

**Report of the Built Environment Programme Manager**

**Report to the Head of Strategic Development and Investment**

**Date: 8<sup>th</sup> June 2016**

**Subject: Design & Cost Report for the Learning Places 2016 Bulge Cohort – Allerton C or E Primary School**



**Capital Scheme Number: 32274/BGE/ALL**

|  |   |  |
|--|---|--|
| Are specific electoral Wards affected?<br>If relevant, name(s) of Ward(s):<br>Alwoodley                                  | <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?<br>If relevant, Access to Information Procedure Rule number: | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |

**Summary of main issues**

1. The purpose of this report is to seek approval to incur capital expenditure of £489,417 from capital scheme number 32274/BGE/ALL to deliver the identified essential additional teaching space required to facilitate the placement of a Learning Places 'bulge' cohort at Allerton C of E Primary School. This provision will accommodate a 30 pupil bulge cohort due to occupy the school from September 2016.
2. As a consequence of rising birth rate, new housing developments and increased migration into the Alwoodley area there is a requirement to provide additional, accommodation at Allerton C of E Primary School. This will support a one off 'bulge' cohort of 30 pupil places which are not currently available within the area of need. This temporary accommodation 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 utilise pre-existing framework agreement for delivering school accommodation.
3. This equipment will be delivered under the City Council's Learning Places Programme; which aims to ensure the Local Authority's statutory duties are met with respect to ensuring a school place for every child within the city.
4. The additional accommodation at Allerton C of E Primary School will take effect from September 2016 and will allow the 30 place 'bulge' cohort to be accommodated for the

commencement of the 2016/17 academic year. The admission limit for the school will rise from September 2016 then return to its current admission rate the following year.

5. The project is to be delivered by Children's Services in conjunction with the Leeds Local Education Partnership and their appointed construction partner.

### **Recommendations**

The Head of Learning Systems is requested to:

1. Authorise expenditure of £489,417 from capital scheme number 32274/BGE/ALL to enable the installation of additional accommodation, including any necessary ancillary works, at Allerton C of E Primary School.
2. Authorise acceptance of the tender submitted by the Leeds Local Education Partnership in the sum of £365,204, including all design and development fees.
3. Note the programme dates identified in section 4.0 of this report in relation to the implementation of this decision. The final delivery date for this scheme is prior to the commencement of term September 2016.
4. Note that the officer responsible for implementation is the Built Environment Principal Development Officer.

## **1.0 Purpose of this Report**

1.1. The purpose of this report is:

- To provide background information and detail to the Head of Strategic Development and Investment for the proposed accommodation required at Allerton C of E Primary School to accommodate the 'bulge' cohort of 30 pupils with effect from September 2016.
- Seek authority to incur capital expenditure of £489,417 to undertake the aforementioned works.

## **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 was projected that at least 14FE (420 places) would 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 but includes; utilising extra capacity within existing buildings (where appropriate), internal remodelling and additional modular accommodation on a temporary and permanent basis (where applicable).

2.4. The proposal for Allerton C of E Primary School will form 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 in addition to early years and specialist provision.

2.5. These proposals form part of the Council's Learning Places Programme that embeds the 'One Council' approach in terms of shared ownership of proposed solutions across the various departments involved.

## **3.0 Main Points**

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

The proposed works at Allerton C of E Primary School consists of the following components:

- Installation of an additional reception class to support the 2016 bulge cohort. The accommodation has been designed for maximum flexibility to support the

transition of the bulge cohort. The accommodation will comprise of one additional classroom space, linked to the existing building, with associated welfare and cloakroom areas.

- Acknowledging the school has accepted a second bulge cohort since the 2014 academic year, a solution has been agreed to extend the main hall storage capacity by erecting a modest extension. The construction will be via a 'modular design' connecting into the hall via the existing curtain wall.
  - The proposed works will also consider modifications to the external circulation and play space where impacted by the position of the building and the associated works. This will include the forming of any new pathways, fence lines to play spaces etc.
  - Extension and connection of the school's ICT infrastructure into the new classroom accommodation.
- 3.2. The estimate scheme cost is £489,417 including construction costs, additional ancillary works (including decant, surveys, project contingency etc.) and design & consultants fees.
- 3.3. The works detailed within this report have been procured under the Strategic Partnering Agreement between the Leeds Local Education Partnership and Leeds City Council. This has been subject to a separate waiver report, the Delegated Decision Notice for which was approved by Director of Children's Services on the 16<sup>th</sup> May 2016.
- 3.4. A funding allocation has been awarded for the provision of furniture to support this additional classroom; this is the subject of a separate programme-wide DCR in the interests of expediency.
- 3.5. Any required Highways works, necessary as a consequence of this scheme, will be picked up under a separate programme-wide DCR's once the planning application has been approved. This will pick up all conditions from the planning process.

#### **4.0 Programme**

- 4.1. The works highlighted in point 3.1 above are required for the commencement of the 2016/17 Academic year, as such the schedule of works will be delivered in one phase from the end of term in July 2016.
- 4.2. The key milestones to achieve this programme are as follows:
- |                                      |                                |
|--------------------------------------|--------------------------------|
| • Pupil numbers confirmed            | April 2016                     |
| • Approval of authority to spend     | w/c 13 <sup>th</sup> June 2016 |
| • Contract award                     | w/c 20 <sup>th</sup> June 2016 |
| • Start on-site                      | w/c 27 <sup>th</sup> June 2016 |
| • Target Planning determination date | 19 <sup>th</sup> July 2016     |
| • Completion & handover              | 30 <sup>th</sup> August 2016   |
| • Occupation                         | 31 <sup>st</sup> August 2016   |
- 4.3. The approval of 'authority to spend', requested within this report, is on the critical path and therefor crucial to delivery of the project in accordance with the dates above.

- 4.4. Following consultation with Leeds City Council Planning Department it was determined that the works would require a full planning application. Due to the rapid programme of works necessary to meet the dates highlighted in point 4.2 this will potentially require the work to proceed 'at risk' prior to formal Planning approval, which is due on 19<sup>th</sup> July 2017. To mitigate this, key planning risks have been identified and solutions included within the proposals detailed. 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.

## **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. Where necessary supporting works to the Highways infrastructure identified during this consultation has been added to the scope of works and included within the cost plan detailed in section 5.4.4. These consultations will be on-going where a planning application is required.
- 5.1.3. A letter drop will be completed in the direct vicinity of Allerton C of E Primary School informing local residents and interested parties of the extent and specifics of the proposed works.
- 5.1.4. Children's Services will continue to brief elected members at key stages throughout the development of the 2016 bulge cohort programme.

### **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. This scheme is 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. This contributes to the 2016/17 Best Council Plan outcomes for everyone in Leeds to 'Do well at all levels of learning and have the skills they need for life'; 'Be safe and feel safe' and 'Enjoy happy, healthy, active lives'. It also supports the vision in

the supporting Children and Young People's Plan 2015-19 to build a child-friendly city with a focus on ensuring all children and young people are safe from harm; do well at all levels of learning and have the skills for life; enjoy healthy lifestyles; have fun growing up; are active citizens who feel they have a voice and influence. The programme seeks to deliver a supply of good quality accessible local school places which can contribute to these outcomes.

#### 5.4. Resource and Value for Money

5.4.1. The estimate scheme cost is £489,417 including construction costs, additional ancillary works (including decant, surveys, project contingency etc.) and design & consultants fees.

5.4.2. The cost will be met through capital scheme number 32274/BGE/ALL as part of the Learning Places Programme.

5.4.3. The works detailed within this report have been procured under the 'Additional Services' element of the Strategic Partnering Agreement between the Leeds Local Education Partnership and Leeds City Council. This has been subject to a separate waiver report, the Delegated Decision Notice for which was approved by Director of Children's Services on the 16<sup>th</sup> May 2016.

#### 5.4.4. Capital Funding & Cash Flow

| Previous total Authority to Spend on this scheme        | TOTAL        | TO MARCH       |                   |                   |                   |                   |
|---|--------------|----------------|-------------------|-------------------|-------------------|-------------------|
|   | £000's       | 2016<br>£000's | 2016/17<br>£000's | 2017/18<br>£000's | 2018/19<br>£000's | 2019 on<br>£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          |                |                   |                   |                   |                   |
| <b>TOTALS</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>        |
| Authority to Spend required for this Approval           | TOTAL        | TO MARCH       |                   |                   |                   |                   |
|   | £000's       | 2014<br>£000's | 2016/17<br>£000's | 2017/18<br>£000's | 2018/19<br>£000's | 2019 on<br>£000's |
| LAND (1)  | 0.0          |                |                   |                   |                   |                   |
| CONSTRUCTION (3)  | 0.0          |                | 347.9             |                   |                   |                   |
| FURN & EQPT (5)   | 0.0          |                | 10.0              |                   |                   |                   |
| DESIGN FEES (6)   | 0.0          |                |                   |                   |                   |                   |
| OTHER COSTS (7)   | 0.0          |                | 131.5             |                   |                   |                   |
| <b>TOTALS</b>   | <b>0.0</b>   | <b>0.0</b>     | <b>489.4</b>      | <b>0.0</b>        | <b>0.0</b>        | <b>0.0</b>        |
| Total overall Funding (As per latest Capital Programme) | TOTAL        | TO MARCH       |                   |                   |                   |                   |
|   | £000's       | 2014<br>£000's | 2016/17<br>£000's | 2017/18<br>£000's | 2018/19<br>£000's | 2019 on<br>£000's |
|   | 0.0          |                |                   |                   |                   |                   |
| Basic Need Grant  | 489.4        |                | 489.4             |                   |                   |                   |
|   | 0.0          |                |                   |                   |                   |                   |
| <b>Total Funding</b>                                    | <b>489.4</b> | <b>0.0</b>     | <b>489.4</b>      | <b>0.0</b>        | <b>0.0</b>        | <b>0.0</b>        |
| <b>Balance / Shortfall =</b>                            | <b>489.4</b> | <b>0.0</b>     | <b>0.0</b>        | <b>0.0</b>        | <b>0.0</b>        | <b>0.0</b>        |

Parent Scheme Number: 32274/000/000

Title: Basic Need Primary Expansion 2016/17

## 5.5. **Revenue Effects**

- 5.5.1. Any additional revenue consequences that may arise as a result of the project will be managed within the respective school budgets.

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

- 5.6.1. The approval of this report constitutes a 'Key Decision' and as such will be subject to 'Call-In'.

- 5.7. The works detailed within this report have been procured under the 'Additional Services' element of the Strategic Partnering Agreement between the Leeds Local Education Partnership and Leeds City Council. This has been subject to a separate waiver report, the Delegated Decision Notice for which was approved by Director of Children's Services on the 16<sup>th</sup> May 2016.

- 5.7.1. There are no other legal implications or access information issues arising from this report.

## 5.8. **Risk Management**

- 5.9. 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 Children's Services Built Environment team will be tasked with ensuring the project remains within the predetermined risk tolerances.

- 5.10. A programme level risk log has been maintained throughout the project and escalation is via Basic Need Programme Manager.

## 6.0 **Conclusions**

- 6.1. As a result of a temporary increase in pupil numbers for the 2016/17 academic year throughout the city it is necessary to provide supplementary teaching accommodation to accommodate the identified 'bulge' cohorts. Allerton C of E Primary School has been identified as a key site for addressing the need for pupil places in the Alwoodley area.

- 6.2. The provision of the additional accommodation at Allerton C of E Primary School will be managed by Children's Services in conjunction with the Leeds Local Education Partner. These works will be delivered in partnership with the school and other key stakeholders. The cost of the accommodation, and necessary supporting works, will be met through capital scheme 32274/BGE/ALL to the value of £489,417.

- 6.3. The requirement to provide additional accommodation at Allerton C of E Primary School for a September 2016 delivery has been developed through continued consultation with the appropriate stakeholders.

- 6.4. The cost of the works detailed within section 3 will be met through capital scheme 32274/BGE/ALL to the value of £489,417.

## **7.0 Recommendations**

- 7.1. The Head of Learning Systems is requested to:
  - 7.1.1. Authorise expenditure of £489,417 from capital scheme number 32274/BGE/ALL to enable the installation of essential classroom accommodation, including any necessary ancillary works, at Allerton C of E Primary School.
  - 7.1.2. Authorise acceptance of the tender submitted by the Leeds Local Education Partnership in the sum of £365,204, including all design and development fees.
  - 7.1.3. Note the programme dates identified in section 4.0 of this report in relation to the implementation of this decision. The final delivery date for this scheme is prior to the commencement of term September 2016.
  - 7.1.4. Note that the officer responsible for implementation is the Built Environment Principal Development Officer.

## **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.