

**Report of the Chief Officer (PPPU and PU)**

**Report to the Director of Children's Services**

**Date: 22nd December 2014**

**Subject: Design & Cost Report for Broadgate Primary School Basic Need Project**



**Capital Scheme Number: 16981/BRO/000**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): <b>Horsforth</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Summary of main issues**

1. As a consequence of the rapidly increasing birth rate in the Horsforth and surrounding area, it is necessary to increase Broadgate Primary from a 1FE Junior School with 210 pupil places, to a 2FE primary school with 420 pupils. This new scheme will be completed under the City Council's Basic Need Programme which aims to ensure its statutory duties are met with respect to ensuring a school place for every child within the city.
2. The new places at the converted Broadgate Primary School will be available in September 2015.
3. The project will be delivered in conjunction with Leeds City Council's Joint Venture partners Norfolk Property Services (NPS) Leeds Ltd. and the Council's Public Private Partnership Unit (PPPU). The construction partners will be identified during the Tender phase.
4. A key objective within the Best Council Plan 2013-2017 is to build a Child Friendly City with a 14/15 priority 'ensuring sufficiency of school places. The delivery of pupil places through Basic Need is one of the most baseline entitlements of a Child Friendly City and directly contributes to key outcomes identified within the Children and Young People's Plan (CYPP) 2011-2015 such as our obsession to 'improve behaviour, attendance and achievement'.

5. In accordance with the Basic Need Programme Approval by Executive Board in September 2014 this scheme has been considered and is supported by the Deputy Chief Executive and Director of City Development at the 19 December 2014 Basic Need Projects Board meeting and consultation has taken place with the relevant Executive Members, on 16<sup>th</sup> December 2014.

## **Recommendations**

6. The Director of Children's Services is requested to:
  - i. approve the design and cost report for the scheme at Broadgate Primary School, the cost being £2.79 million with the appropriate details of the programme, design and cost as set out in this report; and
  - ii. note that the Chief Officer, Public Private Partnerships Unit & Procurement Unit is responsible for scheme delivery which will be implemented for the first phase by August 2015 and the final phase December 2015.

### **1.0 Purpose of this Report**

- 1.1. The purpose of this report is:
  - To provide background information and detail in respect of the Basic Need scheme to construct the extension and remodelling of Broadgate Primary School from 1FE to a 2 FE Primary School.
  - Seek approval for the scheme to proceed on the basis of the budget, scope and programme set out in this report.

### **2.0 Background Information**

- 2.1. The Basic Need programme represents the Council's response to the demographic growth pressures in primary school provision. The rapidly increasing birth rate in Leeds has required Leeds City Council to approve over 1300 new reception places since 2009 in order that it fulfils its statutory duty to ensure sufficiency of school places.
- 2.2. The scale of the response cannot be met through the existing estate; therefore the expansion of existing schools or the creation of new schools has been required in many instances. Under the Education and Inspections Act 2006, these changes all constitute prescribed alterations, and each requires a statutory process to confirm the change and make it permanent. Capital school building solutions to the demographic need are managed via Children's Services Basic Need Programme.
- 2.3. The proposal for the extension to the school forms part of the on-going work to address capacity and sufficiency across all of Children's Services, which includes provision for primary and secondary school places, early years, as well as specialist provision. These proposals form part of the Council's Basic Need Programme that embeds the 'one council' approach that has achieved shared ownership of proposed solutions.
- 2.4. The expansion of places at this school was approved by Executive Board on the 25 June 2014 following public consultation and the publication of statutory notices for the expansion on the 9 April 2014. This proposal is for an increase in school places

to serve the area and does not replace any existing schools or places within the community.

- 2.5. The scope of the project is to design and build a two storey stand-alone block to house six new additional classrooms and ancillary facilities to provide accommodation suitable for key stage 2 pupils. This block will also include a new replacement staff room and a meeting room. The new classrooms will be occupied by year classes 4 to 6 with years 1 to 3 to be reorganised within the existing block 1 building reallocated to allow the space for two classrooms per year group in line with the form of entry increase required.
- 2.6. The scope also includes light remodelling and a small extension to the existing site block 2 to create an additional space for the extra reception year classroom (Phase 1). The existing space used by the nursery pupils with slight modifications converts into two classrooms adjacent to each other for the required 2 reception class spaces. The nursery provision space will be moved into the existing reception class space and with a new build small extension will be the required space for the nursery class size at this school. External works to car park, access points, security such as fencing and landscape improvements to play areas are also included. There will be a new MUGA (Multi Use Games Area) which with reorientation of the existing laid out playing pitch will increase the playable space on the existing site.
- 2.7. The construction of the new block and remodelled internal areas is scheduled for final completion of all phases in November 2015, with Phase 1 ready for occupation by September 2015 when the first intake of an additional 30 reception class pupils will arrive. There will be several years of transition until the current 1FE Primary school is reorganised to accommodate the equivalent of a 2FE primary set of pupil classes and the school will fill to maximum capacity over a period of 7 years.

### **3.0 Main Points**

#### **3.1 Design Proposals and Full Scheme Description**

The proposed work to build the extension to Broadgate Primary School consists of the following components:

- Construction of a 2 storey structure to accommodate 6 new classrooms for key stage 2 teaching with ancillary facilities, toilets, cloaks, lift, plant and group areas which will be linked externally with a covered walkway to connect the new block with the existing block 1 of the school.
- Creation of a new staffroom in the new block extension to replace the current standalone staffroom which has to be demolished due to age, condition, size and location in relation to the new build which will include an area with a dedicated staff work space including full IT facilities.
- Construction of a small extension to the existing block 2 building to allow for the space to accommodate the nursery pupils with direct adjacency to the two required reception year classbases in essence forming a complete foundation unit for the increased size school. It should be noted that this building also contains the Children's centre facility that is not included in the scope of this basic need project.

- Slight remodelling within the existing building (block 1) to accommodate the new opening out to the external covered walkway which involves the space currently taken by the Headteacher's office which includes meeting space and space used by support staff/offices being reallocated to circulation/entrance space
- External works to improve and increase the capacity of the car park, security access points, landscaping to the play areas, in addition to on-site highways requests related to secure cycle storage provision and scooter parks for additional pupils.
- The scheme also includes necessary off-site highways works as identified by LCC Highways.
- A contribution toward fixed furniture and fittings and ICT infrastructure upgrades for increased capacity to the site as a result of the new build areas and additional pupils teaching requirements.

3.2. The proposed new places are within the Horsforth ward. This is one of a number of schemes which have been brought forward to meet demand for places in this area.

3.3. The design of the scheme has progressed to the end of RIBA stage D; during each of the design stages consultation has taken place with the following key stakeholders:

- School Governors and staff
- Planning
- Highways
- Sport England
- Local Ward Members
- Local residents
- LCC Childrens Centre
- Horsforth Town Council
- Local neighbouring school St Mary's RC Primary
- RC Diocese
- Building Control

3.4. The project team have conducted pre-application discussions with Planning, Highways and Building Control to resolve any issues prior to the formal submission of a detailed planning application; there were many supportive comments received and all new issues not already covered within the scheme have been incorporated into the design. The planning application was submitted for approval mid October 2014 and a decision is expected in January 2015.

3.5. A detailed cost plan has been produced by NPS and cost checks have been carried out at the end of RIBA stage D.

3.6. The project is at design freeze.

#### **4.0 Programme**

4.1. The key milestones to achieve this programme are detailed below:

- Planning submitted 15 October 2014
- Planning achieved - expected 16 January 2015

- Approval to proceed December 2014
- Tender out 19 January 2015
- Tender returned 2 March 2015
- Contract Award 30 March 2015
- Contractor lead-in / mobilisation 6 April 2015
- Start on-site 20 April 2015
- Phase 0 Temporary staff room May 2015
- Phase 1 complete and occupied
- (places for 30 extra reception pupils) End of August 2015
- Phase 2 Occupation
- (places for 180 year 1 to 6 pupils) 30 November 2015
- Completion, including external work 30 November 2015

4.2. The planning application was submitted in 15 October 2014. The decision is expected around mid-January 2015. Start on site is expected in April 2015 with a final end date of all the phases completion of 30 November 2015. It is envisaged that the work within the existing school buildings will take place when the school is not occupied, i.e. out of term time. The remodelled element of the block 2 building which is currently shared with the Children's Centre will be changed in order to accommodate the 30 extra reception pupils and the work is to be complete by the start of the new term September 2015.

## **5.0 Corporate Considerations**

### **5.1 Consultation and Engagement**

- 5.1.1. The proposal to expand the school was subject to statutory process including public consultation which took place between the 25<sup>th</sup> November 2013 and 17<sup>th</sup> January 2014 and the expansion of the school was subsequently approved by the Executive Board on the 25<sup>th</sup> June 2014.
- 5.1.2. The proposed scheme and associated work at Horsforth Broadgate Primary School has been the subject of consultation with Children's Services Officers, school representatives, local ward members and the local residents. All detailed project communication is being managed via a formal project communication plan.
- 5.1.3. Pre-planning meetings have been held with officers from Planning, Highways and building control prior to the submission of the planning application. Substantial engagement has taken place with key stakeholders. All three ward councillors have been invited to various public consultation sessions that have taken place during the period of November 2013 and April 2014 and have been briefed at various stages during the design stages.
- 5.1.4. Sport England has also been consulted about the impact of the proposals on the playing fields along with other local interested parties such as residents who also attended the consultation session.
- 5.1.5. Local Members have been briefed on progress of the scheme as part of regular meetings by Children's Services Senior Officers with the Deputy Executive Board Member, Children's Services (Learning). Children's Services and PPPU will continue to brief Councillors at key stages throughout the expansion project as required.

5.1.6. In accordance with the Basic Need Programme Approval by Executive Board in September 2014 this scheme has been considered and is supported by the Deputy Chief Executive and Director of City Development at the 19<sup>th</sup> December 2014 Basic Need Projects Board. A meeting and consultation has taken place with and is supported by the Executive Member for Children's Services and the Executive Member for Neighbourhoods, Planning and Personnel, as the appropriate Executive Members, on 16<sup>th</sup> December 2014.

## 5.2. **Equality and Diversity / Cohesion and Integration**

5.2.1. The recommendation within this report does not have any direct nor specific impact on any of the groups falling under equality legislation and the need to eliminate discrimination and promote equality. A screening document has been prepared and an independent impact assessment is not required for the approvals requested. A copy is included as appendix A to this report.

## 5.3. **Council Policies and City Priorities**

5.3.1. This scheme is due to be delivered under the City Council's Basic Need Programme and is required to fulfil the Local Authority's statutory responsibility to provide sufficient school places.

5.3.2. A key objective within the Best Council Plan 2013-2017 is to build a Child Friendly City with a 14/15 priority, 'ensuring sufficiency of school places'. The delivery of pupil places through Basic Need is one of the most baseline entitlements of a Child Friendly City. A good quality school place contributes to the achievement of targets within the Children and Young People's Plan such as our obsession to 'improve behaviour, attendance and achievement'.

5.3.3. A further objective of the Best Council Plan 2013-2017 is to become a more efficient and enterprising Council. We want to promote choice and diversity for parents and families and deliver additional school places in the areas where families need them. Meeting this expectation while demonstrating the five values underpinning all we do is key to the basic need programme.

## 5.4. **Resource and Value for Money**

5.4.1. The estimated cost of the project is £2.79 million inclusive of all fees and other associated costs.

5.4.2. The cost will be met through capital scheme number 16981/BRO/000 as part of the Basic Need Programme.

## 5.4.3. **Capital Funding & Cash Flow**

Funding Approval :							
Previous total Authority to Spend on this scheme	TOTAL £	TO MARCH 2014 £	FORECAST				
			2014/15 £	2015/16 £	2016/17 £	2017/18 £000's	2018 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	0.0						
FURN & EQPT (5)	0.0						
INTERNAL FEES (6)	0.0						
OTHER COSTS (7)	0.0						
TOTALS	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Authority to Spend required for this Approval							
Authority to Spend required for this Approval	TOTAL £	TO MARCH 2014 £	FORECAST				
			2014/15 £	2015/16 £	2016/17 £	2017/18 £000's	2018 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	1,955.7			1,926.4	29.3		
FURN & EQPT (5)	0.0						
INTERNAL FEES (6)	185.7	16.1	82.2	66.4	21.0		
OTHER COSTS (7)	645.0	22.9	166.5	428.1	27.5		
TOTALS	2,786.4	39.0	248.7	2,420.9	77.8	0.0	0.0
Total overall Funding (As per latest Capital Programme)							
Total overall Funding (As per latest Capital Programme)	TOTAL £	TO MARCH 2014 £	FORECAST				
			2014/15 £	2015/16 £	2016/17 £	2017/18 £000's	2018 on £000's
Basic Need Grant	2,786.4	39.0	248.7	2,420.9	77.8		
Total Funding	2,786.4	39.0	248.7	2,420.9	77.8	0.0	0.0
<b>Balance / Shortfall =</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Parent Scheme Number: 16981/000/000

Title: Basic Need Primary Expansion 2014/2015

## 5.5. Revenue Effects

5.5.1. Any revenue implications arising from this new development will be managed through the school's own budget.

## 5.6. Legal Implications, Access to Information and Call-In

5.6.1. The approval for this project to proceed as set out in this report follow the delegations for the basic need programme approved by Executive Board in September 2014. Executive Board has already approved the authority to spend for the project as required in Financial Procedure Rules and the decision to proceed in this report constitutes a key decision and as such will be subject to call in.

5.6.2. The Director of Children's Services has the delegated authority to approve this project to proceed after complying with the conditions established by Executive Board in September 2014. As outlined in this report the Director of Children's Services has the support for the decisions in this report from the Deputy Chief Executive and Director of City Development and has consulted with the appropriate Executive Members on the proposals.

## **5.7. Risk Management**

- 5.7.1. Risk is to be managed through application of 'best practice' project management tools and techniques via the City Council's 'Delivering Successful Change' methodology. Experienced Project Management resource has been allocated from within the Public Private Partnerships Unit.
- 5.7.2. A risk log will be maintained throughout the project and escalation is via the Built Environment Programme Manager.
- 5.7.3. Pre-planning consultation with Highways and Planning has been undertaken with a view to designing out key risks. Anticipated planning conditions have been priced within the current budget estimate.

## **6.0 Conclusions**

- 6.1. The proposal to remodel the existing buildings and construct a two storey new block extension at Horsforth Primary School by 30 November 2015 will enable the increased demand for pupil places in the Horsforth area and surrounding areas served by the school to be met.
- 6.2. The project to remodel and extend Horsforth Broadgate Primary School is being managed by PPPU on behalf of Children's Services in partnership with NPS Leeds and other key stakeholders. The cost of the accommodation will be met through capital scheme 16981/BRO/000 to the value of £2.79 million.

## **7.0 Recommendations**

7. The Director of Children's Services is requested to:

- approve the design and cost report for the scheme at Broadgate Primary School, the cost being £2.79 million with the appropriate details of the programme, design and cost as set out in this report; and
- note that the Chief Officer, Public Private Partnerships Unit & Procurement Unit is responsible for scheme delivery which will be implemented for the first phase by August 2015 and the final phase December 2015.

## **8.0 Background Documents<sup>1</sup>**

8.1 None

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.