



Mayor and Cabinet Decision to appoint the Lead Consultant for the LUF Lewisham Library Refurbishment Works.

Report title: LUF Lewisham Library Refurbishment Works – Approval to award contract to Lead Consultant

Date: 19 July 2023

Key decision: No

Class: Part 1

Ward(s) affected: Lewisham Central

Contributors: Capital Programme Delivery, Legal Services, Chief Accountant, and Procurement & Contracts.

Outline and recommendations

This report seeks approval from Mayor and Cabinet to appoint the Architect-Led Lead Consultant to undertake and deliver the Government Levelling Up funded (LUF) Lewisham library refurbishment project, through RIBA stages 1-7, following the advertised opportunity which took place between 30 May 2023 – 26 June 2023, via the Council's online tendering system (Pro-Contract Procurement Portal), as per the Council's Contract Procedure Rules.

It is recommended that Mayor and Cabinet approve the appointment of **Architecture 00** as the lead consultant to carry out and deliver the refurbishment of Lewisham Library 199 – 201 Lewisham High St, SE13 6LG in accordance with RIBA stages 1-7 at the tendered sum of **£570,375** for a period of three years and six months.

Timeline of engagement and decision-making

4 May 2023 – Executive Director of Corporate Resources approved officers to undertake a procurement for a suitable lead consultant to undertake and deliver the Lewisham Library refurbishment project through RIBA stages 1-7 to take forward the commitments outlined in the LUF bid application; and granted permission to utilise the GLA Architecture + Urbanism Framework (A+U) using lot 5 Civic, Cultural and Social Infrastructure.

On the 22 May 2023 an expression of interest was issued to all suppliers within lot 5 of the A+U framework, for the commission of an Architect-led lead consultant to deliver and manage RIBA stage 1-7 for the proposed refurbishment works to the Lewisham library.

Officers advertised the full tender opportunity between 30 May 2023 – 26 June 2023, via the Council's online tendering system (Pro-Contract Procurement Portal), as per the Council's Contract Procedure Rules.

The PID for this project was approved by the Regeneration and Capital Programme Delivery Board on 28 June 2023.

Reason for urgency

This report is being presented to Mayor & Cabinet as a late and urgent item.

Following the procurement exercise for an architect-led Lead Consultant to deliver the LUF project 2 at Lewisham Library via the GLA framework, the tenders have come back higher in cost than expected. This pushed them over the £500k threshold meaning that the award decision must now be taken by Mayor & Cabinet rather than expected Executive Director for Community Services. Given the tight funding delivery deadline set by DLUHC for spend of the Levelling Up funding and the complexity of this project, waiting until September 2023 Mayor & Cabinet would mean a 2-month delay to the project which would have serious implications for being able to deliver the project within the funding deadline.

1. Summary

- 1.1 This report outlines the procurement exercise via the London Tenders Portal to find a suitable Lead Consultant to undertake and deliver the LUF Lewisham Library refurbishment project through RIBA stages 1-7
- 1.2 The purpose of this report is to seek approval from Mayor and Cabinet for the appointment of Architecture 00 as Lead Consultant to deliver and manage RIBA stages 1-7 for the refurbishment of Lewisham library, at the tendered sum of £570,375, following the Council's Contract Procedure Rules and the restricted framework tender process.
- 1.3 In February 2023 Lewisham Council was awarded £19m to revitalise Lewisham Town Centre, after successfully bidding for money from the Government's Levelling Up Fund (LUF). The funding will be used for improvements to the town centre, combined with £5m of additional match funding from the Council. The funding will be used to deliver three elements – transformation of the market,

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public realm improvements and renovation of Lewisham Library into a new culture and business hub.

- 1.4 This reports relates to the refurbishment of Lewisham Library which will provide a flagship cultural and civic space to attract visitors, and address the acute lack of office space for SMEs. It will upgrade facilities for the archives service and expand the libraries hospitality offering to help activate the day and night-time economy across the town centre. The refurbishment of the building will also address the required health and safety, mechanical, electrical, plumbing, fabric, DDA and compliance issues.
- 1.5 On 4 May 2023 the Executive Director of Corporate Resources gave approval for officers to utilise the GLA Architect + Urbanisum Framework (A+U) to invite pre-approved and vetted suppliers from Lot 5 (Civic, Cultural and Social Infrastructure) of the framework to tender.
- 1.6 Officers advertised the full tender opportunity from 30 May 2023 – 26 June 2023, via the Council's online tendering system (Pro-Contract Procurement Portal) inviting all suppliers within lot 5 of the frame work.
- 1.7 Five tenders were received and Arcitecture 00 achieved the highest economically advantageous overall score based on a robust assesement of quality and price and have demonstrated comprehensive skills, knowledge, experience and ability to deliver this project.
- 1.8 A full synopsis of the tenders is included in the part 2 report at appendix (A).
- 1.9 It is reccomended that Architecture 00 be appointed as Lead Consultant.

2. Recommendations

- 2.1 It is recommended that Mayor and Cabinet approve the appointment of **Architecture 00** as Lead Consultant to carry out and deliver the refurbishment of Lewisham Library (199 – 201 Lewisham High St, SE13 6LG) in accordance with RIBA stages 1-7 at the tendered sum of **£570,375**, for contract duration of three years and six months.

3. Policy Context

- 3.1 This report aligns with Lewisham's Corporate Priorities, as set out in the Council's [Corporate Strategy \(2022-2026\)](#):
 - Cleaner and Greener
 - A Strong Local Economy
 - Quality Housing
 - Children and Young People
 - Safer Communities
 - Open Lewisham
 - Health and Wellbeing

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- 3.2 In particular, this report is closely aligned to the following 'Strong Local Economy' priorities:
- We will invest in our high streets and create more pedestrianised spaces, doing what we can do ensure our borough is the best place in London for entrepreneurs to start their businesses.
 - We will actively work to attract jobs and businesses to Lewisham, building on the success of Lewisham Works and creating more spaces for pop-up stores and markets in shops that are temporarily empty
- 3.3 The Draft London Plan recognises the role libraries play in providing valuable public spaces that improve access, inclusion and safety and diversify the range of night time activities in the town centres to support the night time economy (Policy HC6 'Supporting the night time economy').
- 3.4 The replacement of the mechanical, electrical, and plumbing systems is consistent with the Council's energy policy, which was agreed at Mayor and Cabinet in July 2014, and more recently the Council's commitment to the borough being carbon neutral by 2030 and the development of the Climate Change Action Plan. The library refurbishment works will contribute to these commitments by considerably reducing heat loss by improving the roof structure and replacing the windows and reducing carbon emissions by replacing the heating system with a new heat recovery system

4. Background

- 4.1 In February 2023 Lewisham Council was successful in securing £19m to revitalise Lewisham Town Centre, after successfully bidding for money from the Government's Levelling Up Fund (LUF). The funding will be used for improvements to the town centre, combined with £5m of additional match funding from the Council.
- 4.2 The LUF funding will be used to deliver on the commitments of the bid application across three projects. This report relate to Project 2, the renovation and refit of Lewisham Library to create a new culture and business hub and safeguard the future of this vital local service. The renovations will include the provision improved library, heritage and archive spaces; community space; a new business hub offering flexible office space, meeting rooms and workspaces; and new improved hospitality facilities to boost the day and night time economy.
- 4.3 The bid also supported improving the sustainability of the building through various interventions. Heat loss will be reduced through replacement windows, new roof coverings, external insulated cladding and so on. A new VRF heat recovery heating system will help to reduce carbon consumption.
- 4.4 Lewisham Library (199 – 201 Lewisham High St, SE13 6LG) sits at the southern end of Lewisham town centre and has been owned and operated by the Council since around 1990. It is the only sizeable building in the town centre owned by Lewisham Council. The building was previously a BT exchange believed to have been built in the 1960's, and has always been considered the

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council's central and main library. Due to limited available funding in recent years and uncertainty over the future of the building, Lewisham library has lacked the financial investment required to fully maintain or upgrade the building fabric and M&E services, all of which are showing their age. This has resulted in essential maintenance works now being overdue and has identified other new improvements required to allow the library to be fully functional and deliver its full potential

- 4.5 The library is a valued resource to the community offering a mix of library facilities, as well as the borough archives, local history services, reference library, IT provision and meeting spaces. Lewisham Council is one of only a few London Boroughs which are licenced to archive important documents for other boroughs and churches.
- 4.6 The Council is required to provide “comprehensive and efficient” library services to citizens under its statutory obligations in the Public Library and Museums Act 1964. The service should operate on this principal of universally striving to offer “unbiased access to information, learning, and works of creative imagination”. It is also a service that supports civic interaction through its openness, trustworthiness, and reliability.
- 4.7 Executive Director of Corporate Resources approved officers to use the GLA Architect + Urbanism Framework (A+U) to procure a suitable Architect- led lead consultant via Lot 5 Civic, Cultural and Social Infrastructure of the frameworks, to manage and deliver RIBA stages 1-7 for the proposed refurbishment works:
- Asbestos survey/removal and necessary remediation works
 - Internal layout reconfiguration
 - Replacement toilets and new café
 - New internal finishes, flooring, ceilings and decoration
 - Replacement passenger and goods lifts
 - Removal of internal disused escalator to create more space
 - Additional floor at rooftop level including replacement roof coverings
 - Replacement heating, small power, distribution, lighting, plumbing, security, and life safety systems
 - IT infrastructure
 - Replacement windows
 - External insulated cladding
 - New furniture and fittings

5. Procurement Approach and Evaluation

- 5.1 Following approval from the Executive Director of Corporate Resources, officers utilised the GLA Architect + Urbanism Framework (A+U) to invite pre-approved and vetted suppliers from Lot 5 (Civic, Cultural and Social Infrastructure) of the framework to tender via a mini competition. The A+U Framework forms part of the Mayor's Good Growth by Design programme, and provides a diverse, pre-approved panel of built environment consultants.
- 5.2 The full list of providers on Lot 5 are as follows:
- Architecture00
 - Asif Khan

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- DK-CM
- Freehaus
- Haworth Tompkins
- IF_DO
- JA Projects
- Public Works Group
- RCKa
- Wright & Wright Architects

- 5.3 On the 22 May 2023 an expression of interest was issued via email to all suppliers within lot 5 of the framework, for the commission of an Architectural-led lead consultant to deliver and manage RIBA stage 1-7 of the proposed refurbishment works to the Lewisham library.
- 5.4 The procurement opportunity (Tender) was then advertised via the Council's online tendering system (Pro-Contract Procurement Portal), which publishes opportunities through the London Tenders Portal, Contracts Finder and into Find a Tender (FTS) (previously known as OJEU) when necessary, as per the Council's Contract Procedure Rule.
- 5.5 The tender was issued on the London tenders portal on 30 May 2023 with a tender return date 12 noon on 23 June 2023. A clarification was received via the portal, requesting an extension to the tender return deadline by one week. Officers were unable to accommodate this request due to the extremely tight programme and restrictions of the external funding. However officers were able to allow a very short extension to 6pm on 26 June 2023. The following table shows the procurement timeline.

Activity	Date
Tender Issued	Tuesday 30 th May 2023
Clarification Deadline	Friday 9 th June 2023
Clarification Response Deadline	Friday 16 th June 2023
Tender Return Deadline	1800 Monday 26th June 2023
Tender Evaluation Period	Monday 26 th June – Friday 7 th July 2023
Moderation Date	Monday 10 th July 2023
Earliest Contract Commencement	Late July 2023

- 5.6 The value of the works is classified as Category A under the Councils Contract Procurement Rules and has a tier one (1) classification in the Contract

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Management Framework 2021.

5.7 Suppliers were assessed on a criteria of price and quality following the GLA framework guidelines – 80:20 quality:cost split. Social value represented 10% and Equality, Diversity and Inclusion 5% of the quality score.

5.8 The Method Statements outlined below were used as the baseline to assess each tenderers quality submission against the required criteria.

Main Criteria (& Weighting)	Sub-criteria Weighting	Sub-criteria	Evidence	Method Statement
Proposed Methodology 1- Service Delivery* (30%)	30 %	Please provide a detailed and clear approach and methodology that describes how you will plan, develop and deliver the requirements set out in accordance with the brief and specification, and include your approach to positive climate action.	✓	MS 1
Proposed Methodology 2- Programme (10%)	10 %	Provide your proposed programme and approach to delivering the services set out in the specification and how it will directly meet or better the timetable outlined within the specification, bearing in mind the tight funding deadlines that this project is under.	✓	MS 2
Skills and Experience 1 – Team Summary* (15%)	15 %	<p>Please describe your experience to delivering the service and requirements set out in the brief and specification of service. Include how you will successfully manage the multi-disciplinary project team during each RIBA stage (from contract award to post-completion) to ensure the project is delivered on time, costs are controlled and kept within budget constraints and to ensure the quality of service undertaken is delivered to the highest standard possible.</p> <p>Provide details of your proposed staff, multi-disciplinary team and employed sub-consultants to successfully deliver this project. Provide an organogram to illustrate your team structure clearly stating each person’s role and responsibility. Provide a resource schedule to demonstrate proposed time allocation on the project by each team member.</p>	✓	MS 3
Skills and Experience 2 – Team Summary* (5%)	5 %	Please provide the CV’s, qualifications, experience, and competencies of the multi-disciplinary project team including employed sub-consultants, who will be directly working on the project and have delivered similar projects.	✓	MS 4

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Social Value (10%)	10%	<p>The Social Value Monitoring Tool sets out the Council's key performance indicators (KPIs) for measuring how well a contract performs against these four objectives as follows:</p> <ol style="list-style-type: none"> 1. Core Commitments 2% 2. Employment and Skills 3% 3. Economy and Growth 3% 4. Environment, Community and Place 2% <p>Please note that where any of the social value KPI's are already included as minimum requirements in the service specification it is expected that these will be responded to in the relevant method statement responses, therefore, the social value KPI's provided in MS3 must provide additionality.</p> <p>Given the scale, nature and duration of this contract the following Social Value KPI commitments are considered to be relevant, however tenderers are requested to also include where relevant other KPI's from the full list in Appendix A:</p> <ul style="list-style-type: none"> • Core Commitments 1f & 1g • Employment and Skills 2e, 2i, 2j, 2k and 2o (you must select as a minimum 2 of the listed KPI's) • Economy and Growth 3a or 3f • Environment, Community and Place (you must select as a minimum of 1 from the listed KPI's) <p><u>Please complete the Social Value Method Statement Spreadsheet Appendix A.</u> Please state which KPIs (and how many of each KPI per year) you will deliver as part of your social value contribution, specifically stating the number of outcomes/targets (e.g. the number of jobs, apprenticeships, training opportunities or other) for each theme selected and the time period when these will be delivered over the life of the contract. Please ensure you complete <u>all three columns F, G and H</u> for each KPI you wish to deliver</p>	✓	MS 5
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Equality, Diversity and Inclusion (5%)	5 %	<p>Approach to assembling a diverse multidisciplinary team. This is the EDI qualitative assessment and foregrounds the importance of diversity and inclusion skills and expertise as an intrinsic element of designing for London's diverse communities and places.</p> <p>Using your proposed methodology as a starting point, explain your approach to assembling an appropriately diverse project team in order to respond effectively to the different lived experiences of the proposed project's end users. Your response should demonstrate how your proposed skills and expertise help to deliver a social value led design methodology and the project outcome overall.</p> <p>We would expect to see responses that articulate some of the approaches set out below:</p> <ul style="list-style-type: none"> • The diversity of your organisation/ consortium. • The types of local organisations and experts that would be needed to deliver your design methodology. • Approach to working with under-represented led practices/ specialists/ suppliers through collaboration, incubation and or sub-contracting as part of the project team, not only for the purposes of community engagement. • Approach to sharing cultural capital with under-represented groups through processes such as mentoring, outreach and training opportunities. <p>Your response can also refer to previous experience to explain how your practice has the expertise to deliver the approach you set out.</p>	✓	MS 6
Health & Safety (5%)	5 %	<p>Please describe your Health & Safety procedures and how you would ensure that all staff and customers would remain safe during both the design and construction phases of the project delivery.</p> <p>Please ensure your response considers your responsibilities under the Construction (Design and Management) Regulations (CDM).</p>	✓	MS 7

5.9 Scores were based on a range of 0 to 10. A minimum score of 7 was required for MS1, MS3 and MS4 (as indicated by the asterisk (*)), MS2, MS5, MS6 and MS7 a minimum score of 5 had to be achieved. This was detailed in the Invitation to Tender (ITT) information.

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- 5.10 The tenderers bid provided a pricing maximum score of 20% and the lowest priced tender submission was used to rank and score the remaining submitted tenders as indicated below:
- 5.11 Price score = (lowest price / tendered price) x (Price Weighting)
- 5.12 The tender seal was broken after 6pm on the 26 June 2023. A good response was received to the advertised contract opportunity, with a total of five (5) suppliers submitting a bid for the project. On evaluation no tender submissions were deemed incomplete or were disqualified and all tender submissions met the minimum threshold score requirements at moderation.
- 5.13 Five suppliers from the framework expressed an interest in the provision of Lead consultant but did not formally tender. One supplier formally opted not to submit a tender, due to the project being too large for them. However, they supported another supplier bidding for the work, offering engagement services, working with a practice that they have a long-term collaboration with. The four remaining suppliers didn't submit any documentation by the close of tender and did not give a reason for not bidding.
- 5.14 During the evaluation period one post tender clarification was requested for a supplier to resubmit their programme due to a corrupted file and supply their resources schedule.
- 5.15 Credit scores were requested via "Creditsafe" for each supplier to identify any that may present a financial risk to the Council.
- 5.16 The tender submissions were evaluated by six personnel as follows, who each signed a Declaration of Interest form declaring no interest in submissions:-
 - Project Manager, Capital Programme Delivery, LB Lewisham
 - Senior Programme Manager, Capital Programme Delivery, LB Lewisham.
 - Head of Community Education and Cultural Assets, Communities, Partnerships and Leisure, LB Lewisham
 - Social Value Officer, LB Lewisham (social value question only)
 - Head of Strategic Planning, LB Lewisham
 - GLA representative (external)
- 5.17 Following independent analysis by the 6 evaluators a moderation meeting was held on 10 July 2023 and overseen and managed by LB Lewisham's Senior Procurement and Contracts Officer. The evaluators discussed each qualifying tenderers submission responses to the individual method statements and an agreed consensus score was reached by the evaluation members to each tender submission.

Details of all tender submissions and their weighted scores and ranking following moderation are shown in the table below.

Tenderer	Min score met Y/N	Weighted quality	Weighted price	Total Score	Overall

		score	score		I R a n k
Architecture 00	Y	64.70	18.85	83.55	1
Company B	Y	61.00	18.79	79.79	2
Company C	Y	59.70	20.00	79.70	3
Company D	Y	55.60	10.82	66.42	4
Company E	Y	49.20	13.12	62.32	5

5.18 A full synopsis of tendered submissions is included within the part 2 report at appendix (A).

6. Contract terms

6.1 The GLA Architecture + Urbanism Framework (A+U) schedule 6A call off contract conditions will be the form of contract for this appointment. Approval to use the framework contract was sought and approved by the Council's legal services. The lead Consultant service is anticipated to commence late July 2023 for a period of three years and six months until January 2027 (or as per final agreed programme). This includes 1 year defects period following completion of works.

7. Financial implications

7.1 It is recommended that Mayor and Cabinet approve the appointment of Architecture 00 as the lead consultant to carry out and deliver the refurbishment of Lewisham library 199 – 201 Lewisham High St, SE13 6LG in accordance with RIBA stages 1-7 at the tendered sum of £570,375 for contract duration of three years and six months.

7.2 The awarded LUF grant for Lewisham Library element of the bid is £7,990,764, of which £6,193,764 is LUF grant and £1,797,000 is Lewisham match funding. The match funding is identified as coming from the capital receipt from the sale of the Library Resource Centre and existing capital monies allocated to Lewisham Library within the Capital Programme.

7.3 The cost of the Lead Consultant fees can be covered within the LUF grant.

7.4 The Levelling Up Fund (LUF) grant awarded to the Council is within the remit of public funding, therefore the Council is required to ensure any further disbursement of the grant to contractors is done so in accordance with all applicable laws and regulations including public contracting regulations for England, and where applicable UK subsidy control rules. The Government

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expects Grant Recipients to carry adequate due diligence in awarding contracts under the grant. Councils must ensure all documentation relating to any contracts awarded, or expenditure funded by the grant is retained on file and these documents must be provided if requested by DLUHC as part of their project assurance and audit requirements. Legally binding agreements must be in place clearly setting out key obligations, with robust terms and conditions to protect public funds and public funded assets.

- 7.5 PID v1 was approved at the Regeneration and Capital Programme Delivery Board on 28 June 2022 and accords with the budget indicated in paragraph 7.2.
- 7.6 Credit safe score and report for Architecture 00 is set out in appendix “B” of the Part 2 report.

8. Legal implications

- 8.1 The Council has a statutory duty under the Public Libraries and Museums Act 1964 to provide a comprehensive and efficient library service for all persons. Section 111 of the Local Government Act 1972 permits local authorities to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of their functions. The Council therefore has sufficient powers to enter into the contract as proposed in this report.
- 8.2 The Council’s Constitution contains requirements about how to procure and manage contracts. These are in the Contract Procedure Rules (Constitution Part IV). Some of the requirements in those Rules are based on the Public Contracts Regulations 2015 as amended by the Public Procurement (Amendment etc) (EU Exit) Regulations (“the Regulations”) with which the Council must comply. The current UK procurement threshold applying to service contract is £213,477 inclusive of VAT.
- 8.3 The value of the service contract means that this is a Category A contract for the purposes of the Council’s Contract Procedure Rules and one which is to be awarded by the Mayor and Cabinet.
- 8.4 The Public Contracts Regulations 2015 permit the use of frameworks provided that the call-off is carried out strictly in accordance with the framework terms. If the proposal to award the contract is approved, award notices must be published in the prescribed form.
- 8.5 The report explains the evaluation approach and process applied to the bids received and the reasons for recommending the successful bid for approval and confirms that the process followed was in compliance with the advertised and required procedures.
- 8.6 This is not a key decision.

9. Equalities implications

- 9.1 Failure to deliver the works around health and safety and compliance, could in time result in the need to close the building. This would severely impact upon

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the community who rely on the library and the services they provide.

- 9.2 It is expected that the works will have a positive impact on staff, hirers, businesses, visitors and the community. Moreover the improvements made around disabled access will be of a significant advantage for less abled visitors and building users and will take positive steps towards meeting the requirements of the Equality Act 2010.
- 9.3 Equality, Diversity and Inclusion was a required Method Statement for bidders to respond to and therefore formed part of the overall quality evaluation.

10. Climate change and environmental implications

- 10.1 The Council's sustainability objectives and commitment to carbon management were addressed in the tender specification which will be included in the contract documentation.
- 10.2 Works planned for the refurbishment will support the council's drive to be carbon neutral by 2030, for example the upgrading of the current heating system, a new BMS and the use of LED lighting and motion sensors will result in lower electricity use, this alongside improvements to the building fabric, will create energy efficiencies and reduce running costs and thus carbon emissions resulting in associated revenue savings on running costs.

11. Crime and disorder implications

- 11.1 There are no specific crime and disorder implications arising from this report, however, the installation of CCTV in communal areas, outside the premises and local area will enhance public safety. More footfall at different times of day will also provide natural surveillance in the area; as well as public realm improvements being delivered by the rest of the LUF programme.

12. Health and wellbeing implications

- 12.1 The works will greatly improve the library facilities and will have a positive impact on health, mental health and wellbeing of the staff working in and visitors using the building.
- 12.2 Health and safety during the design was tested through the Method Statements within the tender process and will be monitored throughout the contract.

13. Social Value implications

- 13.1 The Public Services (Social Value) Act 2012 requires the council to consider a number of issues including, what is proposed to be procured may improve the economic, social and environmental well-being of the local area for higher value contracts. The Council has adopted a Social Value policy which must be considered and applied; and the Council's Sustainable Procurement Code of Practice will be applied to the contract. The matters to be considered must only be those relevant to the services to be procured and it must be proportionate in all the circumstances to take those matters into account. The council is committed to these principles for all contracts over £50,000 in value. For contracts less than £50,000 the Council requires that where practicable a Lewisham based organisation be invited to quote for the goods, works or

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services.

- 13.2 A section of the tender evaluation for quality is based on the social value commitments bidders make in their method statement. The final 10% weighting given to the social value element of the method statement was in line with the Council's Social Value Policy and the framework requirements.
- 13.3 The appointment of the lead consultant aims to deliver on social value to the London Borough of Lewisham. The number of outcomes submitted by the supplier needs to be both relevant and proportionate to the size and duration of the contract.
- 13.4 The council is an officially accredited London Living Wage (LLW) Employer and is committed to ensuring that, where appropriate, consultants, contractors and subcontractors engaged by the council to provide works or services within Lewisham pay their staff at a minimum rate equivalent to the LLW rate. Successful suppliers will be expected to meet LLW requirements and contract conditions requiring the payment of LLW will be included in the tender documents.
- 13.5 The incorporation of Social Value into Lewisham contracts will significantly help the Council to deliver on its strategic corporate and Mayoral priorities and deliver added value for the borough as a whole.
- 13.6 The recommended tenderer, Architecture 00, committed to providing a number of social value outcomes for the borough, including the following examples:
- In addition to paying LLW already, they commit to becoming an accredited 'Living Wage Paying' organisation.
 - Job and CV support, paid (LLW) internships, work experience and school workshops.
 - Business mentoring support.
 - Resident engagement and co-design.
- 13.7 The Project Team, Social Value Officer and lead consultant will work together to monitor and facilitate delivery of social value outcomes.

14. Background papers

- Project Initiation Document (PID) 28/06/23
- Permission to procure report – Lead consultant role 4/05/22

15. Glossary

Term	Definition
Contracts Finder	The Government's one stop shop for suppliers to find new procurement opportunities across the public sector
Schedule 6A	GLA Architecture + Urbanism Framework (A+U) form of contract

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Procurement	The process of finding and agreeing to terms, and acquiring goods, services or works from an external source, often via a tendering or competitive process
Tender	Document submitted by an organization including business questionnaire, instructions to tenderers, contract conditions, specification, pricing document, form of tender and tenderers' responses for the delivery of supplies, services or works in response to an invitation to tender. This normally involves submission of the offer in a sealed envelope to a specified address by a specified time and date.
Evaluation	A methodological analytical process to determine the most economically advantageous supplier against a prior set of baseline targets.
PID	Project Initiation Document. A documentation process of governance enabling best practice of managing projects, aligned with Projects in Controlled Environments (Prince 2) methodology.
FTS	Find A Tender. A publication for suppliers in European union to find new procurement opportunities.
CPR	Contract Procurement Rules. The Council's procurement procedure when the Public Contracts Regulations 2015 does not apply.
CDM	Construction Design and Management Regulations 2015. The latest governance regulations applicable to all construction projects within the UK.
LED	Light emitting diode. A low energy consumption light source
LLW	London Living Wage
LUF	Levelling Up Funding

16. Report author and contact

- 16.1 If there are any queries on this report please contact Petra Marshall, Senior Programme Manager Email: petra.marshall@lewisham.gov.uk , Tel: 020 8314 7034. Or Claudia Lynch, Project Manager Email: claudia.lynch@Lewisham.gov.uk, Tel: 020 8314 2569..
- 16.2 Comments for and on behalf of Executive Director for Corporate Resources
Thomas Clarkson, thomas.clarkson@lewisham.gov.uk
- 16.3 Comments for and on behalf of the Director of Law and Corporate Governance
Melanie Dawson, melanie.dawson@lewisham.gov.uk,

17. Appendices

- Full synopsis of tendered submissions included within Part 2 report.
- Architecture 00 credit safe report included within Part 2 Report.

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18. Conclusion

On the basis of the information within this report, Mayor and Cabinet is recommended to approve the appointment of Architecture 00 as Lead Consultant following the procurement process that has been outlined in this report.

Is this report easy to understand?

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