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Award

Legal Services

Weston College

UK6: Contract award notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-049367

Procurement identifier (OCID): ocds-h6vhtk-05475a ([view related notices](#))

Published 18 August 2025, 10:15am

Scope

Reference

ocds-h6vhtk-05475a

Description

Weston College Group is a college of further and higher education providing education and vocational training to nearly 30,000 learners across the country. The college puts the learner first and is entrepreneurial in its approach and innovative in its thinking. The college is ambitious and aspirational and is responsive to the needs of students, staff, businesses, and the community.

The contract will commence on 01/09/2025 for a term of 3 years + 1 year.

The successful contractor will be required to provide legal services that meet the requirements of the specification from the contract commencement, across the following Lots:

- Lot 1 - HR Matters

- Lot 2 - General / Education
 - Lot 3 - Contract Management
 - Lot 4 - Property and Land
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Lot 1. Lot 1 - HR Matters

Description

Employment Law Advice: Interpreting and applying employment legislation, particularly in relation to education-sector-specific regulations. Disciplinary and Grievance Procedures: Advising on process, documentation, and risk mitigation when dealing with staff misconduct or complaints. Contracts of Employment and Policy Review: Drafting and reviewing employment contracts, staff handbooks, and HR policies to ensure legal compliance and alignment with best practice. TUPE (Transfer of Undertakings - Protection of Employment): Managing legal aspects of staff transfers during service changes, mergers, or outsourcing arrangements. Redundancy and Restructuring: Advising on consultation processes, selection criteria, and legal risks associated with workforce changes. Discrimination and Equality Issues: Supporting investigations or defending claims related to protected characteristics under the Equality Act 2010. Employment Tribunals: Representation and case preparation for tribunal proceedings, including early conciliation and litigation support. Safeguarding and DBS Issues: Advising on legal obligations regarding safeguarding, including dealing with disclosures and referrals to regulatory bodies. Ill Health and Capability Matters: Providing advice on managing long-term sickness, occupational health referrals, and reasonable adjustments under disability legislation. Whistleblowing: Supporting the college in managing whistleblowing disclosures and ensuring compliance with relevant legislation and internal policies.

Lot 2. Lot 2 - General / Education

Description

Governance and Regulatory Compliance: Advising on statutory duties, charitable governance, and compliance with the regulatory frameworks set by Ofsted, OfS, and the ESFA. Student Discipline and Appeals: Providing legal guidance on managing complex student disciplinary matters, exclusions, and academic appeals in line with institutional policies and legal obligations. Safeguarding and Prevent Duty: Advising on legal responsibilities relating to safeguarding children and vulnerable adults, including compliance with the Prevent Duty and referral protocols. Freedom of Information (FOI) and Data Protection (GDPR): Supporting the College with complex FOI requests, subject access requests (SARs), and data breach responses. Special Educational Needs and Disabilities (SEND): Offering legal advice on the College's duties under the Children and Families Act 2014 and Equality Act 2010, including reasonable adjustments and EHCPs. Complaints and Litigation Risk: Assisting in the management of complex complaints and potential legal claims from students, parents, or third parties. Policy Development and Review: Reviewing and advising on academic, safeguarding, equality, and other institutional policies to ensure compliance with the law. Judicial Review and Legal Challenges: Defending or managing legal proceedings against the College related to its decisions, especially in academic or funding-related matters. Funding and Contractual Compliance: Interpreting education funding agreements, ensuring compliance with grant conditions and managing legal risks related to public funds. Equality, Diversity and Inclusion (EDI): Advising on legal compliance with equality duties in the delivery of education, access, and engagement with students and the community.

Lot 3. Contract Management

Description

Contract Drafting and Review: Ensuring contracts are clear, legally sound, and align with the College policies and regulatory requirements. Negotiation Assistance: Providing guidance during contract negotiations to protect the college's interests and optimise terms. Risk Assessment and Management: Identifying potential legal risks associated with contracts and developing strategies to mitigate them. Compliance Monitoring: Ensuring contracts adhere to relevant laws, regulations, and industry standards throughout their duration. Dispute Resolution: Handling disputes that may arise during the contract lifecycle, including mediation, arbitration, or litigation if necessary. Intellectual Property Protection: Advising on intellectual property rights related to contracts involving research, collaborations, or proprietary materials. Vendor and Supplier Agreements: Reviewing and negotiating agreements with vendors and suppliers to secure favourable terms and conditions. Data Protection and Privacy: Ensuring contracts address data protection laws

and privacy considerations, especially with third-party service providers. Contract Renewals and Extensions: Supporting the renewal or extension process to ensure continued compliance and alignment with institutional goals. Termination and Exit Strategies: Advising on the legal implications of contract termination, including notice periods, liabilities, and transition plans.

Lot 4. Property and Land

Description

Acquisition and Disposal of Land or Property: Providing legal advice and conveyancing support for buying, selling, or leasing property, ensuring due diligence and compliance with charity and education law. Lease Negotiations and Management: Drafting, reviewing, and negotiating lease agreements for campus sites, office spaces, or student accommodation, including landlord-tenant matters. Estates Strategy and Development Projects: Supporting legal aspects of capital projects such as campus developments, refurbishments, or new builds, including planning law, construction contracts, and procurement. Licences and Occupation Agreements: Preparing and advising on temporary occupation licences, service occupancy agreements, and shared use arrangements with partner organisations. Planning Law and Permissions: Advising on planning applications, section 106 agreements, and appeals related to land development or change of use. Environmental and Sustainability Compliance: Ensuring legal compliance with environmental obligations related to land use, energy efficiency, and sustainability initiatives. Title and Boundary Disputes: Managing legal risks related to title irregularities, access rights, easements, or boundary issues. Property Litigation: Representing the college in legal disputes related to real estate, including breach of lease, dilapidations, or enforcement actions. Wayleaves, Easements, and Rights of Access: Advising on utility access agreements and rights over land that may impact college operations or development. Charity and Educational Land Restrictions: Navigating specific legal requirements for land held by educational institutions or charities, including consents from the Charity Commission or DfE where applicable.

Contract 1. Legal Services Service Level Agreement

Lots

Lot 1. Lot 1 - HR Matters

Lot 2. Lot 2 - General / Education

Lot 3. Contract Management

Lot 4. Property and Land

Supplier

- SHAKESPEARE MARTINEAU LLP

Contract value

- £100,000 excluding VAT
- £120,000 including VAT

Below the relevant threshold

Award decision date

18 August 2025

Earliest date the contract will be signed

18 August 2025

Contract dates (estimated)

- 1 September 2025 to 31 August 2028
- Possible extension to 31 August 2029
- 4 years

Description of possible extension:

The contract will commence on 01/09/2025 for a term of 3 years + 1 year.

Main procurement category

Services

CPV classifications

- 79100000 - Legal services

Contract locations

- UKK12 - Bath and North East Somerset, North Somerset and South Gloucestershire

Information about tenders

Lot 1. Lot 1 - HR Matters

- 11 tenders received
- 11 tenders assessed in the final stage:
 - 0 submitted by small and medium-sized enterprises (SME)

- 0 submitted by voluntary, community and social enterprises (VCSE)
 - 1 supplier awarded contracts
 - 10 suppliers unsuccessful (details included for contracts over £5 million)
-

Lot 2. Lot 2 - General / Education

- 9 tenders received
 - 9 tenders assessed in the final stage:
 - 0 submitted by small and medium-sized enterprises (SME)
 - 0 submitted by voluntary, community and social enterprises (VCSE)
 - 1 supplier awarded contracts
 - 8 suppliers unsuccessful (details included for contracts over £5 million)
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Lot 3. Contract Management

- 10 tenders received
 - 10 tenders assessed in the final stage:
 - 0 submitted by small and medium-sized enterprises (SME)
 - 0 submitted by voluntary, community and social enterprises (VCSE)
 - 1 supplier awarded contracts
 - 9 suppliers unsuccessful (details included for contracts over £5 million)
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Lot 4. Property and Land

- 10 tenders received
- 10 tenders assessed in the final stage:

- 0 submitted by small and medium-sized enterprises (SME)
- 0 submitted by voluntary, community and social enterprises (VCSE)
- 1 supplier awarded contracts
- 9 suppliers unsuccessful (details included for contracts over £5 million)

Procedure

Procedure type

Below threshold - open competition

Special regime

Concession

Supplier

SHAKESPEARE MARTINEAU LLP

- Companies House: OC319029
- Public Procurement Organisation Number: PXPX-4658-DTQQ

No 1 Colmore Square

Birmingham

B4 6AA

United Kingdom

Email: tenders@shma.co.uk

Website: <https://www.shma.co.uk/>

Region: UKG31 - Birmingham

Small or medium-sized enterprise (SME): No

Voluntary, community or social enterprise (VCSE): No

Contract 1. Legal Services Service Level Agreement

Contracting authority

Weston College

- UK Register of Learning Providers (UKPRN number): 10007459
- Public Procurement Organisation Number: PDXW-8796-BVPP

Knightstone Road

Weston-super-Mare

BS23 2AL

United Kingdom

Telephone: 01934 411411

Email: WCGTender@weston.ac.uk

Website: <http://www.weston.ac.uk>

Region: UKK12 - Bath and North East Somerset, North Somerset and South Gloucestershire

Organisation type: Public authority - sub-central government