

NORTH SOMERSET COUNCIL DECISION

DECISION OF: DIRECTOR OF CHILDREN'S SERVICES

WITH ADVICE FROM: SECTION 151 OFFICER, AND HEAD OF STRATEGIC PROCUREMENT TEAM

DECISION NO: CY022 (2023/24 scheme)



SUBJECT: KEWSTOKE PRIMARY SCHOOL:
CONTRACT AWARD FOR THE PRINCIPAL CONTRACTOR TO DELIVER THE ROOFING UPGRADE WORKS

KEY DECISION: YES

REASON: THE VALUE OF THE SCHEME IS IN EXCESS OF £500,000

BACKGROUND:

Kewstoke Primary School is classed as a maintained school and as such the council is the employer of staff and the buildings are a corporate resource. Significant condition concerns have been raised and this project looks to rectify these.

The school contributes to the provision of school places in the council's area and is forecast to be needed for the foreseeable future.

A recent survey found that the roof to the main building is approaching the end of its service and requires immediate attention. In addition, the toilets and welfare arrangements are original external structures and there is insufficient space within the school for staff needs.

The combined commissioning and procurement plan to include an upgraded roof on the original school building, an extension to the front facing aspect of the school to form a relocated staff area and the provision of new welfare facilities for both staff and pupils, was approved at the December 2022 Executive committee meeting. A procurement process has been followed and this report seeks approval to progress the scheme to an award of contract.

DECISION:

1. To approve the contract award to John West (Contractors) Ltd, Unit 1 Vernon Court, The Great Weston Centre, WSM, North Somerset BS22 8NA (company number: 00672256) for the sum of £701,256.00 to deliver the Roofing and other associated upgrade works at Kewstoke Primary School.
2. To approve the following retrospective direct award appointments, that were required to progress the scheme:

Services Provided	Supplier	Value (£)
Asbestos Survey	Casa	1,980
Detailed Design Services	Edifice Design Ltd	3,780
Initial Architectural Services	Chris Goodsall Architects	1,575
Topographical survey	Anthony Brookes Surveys Ltd	1,580
Architectural services in relation to preparation and submission of Planning and Building Regulations application	Bristol Surveying Company	4,750
Tree survey and arboricultural impact assessment	Jack Pine Trees	480
Design Variations Services	Edifice Design Ltd	3,960
Bat Survey	Fenswood Ecology	1,260
Traffic Management Plan	ETM	100

REASONS:

Route to Market

The combined commissioning and procurement plan reviewed the procurement routes available, and it was deemed that conducting an open tender was the most suitable route as it gave maximum opportunity of competition across the market, allowed local suppliers access to the opportunity and gave us the greatest freedom to design the evaluation methodology (weightings).

The evaluation methodology for the Open Tender ensured pre-qualification checks were carried out on all pertinent elements, such as Health & Safety, Equality & Diversity etc. The quality questions tested the bidders' approaches to meeting the quality criteria.

The weightings were as follows: 20% quality, 70% price and 10% for social value.

The quality questions used are noted in the table below. Question 5 was designed to reflect discussions that arose from the Climate Emergency Risk Assessment.

Question	Weighting %
1 Please provide CV's for your Contract Manager and Site Manager for the scheme.	10
2 Please provide 2 case study examples which specifically outline your successes in projects of a similar size and nature. One case study must demonstrate experience on a live, ideally school, site.	30
3 Please provide an outline programme detailing key milestones and delivery dates.	25

	A more detailed programme will be required post award.	
4	Please provide details demonstrating how you would positively manage the relationship with the school. This should include what issues you anticipate arising and how you would manage the escalation process.	25
5	Please provide details of your approach to managing the environmental impact of the project including procurement and transport of new materials, management of the supply chain and labour resources to ensure they are sustainable.	10
	Total	100%

The social value element was designed and scored according to the Council's Social Value Policy, utilising the TOMS model (Themes, Outcomes and Measure) via the Social Value Portal (SVP). This asks bidders to provide their Social Value offer through a structured list of Measures which they are able to commit to any quantity of. The value and quality of their offer was evaluated by the Social Value Portal on the Council's behalf, and they were awarded a percentage score.

The Invitation to Tender (ITT) document was issued on the Supplying the South West Portal. The tender period was 30 days and closed on the 15th May 2023. The council received 6 completed tender submissions.

The evaluation panel consisted of the Project's and Property's Teams; Senior Technical Manager, Senior Project Manager and Commercial Manager. The outcome of the tender evaluation is noted in the table below:

	Total Potential Score	Supplier 1	Supplier 2	Supplier 3 (John West)	Supplier 4	Supplier 5	Supplier 6
Weighted Quality Score	20%	14.2%	7.8%	9.6%	10.8%	12%	11%
Weighted Price Score	70%	61%	70%	66%	40.7%	50.6%	64.1%
Weighted Social Value	10%	4.82%	0%	7.5%	4.64%	0%	4.22%
Total weighted Score	100%	80%	77.8%	83.1%	56.2%	62.6%	79.3%
Ranking		2	4	1	6	5	3

As part of their Social Value offer, John West (Contractors) Ltd noted they would look into hiring a person, make good use of the local supply chain and use low/no emission vehicles.

Contract Arrangement's and Management

The contract will be administered under the clauses within the JCT Intermediate Form of Building Contract and the contract administrator will be MH Construction Services (Wales) Ltd.

The implementation of the contract will be managed through the North Somerset Council's Senior Technical Manager and the current timescale is to complete the works by the end of 2023. The contract will be finalised once the successful tenderer has been appointed.

OPTIONS CONSIDERED:

No further options were considered at this stage as the submission from John West (Contractors) Ltd meets the requirements of the contract and is affordable.

FINANCIAL IMPLICATIONS:

Schools and those responsible for school buildings are eligible for either a School Condition Allocation (SCA) or Condition Improvement Fund (CIF) grant.

North Somerset is, as of 1 June 2023, responsible for five maintained schools across six buildings. To assist with the maintenance of these sites it has been allocated, based on a formula, £256,796 of SCA in 2023/24.

This is a reduced amount from the 2022/23 allocation of £355,250. As each school converts to academy status, the SCA allocation is reduced the following financial year.

Details of the conditions of grant can be found at <https://www.gov.uk/guidance/school-capital-funding>

When last assessed, the backlog of maintenance needs across the school estate was estimated to be in the region of £6.1m over 5 years. A review of the latest needs over a now smaller number of schools is under way.

This selection of Kewstoke Primary School has been influenced by the outcomes of the surveys when all the school buildings were compared and has been arrived at from an informed position. Once the repairs and improvements are made, these should make the updated elements of the site suitable for learning for a considerable time to come.

Costs

The estimated construction value of this scheme is £701,256.00, with a total project budget of £1.75m (to include professional and all other associated fees). The capital project cost code is KCP155.

Funding

At its meeting on 2 February 2022, Council approved borrowing for this school site for its roof and other necessary upgrades as part of a £3.445m allocation to cover the maintenance needs of school sites – see [Committee Report NSC \(moderngov.co.uk\)](#) Appendix 2, table 2.1. Please note £1.5m has already been slipped to 23/24 for this allocation.

As indicated above, Kewstoke Primary School is one of five schools across six sites for which the repairs and maintenance of the buildings falls to the Council. Assessed against the remaining 6 sites, Kewstoke Primary School is deemed to have the greatest need for urgent works that, if not undertaken, could put part of the site's use in risk of closure.

Maintained schools are part of the Council's capital estate and funding has been secured as above.

The DfE provides School Condition Allocations to assist with the cost of maintaining Council-owned schools. Other than Council funding, there are no further grants available. Basic Need and developer contributions should be used to create new places and not to replicate existing provision.

LEGAL POWERS AND IMPLICATIONS:

The contract to be used will be the JCT Intermediate Form of Building Contract.

As per Contract Standing Orders, Contract Award Approval £500,000 to £999,000 can be approved by Director advised by the S151 Officer and Head of Strategic Procurement.

CLIMATE CHANGE AND ENVIRONMENTAL IMPLICATIONS

The design has been developed with reference to the Council's policies on climate change and with consideration of the environmental implications.

Upgrading the roof and supporting accommodation changes will enable this old building to benefit from greater insulation and better building efficiency.

The works on the school building will result in year-on-year savings in the amount of energy used achieved through the use of modern building materials and the introduction of higher levels of insulation that meets current standards. In addition, buildings of single skin construction will be replaced by modern insulated cavity wall construction and areas of the school that are currently being heated without regulation will have control measures introduced which will greatly reduce their cost in use. Specific figures around carbon impact of the works are not available at this time, as carbon surveys have not been undertaken on the school site to provide a baseline.

A Climate Emergency Risk Assessment has been produced to identify any environmental risks or opportunities. The outcome of this was that both the specification and quality section was adjusted to reflect the requirement for minimal environmental impact through this project. Suppliers have been asked how they will mitigate negative and enable positive environmental impacts throughout the project and the specification will address the disposal of waste.

John West (Contractors) Ltd, the recommended supplier, noted the following examples of how they environmentally invest:

- 15 kWh of on-site electricity generation. John West self-generates 50 % of their annual head office energy use on site via 10 kWh of solar and 5 kWh of wind generation.
- 93% of Waste is recycled
- Almost 50% of its car fleet are electric.
- On site car charging facilities.
- Solar thermal hot water generation on site.
- LED lighting throughout the office
- Air Source Heat pump heating to main office area

CONSULTATION

All necessary stakeholders of the school have been consulted about the scope of works to upgrade site.

The PCOM Working Group met on 6 September 2022. Members of the Children and Young People’s Services Policy and Scrutiny Panel were also invited to attend. There was a follow up session on 17 October 2022 to brief councillors of the ongoing strategy and rationale for the project. The Panel’s questions were concentrated around school place provision. Those present understood the pressures on school buildings but also highlighted the pressures on the council’s capital and revenue resources, especially as a significant element of the costs of these works would be met from capital borrowing. The Working Group, when balancing the significant economic pressures on the council against the benefits of ensuring local schools places remain available, also noted that the council would have a statutory obligation to provide free Home to School Transport to those who may not be able to attend a school within the statutory distance from their home. The council’s commitment to supporting village communities was discussed, as was the Government’s intention for all schools to move away from council control. Members were supportive of ensuring that the residents of North Somerset have access to good local schools, but mindful of the significant costs to enable this to happen.

The school service has established a project board which meets monthly and has influenced and advised on the design of the project.

Officers attended a Parish Council meeting on Monday 5 June 2023 to discuss the scheme and District Councillors have and will continue to be updated about the project.

RISK MANAGEMENT

Initial risks and mitigations are provided below.

Potential Risk	Mitigation
Failure to deliver service area expectations in relation to timescales	Contractors provided outline programme as part of tender submission which suggests project delivery is achievable
Impact of change to School Senior Management	Regular and clear communication between all stakeholders
Project coming in over budget	Cost management and value engineering
Unexpected costs being received	A contingency allowance has been allocated

EQUALITY IMPLICATIONS

Have you undertaken an Equality Impact Assessment? **Yes**

The EIA did not highlight any risks to particular groups and overall has a positive impact.

CORPORATE IMPLICATIONS

This project supports the corporate plan aim of North Somerset being a council which is an open and enabling organisation by managing our resources and investing wisely and also the councils' priority of being a thriving and sustainable place by being a great place for people to live, work and visit.

APPENDICES

None.

BACKGROUND PAPERS

Report to Executive – December 2022


Approval of joint Commissioning and Procurement Plan to progress with Schools capital upgrades – remaining roofing programme

CY140: Contract Award for Contract Administrator and Quantity Surveyor Services to assist with the delivery of school capital upgrade works at Kewstoke Primary School: Roofing Programme

**CY139: Use of Exception to Contract Standing Orders:
Contract Award for Principal Designer Services to assist with the delivery of school capital upgrade works at Kewstoke Primary School: Roofing Programme**

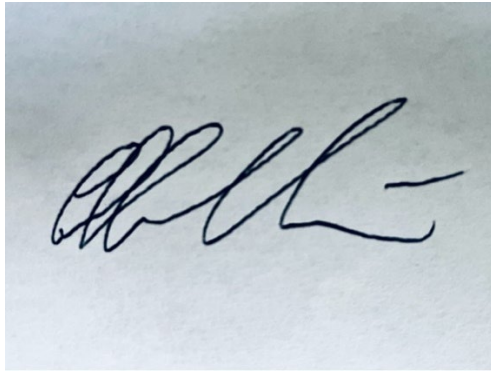
SIGNATORIES:

DECISION MAKER(S):

Signed: 

Director of Children's Services

Date: 27 June 2023

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Signed:

Head of Strategic Procurement

Date: 22 June 2023

A photograph of a handwritten signature in black ink on a light-colored surface. The signature is written in a cursive style and appears to be 'A. S. S.' followed by a horizontal line.

Signed:

Section 151 Officer

Date: 27 June 2023