

CABINET

14 FEBRUARY 2012

GATEWAY 4 PROCUREMENT POST PROJECT COMPLETION REVIEW: WOODLANDS SCHOOL - IMPROVEMENTS TO NURSERY, RECEPTION AND SEN PROVISION

Portfolio Holder: Councillor Les Wicks, Children's Services
Report from: Rose Collinson, Director of Children and Adults
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Summary

This report presents Cabinet with a post project review/appraisal of a high risk contract completed at Woodlands School to deliver improvements to the nursery, reception and SEN provision as highlighted within 2.1.2 of this report.

This follows the award of contract following a Gateway 3 report to Cabinet on 21 December 2010 (decision number 225/2010).

The approved Procurement Gateway 3 Report relating to this Gateway 4 report is available upon request.

This Procurement Gateway 4 report has been approved for submission to the Cabinet after review and discussion at Children's and Adult's Directorate Management Team and Strategic Procurement Board.

1. Budget and Policy Framework

1.1 Post Project Appraisal / Contract Management

This procurement post project appraisal and its subsequent review is within the Council's policy and budget framework as highlighted within the Procurement Gateway 3 Report on 21 December 2010.

1.2 Funding/Engagement From External Sources

Not applicable to this procurement.

2. Background

2.1 Contract Details

2.1.1 This contract is a Works/Construction contract

2.1.2 Supplier Details

This Gateway 4 Report relates to the contract awarded to B W May & Sons Limited for construction works at Woodlands School. The works provided:

- reconfigured and additional nursery space alongside the day nursery to allow for 35 children to attend from 3 years and improve transition for children from nursery to reception, with provision for children from birth to reception age
- additional classroom accommodation to allow for PAN increase from 45 to 60 in each year group, providing capacity for an additional 105 pupils overall
- dedicated SEN area for 10 children in addition to school roll, meaning these children no longer have to be educated out of area
- nurture room for children with emotional needs
- new family room with storage and 1-1 room alongside enabling a full range of courses and activities to be offered to families ranging from nutrition classes, teenage cookery courses, to family support sessions and breakfast clubs
- training room for the SureStart Centre to enable staff training and courses for the community to be delivered
- new access control and fire alarm system
- works to bring all aspects of the building into line with current construction legislation.

2.1.3 Contract Description

The contract was completed between January and August 2011 to provide improvements to nursery, reception and SEN provision at Woodlands School. The form of contract used was JCT Design & Build Contract (2005 Edition, 2009 Update).

2.2 Permissions Required

This report provides the Cabinet with a post project appraisal and concludes this contract at the end of the contract duration of 8 months on the basis that this contract was for a one-off procurement requirement and because the contract has fulfilled requirements in accordance with the service specification and associated contract terms and conditions. The works described in the contract documents on drawings and in specifications have all been completed as required to the time, quality and cost parameters set out in the contract.

3. Options

This was a one-off construction contract and the works have been completed in accordance with the contract terms.

4 Procurement Project Outputs / Outcomes

The procurement outcomes/outputs identified as important at Gateway 1 to the delivery of this procurement requirement and identified as justification for awarding the contract at Gateway 3, have been appraised in the table at the end of section 4 of this report, to demonstrate how the procurement contract and corresponding supplier has delivered these outcomes/outputs.

4.1 Procurement Project Management

No further procurement management resources or skills are required to be deployed on this contract as it is a one-off contract with no additional termed requirements and will therefore no longer be required.

4.2 Post Contract Award Contract Management

No further contract management resources or skills are required to be deployed on this contract as it is a one-off contract with no additional termed requirements and will therefore no longer be required.

4.3 Other Issues

There are no other issues that could potentially impact the remainder of this contract term as the contract is now complete.

4.4 TUPE Issues

Further to guidance from Legal Services, Human Resources and the Strategic Procurement Team, it was identified that at Gateway 1 that TUPE did not apply to this recommended procurement contract award at Gateway 3 as this is a works related procurement with no services related implications and therefore there are no further TUPE issues to consider at this stage.

Outputs / Outcomes	How will success be measured?	Who will measure success of outputs/ outcomes	When will success be measured?	How has procurement contract delivered outputs/outcomes?
1. Provision of additional classroom space for foundation stage children	Completion of works and as built drawings/operation and maintenance information	School organisation team through Capital Programme Manager, in liaison with the school	January 2012	<p>Works have been completed to time and under budget. The building now has sufficient classroom space to operate as a 2FE school</p> <p>Reconfigured and additional nursery space alongside the day nursery to allow for 35 children to attend from 3 years and improve transition for children from nursery to reception, with provision for children from birth to reception age</p>
2. Provision of SEN space	Completion of works and as built drawings/operation and maintenance information	School organisation team through Capital Programme Manager, in liaison with the school	January 2012	<p>Dedicated SEN area for 10 children in addition to school roll, meaning these children no longer have to be educated out of area (bringing revenue savings to the SEN budgets)</p> <p>Nurture room for children with emotional needs</p>

Outputs / Outcomes	How will success be measured?	Who will measure success of outputs/outcomes	When will success be measured?	How has procurement contract delivered outputs/outcomes?
3. Addition of family room and training space for SureStart centre	Completion of works and as built drawings/operation and maintenance information	School organisation team through Capital Programme Manager, in liaison with the school	January 2012	<p>New family room with storage and 1-1 room alongside enabling a full range of courses and activities to be offered to families ranging from nutrition classes, teenage cookery courses, to family support sessions and breakfast clubs</p> <p>Training room for the SureStart Centre to enable staff training and courses for the community to be delivered</p>
4. Remedial works to make building compliant with current legislation for building control and health & safety, following works undertaken by the school up to November 2009	<p>Completion of works and as built drawings/operation and maintenance information.</p> <p>Certificate of Completion from Building Control</p>	School organisation team through Capital Programme Manager, in liaison with STG Building Control	January 2012	<p>Works completed to bring all aspects of the building into line with current construction legislation</p> <p>New access control and fire alarm system</p> <p>Project has received a Certificate of Completion to indicate it complies with the Building Regulations</p>

5. Risk Management

5.1 Risk Categorisation

There are no risks associated with this procurement Contract at Gateway 4 Stage.

6. Consultation

6.1 Internal (Medway) Stakeholder Consultation

As part of this ongoing procurement contract management, no internal stakeholder consultation is required.

6.2 External Stakeholder Consultation

As part of this ongoing procurement contract management, no external stakeholder consultation is required.

7. Strategic Procurement Board

7.1 The Strategic Procurement Board considered this report on 18 January 2012 and supported the recommendation set out in paragraph 9 of this report.

8. Financial, Legal, Procurement and ICT Implications

8.1 Financial Implications

8.1.1 This procurement contract has been completed to programme and £150,000 under the original budget. The underspend will be returned to the capital programme for future schemes.

8.1.2 Detailed finance and whole-life costing information is contained within Section 2.1 Finance and Whole-Life Costing of the Exempt Appendix.

8.2 Legal Implications

8.2.1 This procurement contract is now complete and there are no legal implications.

8.3 Procurement Implications

8.3.1 This procurement contract has no procurement implications as the contract is complete and no further procurement activity will take place.

8.3.2 This one-off requirement to improve the nursery, reception and SEN provision at Woodlands school has come to a successful and natural conclusion and demonstrates the necessity to engage both appropriately qualified project and procurement experts in a timely fashion.

- 8.3.3 The client department has advised that the contractor has performed to a satisfactory performance level, which has led to the project coming under budget and on time once again reaffirming the Council's commitment to ensure value for money for all its procurement activities.
- 8.3.4 The client department is advised that it would be beneficial to make available lessons learned from this project to other project managers embarking upon similar projects in the future across the entire Council.
- 8.3.5 Based on the information provided, Strategic Procurement is satisfied that the contractor has performed according to expectation and as a result supports the recommendation to formally bring this project to its logical conclusion.

8.4 ICT Implications

- 8.4.1 This procurement requirement does not have any ICT implications.

9. Recommendation

- 9.1 The Cabinet is asked to note the findings outlined in this report.

10. Suggested reasons for decision(s)

- 10.1 The recommendations contained within Section 9 'Recommendations' above are provided on the basis that the project has been completed to specification and within budget.

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Background papers

The following documents have been relied upon in the preparation of this report:

Description	Location	Date
Gateway 1 Report to Children and Adults Directorate Management Team	W:\School_Services\Planning_Review\Live Projects\9X087 Woodlands Primary\procurement	16 July 2010
Gateway 3 Report Cabinet Report	W:\School_Services\Planning_Review\Live Projects\9X087 Woodlands Primary\procurement	21 December 2011