

Report of the Built Environment Programme Manager

Report to the Head of Learning Systems

Date: August 2017

Subject: Design & Cost Report for the Early Years 30 hour places for eligible 3 and 4 year old project at Montessori Nursery



Capital Scheme Number: 32802/000/000

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

Summary of main issues

1. The purpose of this report is to inject £307.8k into the capital programme against scheme number 32802/000/000 following a successful capital funding bid to the DfE to deliver the additional accommodation required to provide 30 hour places for eligible 3 and 4 year olds at Montessori Nursery in Headingley.
2. This report also seeks approval from capital scheme number 32802/MON/000 to incur a total expenditure of £307.8k in relation to the project at Montessori Nursery.
3. From September 2017, the extended entitlement to 30 hours free provision - an additional 15 hours a week for working parents of three- and four-year-olds (on top of the universal entitlement of 15 hours a week for all three and four year olds) becomes available for eligible families. Eligibility for the additional hours will be determined by HMRC.

Recommendations

The Head of Learning Systems is requested to:

1. Authorise the request to inject a total expenditure of £307.8k into the capital programme against scheme 32802/000/000 following a successful DfE bid to enable the additional

accommodation required to deliver the 30 hours places for eligible 3 and 4 year olds at Montessori Nursery in Headingley.

2. Authorise expenditure of £307.8k from capital scheme number 32802/MON/000 for building works at Montessori Nursery in Headingley.
3. Note the programme dates identified in section 4.0 of this report in relation to the implementation of this decision. The project at Montessori Nursery is due to be completed for October 2017, although the places will not be available until January 2018.

1.0 Purpose of this Report

1.1. The purpose of this report is:

- To provide background information and detail to the Head of Learning Systems for the proposed accommodation required at Montessori Nursery to deliver the extra 30 hour places for eligible 3 and 4 year olds with effect from January 2018.
- Seek authority to inject a total expenditure of £307.8k into the capital programme against scheme 32802/000/000 which was awarded by the DfE to fund the aforementioned works.
- See authority to in expenditure of £307.8k from scheme number 32802/MON/000 at Montessori Nursery.

2.0 Background Information

Time line of events regarding the 30 hr Capital Fund

| | |
|-------------------------|--|
| April 2016 | The DfE invited LA's to submit an expression of interest in applying for the 30 hours Capital fund |
| May 2016 | The DfE were to advise LA's of whether they were able to submit 4 or 6 bids. Leeds never received this communication from the DfE |
| June 2016 | The DfE opened the application window for LA's to submit capital bids, although Leeds was not advised of this launch until later. |
| July 2016 | Leeds was made aware of the launch of the applications process. On the 19 th July Leeds emailed out to all providers of 3 and 4 year old Early education to advise interested parties to submit applications to Leeds by the 15 th August to ensure they were fully assessed prior to submission to the DfE before the submission deadline of the 31 st August 2016 |
| 9 August | The Sufficiency Officers and The Development Officer with built environments met to decide on the scoring/assessment process. This was submitted to the Steering group panel and agreed as the most appropriate scoring system. |
| 15 August | 14 applications were submitted on or before 15 th August for assessment. Two further applications were submitted after the closing date. These applications were excluded from the shortlisting stage. |
| 16 August | The 14 applications were assessed and scored using the agreed scoring systems based on the DfE assessment criteria. The 6 highest scoring applications were put forward for final approval from the Steering group panel. |
| 30 th August | All applications were submitted to the DfE via the EFA portal. |

3.0 Main Points

3.1. Design Proposals and Full Scheme Description

The project is to be self-delivered by the private provider and therefore the full scope of works has been developed directly with the contractor. Montessori Nursery will be moving into an existing office building on Cardigan Road in Headingley. The basement will be remodelled into appropriate spaces for toddlers with toilets and changing facilities, the ground floor will be used to care for babies with offices space

and a kitchen, the first floor will be used for pre-school aged children with toilets and the second floor will remain as existing and be used for staff admin accommodation. Planning permission has been approved for the Montessori Nursery project.

4.0 Programme

4.1. The terms and conditions of the bid stipulates that the funding needs to be spent by the end of November 2017, therefore any additional accommodation requirements will need to be delivered within the deadline. The places at Montessori Nursery will be available from January 2018.

4.2. The approval to accept the 'authority to spend', requested within this report, is on the critical path and therefore crucial to delivery of the project in accordance with the criteria from the DfE.

5.0 Corporate Considerations

5.1 Consultation and Engagement

5.1.1 The additional 30 hour places for eligible 3 and 4 years olds has been subject to consultation with Children's Services and private provider representatives. The Achieving 2,3 & 4 Year Old's Steering Group and Cllr Mulherin approved the bids before they were submitted to the DfE.

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; an independent impact assessment is not required for the approvals requested. The screening document will be 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 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 Free Early Education Entitlement places for 2, 3 and 4 year old children.

5.3.2. The guidance refers to early year's provision free of charge (sections 7 and 7A Childcare Act 2006) and free childcare (section 2 Childcare Act 2016) as the 'free entitlement(s), a 'free place' or 'free hours' The guidance applies to the 15 hour entitlement for the most disadvantaged two year olds, the 15 hour entitlement for parents of three and four year olds (the universal entitlement) and the 30 hours entitlement for working parents of three and four year olds (the extended entitlement)

5.4 Resource and Value for Money

5.5. The total amount awarded by the DfE is £307.8K and therefore any shortfall will be funded by the school or private provider.

5.5.1. The cost will be met through capital scheme number 32802/000/000.

5.5.2. The project has been traditionally tendered to ensure value for money.

5.5.3. Capital Funding & Cash Flow

| Authority to Spend required for this Approval | TOTAL £000's | TO MARCH 2017 £000's | 2017/18 | 2018/19 | 2019/20 | 2020 on |
|---|-----------------|----------------------------|-------------------|-------------------|-------------------|-------------------|
| | | | £000's | £000's | £000's | £000's |
| LAND (1) | | | | | | |
| CONSTRUCTION (3) | | | | | | |
| FURN & EQPT (5) | | | | | | |
| DESIGN FEES (6) | | | | | | |
| OTHER COSTS (7) | 307.8 | | 307.8 | | | |
| TOTALS | 307.8 | | 307.8 | 0.0 | 0.0 | 0.0 |
| Total overall Funding (As per latest Capital Programme) | TOTAL £000's | TO MARCH 2017 £000's | 2017/18 £000's | 2018/19 £000's | 2019/20 £000's | 2020 on £000's |
| Dfe grant funding | 307.8 | | 307.8 | | | |
| School contribution | | | | | | |
| Total Funding | 307.8 | | 307.8 | 0.0 | 0.0 | 0.0 |
| Balance / Shortfall = | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |

Parent Scheme Number: 32802/000/000

Title: 30 Hour places for 3 & 4 year olds

5.6. Revenue Effects

5.6.1. Any additional revenue consequences that may arise as a result of the projects will be managed within the respective school or private provider budgets.

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

5.7.1. The approval of this report constitutes a 'Key Decision' and as such is therefore subject to 'Call-In'. In accordance with best procurement practise, a voluntary 10 days standstill prior to formal award will apply

5.7.2. The project has been traditionally tendered to ensure value for money.

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

5.8. Risk Management

- 5.8.1. Risk is to be managed through the assigned project manager and discussed directly with the private provider as it is a self-delivered project.

6.0 Conclusions

- 6.1. As a result of a successful fee bid to the DfE additional 30 hour places for eligible 3 and 4 years will be available at Montessori Nursery in Headingley.
- 6.2. A total of £307.8k awarded by the DfE will fund the aforementioned works and will be met through capital scheme 32802/000/000. Any shortfall therefore will be funded by the school or private provider.

7.0 Recommendations

- 7.1. The Head of Learning Systems is requested to:
- 7.1.1. Authorise the request to inject a total expenditure of £307.8k into the capital programme against scheme number 32802/000/000 following a DfE bid to enable the additional accommodation required to deliver the 30 hour places for eligible 3 and 4 year olds at Montessori Nursery in Headingley.
- 7.1.2. Authorise expenditure of £307.8k from capital scheme number 32802/MON/000 for building works Montessori Nursery.
- 7.1.3. Note the programme dates identified in section 4.0 of this report in relation to the implementation of this decision. The project at Montessori Nursery is due to be completed for October 2017, although the places will not be available until January 2018.

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.