



ADUR & WORTHING
COUNCILS

Adur Cabinet Member for Finance and
Resources and the Worthing Cabinet
Member for Resources
Date: 3rd October 2024

Decision to be taken on or after:
10th October 2024

Key Decision [Yes/No]

Ward(s) Affected: Peverel Ward

Commerce Way Roof Covering

Report by the Assistant Director for Regenerative Development

Executive Summary

1. Purpose

- 1.1. The Commerce Way Depot main building has had water ingress issues for many years. The existing roof coverings are light weight & fragile, and the weathering detailing is poorly designed.
- 1.2. The proposal is to replace the existing coverings with a new insulated steel composite sheet system. This will improve the thermal performance of the roof and stop the water ingress from impacting the staff.

2. Recommendations

- 2.1. To approve the award of a contract to the successful tenderer, Higham Flat Roofing Ltd to undertake the replacement roof coverings in line with the contract specification and contract sum £286,836.00 plus VAT.

3. Context

- 3.1 A budget of £200,000.00 was originally approved for this urgent work based on a pre tender estimate from the consultant Earl Kendrick (EK) appointed by the councils to prepare the specification.
- 3.2 The lowest tender return was considerably higher than the pre tender estimate requiring a £100,000.00 virement from another less urgent project, replacement floor coverings at Commerce Way.
- 3.3 This unforeseen additional expenditure has resulted in this additional governance process. The process has delayed execution of the contract and issue of the works order to Higham Flat Roofing Ltd.

4. Issues for consideration

- 4.1 The new materials required for the roof have a 4 week lead in time from receipt of order.
- 4.2 The alternative option is to try and manage the existing leaks with temporary repairs. However this has proved to be not practical due to the age and type of roofing system.
- 4.3 The consultant EK prepared an options appraisal that looked at 3 roofing systems:

Option A - Felt System

Option B - Decra System as existing

Option C - Composite steel insulated roof panels

The consultant identified taking into account future maintenance costs and whole life costing that the composite steel insulated roof panels offered the best value to the council.

5. Engagement and Communication

- 5.1 The Commerce Way Depot Roof Coverings Project is listed on the Forward Plan and has been since June 2023. The tender returns for the proposed roofing works has come in above the original approved £200,000.00 budget.

- 5.2 Approval to spend £100,000.00 that has been vired from an approved budget for replacement floor coverings at Commerce Way Depot to be used towards replacement roof coverings at Commerce Way Depot. BMG approval for this virement was confirmed as approved on 19/09/24
- 5.3 Planning approval has been received for the proposed roofing system.
- 5.4 The Commerce Way Waste Cleansing & Fleet Manager, has been engaged with the project planning and is fully aware of the anticipated roofing renewal works.

6. Financial Implications

- 6.1 Procurement is completed and the best value tender has been identified as Higham Flat Roofing Ltd.
- 6.2 The project direct works cost is £286,836.00. This includes a 10% contingency.
- 6.3 The total approved financial budget including the £100,000.00 virement from the Commerce Way Flooring is now £321,030.00 which is to include all professional fees associated with the project.

7. Legal Implications

- 7.1 The award of the contract is to be compliant with the Councils' contract standing orders.
- 7.2 Under Section 111 of the Local Government Act 1972, the Council has the power to do anything that is calculated to facilitate, or which is conducive or incidental to, the discharge of any of their functions.
- 7.3 s1 of the Localism Act 2011 empowers the Council to do anything an individual can do apart from that which is specifically prohibited by pre-existing legislation
- 7.4 Section 3(1) of the Local Government Act 1999 (LGA 1999) contains a general duty on a best value authority to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

7.5 s1 Local Government (Contracts) Act 1997 confers power on the Council to enter into a contract for the provision of making available assets or services for the purposes of, or in connection with, the discharge of the function by the Council.

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Sustainability & Risk Assessment

- The specified roofing system includes a thermal upgrade to comply with current building regulations. This will reduce energy costs to heat the building.
- The new system will allow the existing solar PV system to be reinstalled without ongoing concerns of damage to the roof covering from inspection and maintenance to the solar PV.
- An R-MER metal system is manufactured from up to 55% recycled materials and is 100% recyclable at the end of its life, making it a highly sustainable roofing system.

1. Economic

- The financial cost of the contract from the capital budget.
- Reduced maintenance costs and repairs associated with the existing old damaged roof coverings.

2. Social

2.1 Social Value

- Whilst carrying out the works for Adur & Worthing Council, Higham Flat Roofing Ltd will be supporting the local economy by using local businesses for accommodation, food, some material supplies and waste disposal. This contributes to the councils' mission 'Thriving Economy', supporting local businesses contributes to the local economy. Upon completion of the project Higham will have provided a new roof which will help to create a safe and comfortable working environment for the local employees of this business, a roof that will perform its function for many years.

2.2 Equality Issues

- Not completing the roof work could impact on use of the existing staff toilets and shower facilities for all.

2.3 Community Safety Issues (Section 17)

- Providing better internal facilities for Commerce Way Depot staff to work in that will be easier to clean and maintain.

2.4 Human Rights Issues

- Completing the roof works will protect the existing facilities and ensure that the workplace is improved for all.

3. Environmental

- Higham's policy of Reduce, Reuse, Recycle aligns with the Council's mission 'Thriving Environment'. By reducing waste going to landfill through the policy of reuse and recycling of materials wherever possible Higham is supporting the environment.
- As stated above the specified roofing system includes a thermal upgrade to comply with current building regulations. This will reduce energy costs to heat the building.

4. Governance

- The Commerce Way Depot Roof Coverings Project is listed on the Forward Plan and has been since June 2023.
- Not replacing the roof coverings and resolving the ongoing water ingress risks reputational damage & potential for further Unison involvement due to the poor condition of the building.