

NOTICE OF MEETING

CABINET MEMBER SIGNING

Monday, 31st March, 2025, 10.30 am - Alexandra House, Station Road, N22 7TY (watch the live meeting [here](#))

Members: Councillor Zena Brabazon

Quorum: 3

1. FILMING AT MEETINGS

Please note that this meeting may be filmed or recorded by the Council for live or subsequent broadcast via the Council's internet site or by anyone attending the meeting using any communication method. Although we ask members of the public recording, filming or reporting on the meeting not to include the public seating areas, members of the public attending the meeting should be aware that we cannot guarantee that they will not be filmed or recorded by others attending the meeting. Members of the public participating in the meeting (e.g. making deputations, asking questions, making oral protests) should be aware that they are likely to be filmed, recorded or reported on. By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings.

The Chair of the meeting has the discretion to terminate or suspend filming or recording, if in his or her opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual or may lead to the breach of a legal obligation by the Council.

2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3. URGENT BUSINESS

The Chair will consider the admission of any late items of Urgent Business. (Late items of Urgent Business will be considered under the agenda item where they appear).

4. DECLARATIONS OF INTEREST

A member with a disclosable pecuniary interest or a prejudicial interest in a matter who attends a meeting of the authority at which the matter is considered:

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent, and
- (ii) may not participate in any discussion or vote on the matter and must withdraw from the meeting room.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Register of Members' Interests or the subject of a pending notification must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal interests and prejudicial interests are defined at Paragraphs 5-7 and Appendix A of the Members' Code of Conduct

5. DEPUTATIONS / PETITIONS / QUESTIONS

6. ALEXANDRA PRIMARY SCHOOL SAFETY VALVE PROJECT - AWARD OF CONSTRUCTION WORKS CONTRACT (PAGES 1 - 6)

7. EXCLUSION OF THE PRESS AND PUBLIC

Item 8 is likely to be subject to a motion to exclude the press and public from the meeting as they contain exempt information as defined in Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985); paragraph 3, namely information relating to the financial or business affairs of any particular person (including the authority holding that information) and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

8. EXEMPT - ALEXANDRA PRIMARY SCHOOL SAFETY VALVE PROJECT - AWARD OF CONSTRUCTION WORKS CONTRACT (PAGES 7 - 10)

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Thursday, 20 March 2025

Report for: Cabinet Member Signing, 31 March 2025

Item number: 6

Title: Alexandra Primary School Safety Valve Project - Award of Construction Works Contract

Report authorised by: Caroline Brain, Assistant Director: CYP Commissioning & Programmes, Jackie Difolco, Assistant Director: Early Help, Prevention and SEND

Lead Officer: Ryan McDonnell, Project Manager, Major Projects
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Ward(s) affected: Noel Park

**Report for Key/
Non-Key Decision:** Key Decision

1. Describe the issue under consideration.

- 1.1. To request approval to award a construction contract for refurbishment and extension works at Alexandra Primary School.
- 1.2. To request approval to issue a letter of intent representing 10% of the contract sum.

2. Cabinet Member Introduction

- 2.1 Not applicable.

3. Recommendations

For the Cabinet Member for Children, Education and Families to:

- 3.1 Approve, pursuant to contract standing order (CSO) 9.07.1 (c) an award of contract to undertake refurbishment and extension works at Alexandra Primary School based on a tender contract sum of £902,129.37.
- 3.2 Approve a client contingency as set out in Part B of this report which will be strictly managed under change control governance arrangements.
- 3.3 Approve the issuance of a Letter of Intent up to a value of £100,000.00, pursuant to CSO 9.07.3. This is detailed in Part B.

4. Reasons for decision

- 4.1 In February 2024, Cabinet approved Alexandra Primary School to provide 10 SEND places with a Social, Emotional and Mental Health Difficulties (SEMH) focus. The places would be provided for key stage one (KS1) children with Complex Needs as part of the Safety Valve Programme.
- 4.2 A feasibility study was completed in early 2024, which identified the existing former caretakers building as having sufficient capacity to deliver the 10 SEMH places. Detailed design work has been undertaken, which has set out the specifications for the refurbishment and the extension to the building.
- 4.3 A standard building contract was recommended as the most efficient solution to meet the project deadline of September 2025.
- 4.4 Working with the Strategic Procurement team, a competitive tender has been completed. The Council benefited from strong market interest and nine tender submissions were received. The detailed breakdown of the tender evaluation is included in Part B of the report.
- 4.5 The preferred bidder meets the quality requirements set by the Council, has responded to the technical requirements of the tender and offers a contract price that represents value for money. The award of this contract will allow the Council to work towards providing the additional 10 SEND places at Alexandra Primary School by September 2025.

5. Alternative options considered.

- 5.1 Do nothing – This would result in Haringey failing to meet its commitment to deliver additional SEN spaces by September 2025 under the Safety Valve Programme. This would expose the Council to high revenue costs to provide the necessary school places outside of the borough and would mean that no savings would be realised through the Safety Valve programme for the ten places this project will provide. It will also mean that the positive outcomes for resident's wellbeing will not be realised either as some residents will continue to travel outside of the borough to secure an education.
- 5.2 In-house – There is currently no resource within the Council that has the capacity, specialist expertise or qualifications to deliver this service.

6. Background information

- 6.1 Alexandra Primary School is an existing primary school located in the Noel Park ward of Haringey Council. In February 2024 Cabinet approved Alexandra Primary School as a location to provide ten SEMH places. The existing former school caretakers house was determined to be the most suitable location to provide the new SEMH resource.
- 6.2 The former caretakers house has been left vacant for several years, is in a bad state of repair and all building services are lifetime expired. The project aims to

replace and repair the external envelope of the building, reconfigure the internal layouts, complete wholesale replacement of the mechanical and electrical installations, complete an extension to the building to create a new compliant staircase and undertake landscaping upgrades.

- 6.3 A multi-disciplinary design team was appointed in early 2024. The design team responded to the client brief and prepared the detailed design on that basis. The documents have been reviewed and approved by the Major Project Technical Team, which were used to complete the main contract tender.
- 6.4 A Standard Building Contract was considered the most appropriate form of contract for this project. This is on the basis that the works on site are not complex and out of the ordinary, so it will allow the Council to benefit from a fixed price contract to protect value for money.
- 6.5 The Invitation To Tender (ITT) was issued by Strategic Procurement via the Dynamic Purchasing System. The assessment of tender responses was based on a 60% price to 40% quality ratio. Therefore, the tender assessment is based on:

Tenderer	Quality (40%)	Price Score (60%)	Total (100%)	Rank
Tender A	32%	55.50%	87.50%	1

- 6.6 The quantity surveyor for this project has undertaken a thorough and detailed review of the tender and a summary of the tender report is included in Part B.
- 6.7 The defects liability period (rectification period) is 12 months.
- 6.8 The contract is to be awarded on a fixed price basis.
- 6.9 The procurement route is based on a Single Stage Traditional Procurement Method with a Standard form of contract – JCT SBC 2016.
- 6.10 Completion of the works is projected to be September 2025.

7. Contribution to the Corporate Delivery Plan 2022-2024 High level Strategic outcomes'

- 7.1 This project should support the following objectives in the Corporate Delivery Plan 2023/24:
- All council-run schools to be net zero by 2041.
 - More sustainable construction in the Borough.
 - An increased number of young people are meeting educational attainment goals.

- Maximum social value is extracted from council procurement activity, driving local jobs, skills & training, local supply chains, community benefit and environmental benefits.

8. Carbon and Climate Change

- 8.1 To enhance the building's thermal performance and reduce carbon emissions, we proposed several sustainability measures, including replacing windows and adding loft insulation.
- 8.2 We also explored the feasibility of installing Solar Photovoltaics (PV). We have incorporated the PV panels on roof levels to increase the on-site renewables.
- 8.3 The brickwork from the demolished staircase will be salvaged and utilised to construct the new boundary wall in the new playground area. If there is enough remaining we will also use the recovered bricks to form raised planters in the landscaped area

9. Statutory Officers comments (Director of Finance (procurement), Head of Legal and Governance, Equalities)

9.1 Finance

- 9.1.1 Please This report seeks approval an award of contract to T&B (Contractors) Ltd for the sum of circa £992k inclusive of 10% client contingency. Of the 12.4m capital budget set aside for the delivery of the Safety Valve programme, there is approximately £12.1m remaining balance in 2024/25 – 2026/27.

The full cost associated with the recommendation of this report will be fully met from the earmarked budget set aside under capital scheme reference number: 125 – Safety Valve Projects.

9.2 Procurement

- 9.2.1 Please refer to Part B of this report for the Procurement comments.

9.3 Legal

- 9.3.1 The Assistant Director for Legal and Governance (Monitoring Officer) has been consulted in the preparation of this report.

On the basis of the value of this contract this is a key decision and under CSO9.07.1c needs to be authorised/approved by Cabinet/ Cabinet member

The Assistant Director for Legal and Governance (Monitoring Officer) sees no legal reasons preventing the Cabinet Member for Children, Education and Families from approving the three recommendations in this report.

9.4 Equality

9.4.1. The Council has a Public Sector Equality Duty (PSED) under the Equalities Act (2010) to have due regard to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between people who share those protected characteristics and people who do not;
- Foster good relations between people who share those characteristics and people who do not.

9.4.2. The three parts of the duty apply to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.

9.4.3. Although it is not enforced in legislation as a protected characteristic, Haringey Council treats socioeconomic status as a local protected characteristic.

9.4.4. An Equalities Impact Assessment (EQIA) relating to the Safety Valve Programme was prepared for the Cabinet report in February 2024. An Equalities screening review was undertaken for this specific project and it is noted that there is a positive impact to a vulnerable user group, with special education needs (SEN). A specific EQIA for this individual scheme is not considered necessary because there is no significant change to the service and there are no anticipated negative impacts on groups that share protected characteristics or other disadvantaged groups.

9.4.5. The proposed decision is to request approval to award a contract to Tender A up to the value stated in Section 3.1 and Part B of this report, that will allow for works to take place to protect the health, safety and wellbeing of students and staff using the school buildings.

9.4.6. No negative consequences are identified for those who share a protected characteristic, and it is concluded that the works will have a wholly positive impact by improving the health and safety of the local community.

9.4.7. The following measures have ensured that the works comply with the Council's equalities duties:

- No reduction in service provision, either during the works or once they are completed;
- Services will be improved through better buildings which are safe to use.

9.4.8. As an organisation carrying out a public function on behalf of a public body will be obliged to have due regard for the need to achieve the three aims of the Public Sector Equality Duty as stated above. Appropriate contract management arrangements will be established to ensure that the delivery of the major works does not result in any preventable or disproportionate inequality.

10. Use of Appendices

10.1. Appendix A – Part B

11. Background papers

11.1. This report contains exempt and non-exempt information. Exempt information is under the following categories (identified in amended Schedule 12A of the Local Government Act 1972): Information relating to financial or business affairs of any particular person (including the statutory holding that information).

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is exempt

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