

Report of the Chief Officer (PPP&PU)

Report to the Director of Children's Services

Date: 22nd April 2015

Subject: Design & Cost Report and Request to Access the Basic Need Programme Risk Fund for Farsley Springbank Junior School and Farsley Westroyd Infant School and Nursery



Springbank Capital Scheme Number: 16981/FSP/000

Westroyd Capital Scheme Number: 16981/FWR/000

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Calverley and Farsley	<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 Farsley and surrounding areas, it is necessary to increase Farsley Springbank Junior School and Farsley Westroyd Infants School. As part of the Primary Basic Need Programme for the City Farsley Springbank Junior School is to be expanded and converted from a 2FE Junior School with 240 pupil places, to a 2FE primary school with 420 pupils. Farsley Westroyd Infants School is to be expanded and converted from a 2FE entry Infant School with 180 pupil places to a 1FE Primary School with 210 pupil places. The new schemes 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 Springbank Primary School and Westroyd Primary School will be available from Sept 2015.
3. The project will be delivered in conjunction with Leeds City Council's Joint Venture partner NPS Leeds Ltd. and the Council's Public Private Partnership and Procurement Unit (PPP&PU). The construction partner has been identified as Kier Services Limited. Kier were appointed as construction partners to develop the second stage of a two stage tender on 23rd October 2014.

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 is to be considered and supported by the Deputy Chief Executive and Director of City Development via email as this falls outside the monthly meeting cycle for the Primary Basic Need Projects Board meeting. Consultation with Executive Members took place on 28th April prior to this DCR being approved.

Recommendations

6. The Director of Children's Services is requested to:
 - i. Approve the design and cost report for the scheme at Farsley Springbank Primary School, the cost being £4,462,779 with the appropriate details of the programme, design and cost as set out in this report;
 - ii. Approve the design and cost report for the scheme at Farsley Westroyd Primary School, the cost being £1,295,400 with the appropriate details of the programme, design and cost as set out in this report;
 - iii. Approve an application to the Basic Need Programme Risk Fund for Farsley Springbank Primary School for £1,542,779 to enhance the previously agreed budget of £2,850,000.
 - iv. Approve an application to the Basic Need Programme Risk Fund for Farsley Westroyd Primary School for £165,400 to enhance the previously agreed budget of £960,000
 - v. Note that £70,000 of Farsley Springbank Junior School costs will be funded from Children's Services Fire Safety Budget.
 - vi. Note that £170,000 of the Farsley Westroyd Infant School costs will be funded from the Children's Services Capital Maintenance Budget.
 - vii. Note that the Chief Officer, Public Private Partnerships Unit & Procurement Unit is responsible for scheme delivery which will be completed April 2016.

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 extend and remodel Farsley Springbank Junior School from a 2FE Junior School to a 2FE primary school, and Farsley Westroyd Infant school is to be expanded from a 2FE Infant School to a 1FE Primary School.
 - To seek approval for the both schemes to proceed on the basis of the budget, scope and programme set out in this report.

- To seek approval to access the Basic Need Programme Risk Fund to enhance the previously agreed budgets of £2,850,000 (Springbank) and £960,000 (Westroyd) by £1,542,779 and £165,400 respectively in line with the finance information set out at section 5.4

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 school 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. As a consequence of the rapidly increasing birth rate in Farsley and surrounding areas, it is necessary to increase Springbank Junior School and Westroyd Infants School. As part of the Primary Basic Need Programme for the City Springbank Junior School is to be expanded and converted from a 2FE Junior School with 240 pupil places, to a 2FE primary school with 420 pupils. Westroyd Infants School is to be expanded and converted from a 2FE Infant School with 180 pupil places to a 1FE Primary School with 210 pupil places. These new schemes 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.
- 2.4. The proposal for the extension to Farsley Springbank Junior School and Farsley Westroyd Infant School & Nursery building forms part of the on-going work to address capacity and sufficiency across all of Children's Services estate, 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.
- 2.5. The expansion of places at these schools was approved by Executive Board in July 2013 following public consultation and the publication of the statutory notice for the expansion was published in 25th June 2014.
- 2.6. 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.
- 2.7. The scope of the project at Farsley Springbank Junior School is to build a single storey extension to house six new classrooms along with associated circulation, offices, toilets, and other related areas for key stage 1 pupils. The new classrooms will be accommodated by Reception, Year 1 and Year 2. The scope also includes the remodelling of the existing classrooms, relocation of the kitchen to a larger space to facilitate increased pupil numbers, toilets, staff room, and work space for all staff. External works to the play areas and landscape improvements are included within the scope of the project.

- 2.8 The scope of the project at Farsley Westroyd Infants School is to build a single storey one classroom extension to the main infants building alongside internal remodelling works to the classrooms, toilets, kitchen, improved circulation in the main corridor; and improved access to Reception and Office for all ages to enter via the Main Entrance.
- 2.9 At the Farsley Westroyd Nursery site there will be a single storey classroom extension with toilets and a wet area to house the reception class which will create an early years foundation unit.
- 2.10 The construction of the extensions at Farsley Springbank Junior School and Farsley Westroyd Infants School block and remodelled internal areas is scheduled for final completion in March 2016.
- 2.11 The project will be delivered in conjunction with Leeds City Council's Joint Venture partners NPS Leeds Ltd. and the Council's Public Private Partnership and Procurement Unit (PPP&PU). The Construction Partner has been identified as Kier Services. Kier were appointed as construction partners to develop the second stage of a two stage tender on 23rd October 2014.
- 2.12 A key objective within the Best Council Plan 2013-2017 is to build a Child Friendly City with a 2015 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'.
- 2.13 Consultation has been undertaken with parents and residents and high support for the expansion was received through this process of consultation. The pre-planning public consultation events took place on 9th and 10th July 2014.
- 2.14 Consultation has taken place throughout development with the relevant Executive Members as well as the local ward members.

3 Main Points

3.1 Design & Procurement Proposals and Full Scheme Description

The proposed work to build the extension to Springbank Junior School consists of the following components.

- Construction of a single storey extension to provide 6 additional KS1 teaching spaces, new staff room and ancillary spaces, new entrance and open plan learning resource area.
- Installation of 3 temporary teaching spaces, 2 Reception Year Classrooms and a temporary Reception, Head Teacher Office and staff social room are required as the scheme will not be completed in time for the new pupil intake which is currently scheduled for September 2015.
- Remodelling internal teaching spaces to provide 6 KS2 teaching spaces with new fire screens, heating and electrical upgrade works.
- New ceiling lighting heating within the main hall.
- New kitchen area with servery counter.
- Remodelling works to Yr 6 area to create small hall.

- Full redecoration and internal finishes to affected areas.
- 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.

The proposed work to build the extension to Westroyd Infants School consists of the following components:

- Construction of a single storey Reception Class on the existing Nursery site
- Internal remodelling of the existing Nursery area to provide appropriate toilets and staff spaces.
- Construction of a small group room on the Infant School site
- Internal remodelling of the existing building to make allowance for KS2 pupils.
- Remodelling of toilet areas to provide correct sized spaces for KS2 pupils.
- Refurbishment of main school kitchen to provide additional catering items required for larger school population

3.2 The design of the scheme has progressed to the end of RIBA stage E; 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
- Building Control
- LCC Officers
- Children's Services

3.3 Springbank Junior School was submitted for planning on the 12th September 2014. The scheme was approved on the 5th November 2014. The design underwent some contractor led alterations as it was felt that the scheme would benefit both financially and end up with a simpler project that was easier to develop. The revised planning conditions have been issued for review and discussion with the contractor. This has enabled the costs associated with the conditions to be included in the project price and give greater cost certainty.

3.4 Westroyd Infants School was submitted for planning on the 12th September 2014. The scheme was approved on the 3rd November 2014. The design underwent some contractor led alterations as it was felt that the scheme would benefit from a simpler design that would cause less inconvenience to the school during the construction phase. The planning conditions have been issued for review and discussion with the contractor. This has enabled the costs associated with the conditions to be included within the project price.

3.5 A detailed cost plan has been produced by Kier and cost checks have been carried out at the end of RIBA stage E by NPS Leeds to ensure that the cost model issued provides the City Council with the most economically advantageous solution on each site.

- 3.6** An application for additional funding required for the Farsley Springbank Junior School and Farsley Westroyd Infant School is included within this report. The additional funding will need to be met from the Programme Risk Fund. The detail explaining the additional funding required is set out below.

Farsley Springbank.

- Temporary Reception Classroom accommodation is needed on site as the programme cannot deliver the project in time for the new pupil intake in Sept 2015. In addition to the Reception teaching spaces three additional classrooms are required to allow for enhanced works to the existing teaching spaces and main hall. These additional works include new heating mains and a full electrical rewire as well as fire safety works.
- No staff toilets were included within the original design therefore areas of the existing building are being remodelled to fit in the designated number of WC's required for staff and visitors.
- New heating mains throughout the existing building are now required following detailed surveys. The survey has shown that the corrosion and poor pipework condition generally prevent the services being modified to suit the new building.
- Electrical works are now required to the existing classrooms. Recent survey information has highlighted issues with the integration between old and new distribution services.
- Fire Safety works are now included within the main scheme. This is additional to the original programme and scope of works and is necessary to ensure that the school is compliant with current fire regulations. This work is to be funded from the Capital Maintenance Budget. The approx. value of this work is estimated at £70k
- The school requires a major electrical upgrade due to increased demand which subsequently results in new distribution boards. The existing services cannot be connected back into the new equipment as they do not meet the current standards therefore they have to be renewed.
- The original design had no group rooms or small spaces included within it. This did not meet the requirements of the school nor did it meet the Basic Need Specification. A total of 3 group rooms are now included within the main scheme.
- Pupil toilets have been redesigned as the original plan did not take into account supervision. The new WC's have been broken down into smaller more age appropriate provisions.
- The original scheme had a single platform lift to deal with level changes which did not meet current regulations. The scheme now includes a through floor lift and platform lift to deal with both areas of the site where levels change and is fully DDA compliant.
- The original scheme design had a very small constrained visitor waiting area that did not work. The new proposal has increased in size to allow appropriate seating area and reception area for a 2FE school.
- A new perimeter fence has been agreed to be added into the scheme. This is as a result of the school not having a secure perimeter around most of the site which causes issues with pupil safety and also the ability to use the whole site. The installation of the new fence means that the whole site can be fully utilised ensuring sufficient play space for all the additional pupils and total site safety.
- The costs for the new school kitchen were not included within the original scheme. The current school kitchen is not capable of dealing with the

additional meal requirements therefore a new location for the kitchen is being provided with new equipment where necessary.

Farsley Westroyd

- New heating mains throughout the infant building are now required following detailed surveys. The survey has shown that the corrosion and poor pipework condition generally prevent the services being modified to suit the new building layout. These works are to be funded from the Children's Services Capital Maintenance fund and are currently priced at £170,000.
- The school requires a major electrical upgrade due to increased demand which subsequently results in new distribution boards. The existing services cannot be connected back into the new equipment as they do not meet the current standards therefore they have to be renewed.
- The original scheme has a small extension at the front of the school which would provide a small group spaces. This extension could not be constructed without fully decanting the school which would not be possible. This extension therefore has had to be redesigned and a single classroom extension has now been planned on the side of the building however this is considerably more expensive than the original approach.
- The costs for the new school kitchen were not included within the original scheme. The current school kitchen is not capable of dealing with the additional meal requirements therefore the kitchen is being fully refurbished with new ventilation as well as new equipment where necessary.
- The pupil and staff toilets have been fully redesigned to include unisex pupil toilets that can be easily supervised and provide more age appropriate facilities for the pupils.
- Cloakrooms have been created within the new building to ensure that the scheme remains compliant with the latest fire regulations. This was not considered necessary within the original design, however Building Control have confirmed that these works must be undertaken.
- Temporary alterations are being carried out to house a reception classroom within the infant building until such time as the new nursery extension is completed. This will allow the school to take in the full allocation of pupil in September 2015 as programmed.

4 Programme

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

	Springbank	Westroyd
• Planning submitted	12 th October 2014	12 th October 2014
• Planning achieved	5 th November 2014	3 rd November 2014
• DCR approval	28 th April 2015	28 th April 2015
• Tender out	29 th April 2015	29 th April 2015
• Tender returned	1 st May 2015	1 st May 2015
• Early Works Agreement	4 th May 2015	4 th May 2015
• Contract Award	22 nd May 2015	22 nd May 2015
• Contractor lead-in / mobilisation	23 rd May 2015	23 rd May 2015
• Start on-site	1 st June 2015	1 st June 2015
• Completion, external works	March 2016	December 2015
• Occupation	April 2016	December 2015

5 Corporate Considerations

5.1 Consultation and Engagement

- 5.1.1 The proposals to expand the schools were subject to statutory process including public consultation which took place between the 26th March 2014 and 7th May 2014. The expansion of the school was subsequently approved by the Executive Board on the 25th June 2014.
- 5.1.2 The proposed scheme and associated work at Farsley Springbank Junior School and Farsley Westroyd Infant School has been the subject of consultation with Children's Services Officers, school representatives, local ward members and the local residents. The schemes have been fully supported by the local ward members and community as a whole. All detailed project communication is being managed via a formal project communication plan.
- 5.1.3 Pre-planning meetings were 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 ward councillors were invited to the public consultation events that took place during the design process and at the planning consultation event on the 9th July 2014 at Farsley Springbank Junior School and 10th July 2014 at Farsley Westroyd Infants. The ward members have also been briefed at various stages during the design stages. The last date that the members were briefed was February 2015.
- 5.1.4 Sport England has been consulted about the impact of the proposals at Springbank Junior School on the playing fields where there will be improvements to the current provision. A drainage survey has been undertaken which confirmed that an area currently under grass is unsuitable for play due to inadequate drainage. Sport England have agreed that part of this unusable grassed area can be converted to hard play surface, with marked out playing pitches for 5-a-side football, netball and basketball. Sport England fully supported the development on the site subject to the additional play area being installed.
- 5.1.5 In accordance with the Basic Need Programme Approval by Executive Board in September 2014 this scheme is to be considered and supported by the Deputy Chief Executive and Director of City Development via email. It is expected that this will be shortly after the 22nd April 2015 Basic Need Board meeting.

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 CPRs apply to this process and this Report confirms that the relevant CPRs have been adhered to.
- 5.3.3 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'.
- 5.3.4 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 YORbuild framework is the Council's approved process for securing contractors to deliver Council's outcomes. Kier Construction have been appointed following a competition to find the most economically advantageous contractor for the combined project.
- 5.4.2 The costs will be met through capital scheme number 16981/FSP/000 and 16981/FWR/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)	4,558.5			4,330.6	227.9		
FURN & EQPT (5)	170.0			170.0			
INTERNAL FEES (6)	268.9		100.0	150.0	18.9		
OTHER COSTS (7)	760.7		350.5	410.2			
TOTALS	5,758.1	0.0	450.5	5,060.8	246.8	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	5,758.1	0.0	450.5	5,060.8	246.8		
Total Funding	5,758.1	0.0	450.5	5,060.8	246.8	0.0	0.0
Balance / Shortfall =	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Parent Scheme Number: 16981/000/000

Title: Basic Need Expansion 2015/2016

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 been granted 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 the project has been the subject of consultation with the appropriate Executive Members on the proposals.

- 5.6.3 The YORbuild framework is an approved framework and the proposed procurement process is in line with CPR 3.1.8; 3.1.5 and 3.1.6 not applying as there are no Exclusive Supplier arrangements and there is not an ISP that is able to provide undertake the Works.

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 Project Management 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.

6 Conclusions

- 6.1 The proposal to remodel the existing buildings, install temporary accommodation, improve the kitchen provision and construct a one storey new teaching block extension at Farsley Springbank Junior School by March 2016 will enable the increased demand for pupil places in Farsley and surrounding areas served by the school to be met.
- 6.2 The proposal to remodel the existing buildings, remodel the kitchen provision and construct a one classroom extension to the infant building and a single classroom extension to the Nursery building at Farsley Westroyd Infant School by December 2015 will enable the increased demand for pupil places in Farsley and surrounding areas served by the school to be met.
- 6.3 The project to construct, remodel and extend Farsley Springbank Junior School and Farsley Westroyd Infant School is being managed by PPP&PU 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 schemes 16981/FSP/000 and 16981/FWR/000 to the value of £4,462,779 and £1,295,400 respectively

7 Recommendations

- 7.1 The Director of Children's services is requested to:
- i. Approve the design and cost report for the scheme at Farsley Springbank Primary School, the cost being £4,462,779 with the appropriate details of the programme, design and cost as set out in this report;
 - ii. Approve the design and cost report for the scheme at Farsley Westroyd Primary School, the cost being £1,295,400 with the appropriate details of the programme, design and cost as set out in this report;
 - iii. Approve an application to the Basic Need Programme Risk Fund for Farsley Springbank Primary School for £1,542,779 to enhance the previously agreed budget of £2,850,000.

- iv. Approve an application to the Basic Need Programme Risk Fund for Farsley Westroyd Primary School for £165,400 to enhance the previously agreed budget of £960,000
- v. Note that £70,000 of Farsley Springbank Junior School costs will be funded from Children's Services Fire Safety Budget.
- vi. Note that £170,000 of the Farsley Westroyd Infant School costs will be funded from the Children's Services Capital Maintenance Budget.
- vii. Note that the Chief Officer, Public Private Partnerships Unit & Procurement Unit is responsible for scheme delivery which will be completed April 2016.

8 Background Documents¹

8.1 None

¹ 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.