

Agenda item:

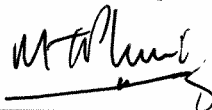
[No.]

Cabinet Procurement Committee

On 19th March 2009

Report Title. Remodelling and extension of the Coombes Croft Library

Report of:- Mun Thong Phung, Director of Adult, Culture & Community Services.

Signed : 

Contact Officer : Diana Edmonds, Asst Director Culture, Libraries & Learning (Project Client)
Malcolm Greaves, Corporate Landlord Manager (Client Agent)

Wards(s) affected: North Tottenham

Report for: Key Decision

1. Purpose of the report

1.1 To seek Cabinet Procurement Committee approval to award the contract for the remodelling and extension of Coombes Croft Library

2. Introduction by Cabinet Member (if necessary)

2.1. The redevelopment of this popular library facility will improve the level of services which we can provide for local communities. It was an achievement to win this award in open competition and I wholeheartedly support the remodelling and extension programme.

3. State link(s) with Council Plan Priorities and actions and /or other Strategies:

3.1. Haringey Library Service provides excellent library services although the facilities in which they are provided are often far from excellent. The Big Lottery grant will allow us to ensure that the Coombes Croft library provides excellent facilities and services to the local community.

4. Recommendations

- 4.1 That Members approval is granted to award the contract for the remodelling and extension of Coombes Croft Library in accordance with Contract Standing Order (CSO) 11.03, to the contractor named in Appendix A1.
- 4.2 That the contract be awarded based on the pricing arrangements set out in Appendix A.

5. Reason for recommendation(s) Background

- 5.1 The purpose of this proposal is to remodel and extend the floor space at Coombes Croft Library to provide for increased Public library use. The project will address the lack of space by increasing the floor area by 100m² (i.e. approximately 37% increased area) and provide modern facilities in a welcoming, safe and green environment.
- 5.2 The key objectives are to remodel the interior of the existing library and create 100m² increase in floor area to provide:-
- Meeting space
 - Double the capacity of the People's Internet facility
 - Improved toilet facilities (including DDA access)
 - Basic café vending facilities.
 - Improved access to the front and rear of the library
 - Improved space planning within the building
- 5.3 The library is located on the High Road, near to the Tottenham Hotspur Football Ground and was opened in 1954. It occupies the ground floor of a mixed-use development with residential accommodation on four floors above. The ground floor library is divided into two public areas, separated by a staff office and reception desk which is directly opposite the main entrance. The larger of the two public areas is used as an adult lending library with IT facilities. The smaller area is used as the children's library which also provides IT facilities and a small storage area used by a toy library.
- 5.4 In March 2007 the Assistant Director Culture, Libraries & Learning submitted an application to the Big Lottery Fund, under the Communities Library programme. The bid was based on the need to provide an improved and expanded library facility in an area of significant urban deprivation. Haringey has been formally advised that this bid was successful and a capital grant has been allocated towards the building works. Subject to Haringey demonstrating that it has carried out a professional design and procurement process the monies will be released for the construction works to commence.
- 5.5 The project will provide increased floor space by the construction of extensions at the front and rear of the building. Space planning will be improved to open up the route and view through to the library, as well as bringing staff into direct contact with library users. Improved toilet facilities including DDA access, drinks vending, storage and staff accommodation will also be provided.

- 5.6 Pre planning permission statutory checks revealed the existence of an underground watercourse (Moselle Brook) located in a culvert immediately under the library forecourt. The watercourse remains under the auspices of the Environment Agency/Thames Water although as riparian owners the Council is responsible for repair and maintenance of the structure. The Environment Agency placed a formal and positive objection to the scheme which they considered contrary to policy arising from the Water Resources Act 1991. Conditional planning permission was received however, subject to resolution of issues arising from the culvert (*and also some issues of external detailing – since resolved*). Negotiations with the Environment Agency followed but had a significant adverse impact upon the programme although agreement in principle (subject to formal agreement) has now been reached.
- 5.7 A specialist water engineering consultant (Halcrow) was engaged to assist negotiations and to provide appropriate designs and specifications for the agreed repairs to a short section of the Moselle culvert. The latter activity will enable the proposed front extension to the library to be constructed. Some additional costs associated with the culvert repairs provisionally estimated presently at £50 - £60K may be required and by necessity will fall outside the cost plan as originally submitted to the Big Lottery. There is a risk that these additional costs will accrue in part or whole as a liability against the Authority. There is likely to be an impact of between 1 and 3 weeks on the previously planned 32 week build programme.
- 5.8 It must be noted that arising from the delay, the Big Lottery have now stipulated a start on site during March 2009 which by negotiation it is believed can be extended to April 2009. Failure to meet this deadline now carries high risk of loss of the capital grant and therefore the whole improvement project as described here. This is the main reason for submitting this authority request ahead of full cost details for the culvert repairs being resolved. Consideration was given to omitting the planned front extension to the library. NOTE Omission of the front extension will not meet the specification agreed with the Big Lottery and which formed the basis of the funding agreement.
- 5.9 It should be noted that contracts for this work cannot be let until formal agreement to the negotiated position concerning the Moselle Culvert has been received from the Environment Agency. Application has been made and detailed liaison will continue throughout the appraisal period.

Sustainability

- 5.10 The contractor's pre-qualification and tender submissions required a response and evidence of their commitment to the sustainability agenda. The contractor named in Appendix A has demonstrated this throughout the evaluation process, including delivery methods, material selection, innovation and areas such as waste reduction and disposal.
- 5.11 WRAP and site waste management documentation was included in the original tender invitation. Following recent clarification of the position regarding the culvert repairs (which had a material effect on the direction of the build phase), arrangements for this aspect will be instituted following appointment of the main contractor.

Risks

- 5.12 The key risks in the delivery of this project are:-

- **Cost Escalation above the Big Lottery Capital Grant**

The project has been implemented on the basis of a detailed design and then tender process to minimise changes. The project will be managed and reported on the basis of the Haringey Project Management Best Practice procedures. Paragraph 5.7 above refers to potential for additional costs associated with the repairs to the Moselle Culvert. Funding to this level can be contained within the funding envelope, however should these costs escalate, and consideration will be

required to determine the appropriate source of funding bearing in mind the Authority's overall repairing obligations in respect of structures of this type across the Borough. It should be noted that in this case the Environment Agency retains a right of enforcement under the Water Resources Act 1991.

▪ **Programme Delays in the Construction Works**

The underground culvert works are scheduled to take between 1 and 3 weeks which will be in addition to the 32 week library construction programme. The design team are working to negotiate this extension out of the planned programme.

▪ **Under Ground Culvert Repair Works**

As detailed above, works will be undertaken to designs and specifications and under the general supervision of Environment Agency approved water engineers (Halcrow). The aim is to mitigate risk associated with this aspect.

▪ **Impact on the Local Area**

The loss of library facilities will be mitigated by the provision of temporary facilities during the construction programme. Consultation with local residents will also take place to minimise and mitigate the impact of the construction works.

▪ **Hazardous Materials**

Limited amounts of asbestos materials have been discovered within the library. These materials will be removed by a licensed asbestos removal company prior to the mobilisation of the construction works.

Legal Implications

5.13 The terms and condition of the Big Lottery Grant have been fully detailed and the offer has been formally accepted by the Haringey Chief Executive. The project team will ensure that all the pre-conditions for releasing the funds will be met.

Contract Implementation

5.14 The procurement process has been completed in accordance with the Council's Major Works Framework Agreement supported by the Construction Procurement Group. Invitation to tenders were requested from 10 contractors and 9 tender bids were received

5.15 Tenders have been evaluated on their value for money. Appendix A Exempt information of this report details this analysis.

5.16 Following the approval of the Cabinet Procurement Committee, the release application for the capital grant will be submitted to the Big Lottery Fund.

5.17 It is anticipated that the contract will be mobilised during late March and the construction works completed over the summer and autumn of 2009.

5.18 During the construction works the existing Coombes Croft Library facility will require closure. Over this period a mobile library service will be in operation.

6. Other options considered

6.1 The options were considered in an earlier paper entitled "Coombes Croft Community Libraries Application Final Review 22/06/07 to the Big Lottery Fund". This was reviewed by the Council and formally approved by the Chief Executive on the 7th November 2007.

6. Summary

7.1 This report seeks the approval of the Cabinet Procurement Committee for the award of the contract to the company named in Appendix A.

7.2 The contracts will be managed on the behalf of Haringey by a professional team appointed under the Haringey Construction Procurement Framework Agreement

7.3 The project will provide some 100m² of additional floor space by the provision of a front and rear ground floor extension.

7.4 The project will be funded by the Big Lottery and take between 32 and 35 weeks for completion (see para 5.11 point 2).

7.5 The issue of the underground culvert running under the area of the proposed front extension will be mitigated by employing the Environmental Agency approved water engineering consultant (Halcrow) to oversee the modification works.

7.6 The potential for financial risk/exposure to costs relating to the unforeseen remedial works to the Moselle Culvert must be noted (see paras 5.7 and 5.11 point one above)

8 Chief Financial Officer Comments

8.1 The funding for the proposed contract outlined in this report is coming from a Big Lottery capital grant of £0.880m.

8.2 As outlined in the body of the report, the project start date has been delayed due to issues around the Moselle brook culvert. Any further delay would compromise receipt of the grant and as stated in paragraph 5.8 the funding body are pushing to get the capital work started on site by March. Full spend must be achieved by 31.3.2010 although once work begins, the contract period is 32 weeks so achieving this is not expected to be a problem.

8.3 In terms of additional financial risks, the main one is around the uncertainty of the final costs of works to repair the culvert. In mitigation, property services have prioritised £38k from the overall capital maintenance budget for 2009/10 although it is hoped that the costs can be contained within the overall grant envelope.

8.4 Tight project management should mitigate against the risk of the project overall breaching the capital grant.

9 Head of Legal Services Comments

9.1 CSO 11.03 provides that contracts above £250,000 may only be let by the Cabinet.

9.2 The contract to which this report relates has been procured under the Council's Framework Agreement for Major Works and therefore complies with the Council's CSOs and EU legislation.

9.3 Subject to obtaining formal agreement from the Environment Agency as detailed in paragraph 5.9 the Head of Legal Services sees no legal reasons preventing Members from approving the recommendations set out in paragraph 4.

10 Head of Procurement Comments –[Required for Procurement Committee]

6.1 The selection of the contractors to tender for this work has been carried out in accordance with the Major Works framework agreement.

6.2 The competition was undertaken with those contractors who are suitable to carry out the work based on the lowest price.

6.3 To enable good project control and change management it is recommended that a construction project manager is employed to lead this project.

6.4 Due to the issues of the culvert it is essential that design warranties are put in place by the Council.

11 Head of Corporate Property Services

11.1 In January 2008 a project team was mobilised under the direction of Corporate Property Services to support the Library Service by developing the project from the concept stage and also co-ordinating the appointed design team. Following the recognised RIBA Stages of project implementation, detailed design has now been completed; outline planning approval obtained (para 5.6 refers) and the project has been tendered to 10 contractors following the Haringey Corporate Procurement Procedures.

11.2 Following discovery of the unforeseen underground Moselle Brook, CPS has led engagement and negotiations with the Environment Agency. Agreement in principle has been achieved that has enabled the scheme to proceed and has reduced the potential financial liability for works to the culvert structure by an estimated 50-60%. (Paragraphs 5.7/8 refer).

11.3 The potential for exposure to financial risk/exposure caused by the requirement to carry out remedial works to the Moselle Culvert is outlined in paragraphs 5.7 and 7.6

11.4 In overall terms the scheme as it stands has not been without challenges but is fully supported as a means of achieving worthwhile external investment aimed at improving the Council's property assets in addition to enhancing delivery of excellent cultural and learning opportunities within this sector of the Borough.

11.5 CPS has prioritised a sum of £38,000 within the 2009/10 Capital Maintenance Programme as a contribution reflecting presently required property asset maintenance activity at this site.

12 Equalities &Community Cohesion Comments

12.1 The Council's Equal Opportunities policies have been embedded into the tender specification and contractor's policies and procedures have been reviewed during the pre-qualification stages for compliance with Haringey's standards.

12.2 An Equalities Impact Assessment has been carried out for this project and the main issue of accessibility incorporated into the design of the new facilities

13 Consultation

- 13.1 An extensive consultation programme has taken place with library users and community groups. An initial consultation, which sought the community's views on the library facilities and the services provided, took place in February 2005. This formed part of the library development strategy, agreed by Members in June 2005, which recognised the need to improve Coombes Croft Library in order to meet the needs and aspirations of the community.
- 13.2 Plans were drawn up to optimise the existing floor space within the library. These were presented to the Council's Executive in June 2006 which were rejected on the basis that remodelling could not provide adequate accommodation for the library's future development.
- 13.3 A community workshop was held in February 2007 made up of a wide range of people comprising library users, community group members and representatives from statutory organisations. Those attending the consultation event expressed the view that the library was too small for the current needs and there was a need to expand the facilities being currently provided.
- 13.4 Concept designs were developed from these workshops on which further consultation has taken place. This was then used as the basis of a capital bid to the Big Lottery Fund under the Community Libraries Programme in March 2007.

14 Service Financial Comments

- 14.1 The project will be funded through a "Big Lottery Capital Grant" which has been secured by the Project Sponsor, Diana Edmonds Assistant Director Culture, and Libraries & Learning. This was approved by the Chief Executive on the 7th November 2007.

15 Use of appendices /Tables and photographs

- 15.1 Appendix A Exempt information of this report details the analysis of the tenders .
- 15.2 Appendix B: Outline design of the remodelled and extended library.
- 15.3 Appendix 3: Programme of Construction

16 Local Government (Access to Information) Act 1985

- 16.1 The following background paper was used in the preparation of this report:-
- Coombes Croft Community Libraries Application Final Review 22/06/07 to the Big Lottery Fund
- 16.2 The exempt information is exempt under the following category (identified in the amended schedule 12A of the Local Government Act 1972: s. (3) Information relating to financial or business affairs of any particular person (including the authority holding that information).

Appendix A:

Exempt information of this report details the analysis of the tenders.
(Separate Document)

Appendix C: Programme of Construction

