



Officer Decision No.:	ODN79/2018
DECISION TITLE: £100m Affordable Housing Programme Variation of Scheme – Snowley Park, Whittlesey, Cross Keys Homes	
NAME OF OFFICER/MAYOR EXERCISING DELEGATED POWERS: KIM SAWYER, INTERIM CHIEF EXECUTIVE	
DATE OF OFFICER DECISION: 13 November 2018	

Responsible Director/Mayor:	Roger Thompson, Director of Housing and Development
Report Author and contact details:	<i>Alex Francis, Programme Manager Affordable Housing</i> Alex.francis@cambridgeshirepeterborough-ca.gov.uk 07715 665495
Is it a key decision?	NO
Is this a public report? If a key decision, it will be a public report and will be published on the CA website.	NO
KEY DECISIONS ONLY	This section only needs to be completed if the decision is a key decision. Only the Mayor can make key decisions
Insert forward plan ref number	Key Decision No: xxxxxx The key decision must be on the forward plan for at least 28 days before the decision is made. Please insert reference number from the published forward plan. If it is not in the forward plan, please contact the Governance Team for advice. (Debbie Forde or Anne Gardiner)
Date when Mayor intend to make decision.	xx/xx/xxx Insert date when the Mayor intends to make the decision. The notice must be published 5 clear working days before the decision is taken. Normally only the Mayor can make a key decision.
Date report published on the	xx/xx/xxx



website	Send copy of report to Scrutiny Manager for circulation to Overview and Scrutiny Committee
Implementation Date	xx/xx/xxx Insert the proposed date for implementation. The decision cannot be implemented until 5 clear working days after the date the decision was taken. The decision is subject to call in during that period, so you need to check with the Scrutiny Manager that it has not been called in.
Does the report have any annex that contains exempt information?	YES / NO If yes, specify number of exempt annex (eg Annex 1), the reason for exemption and explain the application of the public interest test. Keep the exempt information separately from this report on the shared drive.


Decision taken	<p>Please provide the exact details of the decision taken.</p> <p>The Interim Chief Executive agreed to</p> <p>(a) Vary the terms of funding for the following scheme “Snowley Park, Whittlesey, Peterborough” being delivered by Cross Keys Homes.</p> <p>Specifically to vary the drawdown points for CPCA grant From: Acquisition 35%, SoS 35%, PC 30% To: SoS 50% and PC 50%</p> <p>Within the CPCA Affordable Housing Programme with effect from the date of decision. No other aspects of the scheme or agreement to change.</p>
Authorisation (<i>delete as appropriate</i>)	<p>This decision has been taken under:</p> <p>General authorisation (<i>those decisions delegated to officers as per the Constitution</i>):</p> <p>1. Chapter 17, para 3.7 Contract exemptions</p>
Background Information	<p>Snowley Park in Whittlesey was approved as one of the first group of ‘Quick Win’ schemes within the £100 million Affordable Housing Programme on 26 July 2017, and a funding agreement was signed on 28th March 2018.</p> <p><i>The Board meeting resolved to: ‘Delegate authority to the Chief Executive, in consultation with the Portfolio Holders of the Delivery</i></p>



	<p><i>Group to approve the release of grant funding on application for draw down of the funds by the providers and take all necessary steps to ensure delivery of the affordable housing schemes’.</i></p> <p>The CA agreed to provide grant of £150,000 for 6 Affordable Rent units as set out below:</p> <p style="text-align: center;">Schedule 1 The Project</p> <p>6 Affordable Rent Dwellings consisting of:</p> <ul style="list-style-type: none">• 2 x 2 bed 4 person bungalows• 4 x 3 bed 5 person houses <p>The scheme started on site in April 2017.</p> <p>The scheme is being delivered via a Sale and Development Agreement with BDW Trading (Barratt David Wilson Homes), which includes a Sales Agreement.</p> <p>Cross Keys Homes will complete acquisition of the units at the end of each phase. It is therefore not the case that they have acquired the site at the point at which the contractor Started on Site.</p> <p>The provider therefore requests that the funding milestones be reduced to two key stages – SoS and PC.</p>
Alternative options considered.	Further phasing milestones could be introduced, but this would be disproportionate to the funding in question. The provider has given CPCA sufficient evidence to demonstrate that SoS occurred in 2017 and inspection reports have been provided up to 25 October 2018 so the CA has confidence that the scheme is well advanced. PC of the CPCA units is expected in June 2019.
Financial Implications	<p><i>Please include the total costs and how the project will be funded. Please include budget codes for your directorate</i></p> <p>A SoS payment of 50% (£75,000) will be made to the provider, instead of an acquisition payment of 35% (£52,500) and a SoS payment of 35% (£52,500) totalling £105,000. This reduces the financial risk to CPCA at this point in the scheme.</p>



Consultation	<i>List any relevant consultation undertaken in relation to the decision. For example portfolio holders, other Chief Officers.</i>	<i>Name and Date approved (or indicate if not applicable) –</i>
	Chief Executive	
	Responsible Director/Chief Officer	Roger Thompson, Housing and Development Director 12/11/18
	Monitoring Officer	Patrick Arran, Interim Monitoring Officer 9/11/18
	S73	<i>Name and Date or N/A</i>
	Portfolio Holder	<i>Name and Date or N/A</i>
	Other	<i>Peter Geach 09/11/18</i>
Declarations / Conflicts of Interests (only if the decision falls under the 'Express Authorisation' category)	<i>List the names of any member who has been consulted on and declared an interest in relation to the decision.</i> None	
Supporting documentation	<i>List any supporting documentation available in relation to this decision (all of this information must be retained for public inspection for a period of at least 4 years – there is no provision for the release of exempt/confidential information).</i> Email from CKH requesting variation of the scheme dated 24/1018	

Officer/Mayor signature	Kim Sawyer, Interim Chief Executive 	Date 15/11/2018
<p>Once signed please file in the electronic file Documents/Governance/ office decision notice and enter details in the register.</p> <p>If a public report, pass to Democratic Services and we will arrange publication.</p>		