

Report of the Project Officer

Report to the Programme Manager, Built Environment

Date: 27th April 2016

Subject: Design & Cost Report To Underwrite Design Fees For The Learning Places 2016 Bulge Cohort – Procured Through The YORbuild 2 Framework.



Capital Scheme Number: 32274/BGE/EAR

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Middleton Park, City & Hunslet, Moortown, Gipton & Harehills,		
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 type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		

Summary of main issues

1. The purpose of this report is to seek approval to incur capital expenditure of £50,000 from capital scheme number 32274/BGE/EAR to underwrite the value of the design fees incurred during the development of the proposed modular accommodation to support the bulge cohort schemes procured through the YORbuild 2 framework.
2. As a consequence of rising birth rate, new housing developments and increased migration across Leeds, additional accommodation is required to support the 2016 bulge cohorts identified by the Sufficiency & Participation Team. The provision is to be delivered under the City Council's Learning Places Programme, which aims to ensure the Local Authorities statutory duties are met with respect to ensuring a school place for every child within the city. These works will be designed and specified through a chosen contractor (Clugston) via the YORbuild 2 Framework which is the preferred procurement route advised by LCC Procurement Department.
3. The project is to be delivered by Children's Services in partnership with PP&PU, the design and specification will be provided by a chosen contractor from the Yorbuild 2 Framework.

Recommendations

The Programme Manager, Built Environment is requested to:

1. Authorise expenditure of £50,000 from capital scheme number 32274/BGE/EAR to underwrite the design fees incurred by the chosen contractor from the YORbuild2 Framework (Clugston). The design process will inform the required modular solution prior to the formal contractual agreement that will enable the delivery of the 2016 bulge cohort modular accommodation.
2. Note the programme dates identified in section 4.2 of this report in relation to the implementation of this decision. The final delivery date for this scheme is prior to the commencement of the September term 2016.
3. Note that the officer responsible for implementation is the Built Environment Project Officer.

1.0 Purpose of this Report

1.1. The purpose of this report is:

- To provide background information and detail to the Programme Manager, Built Environment, for underwriting the value of the design fees incurred during the development of the proposed modular accommodation. This work supports the bulge cohort schemes procured through the YORbuild 2 framework..
- Seek authority to incur capital expenditure of £50,000 to accept the aforementioned design fees.

2.0 Background Information

2.1. The Learning Places programme represents the Council's response to the demographic growth pressures in primary school provision. The increasing birth rate in Leeds has required Leeds City Council to approve an increasing number of new reception places since 2009 in order to fulfil 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. The capital school building solutions to the demographic need is managed via Children's Services Learning Places Programme.

2.3. For the upcoming academic year (September 2016 to July 2017) it is projected that 14FE (420 places) will be required across the city as temporary cohorts to meet bulges in demand or in advance of permanent solutions being secure for the longer term need. A programme of bulge works has been developed to provide the necessary accommodation to meet this demand. Parental preference data has been used to determine the need in the pressure areas and site specific solutions have been developed as a result. These will be tailored to each specific site where a bulge cohort is to be accommodated and the considerations will include; utilising extra capacity within existing buildings (where appropriate), internal remodelling and additional modular accommodation provided through a pre-existing Framework Agreement.

2.4. Through consultation with LCC's procurement department, the preferred procurement route for the delivery of modular accommodation is via the YORbuild 2 Framework. Following consultation with the identified schools a design stage is necessary to demonstrate and agree the required accommodation. The purpose of underwriting the design fees is to ensure this stage of the programme informs the final cost of each scheme prior to the contract being agreed and offers certainty to the contractor any abortive costs will be honoured.

3.0 Main Points

3.1. Design Proposals and Full Scheme Description

The proposed modular accommodation will facilitate bulge cohorts at 7 schools. The description of this work will be annotated in the Design Cost Report for each school. For the purpose of this report the underwriting of the design fees at this stage will enable the following:

- Generate a site plan and internal details of the accommodation to support a design freeze with the school.
- Generate the required detail for submission of the planning application.
- Inform the final cost of the programme of works.

3.2. The estimated cost to underwrite the value of the design fees is £50,000.

4.0 Programme

4.1. The underwriting of design fees as identified in point 3 above is required to support the proposed installation of modular accommodation that will commence during the 2016 summer break.

4.2. The key milestones to achieve the installation of the modular accommodation for the 2016 Bulge cohort programme are as follows:

- | | |
|---|------------------------------------|
| • Underwriting of design fees
(subject to further DCR approvals) | 4 th May 2016 |
| • Award Contract | 23 May 2016 |
| • Place orders for accommodation | 26 th May 2016 |
| • Commence installation on site | 27 th July 2016 |
| • Completion & handover | 30 th August 2016 |
| • Occupation by the school | w/c 1 st September 2016 |

4.3. The approval of 'authority to spend', requested within this report, is on the critical path and therefore crucial to delivery of the project in accordance with the dates above.

4.4. Extensive consultation has taken place with representatives from Planning & Highways throughout the design development process to ensure the viability of the proposals, this will continue throughout project delivery. The planning application is scheduled to be determined by mid-May, which will be in advance of the works commencing on site.

5.0 Corporate Considerations

5.1 Consultation and Engagement

5.1.1. The bulge cohort expansion programme required for 2016 has been subject to consultation with Children's Services' officers, school representatives, Highways, Planning, Procurement and senior elected members.

5.1.2. Pre-planning consultation has been held with representatives from the Planning Department and LCC Highways with a view to assessing the entirety of the 'bulge' programme required for a September 2016 implementation (including the subsequent phases of the 2015 bulge works).

5.1.3. Children's Services will continue to brief elected members at key stages throughout the project development.

5.2. Equality and Diversity / Cohesion and Integration

- 5.2.1. The recommendations with this report do not have any direct nor specific impact upon any of the groups falling under the remit of the equality legislation and the need to eliminate discrimination and promote equality. A screening document has been prepared to this effect and an independent impact assessment is not required for the approvals requested. The screening document has been sent to the Equality Team to be approved, publishing and held on-file. A copy is included with this report as appendix A.

5.3. Council Policies and Best Council Plan

- 5.3.1. The 2016 bulge cohort schemes are due to be delivered under the City Council's Learning Places programme and is required to fulfil the Local Authority's statutory responsibility to provide sufficient school places. In providing places close to where the children live the proposals will improve accessibility of local and desirable school places, and thus reduce any risks of non-attendance.

- 5.3.2. An objective in the Best Council Plan 2013-2017 is to build a child friendly city with a focus on: our three Children's Trust partnership obsessions (looked after children, NEET and attendance); ensuring the best start in life; raising educational standards; and ensuring sufficiency of school places. The programme seeks to deliver a supply of good quality accessible local school places which can contribute to these objectives.

- 5.3.3. A further objective of the Best Council Plan 2013-2017 is to become an efficient and enterprising council by improving how we're organised and making best use of our assets. As part of this scheme, the council are ensuring value for money is achieved and costs are minimised through the effective procurement and delivery of projects. We also 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 Learning Places programme.

5.4. Resource and Value for Money

- 5.4.1. The estimated cost to underwrite the value of the design fees is £50,000.
- 5.4.2. The cost will be met through capital scheme number 32274/BGE/EAR as part of the Basic Need Programme.

5.4.3. Capital Funding & Cash Flow

	£000's	£000's	£000's	£000's	£000's	£000's
LAND (1)	0.0					
CONSTRUCTION (3)	0.0					
FURN & EQPT (5)	0.0					
DESIGN FEES (6)	0.0					
OTHER COSTS (7)	0.0					
TOTALS	0.0	0.0	0.0	0.0	0.0	0.0
Authority to Spend required for this Approval	TOTAL	TO MARCH				
	£000's	2015	2015/16	2016/17	2017/18	2018 on
		£000's	£000's	£000's	£000's	£000's
LAND (1)	0.0					
CONSTRUCTION (3)	0.0		0.0			
FURN & EQPT (5)	0.0		0.0			
DESIGN FEES (6)	50.0		0.0	50.0		
OTHER COSTS (7)	0.0		0.0			
TOTALS	50.0	0.0	0.0	50.0	0.0	0.0
Total overall Funding (As per latest Capital Programme)	TOTAL	TO MARCH				
	£000's	2015	2015/16	2016/17	2017/18	2018 on
		£000's	£000's	£000's	£000's	£000's
	0.0					
Basic Needs Grant	50.0		0.0	50.0		
	0.0					
Total Funding	50.0	0.0	0.0	50.0	0.0	0.0
Balance / Shortfall =	0.0	0.0	0.0	0.0	0.0	0.0

Parent Scheme Number: 32274/000/000

Title: Basic Need Primary Expansion 2016/17

5.5. Revenue Effects

- 5.5.1. It is not expected that there will be any Revenue implications arising from this report. However, in the event of any planned schemes being aborted, any design costs that are incurred relating to the aborted schemes will be transferred to the Revenue account.

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

- 5.6.1. The approval of this report constitutes an 'Administrative Decision' and as such will not be subject to 'Call-In'.
- 5.6.2. There are no other legal implications or access information issues arising from this report.

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 from Children's Services

Built Environment team and PPU&PU will be tasked with ensuring the project remains within the predetermined risk tolerances.

- 5.7.2. A programme level risk log will be maintained and updated throughout the project and escalation is via Programme Manager, Built Environment.

6.0 Conclusions

- 6.1. Due to the requirement of additional accommodation across Leeds to support the 2016 bulge cohorts, the installation of modular units will be required and procured through the YORbuild 2 Framework. Underwriting the value of the design fees will ensure the development of the modular units prior to contractual agreement.
- 6.2. The delivery of the modular accommodation will be managed by Children's Services and PP&PU in conjunction with the appointed contractor, the school and other key stakeholders. The cost to underwrite the value of the design fees will be met through capital scheme 32274/BGE/EAR to the value of £50,000.

7.0 Recommendations

- 7.1. The Programme Manager, Built Environment is requested to:
 - 7.1.1. Authorise expenditure of £50,000 from capital scheme number 32274/BGE/EAR to underwrite the design fees incurred by the chosen contractor from the YORbuild2 Framework (Clugston). The design process will inform the required modular solution prior to the formal contractual agreement that will enable the delivery of the 2016 bulge cohort modular accommodation.
 - 7.1.2. Note the programme dates identified in section 4.2 of this report in relation to the implementation of this decision.
 - 7.1.3. Note that the officer responsible for implementation is the Built Environment Principal Development Officer.

8.0 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.