

	<b>Officer Key Decision</b>
	<b>Report to the Corporate Director of Neighbourhoods &amp; Regeneration</b>
<b>Authority to Award the contract for the roof and fascia replacement works at Donnington Primary School</b>	

<b>Wards Affected:</b>	Roundwood
<b>Key or Non-Key Decision:</b>	Key Decision
<b>Open or Part/Fully Exempt:</b> <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Part Exempt Appendix 1: This part of this report is not for publication as it contains the following category of exempt information as specified in Paragraph 3, Schedule 12A of the Local Government Act 1972, namely: "Information relating to the financial or business affairs of any particular person (including the authority holding that information)"
<b>List of Appendices:</b>	Appendix 1 – exempt Appendix 2 – evaluation grid
<b>Background Papers:</b>	None
<b>Contact Officer(s):</b> <small>(Name, Title, Contact Details)</small>	Name: Fareeda Ali Job Title: Capital Programme Officer Email: Fareeda.ali@brent.gov.uk

## 1.0 Executive Summary

- 1.1. This report relates to roof and fascia board replacement works at Donnington Primary School. This report summarises the process undertaken in procuring a contract for roof and fascia board replacement works at Donnington Primary School ('the Contract') and following completion of the evaluation of the bids, recommends to whom the contract should be awarded.

## 2.0 Recommendation(s)

That the Corporate Director, Neighbourhoods & Regeneration:

- 2.1 Approves the award of a contract for Roof and Fascia Replacement Works at Donnington Primary School to Amber Construction Services Ltd for £561,278.28.

## 3.0 Detail

### 3.1 Contribution to Borough Plan Priorities & Strategic Context

- 3.1.1 The Council has a statutory duty to maintain schools it is the responsible body for and fulfils the duty by undertaking major projects at the schools to ensure the buildings are weather tight and provide a safe environment for education.

The proposed works will include replacement of a number of roof areas and fascia boards at the school. These are necessary condition improvement works and will contribute towards Strategic Priority 4 of the Borough Plan, 'the Best Start in Life' by delivering desired outcomes 1 and 2 '*Raised Aspirations, Achievement and Attainment*' and *Young People are seen and Heard*'.

## **3.2 Background**

3.2.1 Brent Council (the Council) is the responsible body for 39 community and foundation schools and has a duty to undertake major projects at these schools to ensure the buildings are weather tight and provide a safe environment for education. Funding is provided to responsible bodies to carry out these works by the Department for Education (DfE) via the School Condition Allocation (SCA). This funding is provided each year based on an assessment by the DfE of high level building condition need and is provided to meet the responsible body's own local condition priorities across their schools. The Council places SCA monies in a specific capital budget, the Asset Management Programme (AMP) budget to meet its statutory requirement.

3.2.2 A three-year programme for 2026-29 was agreed by Capital Programme Board (CPB) in November 2025 to address condition improvement priorities across the schools. The works at Donnington Primary school involve the roof replacement works across a number of areas at the school. The school has reported concerns with significant leaks. A condition survey carried out in 2025 by the Council's appointed technical consultants, Arcus, recommended replacement works to the roof, and the fascia boards which were found to be in poor condition. The consultants then developed a design for these works.

### **The Tender process**

3.2.3 The Contract will be let using JCT Intermediate Building Contract (with Contractor's Design) 2024, with the Council's amendments.

3.2.4 A mini-competition process was commenced under the Traditional Flat Roof Replacement workstream, workstream 1, of the LHC (London Housing Consortium) Roofing Systems and Associated Works framework RS5 (the 'Framework'). A request for an expression of interest was issued to all the contractors on workstream 1, of the Framework. The contractors that expressed an interest were then invited to submit tenders via the London Tenders Portal on 20<sup>th</sup> March 2026. The Council received five bids by the deadline of 12pm of 22<sup>nd</sup> April 2026 from the contractors listed in Appendix 1.

3.2.5 The pre-procurement considerations stated that the Contract would be awarded on the basis of the most economically advantageous offer to the Council based on the following evaluation criteria:

- Price: 45%
- Quality: 55%

### **Evaluation process**

- 3.2.6 The quality and social value components tender evaluation was carried out by officers from the Council's Capital Delivery Team (Property & Assets) and was moderated by the Council's Procurement Team. Each member of the evaluation panel carried out an initial evaluation of how well they considered each of the award criteria was addressed in the tender.
- 3.2.7 The Council's appointed technical consultants, Arcus Consulting, undertook a detailed evaluation of the remaining pricing submissions. This review process included checking for any formulaic or mathematical errors and issuing queries to each contractor to clarify any qualifications or exclusions in order to ensure compliant bids were received.
- 3.2.8 The names of the suppliers are contained in Appendix 1. The scores received by the tenderers are included in Appendix 2.
- 3.2.9 Supplier 2 was the highest scoring supplier, and Officers therefore recommend the award of the Contract to Supplier 2, namely Amber Construction Services Ltd.

#### **4.0 Stakeholder and ward member consultation and engagement**

- 4.1 The Cabinet Member for Regeneration and Planning has been consulted as part of the drafting of this report. The school has been involved in the design process from the start of the project.

#### **5.0 Financial Considerations**

- 5.1 The approved budget for the roof replacement works at Donnington Primary School is £960,115.20 (inclusive of a 10% contingency) as part of the £2,500,000 Schools Asset Management Programme (AMP) for 2026/27. The contract value is fixed at £561,278.28, and the AMP budget retains sufficient capacity to deliver this project alongside an emergency works across the schools' estate.
- 5.2 This budget for these works is funded by the School Condition Allocation (SCA), a grant funding provided to the Council by the Department for Education (DfE). The grant carries minimal conditions and does not impose a deadline for the Council to spend the funding.
- 5.3 The expenditure associated with the roof and fascia board replacement works qualifies as capital expenditure, as the works will enhance the school buildings functionality and extend its useful life over several years.

#### **6.0 Legal Considerations**

- 6.1 The procurement as set out in Section 3.2.4 above was carried out through a Roofing Systems framework established by LHC under, and in compliance with the Public Contracts Regulations 2015 (the 'PCR'). The PCR 2015 allow the use of framework agreements for procurement and prescribe rules/controls for procurement through a framework.

- 6.2 The award of the Contract is subject to the Council's own Contract Standing Orders (CSO) in respect of Medium Value Contracts and Financial Regulations. In this respect, it should be noted that, in accordance with CSO 86(e)(ii), the Council's participation in the Framework was confirmed as legally permissible by the Corporate Director of Law & Governance and it was considered appropriate to use the framework for the procurement. The Director, Property & Assets also approved the pre-tender considerations and inviting of tenders in accordance with CSOs 89 and 88, and confirmed there is sufficient budgetary provision for the Contract as required by CSO 86(e)(ii).
- 6.3 Under Part 3 of the Constitution, at paragraph 9.5 in section 3(a) of the table therein, relevant Corporate Directors have delegated to them authority to award Medium Value Contracts, and it is considered that the Corporate Director Neighbourhoods & Regeneration has delegated authority to approve the award of the Contract to Amber Construction Services Ltd.
- 6.4 The new contract will be administered using the JCT Intermediate Works Contract 2024 with the Council's standard amendments.

## **7.0 Equity, Diversity & Inclusion (EDI) Considerations**

- 7.1 The Council must, in the exercise of its functions, have due regard to the need to:
- (a) eliminate discrimination, harassment and victimisation
  - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
  - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it, pursuant to s149 Equality Act 2010. This is known as the Public Sector Equality Duty
- 7.2 The Public Sector Equality Duty covers the following nine protected characteristics: age, disability, marriage and civil partnership, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 7.3 The purpose of the duty is to enquire into whether a proposed decision disproportionately affects people with a protected characteristic. In other words, the indirect discriminatory effects of a proposed decision. Due regard is the regard that is appropriate in all the circumstances.
- 7.4 The proposals in this report have been subject to screening and officers believe that there are no adverse equality or health equalities implications.

## **8.0 Climate Change and Environmental Considerations**

- 8.1 Within the design, consideration has been given to improving insulation to the flat roofs. It is hoped that this will reduce the rate of heat loss and lead to reduced space heating costs and lower the carbon footprint of the building. These will contribute to the objectives in the Homes, Buildings and the Built

Environment theme within the Council's Climate and Ecological Emergency Strategy, namely to make buildings more energy efficient, and be powered by renewable sources.

## **9.0 Human Resources/Property Considerations (if appropriate)**

9.1 This is a works contract which will be delivered by an external contractor and there are no implications for Council staff arising from the procurement of the contract.

## **10.0 Communication Considerations**

10.1 The school has been involved in the project since the design phase, and will be part of the prestart meeting as well as regular progress meetings and regular communication once the works start on site. The contractor will produce a communications plan in relation to the works.

### **Related documents:**

Authority to procure a contractor to carry out roof and fascia replacement works at Donnington Primary School using a Framework Agreement  
– 25/02/26

**Report sign off:**

***Jehan Weerasinghe***

Corporate Director of Neighbourhoods & Regeneration