

OFFICER DECISION FORM

DECISION TO BE TAKEN BY: INTERIM DIRECTOR OF REGENERATION AND PLACE

KEY DECISION YES

DIRECTORATE: REGENERATION AND PLACE

WARDS AFFECTED: UPTON

SUBJECT: INSTALLATION OF MOBILE CLASSROOMS AT HAYFIELD SCHOOL

1.0 DECISION:

The Interim Director of Regeneration agreed to approve the hire and installation of two mobile classrooms at Hayfield School with effect from 8 August 2022 to Portakabin Ltd in the total sum of £759,556 for a period of 104 weeks.

2.0 REASONS FOR THE DECISION

- 2.1 A detailed specification of requirements was issued in March 2022 and a tender exercise undertaken. Three bids were received. The bids were received on a lowest tender basis and ability to meet the necessary installation date requirements.

3.0 STATEMENT OF COMPLIANCE

- 3.1 The recommendations are made further to legal advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been completed. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

4.0 DECLARATION OF INTEREST

- 4.1 The officers involved in the commissioning and procurement of this contract have no interests to declare.

The Interim Director of Regeneration and Place as the nominated officer for this decision has no interest to declare.

Officer: Sally Shah

Title: Interim Director of Regeneration and Place

Date: 10 August 2022

A list of background papers on this issue is held with: Head of Service, Asset Management

Contact Officer: Jeannette Royle

Date: 10 August 2022

Date of Publication: 15 August 2022

Date of Expiry of Call-In Period: 18 August 2022



5 AUGUST 2022

Report Title:	INSTALLATION OF MOBILE CLASSROOMS AT HAYFIELD SCHOOL
Report of:	HEAD OF SERVICE, ASSET MANAGEMENT

REPORT SUMMARY

This report requests that the Interim Director of Regeneration and Place agrees to award a construction contract to Portacabin Ltd. The contract allows for a rental period for two mobile classrooms for a 104-week period which will enable an additional 40 Special Educational Needs and Disabilities (SEND) pupil places to be provided at the school.

This is a key decision.

This decision affects the Upton Ward.

The decision supports the delivery of the Wirral Plan by providing Brighter Futures: working together for brighter futures for our children, young people, and their families by breaking the cycle of poor outcomes for all regardless of their background.

RECOMMENDATION

The Interim Director of Regeneration is recommended to approve the hire and installation of two mobile classrooms at Hayfield School with effect from 8 August 2022 to Portacabin Ltd in the total sum of £759,556 for a period of 104 weeks.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATION/S

- 1.1 A detailed specification of requirements was issued in June 2022 and a tender exercise undertaken. Three bids were received. The bids were scored on a fixed price basis with Portakabin Ltd meeting the necessary timescale requirements and submitting the lowest price tender.

2.0 OTHER OPTIONS CONSIDERED

- 2.1 A range of options across the school estate has been explored to identify where additional SEND capacity could be added, this has included additional SEND bases in mainstream schools, internal alterations at school sites and traditional build solutions.
- 2.2 Timescales have been an important factor in the options considered in order to achieve the additional places required for the start of the new 2022/23 academic year. Added to this pressure contractor availability and supply chain issues have had to be factored into the option chosen.
- 2.3 A permanent solution was considered however, this was not viable due to both the tight timescales and estimated construction costs of the whole project including enabling works.
- 2.4 The purchase rather than of the temporary accommodation was considered however, the costs associated with the preliminary costs, site clearance, formation of new playground and pathways, drainage etc were the most significant cost within the project and would have to be undertaken if the structure was permanent, hired or purchased.
- 2.5 Out of borough solutions to place pupils with SEND are often not appropriate and have significant financial implications. The project option presented equates to £18,750 per pupil whilst to educate out of Borough would be an additional £50,000 per pupil.

3.0 BACKGROUND INFORMATION

- 3.1 The Council has a statutory duty to provide suitable education for Wirral Children with Special Educational Needs (SEN).
- 3.2 Wirral Schools Forum on 14 June 2022 discussed the on-going pressure in relation to the high needs block and increased demands on special school places across the area.
- 3.3 In 2020-2021, 25% of pupils in Wirral primary schools and 33.2% of pupils in Wirral secondary schools with special educational needs & disabilities had Social Emotional & Mental Health (SEMH) as their primary need, compared with an average of 16.5% in primary schools and 22.4% in secondary schools in England.
- 3.4 It is the LA's view that the most appropriate provision for identified children, would be for places to be found at schools located within the Wirral community. There is an anticipated increase in numbers within these schools of 170 places in 2022/23 for children with Complex Learning Difficulties, Severe Learning Difficulties, Autism

Spectrum Disorder and Social Emotional & Mental Health (SEMH) and the SEND team continue to work with other colleagues to make sure the additional capacity requested is achievable and schools have the space available to support this extra demand.

- 3.5 Following a commissioning process this year, 4 mainstream schools have been successful in being awarded bases for the next academic term. Whilst this does take some pressure off special school provision this still requires a number of additional projects to be taken forward to provide more specialist offer. Including the provision of temporary accommodation for 40 additional pupils at Hayfield School, Upton.
- 3.6 A full procurement exercise was undertaken involving consultation with officers in a number of areas and then the drawing up of a detailed tender specification. Expressions of interest were invited via 'The Chest' portal and the process was overseen by the procurement team.

4.0 FINANCIAL IMPLICATIONS

- 4.1 The cost of the project is being met from the High Needs Capital Grant (Department for Education)
- 4.2 A total of 7 companies were included within the tender process.

Tender 1	£759,556	
Tender 2	£797,143	
Tender 3	-	Withdrawn
4No companies	-	Opted out – unable to meet timescales

- 4.3 Tenders were received on a fixed price basis. Fees associated with this project are £64,562 for professional fees, clerk of works, and CDM Regulations. The total for the scheme is £824,118.
- 4.4 The breakdown of the lowest submitted tender comprises:

1	Preliminary Costs	£15,860
2	Enabling Works (+ site access)	£64,625
3	Site Clearance	£90,245
4	Foundations	£15,485
5	Formation of new playground and pathways	£95,700
6	New surface drainage, foul water and other services	£69,710
7	Mobile skirting	£12,770
8	MUGA alterations	£32,711
9	Delivery, installation, clearance	£108,429
10	Contingency	£10,000
11	Hire charges 104 weeks	£205,808

5.0 LEGAL IMPLICATIONS

- 5.1 The commission of the services detailed in this report have been undertaken in accordance with The Public Contract Regulations 2015 and the Council's Contract Procedure Rules.
- 5.2 The award of this contract is being made on lowest tender basis. The Council's Contract Procedure rules (Standing Orders) set out how contracts are to be awarded by the Council in accordance with the Procurement Strategy requirements.
- 5.2 The award will be underpinned by a formal contract which will be drawn up by the Council's legal team.

6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS

- 6.1 There are no direct staffing and ICT implications arising from this report.
- 6.2 The mobile classrooms will add temporary capacity to school until a permanent solution is found within the whole SEND school estate and provide improved external play facilities to the school.

7.0 RELEVANT RISKS

- 7.1 Failure to deliver this project for the start of the new school academic year 2022/23 would have serious implications for the Council who has a statutory duty to provide suitable education for Wirral Children with Special Educational Needs.
- 7.2 Risks were considered regarding the options to either hire or purchase the accommodation. A significant cost of the tender was to enable the siting of the units and other external play areas. The ability to remove the units when no longer required was considered a reasonable factor and given that an extension of hire could be applied.
- 7.3 Site safety risks were assessed prior to the tender process starting and this influenced the scope of the contract. The project will be managed under The Construction (Design & Management) Regulations.

8.0 ENGAGEMENT/CONSULTATION

- 8.1 Engagement took place internally with a number of technical and education officers at design of specification stage.
- 8.2 Full Planning approval has been obtained.

9.0 EQUALITY IMPLICATIONS

- 9.1 Wirral Council has a legal requirement to make sure its policies, and the way it carries out its work, do not discriminate against anyone. An Equality Impact Assessment is a tool to help council services identify steps they can take to ensure equality for anyone who might be affected by a particular policy, decision or activity.
- 9.2 The delivery of this project will ensure that children's disabilities are met within the area and within a facility that meets their special needs. All site and new facilities provided will meet the requirements of the Equality Act 2010.

10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

10.1 Portakabins commitment to the environment is stated in their company objectives as: “we want to grow the business in a sustainable way that is not harmful to the environment. It’s important to us to reduce waste output and resource usage, increasing the use of renewable energy, and ensure intelligent, sustainable building design”.

11.0 COMMUNITY WEALTH IMPLICATIONS

11.1 Portakabin states that it wants to have a positive impact on people and communities: “Creating a positive social impact is central to our operations. For our employees, that’s about ensuring this is a great place to work and for the wider community it’s our commitment to providing jobs, interacting with schools, supporting local wellbeing and contributing to charities and voluntary organisations”.

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APPENDICES

None

BACKGROUND PAPERS

- (i) Mobile Classroom Tender Specification
- (ii) Submitted bids from the two bidders

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Wirral Schools Forum	14 June 2022