

Notice of Meeting and Agenda Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Thursday, 23 November 2023	10:00	Via Teams Platform,

MARK CONAGHAN
Head of Corporate Governance

Membership

Councillor John Shaw (Convener): Councillor Fiona Airlie-Nicolson (Depute Convener):

Councillor Alison Ann-Dowling: Councillor Jacqueline Cameron: Provost Lorraine Cameron: Councillor Graeme Clark: Councillor Audrey Doig: Councillor Chris Gilmour: Councillor Edward Grady: Councillor Neill Graham: Councillor Robert Innes: Councillor Bruce MacFarlane: Councillor David McGonigle: Councillor Sam Mullin: Councillor Iain Nicolson:

Further Information - online meetings only

This meeting is on-line only but is a meeting which is open to members of the public by prior arrangement. A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at <http://renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx>

For further information, please email democratic-services@renfrewshire.gov.uk

Webcasting of Meeting

This meeting will be filmed for live or subsequent broadcast via the Council's internet site – at the start of the meeting the Convener will confirm if all or part of the meeting is being filmed. To find the webcast please navigate to

<https://renfrewshire.public-i.tv/core/portal/home>

Apologies

Apologies from members.

Declarations of Interest and Transparency Statements

Members are asked to declare an interest or make a transparency statement in any item(s) on the agenda and to provide a brief explanation of the nature of the interest or the transparency statement.

Additional Items

I refer to the agenda for the meeting of the Finance, Resources and Customer Services Policy Board to be held on 23 November 2023 and enclose the undernoted additional reports which were not included in the notice calling the meeting and which the Convener has agreed to be considered as an urgent item of business:

17. Bishopton Primary Classroom Block (RC-CPU-23-161)

18.. Former Renfrew Police Station Restoration Works

Procurement

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Joint report by Director of Finance & Resources and Director of Environment, Housing and Infrastructure.

Urgent Item

18 Former Renfrew Police Station restoration works 7 - 10

Joint report by Chief Executive and Director of Environment, Housing & Infrastructure.



To: Finance, Resources and Customer Services Policy Board

On: 23rd November 2023

Report by: The Director of Finance and Resources and the Director of Environment, Housing and Infrastructure

Heading: Bishopton Primary Classroom Block (RC-CPU-23-161)

1. Summary

- 1.1 The purpose of this report is to seek the approval of the Finance, Resources and Customer Services Policy Board to award a Works Contract for the Bishopton Primary Classroom Block to City Gate Construction (Scotland) Limited.
- 1.2 The recommendation to award the Contract follows a procurement exercise which was conducted in accordance with the Council's Standing Orders relating to Contracts June 2023 for a below Regulated (Works) Contract using the Open Procedure.
- 1.3 The Contract Strategy was approved by the Interim Corporate Procurement Manager and the Head of Facilities and Property Services in September 2023.
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2. Recommendations

- 2.1 It is recommended that the Finance, Resources and Customer Services Policy Board:
- (a) Authorise the Head of Corporate Governance to award a Contract for the Bishopton Primary Classroom Block (RC-CPU-23-161) to City Gate Construction (Scotland) Limited;

- (b) Authorise a Contract Sum of £593,974.15 excluding VAT;
 - (c) Authorise a contract where the proposed Date of Possession of the Site is 29 January 2024 and the Date for Completion of the Works is 24 weeks from the Date of Possession of the Site. Any changes to these dates will be confirmed in the Council's Letter of Acceptance.
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3. **Background**

- 3.1 Renfrewshire Council requires a competent and suitably experienced Contractor for a full turnkey solution to design and construct on site, a new permanent building to accommodate 2 Primary Classrooms and associated cloakroom, storage and toilet facilities for pupils and staff. Services to the new building are to be linked to the existing main school building. Works also include all associated civils and utilities works and installation of external learning canopies. The new building will replace an existing modular classroom block at the same location within the school playground, which is to be demolished.
- 3.2 To initiate this procurement process, a Contract Notice was published on the Public Contracts Scotland advertising portal on 20 September 2023 with the tender documentation available for downloading from the Public Contract Scotland – Tender portal from the same date.
- 3.3 During the live tender period, 14 organisations expressed an interest in the tender. By the closing date set for the return of electronic tender submissions, 12 noon 8 November 2023, 3 organisations had submitted a response, 7 organisations declined to respond, and 4 organisations failed to respond.
- 3.4 In accordance with the Council's Standing Orders relating to Contracts June 2023 standing order 11.5, Tenderers were required to complete a Single Procurement Document (Scotland) (SPD(Scotland)) to be submitted with their submission. All three tender submissions were evaluated against a pre-determined set of criteria in the form of the SPD (Scotland) by representatives from the following Council services: Property Services, the Corporate Procurement Unit, Corporate Risk and Corporate Health & Safety.
- 3.5 All three tender submissions complied with the minimum criteria within the SPD. The three tender submissions were each evaluated against the Award Criteria of 60% Quality and 40% Price.

- 3.6 The scores relative to the Award Criteria for each of the three submissions are noted below:

	Price (40%)	Quality (60%)	Total (100%)
City Gate Construction (Scotland) Limited	40.00%	47.50%	87.50%
Fleming Buildings Limited	32.74%	50.50%	83.24%
SKW Construction Ltd	37.32%	41.00%	78.32%

- 3.7 The Council is satisfied that the Tender Submission by City Gate Construction (Scotland) Limited is the most economically advantageous tender.
- 3.8 The form of Contract is SBCC Design and Build Contract for use in Scotland, as supplemented and amended by the Council Employer's Amendments.
- 3.9 Community Benefits were sought from Tenderers as part of the tender process and City Gate Construction (Scotland) Limited has committed to delivering the following community benefits:

Community Benefit Description	No of People / Activity
Job for unemployed from Priority Group	1
Work Experience Placements for 16years +	2

Implications of the Report

1. **Financial** - The financial and economic standing of the recommended bidder has been assessed as part of the tender selection criteria, which City Gate Construction (Scotland) Limited passed. The cost for these works will be met by the Capital Lifecycle Maintenance budget.
2. **HR & Organisational Development** – None directly arising from this report

3. **Community/Council Planning –**

- **Place** – working together to enhance wellbeing across communities – Bishopton Primary Classroom Block will ensure a suitable and safe learning environment for the pupils.
- **Economy** – building an inclusive, green and resilient economy (matching people, skills and opportunities) - Community Benefits contribute to creating sustainable employment opportunities for people who live in Renfrewshire and encourage growth of businesses already operating ensuring that all people can benefit from the inclusive growth in Renfrewshire.
- **Fair** – nurturing bright, happy and healthy futures for all - Working with a range of partners to support the improved health and wellbeing of our citizens and reducing inequalities in Renfrewshire, focusing on supporting our communities through the cost-of-living crisis with dignity and empowering people to live fulfilled lives. Tenderers were assessed within the procurement process regarding their approach to Fair Work First throughout their organisation and supply chain i.e. payment of the living
- **Green** - leading Renfrewshire to Net Zero
- **Living our values** – making a difference together – City Gate Construction (Scotland) Limited has committed to deliver Community Benefits as set out within 3.9 of this report.

4. **Legal** – The Procurement of this Contract was conducted as a below Regulated (Works) contract using an Open Procedure in accordance with the Council's Standing Orders relating to Contracts June 2023.

5. **Property/Assets** – The work will result in a replacement classroom block within Bishopton Primary School and the demolition of the existing modular block..

6. **Information Technology** – None directly arising from this report.

7. **Equality & Human Rights** -

- (a) The recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report.

- (b) If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – City Gate Construction (Scotland) Limited's health and safety credentials were evaluated by Corporate Health and Safety, and met the Council's requirements regarding health and safety.
9. **Procurement** – The procurement procedures outlined within this report ensures that the Council meets its statutory requirements in respect of procurement procedures, efficiency, and modern government.
10. **Risk** - City Gate Construction (Scotland) Limited's insurances have been evaluated by Corporate Risk, and City Gate Construction (Scotland) Limited commits to obtain insurances which meet requirements regarding insurable risk prior to contract award.
11. **Privacy Impact** – None directly arising from this report.
12. **Cosla Policy Position** – None directly arising from this report.
13. **Climate Risk** – The level of impact associated with provision of these works has been assessed using the Scottish Government Sustainability Test.

List of Background Papers

- (a) None

Author: *Joanna Tannock, Assistant Category Manager*
Email: Joanna.tannock@renfrewshire.gov.uk



To: Finance, Resources and Customer Services Policy Board

On: 23 November 2023

Report by: Chief Executive and Director of Environment, Housing & Infrastructure

Heading: Former Renfrew Police Station restoration works

1. Summary

- 1.1 The purpose of this report is to seek approval of the Finance, Resources and Customer Services Policy Board to use money from the Renfrew Common Good Fund to fund urgent repairs and maintenance works required at the former Renfrew Police Station, Inchinnan Road, Renfrew. Works include the clearing of gutters on the roof, removal of rot within the building and securing of all windows and entry points.
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2. Recommendations

- 2.1 It is recommended that members of the Finance, Resources and Customer Services Policy Board:
- (i) Notes the contents of this report;
 - (ii) Authorises the Head of Facilities and Property Services to award a contract for urgent repairs and maintenance works at the Former Renfrew Police Station, Inchinnan Road, Renfrew;
 - (iii) Authorises the estimated contract works of c. £110,000 to be funded from the Renfrew Common Good Fund.
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3. Background

- 3.1 The former Renfrew Police Station dates from 1910 and was designed by architect, Alexander Nisbet Paterson. The two-storey building in the Baronial Revival style, is Category B Listed and is held on the Renfrew Common Good. Up until June 2012 it was leased by the Police, who subsequently moved to new premises on Station Road. Since that date the building has lain vacant.
- 3.2 The Regeneration and Estates functions of the Council have been investigating options for the potential re-use of the building. This included in 2022 submitting a major application to the UK Government's Levelling Up Fund. Plans included the creation of a new £20m Heath and Learning Hub, refurbishing both the former Police Station and the neighbouring Victory Baths. The application was unsuccessful and Officers are now in discussions with UK Government representatives as to whether there will be scope to re-apply to the fund if a future round of funding is announced. If not, Officers will continue to pursue other alternative schemes and funding routes to get the building re-occupied. Whilst these discussions are ongoing, Officers are looking to ensure that the integrity of the former Police Station is maintained to allow for its potential re-use.
- 3.3 A series of maintenance and repairs have been carried out on the building since 2012, these have included repairing and replacing damaged sitex over windows and doors, the clearing of chocked drains and repairs to burst pipes. Most recently, in 2022, works were commissioned to clean-up the building internally, including the removal of bird/vermin droppings and boarding up the building to stop any further animal ingress. These works were paid from the Council's Place Based Investment Fund allocation.
- 3.4 However, despite these works, on recent inspection a significant number of maintenance and repairs works are required at the building. Currently a large amount of standing water is on the roof due to the drainage system being blocked. Internally, due to significant water ingress from the blocked drainage system, there are significant areas of dry and wet rot throughout the building. If left untreated the rot will continue to spread throughout the building. It is recommended that these issues are rectified immediately to ensure the long-term integrity and potential future re-use of the building.
- 3.5 Quotes from a contractor have suggested that it will cost around £20,000 to sitex all remaining windows and unblock all the outlets to ensure the drainage system is operating to clear the standing water. Initial estimates of the internal rot works are around £40,000. When other costs such as professional fees, site management, welfare, site set up and skips are factored in, the total estimated cost is around £110,000. These costs are subject to change when works are on site, due to any unforeseen issues being discovered.
- 3.6 In regard to the proposed procurement route for the proposed works, Officers will select a contractor off '*The Framework for the Provision of Trades Contractors (2021 – 2025)*'. Utilising this Framework will enable Officers to procure the works in a timely manner and avoid any unnecessary delays.

4 Next Steps

4.1 Subject to approval from this Board to use monies from the Renfrew Common Good for the restoration and maintenance works, the following steps are proposed:

- Carry out the immediate works to keep the building wind and watertight i.e. the unblocking of all outlets and clearing of standing water from the roof and adding sitex to all windows to stop any water/animal ingress.
- Subject to any necessary planning permissions such as listed building consent, it is proposed to strip out all rot within the building.
- Once the above works are complete, the Council's Estate's team will regularly oversee the building. Any issues will be raised under the Corporate Asset Management Information Systems (CAMIS) and dealt with by Facilities and Property Services (Hard FM).

Implications of the Report

1. **Financial** – The cost of the required works are estimated at £110,000, with approval sought for this cost to be funded from cash balances held within the Renfrew Common Good Fund.
2. **HR & Organisational Development** – None.
3. **Community/Council Planning** – None arising directly from this report.
4. **Legal** – The property is owned by Renfrew Common Good.
5. **Property/Assets** – The former Renfrew Police Office is owned by Renfrew Common Good and currently maintained by Renfrewshire Council as part of the wider portfolio and public building repairs.
6. **Information Technology** – None.
7. **Equality & Human Rights** – The recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – All improvements are managed and maintained to comply with Health and Safety legislation with guidance given by Corporate Health and Safety.
9. **Procurement** – Required works will be contracted under the Framework for the Provision of Trades Contractors (2021 – 2025)

10. **Risk** – Without works being undertaken, the property will continue to fall into a further state of repair.
 11. **Privacy Impact** – None.
 12. **COSLA Policy Position** – None.
 13. **Climate Change** – None.
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List of Background Papers – None.

Author: Alasdair Morrison – Head of Economy and Development
Chris Dalrymple – Head of Facilities and Property Services

Email: aldasair.morrison@renfrewshire.gov.uk
chris.dalrymple@renfrewshire.gov.uk