

Development Sub Committee



Monday 25 July 2022

Title	White House Hostel: end of project report
Purpose of the report	To note
Report Author	Richard Mortimer Development Manager
Ward(s) Affected	Staines South
Exempt	Report, Appendix A – No Appendices B & C - 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	Committee is asked to: To note the project report
Reason for Recommendation	Not applicable

1. Summary of the report

- 1.1 The purpose of this report is to share with the Development Sub Committee the feedback from a number of lessons learnt workshops involving members of the Assets team and the Housing Options team
- 1.2 By sharing the lessons learnt from one project it is intended for the team to improve performance on subsequent projects.

- 1.3 It is intended that at the start of each project a review of the previous lesson learnt will be reviewed. The next scheme for this process is Victory Place Ashford where our Property Management Team and Housing Options have already been involved in reviewing designs to ensure they meet their post completion occupational and operating requirements.
- 1.4 This White House Hostel review has been undertaken at project level and we have not taken into account matters relating to governance and financial reporting.

2. Key issues

- 2.1 As the project has been completed, there are no specific issues in relation to the development process. However, it should be noted that post Practical Completion changes have been instructed by Housing Options to make 3 adaptable units into fully wheelchair enabled units to meet specific occupational needs. Due to 12 months warranties and defects liability period being in place with the main contractor, a decision has been taken to defer these works until these warranties have expired in October 2022.

3. Options analysis and proposal

- 3.1 The purpose of this report is to note the end of project reporting format for projects post completion.

4. Financial implications

- 4.1 The project completion statement summarises the overall financial performance of this project see **Appendix C**.

5. Risk considerations

- 5.1 As the project has been completed, this report is reflective in providing a critical assessment of lessons learnt as risks will have been addressed prior to Practical Completion.

6. Legal considerations

- 6.1 All legal matters have been addressed prior to Practical Completion and handover. The only exception to this is the closure of the final account with the main contractor. Legal are being kept advised of progress in seeking resolution but their formal involvement will only become necessary if negotiations become adversarial. At this point, normal processes are being undertaken by the project team seeking justification for an extension of time being claimed by the main contractor.

7. Other considerations

- 7.1 Encourage feedback and debate from the Development Sub Committee.
- 7.2 Encourage feedback from the design team.
- 7.3 Encourage a 12 months post occupancy review with MTVH to understand any issues or features which have enhanced user experience.

8. Equality and Diversity

- 8.1 All equality and diversity issues have been addressed at project level.

9. Sustainability/Climate Change Implications

- 9.1 All sustainability and Climate change implications have been addressed at project level.

10. Timetable for implementation

10.1 Not applicable.

11. Contact

11.1 Richard Mortimer r.mortimer@spelthorne.gov.uk

Background papers: There are none.

Appendices:

Appendix A – Lessons Learnt summary

Appendix B – Lessons Learnt Log

Appendix C – Draft Completion Statement