

Chronology of Procurement

Date	
16.10.12	PSG agreed to invite Beever & Struthers to return to check that recommendations arising from their audit are being properly implemented
5.2.13	JC confirmed to PSG that Beever & Struthers have indicated they do not wish to return to carry out this work. Leaseholders had met with Cllr Khan and JO to discuss appointing Deloittes, however leaseholders were unhappy with this proposal as they feel Deloittes have too close links with the Council to provide an impartial view
25.4.13	Meeting with Cllr Khan, leaseholders to discuss scope of review
August 2013	Approach made to East London Business Partnership to determine if any local companies available to bid for review work, in line with procurement rules
August 2013	No response received from East London Business Partnership
12.9.13	Invitation to tender published
24.9.13	Closing date for return of quotes
24.9.13	Only one submission was received which clearly did not meet any of the evaluation criteria.
4.10.13	New invitation to tender published
22.10.13	Closing date for return of quotes. Two submissions were received, one of which was from the same company as before
22/23.10.13	Evaluation of quotes by staff and leaseholders
5.11.13	Bid clarification meeting held with Contractor 2
7.11.13	Notification received from leaseholders that they did not feel Contractor 2 fit the bill
3.12.13	PSG Meeting. Cllr Khan doesn't want to appoint contractor that leaseholders are not happy with.
4.2.14	PSG meeting. It was agreed to i) contact Beever & Struthers again, explaining that they were not being asked to critique their previous work, and that leaseholders would welcome their return, and ii) if they are not interested, to go to open advert
11.2.14	Beever & Struthers declined invitation to conduct the review work
28.2.14	Advice received from Procurement that procurement thresholds have recently changed and the process can now be run by issuing invitation to tender e-mail direct to selected companies
21.3.14	Invitation to tender e-mail sent to 7 companies
11.4.14	Closing date for submissions, one submission (Housing Quality Network) received
8.7.14	Evaluation meeting with leaseholders
24.7.14	Bid clarification meeting with leaseholders and HQN
25.7.14	Appointment of HQN confirmed

Chronology of Meetings between HQN and leaseholders

Date	Meeting type	Attendance
23/7/14	Bid clarification meeting	AC,AD,SB,JB, (CT,JK)
7/10/2014	PLG Kick-off meeting	JB, SB (CT, JK)
21/10/2014	Individual Interviews, HQN & JB, HQN & TD	
21/10/14	Follow up PLG meeting	JB,SB,AD (CT,JK)
12/11/2014	PLG progress meeting	JB,AD (CT,JK)
10/3/15	HQN to present final report	JB,AD,SB,(CT,JK)

JB = John Bloxam (leaseholder)

AC = Allison Charles (leaseholder manager)

AD = Anthony Duggan (leaseholder Officer)

SB= Sheila Beeton (leaseholder)

JK = John Kiwanuka (Housing Partnerships)

CT = Carol Tubb (Housing Management Contracts)