schedule 12A of the Local Government Act 1972 (as amended), because it contains:</p> <p>Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings and information relating to the financial or business affairs of any particular person (including the authority holding that information) and in all the circumstances the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure to the public would prejudice both the financial affairs of the company and the Council as the information contains information which may be used in legal proceedings.</p>
Corporate Priority	Affordable Housing
Recommendations	<p>Committee is asked to:</p> <p>To note the project report To provide feedback on the format and any areas of improvement for subsequent reports</p>
Reason for Recommendation	Not applicable

1. Key issues

- 1.1 The purpose of this report is to share with Development Sub Committee the feedback from two 3 hour lessons learnt workshops involving a wide number of the Assets team from both the development and property management teams.

- 1.2 By sharing the lessons learnt from one project it is intended for the team to improve performance on subsequent projects. We have already adopted some lessons learned from the Bugle House project and applied these to the White House Hostel and Harper House. This applies specifically to simplifying structural roof design.
- 1.3 It is intended that at the start of each project a review of the previous lesson learnt will be reviewed. The next plan for this process will be Victory Place Ashford.
- 1.4 This review has been undertaken at project level and we have not taken into account matters relating to governance, financial reporting and interface with other departments.
- 2. Options analysis and proposal**
- 2.1 The purpose of this report is to note the end of project reporting format for forthcoming projects on completion or nearing completion.
- 3. Financial implications**
- 3.1 The project completion statement summarises the overall financial performance of this project see **Appendix C**
- 4. Other considerations**
- 4.1 Encourage feedback and debate from the Development Sub Committee.
- 5. Equality and Diversity**
- 5.1 All equality and diversity issues have been addressed at project level.
- 6. Sustainability/Climate Change Implications**
- 6.1 All sustainability and Climate change implications have been addressed at project level.
- 7. Timetable for implementation**
- 7.1 Not applicable.

Background papers:, There are none.

Appendices:

Appendix A – Lessons Learnt summary

Appendix B – Lessons Learnt Log

Appendix C – Draft Completion Statement

Benwell House Phase 1 Lessons Learnt Summary

Project Issues	Completion, handover and occupation	Council / Political	COVID / Brexit
Internal Project Communication	Under floor Heating	Name Change	Communal Space
External railing on the 5th floor	PPM	External Works Phasing	Covid impacted some of the workers
Parking allocation and lack of visitor spaces	Blinds	Tenure allocation	
Fire zone plans	Maintenance - defects period	Specification	
Under floor Heating	PC Rushed	Marketing	
Flat Roof	CCTV	Outside space especially for children	
External Works Phasing	O&M handover	Key Worker definition	
Foot paths	Communications with Housing		
Team working / culture - Residential team to be involved with Design	Fire Systems		
Glenman	Rental Income (in relation to KGE)		
Steel Order	Bluebox		
Contamination - Planning Conditions	Dwellant		
Building Control	Carpets - Protective coverings		
Corridors	Sparkle Clean		
Door Fobs	Signage		
	Post practical completion security prior to handover		

Black – Lesson Learnt

Blue – Positive

Red – Lesson Learnt alert

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