



Havering
LONDON BOROUGH

Notice of Non-key Executive Decision

This Executive Decision Report is part-exempt and Appendices A & B are not available for public inspection as they contain exempt information within the meaning of paragraph 3 of Schedule 12A to the Local Government Act 1972. It is exempt because it refers to information relating to financial or business affairs of a particular person (including the authority holding that information) and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Subject Heading:	Authority to award a contract for Flat Roof Replacements at Broadford Primary School.
Decision Maker:	Paul Walker – Interim Director for Housing & Property.
Cabinet Member:	Councillor Robert Whitton - Cabinet Member for Regeneration.
SLT Lead:	Neil Stubbings - Strategic Director of Place.
Report Author and contact details:	Sally Shadrack – Programme Manager Schools Asset Management Telephone: 01708 434352 Email: sally.shadrack@havering.gov.uk
Policy context:	The proposals within this paper support the Corporate Plan objectives to optimise the use of Council assets to improve the customer experience, reduce cost, make better use of technology to make life easier for residents and reduce the cost of public services.
Financial summary:	The Council are responsible for maintaining school buildings. An approved budget is set aside from the Local Authority School Condition Allocations (SCA) 2026/27 Grant for this purpose.

Non-key Executive Decision

Is this decision exempt from being called-in?	The decision will be exempt from call in as it is a Non key Decision.
--	---

Non-key Executive Decision

The subject matter of this report deals with the following Council Objectives

People - Things that matter for residents

Place - A great place to live, work and enjoy

Resources - A well run Council that delivers for People and Place. X

Part A – Report seeking decision

DETAIL OF THE DECISION REQUESTED AND RECOMMENDED ACTION

For the reasons stated in this report and its Appendix, the Interim Director of Housing & Property is recommended:

To agree the award of a works contract, to Ashe Roofing Ltd, for flat roof replacements at Broadford Primary School within the London Borough of Havering, at an estimated contract value of £ 288,944.

It should be noted that this will provide an estimated start date of 26th May 2026 for mobilisation during the summer half term onwards with the main body of works commencing at the start of the Havering Schools Summer Holiday 21st July 2026 and completing by 1st November 2026 finishing any outstanding works during the Autumn half-term.

AUTHORITY UNDER WHICH DECISION IS MADE

Part 3 of the Council's Constitution

1. 3.3.3 Scheme – Powers common to all Strategic Directors

2. Contracts

4.2. To award all contracts with a total contract value of below £1,000,000 other than contracts covered by Contract Procedure Rule 16.3. This delegation shall include the ability to extend or vary a contract up to and including a value of £1,000,000 (provided that the extension is in line with the existing contractual provisions).

The above powers are the subject of a sub-delegation from the Strategic Director of Place to the Interim Director of Housing and Property, as notified to the Monitoring Officer on 3 April 2024.

STATEMENT OF THE REASONS FOR THE DECISION

The purpose of this contract is to replace six flat roofs at Broadford Primary School. Havering LA are responsible for maintaining school buildings using grant funding from the LA School Condition Allocations (SCA) 2026/27. The preferred bidder's tender price (Ashe Roofing) is within the sum set aside for the pitched roof budget allocation.

The existing flat roofs have been surveyed, and it has been established that they are now beyond their service life and require replacement.

These works have been run via a restricted tendering process to 6 specialist flat roofing installation contractors who can deliver a fully priced bid without the need of any further negotiations via Fusion to provide a full design and installation service.

Non-key Executive Decision

The contract will be entered into using the JCT Design and Build Contract 2016 with London Borough of Havering (LBH) amendments.

Six specialist flat roofing installation contractors who provide a full design and installation service via Langley Roofing Systems were invited to tender with a quality evaluation and a commercial price evaluation and all suppliers signed up on the portal.

On opening the tender submission, five contractors had submitted a bid.

See Exempt Appendix A for the cost and quality summary and overall analysis.

The market has been tested by going out to competitive tender and it is proposed to appoint Ashe Roofing being the contractor with the highest scoring compliant bid at 99.4% undertake the replacement flat roof works at Broadford Primary School.

OTHER OPTIONS CONSIDERED AND REJECTED

Doing nothing, would lead to the Council failing in its statutory obligations to provide sufficient schools in its area, meaning schools need to be sufficient in number, character and equipment to provide for all pupils the opportunity of an appropriate education in accordance with Section 14 of the Education Act 1996.

Temporary repairs have been made. However, further temporary repair is not a viable option hence proceeding with flat roof replacement is necessary.

The above options have therefore been considered and rejected.

PRE-DECISION CONSULTATION

The school was engaged on the current condition of its roof, the roof is now no longer sustainable or in working order. A condition survey was carried out which highlighted the requirement for the replacement of the roof.

In addition to the above, there is also engagement with the school within the overall annual maintenance programme.

NAME AND JOB TITLE OF STAFF MEMBER ADVISING THE DECISION-MAKER

Name: Sally Shadrack

Designation: Programme Manager Schools Asset Management

Signature: Sally Shadrack
Name:

Signature: Sally Shadrack

Date:14.04.26

Part B - Assessment of implications and risks

LEGAL IMPLICATIONS AND RISKS

The Council has a duty in section 14 of the Education Act 1996 to ensure that there are sufficient schools for providing primary and secondary education in its area; and sufficient in this context means in respect of number, character and equipment to provide for all pupils the opportunity of appropriate education. The Council is making a decision to make a contract for building works for that purpose.

The Council has power to make a contract for these works through section 111 of the Local Government Act 1972, which allows the Council to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions or through its general power of competence in section 1 of the Localism Act 2011 to do anything an individual can do, subject to certain limitations. None of the limitations apply to this decision.

The proposed contract value is below the applicable public procurement threshold for works contracts stipulated in the Procurement Act 2023 (PA) of £5,372,609. Therefore, the contract is not subject to the full PA regime. The Procurement should however be carried out in accordance with the Council's Contract Procedure Rules.

For these reasons and subject to the above, the Council can award the contract.

FINANCIAL IMPLICATIONS AND RISKS

Havering LA are responsible for maintaining school buildings; therefore, an approved budget is set aside from the 2026/27 LA School Condition Allocations (SCA). These works are contained within the allocated SCA budget.

See Exempt Appendix B for the financial breakdown summary.

As with most capital schemes, there is a risk that the scheme could overspend due to issues arising during the construction process. Any issues arising, can be funded from the project contingency and if need be, the wider SCA Programme Budget. Should any overspends emerge they will be reported or escalated via monthly capital monitoring processes. Any arising underspend will be allocated to other school condition priority schemes.

There exists a risk of delays as with any major building project, but this will be mitigated by a scrutinised critical path programme issued to the Contract Administrator and all the stakeholders and reviewed against the on-site progress at four weekly and ad hoc meetings.

The Langley Roofing System comes with a guarantee that is a full pre-paid independent insurance backed guarantee for the entire guarantee period of 25 years. The Langley Roofing System also provides 5 years Annual Maintenance Inspections at no charge to the Council. The Langley guarantee is comprehensive, linked to the construction price index, covers the material, design and workmanship of the proposed system, whilst also covering third party consequential damage ensuring future risks are mitigated This is the longest independent backed guarantee available in the roofing industry for flat roof systems.

As with all contracts, there is a risk to contractor delivery or continued operation. The contractor's quality submission however, has partly mitigated this risk, along with careful project management in the future.

Non-key Executive Decision

HUMAN RESOURCES IMPLICATIONS AND RISKS (AND ACCOMMODATION IMPLICATIONS WHERE RELEVANT)

There are no Human Resources implications associated with this decision.

EQUALITIES AND SOCIAL INCLUSION IMPLICATIONS AND RISKS

The Public Sector Equality Duty (PSED) under section 149 of the Equality Act 2010 requires the Council, when exercising its functions, to have due regard to:

- (i) The need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (ii) The need to advance equality of opportunity between persons who share protected characteristics and those who do not, and;
- (iii) Foster good relations between those who have protected characteristics and those who do not.

Note: 'Protected characteristics' are age, disability, gender reassignment, marriage and civil partnerships, pregnancy and maternity, race, religion or belief, sex/gender, and sexual orientation.

The Council is committed to all of the above in the provision, procurement and commissioning of its services, and the employment of its workforce. In addition, the Council is also committed to improving the quality of life and wellbeing for all Havering residents in respect of socio-economics and health determinants.

There are no equalities implications arising from this decision.

ENVIRONMENTAL AND CLIMATE CHANGE IMPLICATIONS AND RISKS

Climatic events, in particular the risk of flash flooding, has increased, and is likely to increase further over the coming years, so it is important that the flat roofs are changed as they have reached the end of their life.

Langley Roofing Systems specified roofing materials ensures longer durability and product lifecycle and therefore savings to the Council over time as the roofing products will last longer.

Their robust specification criteria ensures compliance with the latest regulations. All Langley Roofing Systems' reinforced bitumen membrane (RBM) systems are roof (t4) compliant with insulation thicknesses ranging from 30mm to 250mm. Langley Roofing Systems offer the only BBA with a 40-year durability on a full Reinforced Bituminous Membrane System. This robust roofing specification insulation will reduce heat loss within the building thereby reducing the amount of heating needed, reducing expenditure and reducing carbon emissions.

Non-key Executive Decision

Langley Roofing Systems are part of Industry Associations such as LRWA (Liquid Roofing and Waterproofing Association) and the NFRC (National Federation of Roofing Contractors), which have initiatives such as Safe2Torch and RoofCert. This means when standards change, Langley Roofing Systems can immediately update courses they deliver to their nominated contractors e.g. Ashe Roofing Ltd. This ensures training is current and up to date within the industry standards.

Langley Roofing Systems will issue upon completion a 25-year guarantee which also provides 5 years Annual Maintenance Inspections at no charge to the Council. The Langley guarantee is comprehensive, linked to the construction price index, and covers the material, design and workmanship of the proposed system, whilst also covering third party consequential damage. This is the longest guarantee available in the roofing industry for flat roof systems.

The recommended contractor Ashe Roofing Ltd with their suppliers comply with all local and national environmental legislation, regulations and directives to protect and improve the environment, and have developed; reviewed and recorded processes in place to make sure they comply. This is verified by their environmental management holding UKAS accredited independent third-party certificate of compliance with BS EN ISO 14001 and a UKAS accredited independent third-party certificate of compliance in accordance with BS EN ISO 9001.

Action plans are also in place to manage their environmental impact, e.g. energy reduction and waste management programmes.

HEALTH AND WELLBEING IMPLICATIONS AND RISKS

The roof replacements will safeguard the existing school building structure and protect it from the elements ensuring the longevity of the existing facilities. Otherwise, there is a high risk that water ingress would disrupt the day to day running of schools and the ability to teach children if the current situation was not addressed.

In respect of the roof replacement scheme under Construction Design and Management Regulations 2015 ("CDM"), the Principal Contractor Ashe Roofing Ltd, will plan, manage, monitor and co-ordinate the entire construction phase. They will take account of the health and safety risks to everyone affected by the work, including in children, school staff and visitors. Asset Management have also employed an independent CDM Coordinator to visit the school sites and monitor Ashe Roofing Limited's performance in respect of health and safety, to ensure there are no dangers for the school population.

Ashe Roofing as part of the procurement evaluation process, prepared a written construction phase plan and this will be reviewed prior to works commencing and revised accordingly in conjunction with Asset Management and Technical Services being the client and with each school, to ensure it remains fit for purpose.

Ashe Roofing as part of their submission, provided a detailed risk assessment taking account of the school environment, and will liaise with the school or client for the duration of the project to ensure that all risks are effectively managed.

Ashe Roofing are responsible for their staff training, ensuring they understand the school health and safety policy and procedures. Their staff will have valid Disclosure and Barring Service certification and will abide by all access restrictions.

Non-key Executive Decision

There will be individual school pre-contract meetings and progress meetings at regular intervals during the roof replacements with Asset Management Programme Manager, Technical Services Building Surveyor, Head Teacher and School Business Manager, Ashe Roofing Ltd Operations Director, Ashe Roofing Ltd Contract Manager and Ashe Roofing Ltd Health and Safety Manager. These meetings will cover:

- The site compound location ensuring complete separation via access proof fences and barriers;
- Site deliveries ensuring works traffic is routed to the compound ensuring safety for all;
- Any changes to access points or fire escape routes;
- Any health and safety issues identified;
- A procedure of responsibility for people to report dangers to including the local community.

This will enable the Head-teacher to keep staff and children informed on all key points, and ensure the health and wellbeing of the children, school staff and visitors during the building work.

BACKGROUND PAPERS

None.

APPENDICIES

Exempt Appendix A
Exempt Appendix B

Flat Roof Tender Submission Summary.
Flat Roof Financial Breakdown Summary.

Non-key Executive Decision

Part C – Record of decision

I have made this executive decision in accordance with authority delegated to me by the Leader of the Council and in compliance with the requirements of the Constitution.

Decision

Proposal agreed

Details of decision maker

Signed



Paul Walker
Interim Director of Housing & Property

Date: 20th May 2026

Lodging this notice

The signed decision notice must be delivered to Democratic Services, in the Town Hall.

For use by Committee Administration

This notice was lodged with me on _____

Signed _____