

## Tender Information for the Appointment of a Statutory Auditor

Greatwell Homes is registered under the Co-operative and Community Benefit Societies Act 2014 (registration number 30097R). We are required to appoint an independent qualified auditor to audit our financial statements each year. We are a Registered Provider with the Regulator of Social Housing for England and Wales (registration number L4509). Each year, within 180 days of our 31 March financial year end, we are required to provide a copy of our audited financial statements to:

- The Regulator of Social Housing
- The Financial Conduct Authority; and
- Our Lenders

We are seeking to appoint a suitably qualified statutory auditor with an understanding of the social housing sector and experience of auditing the financial statements of a Registered Provider to conduct the audit on an annual basis from the financial year ending 31 March 2027. The appointment will be on a five-year contract with the option for two one year extensions (5 + 1 + 1).

The main purpose of the audit is to determine if the financial statements give a true and fair view of the state of affairs of Greatwell Homes at the reporting date and for the year under review as required by Section 87 of the Co-operative and Community Benefit Societies Act 2014 and taking into account the requirements of (and any updates or additions to):

- The latest Housing SORP – The Statement of Recommended Practice for social housing providers;
- The Accounting Direction for Private Registered Providers of Social Housing in England 2022;
- The Housing Act 1996 and the Housing and Regeneration Act 2008; and
- UK Generally Accepted Accounting Practice FRS 102;

Plus, any other applicable legislation or accepted practice and in line with auditing standards.

In addition to auditing and signing the financial statements, the auditor will also be required to provide each year, for the Audit and Risk Committee and the Board of Greatwell Homes:

In or around February each year, an **Audit Strategy** for the forthcoming audit setting out, amongst other things:

- The audit team
- The audit timeline and process
- Key audit areas and risks

- Sector accounting updates as appropriate

In or around May each year an **Audit Progress Report** summarising the findings and recommendations from the interim stage of the audit.

In or around July each year a post audit **Audit Management Letter** setting out the results of the audit including:

- Audit progress and status
- Key audit areas and findings
- Amount and detail of any adjustments
- Audit observations and recommendations
- Future sector accounting updates as appropriate

The auditors will also be required to provide annual compliance certificates to:

- The Local Authority in relation to the Right to Buy and VAT Sharing Agreements
- A lenders Covenant Compliance Certificate

The auditor must provide access to a secure on-line portal for the sharing of information in relation to the audit and the audit must be carried out in an agile way that supports Greatwell Homes flexible working practices which include working from home.

We also expect our auditor to provide guidance on accounting updates affecting the social housing sector and provide access to free events including on-line webinars to support the continuing professional development of our finance team.

In addition to relevant experience and access to an on-line information sharing portal, the following are also mandatory conditions of participation in the tender:

- As required by our Rules and the Co-operative and Community Benefit Societies Act you must be a person eligible for appointment as a statutory auditor under Part 42 of the Companies Act 2006.
- You must not be:
  - an Officer or employee of Greatwell Homes; or
  - a person employed by or employer of, or the partner of, an Officer or employee of Greatwell Homes
- You must be on the Register of Statutory Auditors and have in place at the start and for the duration of the contract professional indemnity insurance to meet the minimum required by your Recognised Supervisory Body (RSB).
- You must have in place appropriate policies, procedures or frameworks (or agree to adopt those of Greatwell Homes) in relation to:
  - *Sustainability – to include pricing, workforce & environmental.*
  - *Quality Assurance.*

- *Equality, Diversity and Inclusion.*
  - *Data Protection.*
  - *Anti – Bribery & other policies required for Financial Crimes Compliance.*
  - *A Business Continuity Plan.*
  - *Statement or Policy in relation to the Modern Slavery Act.*
- Financial capacity will be assessed using an Experian Company Credit check where a low risk score or sign-off by an Executive Director is required.

Notices relating to this procurement under the Procurement Act 2023 Flexible Competitive Procedure will be published on the Central Digital Platform and tender submissions must be made through the Delta e-sourcing procurement solution.

### **A little more about us**

Greatwell Homes is a not-for-profit registered provider of social housing. Created in December 2007 we are one of the largest landlords in Northamptonshire owning and managing more than 5,200 homes in and around Wellingborough with an annual turnover of £33.5m. As a community-based organisation, we are all about creating safe, secure and sustainable homes for people who might otherwise be unable to afford them.

We aim to do this by working with our customers and stakeholders to shape great communities and deliver services that work well for local people.

Our Vision, Mission and Promise drive everything we do:

Our **Vision** is for great communities where people live well.

Our **Mission** is to partner with customers and communities to shape places people are proud to call home.

Our **Promise** is to provide homes and services that work for our customers.

Underpinned by our Values of:

**Inclusion** – We value difference and respect every person.

**Collaboration** – We trust our team family and work together openly.

**Kindness** – We take action to help people and consider how what we say and do impacts on others.

**Customer focussed** – We take pride in working fairly with customers and communities.

**Adaptability** – We look for ways to be more efficient and effective in what we do.

You can find more information about us on our websites [www.greatwellhomes.org.uk](http://www.greatwellhomes.org.uk) and [www.livegreatwell.com](http://www.livegreatwell.com)

Our financial statements for the year ended 31 March 2025 can be found here [Annual Financial Statements 2024/25](#)

**Proposed Timetable for the Tender Process under the Procurement Act 2023**  
**Competitive Flexible Procedure**

|  |                      |
|--|----------------------|
| Publish Preliminary Market Engagement Notice   | 22 October 2025      |
| Publish Tender Notice. Issue ITT and Tender Documents.   | w/c 09 February 2026 |
| Bidders' clarification meetings  | w/c 09 March 2026    |
| Deadline for clarification questions   | 27 March 2026        |
| Deadline to submit tenders   | 02 April 2026        |
| Evaluation   | w/c 06 April 2026    |
| Issue assessment summaries for those not shortlisted & invite shortlist to clarification meeting         | w/c 13 April 2026    |
| Evaluators clarification meetings with shortlist   | w/c 20 April 2026    |
| Selection of most advantageous tender (MAT) and assessment summaries prepared for unsuccessful shortlist | 01 May 2026          |
| Preferred supplier notified and assessment summaries issued to unsuccessful shortlist                    | 25 May 2026          |
| Publish Tender Award Notice & commence 8-day standstill period   | 25 May 2026          |
| Publish Tender Details Notice & Contract Start Date  | 08 June 2026         |

Greatwell Homes reserves the right to amend the tender process and timescales if there is a need to do so.

Invitations to Tender will be issued through the Delta e-procurement platform.

Please e-mail [helen.haywood@greatwellhomes.org.uk](mailto:helen.haywood@greatwellhomes.org.uk) if you meet the mandatory requirements for the tender and have not received an invitation to participate.