

Context

ABC are part of a collective organisations out to address the fact that 1 in 4 children in the UK are not leaving primary school able to swim, despite it being on the curriculum. They are co-ordinating efforts to prove that programme work, specifically designed to be really effective in the areas where the rates of swim are lowest is essential and entirely possible. The life skill and joy of swimming should be available to every child and we want to invite you to pitch to be part of this collective, by providing and running 4 pop-up pool programmes across 4 key Local Authorities in targeted areas in 2023.

Audience

Utilising swimming data captured by ABC and partners over the past 3 academic years the programme will be targeted at ward areas across the Black Country where Swimming Attainment (against the National curriculum swimming indicators) is significantly below the regional average. Specifically, the programme will be targeted at those pupils in year 5 and 6 in Primary school who are unable to meet the following swimming criteria:

- swim competently, confidently and proficiently over a distance of at least 25 metres
- perform safe self-rescue in different water-based situations

In addition, there will be a commitment from the provider to work with identified partners and community groups to ascertain the scope of a community offer based on local data, learnings and insight. The ambition is that we work as inclusively and collaboratively as possible.

Scope of the work

ABC will commission a provider to deliver four elements of the programme:

1. Source

Provide 4 Pop Up Pools for the programme outlining the specifications including:

- Pool Depth
- Pool Size
- Any other relevant ancillary details (EG Marque)

Appendix 1 is the Swim England Draft guidance for temporary pools. As part of your submission you will be asked to demonstrate where your proposed pool solution meets the guidance recommendations and any areas you feel you fall short in meeting the recommendations. This guidance is a working document which we are supporting Swim England with, your feedback therefore in this area will be valued.

2. Recruit

Provide an appropriate and reflective workforce to deliver the programme across the Black Country. Where relevant ensure appropriate upskilling of staff to deliver high-quality and inclusive provision.

3. Design

Use the organisations experience and expertise to support the creation of the Top up programme with identified partners provided by ABC

- Work with partners to create and implement a delivery programme to support meeting NC swimming requirements
- Work with Speedo, ABC and appropriate partners on branding, marketing and communication of the programme
- Work with identified partners to inform a complimentary community offer where required and appropriate

4. Implement

Ensure high quality delivery of the programme including:

- Conducting appropriate site visits, ensuring feasibility and readiness of identified schools as part of the programme (including school site surveys and assessment reports)
- Transportations of pools to and between sites including the set up and close down of pools at each venue.
- Ensure and maintain the technical specification of each pool including:
 - Emergency action plans
 - Normal operating procedures
 - Water quality and ongoing testing and maintenance in accordance with PWTAG standards and guidance
- Ensure effective Day to Day Management of each Pool site
- Manage a high-quality workforce with appropriate qualifications, Insurance and Safeguarding (DBS Checks, Training etc) as per ABC's contract management process
- Meet appropriate Health and safety in Swimming Pools guidance (HSG179) for the safe delivery of the programme.
- Work with each school sites to support the Project Coordinators development of each of the 4 pool programmes
- Capture, monitor and share swimming attainment data with schools and partners where required including:
 - Pre-Swimming data (Baseline)
 - During the project (Progress)
 - Post Project Data (Evaluation)
- Follow project specific requirements such as branding and promotion where required
- Adopt and align to schools' sites policies and procedures where required and appropriate

The programme will run between the below timeframes:

Timescale	Duration	Notes	Reach (TBC)
Dudley Pool	27 th February to 25 th July 2023	The organisation will be required to provide: A Qualified Swimming Teacher and A Qualified Lifeguard, ensuring 5.5 hours per day of provision (Monday to Friday in term time)	The following has been outlined as an illustration of a potential programme which will be worked through with all partners. Up to 500 pupils accessing 30 mins per week with efficient programme planning. Each pupil could access up to 9 hours across the programme (3 hours per half term).

Sandwell Pool	27 th February to 25 th July 2023	The organisation will be required to provide: A Qualified Swimming Teacher and A Qualified Lifeguard, ensuring 5.5 hours per day of provision (Monday to Friday in term time)	The following has been outlined as an illustration of a potential programme which will be worked through with all partners. Up to 500 pupils accessing 30 mins per week with efficient programme planning. Each pupil could access 9 hours across the programme (3 hours per half term).
Walsall Pool	27 th February to 25 th July 2023	The organisation will be required to provide: A Qualified Swimming Teacher and A Qualified Lifeguard, ensuring 5.5 hours per day of provision (Monday to Friday in term time)	The following has been outlined as an illustration of a potential programme which will be worked through with all partners. Up to 500 pupils accessing 30 mins per week with efficient programme planning. Each pupil could access 9 hours across the programme (3 hours per half term).
Wolverhampton Pool	27 th February to 25 th July 2023	The organisation will be required to provide: A Qualified Swimming Teacher and A Qualified Lifeguard, ensuring 5.5 hours per day of provision (Monday to Friday in term time)	The following has been outlined as an illustration of a potential programme which will be worked through with all partners. Up to 500 pupils accessing 30 mins per week with efficient programme planning. Each pupil could access 9 hours across the programme (3 hours per half term).

5. Review and Signpost

- Support and contribute to the programme partners development of case studies analysing school swimming programme impact
- Support and contribute to the programme partners development of swim stories monitoring the impact of the programme on individual children swimming journeys.
- Support and contribute to the programme partners review and overall analysis of the successes, failures and learning of the programme
- Work with local partners (e.g., Local authorities and Leisure Operators) to further swimming opportunities beyond the programme

Timescales

Work Area	Date
Invite to tender distributed	W/C 12 th December 2022
Tender submission deadline (close of play)	6th January 2023
Tender interviews	Monday 16 th January
Provider appointment	Wednesday 19 th January 2023
Design, development and finalisation of Pool Programmes	January/ February 2023 onwards
Proposed Programme Delivery	27 th February to 25 th July 2023
Programme Review	25 th July to September 2023

Expectations

The lead organisation will outline their proposal based on the information contained in this invitation to tender. The appointed **deliverer** will be responsible for producing their own detailed timeline for delivery, including key milestone dates and associated risks.

Project management and governance

The client's Project Manager will be Active Black Country Partnership (ABC), who is managing this project on behalf of Speedo Ltd, the appointed organisation will be expected to nominate a Project lead. The project will be managed primarily through frequent contact between the Project Manager and the Project Leader.

The Project Leader will provide a monthly update, which will include a summary of tasks undertaken to date, to the Project Manager and to a monthly Project Steering Group. This frequency will be reviewed as and when required and may require reports producing more frequently at specific points throughout the project. The Project Steering Group may take place in person or virtually.

Quotes

The fee quotation should contain a detailed breakdown of all costs, inclusive of all expenses and VAT where applicable. Quotations should be received by Tim Aldred (Active Black Country Education Lead) and should include;

- Your understanding of the task including technical specification of the pool and additional programme components.
- Your programme plan, including specific tasks, timeframe, staffing and costing
- Details of relevant experience including where appropriate or possible, personal qualifications, specialisms and roles which they will play
- Examples (including links) of other similar pieces of work undertaken by the organisation, including your track record on delivery, as well as providing a minimum of 2 references from schools where you have delivered previously.

Payment schedule

BCC Ltd will make the payments within 30 days of the end of the month in which it receives invoices or completed paperwork and/or key performance indicators from the supplier. Invoices/ paperwork and/or key performance indicators will be presented in accordance with the intervals defined by the contract.

Evaluation Criteria

Tenders will be evaluated against the following criteria:

Criteria	Weighting within evaluation
Price	40%
Quality Assessment criteria to consist of; <ul style="list-style-type: none"> • Experience of delivering similar work and quality (inc References) • Understanding of the brief • Robustness of the project plan, and delivery timetable. 	60%

Instructions

Please include answers to the standard questions below in addition to your technical response to the specification.

Questions for information purposes only: please ensure you complete each question

DETAILS OF YOUR ORGANISATION			
1	Name of the organisation in whose name the quote is submitted:		
2	Contact name for enquiries about this submission:		
3	Contact position (Job Title)		
4	Address: Post Code:		
5	Tel number:		
6	E-mail address:		
7	Is your company: (Please tick one)	i) a public limited company	
		ii) a limited company	
		iii) a partnership	
		iv) a sole trade	
		v) LLP Limited Liability Partnership	
		(vi) Other (Please specify)	
8	Name of (ultimate) parent company (if this applies)		
9	Companies House Registration number, Charity Commission Number or Mutual Society Number: (if these apply)		

INSURANCE	
Please provide details of your current insurance cover. We reserve the right to seek evidence or ask that sufficient levels of insurance be in place before award of contract. All price quotations should be based on full insurance levels being in place.	Insurance Cover Value

10	Employer's Liability (if applicable): (£5m)	£
11	Public Liability: (£5m)	£
12	Professional Indemnity (£100k)	£

EQUAL OPPORTUNITIES		
13	Does your company have a written Equal Opportunities policy, to avoid discrimination?	Yes /No
	If the answer to this question is No, please explain how you ensure your organisation offers equal opportunities and avoids discrimination in its working practices (max 200 words)	

PROFESSIONAL AND BUSINESS STANDING INFORMATION		
	Does any of the following apply to your organisation, or to (any of) the director(s) / partners / proprietor (s)?	
14	Is in a state of bankruptcy, insolvency, compulsory winding up, receivership or subject to relevant proceedings:	Yes / No
15	Has been convicted of a criminal offence related to business or professional conduct.	Yes / No
16	Has committed an act of gross misconduct in the course of business	Yes / No
17	Has not fulfilled obligations related to payment of social security contributions	Yes / No
18	Has not fulfilled obligations related to payment of taxes	Yes / No
19	Is guilty of serious misrepresentation in supplying information	Yes / No
20	Is not in possession of relevant licences or membership of an appropriate body where required by law	Yes / No
	If the answer to any of these is "Yes" please give brief details below, including what has been done to put things right. (Max 500 words)	

Temporary Pools

Swim England recognises the growing need for “temporary” swimming pools. With the high energy consumption and operational demands associated with aquatic facilities, combined with the ageing stock of pools, there has been a steady decline in swimming pools, which is only likely to keep growing. This has meant that many swim schools, educational facilities and communities are now looking to condense a swim programme into a short time period and essentially hire a pool, to temporarily be set up on site.

Whilst Swim England are not ruling this out as an option and fully support that the concept can work to serve a specific purpose, we must also recognise that best practice must be followed to ensure that public safety is maintained.

This means we do not recommend the use of swimming pools that fit within the mini-pool category (BS EN 16927) for non-domestic use.

“Non-permanently installed artificial aboveground basin:

- A maximum wall height < 850 mm.
- A water depth, measured between the overflow level and the deepest point within the pool of > 400mm.
- A maximum effective water volume of < 6m³.
- No means of filtration and water treatment are not required”.

As the recognised National Governing Body for swimming, we have produced this guidance document to outline some of the standards that should be followed to ensure safe design and operations for a temporary pool. Swim England also recommends undertaking a survey to identify the sites suitability for the temporary housing of the pool.

Design

The design of a temporary pool can be flexible in dimension and specification. Dependant on the affordability, intended users and footprint for installation. For this reason our guidance will outline some general considerations for design along with technical specifications required for safe operations.

General

The building will be constructed to a high standard of materials, plant and equipment which meets appropriate manufacturing and operating standards.

It should be sustainable, even though temporary, being responsive to environmental issues in terms of the use of energy and non-sustainable resources and the control of pollution.

The following standards should be adhered to, even for a temporary pool:

- BS EN 15288-2 – Safety requirements for operations
- BS EN 15288-1 - Safety requirements for design
- BS EN 13451-1 - Swimming pool equipment. General safety requirements and test methods for equipment installed in pools for public use
- BS EN 13451-2 - Swimming pool equipment. Additional specific safety requirements and test methods for ladders, stepladders and handle bends
- BS EN 13451-3 - Additional specific safety requirements and test methods for inlets and outlets and water/air based water leisure features

Pool Dimensions

The dimensions of the pool tank for a temporary pool is not fixed and therefore consideration needs to be made to the available footprint and the intended users.

As an example, a school wanting to run national curriculum and water safety lessons or Learn to swim framework could use a pool with the following dimensions:

- Length – 15m.
- Width – 7m (four lanes).
- Depth – 1.0m. Generally fixed at one depth and likely to be 0.9m – 1.2m.

Pool Construction

The pool construction can vary depending on supplier and cost. Possible proposals might consider:

- A fully welded stainless steel tank.
- A steel tank utilising a liner.
- Fibreglass.

All materials and finishes used shall be suitable for the selected use and the respective surroundings and conditions, and able to withstand conditions of high humidity with occasional saturation and/or corrosiveness without encouraging the growth of bacteria.

Pool Requirements

The pool tank should incorporate the following:

- Slip resistant surfacing on pool end walls extending 0.8m below the water level.
- Slip resistant surfacing on the pool floor in the area where the pool is shallower than 1.35m deep.

Pool Surrounds

The pool surrounds should fall to a drainage channel connected directly to waste. The surface of the poolside should be slip resistant and ponding should be avoided by providing suitable falls in order that water freely runs to the drainage channels.

Pool Hall

The pool hall finishes have to withstand a warm, relatively humid and potentially corrosive atmosphere.

Heating/Ventilation

The criteria for the ventilation in the pool hall are that it should:

- Maintain a comfortable air temperature for the bathers.
- Ensure protection for the building fabric from condensation.
- Provide a distribution of air which does not increase evaporation from the pool or cause draughts.
- Not contribute to a “build up” of noxious compounds (tri-chloramines and tri-halomethanes) in the pool hall atmosphere.

This may be summed up as requiring the air and water temperatures and space humidity to be balanced so that comfort is maximised and pool evaporation is minimised.

Pool hall - no re-circulation of exhaust air. System to provide an air temperature of plus or minus 1 degree C of the water temperature with a maximum of 31 degrees C and a relative humidity of 50 to 70%.

Changing rooms / toilets – no re-circulation of exhaust air. System to be draught free, provide an air temperature 24/25degree C.

Lighting

Lighting – 300 lux (in accordance with CIBSE Guidance) in the pool hall.

Changing/Toilets/Showers/Ancillary

Design

The design should allow for the following sequence – changing area – toilet – shower – pool hall. Access from the shower area to the pool hall should, for safety reasons, lead to the shallow area of the pool.

Floors should be slip resistant and be suitable for hosing down with adequate drains and appropriate falls to drain.

Changing

Adequate changing should be provided either in the form of benches with hooks over each changing space or a cubicle style changing facility large enough to cater for swimmers. Consideration needs to be given as to the provision of clothes storage lockers and if these are to be provided where they will be sited.

Toilets

Provision should be made for enough toilets to cater for the number of users.

Showers

These should ideally be located just prior to the pool hall entry point(s) from the changing areas and bathers should be required to then pass through a pre-cleanse area.

Staff Changing

Separate male and female staff changing rooms should be provided each to accommodate one person at any one time and each room containing a shower and having its own toilet.

First Aid

Provision for First Aid should be considered and whether the schools , community group or pool hirer present provision is satisfactory as the pool will be used at times when the school is not open.

Equipment

The following will be required:

- Alarms – method for sounding an alarm in the instance of an emergency.
- Direct Emergency and Internal telephone lines.
- Teaching and coaching aids.
- Miscellaneous lifesaving equipment.
- Pool vacuum cleaner/Manual cleaning method.

Pool Water Treatment

- We recommend following PWTAG code of practice for all water treatment standards. Below is a brief outline of some of the recommendations for a temporary pool setting.
- Temperature – 28-30 degrees C (depending on intended users).
- Free Chlorine – 1-2mg/l.
- pH - recommended value between 7.0 and 7.4 and ideally 7.0 to 7.2 when using chlorine-based disinfectants .

- Bather load – Max 1 per 3m².
- Circulation Rate – Bather Load x 1.7.
- Turnover specified from the above circulation rate and pool volume.
- Circulation – Level deck design with bottom outlet and wall and floor inlets preferred, skimmers acceptable (number appropriate to size of pool).
- Filtration plant – medium rate <(25m/h) preferable but high rate acceptable providing operator understands restrictions, half duty pumps and strainer boxes, flocculant dosing pump (medium rate), necessary pressure gauges and flow meter.
- Disinfection equipment – chemical controller, chlorine (Calcium Hypo-chlorite) and pH correction (Carbon Dioxide or Hydrochloric Acid depending on source water) dosing pumps and storage tanks.
- Adequate pool water testing for free chlorine, combined chlorine and pH.
- Microbiological sampling once per month by UCAS accredited laboratory.

Health and Safety

Health and safety regulations must still be followed, even for a temporary pool. The guidance documents set out below are some examples of what must be followed and will all ensure that safe operating practices can be implemented.

Legal requirement

- Management of Health and Safety at Work Regulations 1999.
- Health and Safety at Work Act 1974.
- COSHH.

Industry guidance

- HSG179 – Health & Safety in Swimming Pools.
- PWTAG Code of Practice.

Robust risk assessments will need to be carried out for each operation task, swimming activity and user group. This alongside a detailed Pool Safety Operating Procedures (PSOP's) will help ensure that the day to day running of the pool will be safe.

Glossary of standards and guidance

- PWTAG – Code of Practice.
- HSG179.
- BS EN 15288-2 – Safety requirements for operations.

- BS EN 15288-1 - Safety requirements for design.
- BS EN 13451-1 - Swimming pool equipment. General safety requirements and test methods for equipment installed in pools for public use.
- BS EN 13451-2 - Swimming pool equipment. Additional specific safety requirements and test methods for ladders, stepladders and handle bends.
- BS EN 13451-3 - Additional specific safety requirements and test methods for inlets and outlets and water/air based water leisure features.
- CIBSE.
- schools.swimming.org/

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