

**Report of the Built Environment Programme Manager**

**Report to the Head of Service Learning Systems**

**Date: 14<sup>th</sup> September 2017**

**Subject: Design & Cost Report and Tender Acceptance for the Learning Places 2017 Bulge Cohort – St. Bartholomew’s C of E Voluntary Controlled Primary School (Phase Two)**



**Capital Scheme Number: 32450/BGE/STB**

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Armley		
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 seek approval to incur capital expenditure of £261,214 from capital scheme number 32450/BGE/STB to deliver the identified essential ancillary provision required as a consequence of the Learning Places ‘bulge’ cohort at St. Bartholomew’s C of E Voluntary Controlled Primary School. The works detailed within this report are necessary due to the additional 90 pupil places created at St. Bartholomew’s C of E over three successive academic years and are designed to address the pressures placed on the school’s ancillary and welfare facilities. This work will support the transition of the bulge cohort into keystage two.
2. As a consequence of rising birth rates, new housing developments and increased migration into the Armley area, ‘Bulge’ cohorts have been placed at St. Bartholomew’s C of E over successive academic years 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. The essential works identified within this report will utilise pre-existing Framework Agreements to deliver the required accommodation and associated provisions.
3. The project is to be commissioned by Childrens & Families in conjunction with the Leeds Local Education Partnership (LLEP) and their appointed construction partner. This work and associated report constitutes the final phase of the September 2016 delivery.

## **Recommendations**

The Head of Service Learning Systems is requested to:

1. Authorise expenditure of £261,214 from capital scheme number 32450/BGE/STB to enable the installation of additional ancillary accommodation and essential infrastructure enhancements at St. Bartholomew's C of E Voluntary Controlled Primary School.
2. Authorise acceptance of the tender submitted by the Leeds Local Education Partnership in the sum of £219,318 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.
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 Service Learning Systems for the proposed additional ancillary accommodation and infrastructure enhancements required at St. Bartholomew's C of E Voluntary Controlled Primary School to support the transition of the three 'bulge' cohorts placed over three successive academic years.
  - Seek authority to incur capital expenditure of £261,214 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 a 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 Childrens & Families Learning Places Programme.
- 2.3. Under the Learning Places Programme, bulge cohorts have been placed at St. Bartholomew's C of E Voluntary Controlled Primary School for three successive academic years. Previous works have been undertaken to support each of the bulge cohorts with new classrooms, via internal refurbishment or modular construction, providing the appropriate accommodation.
- 2.4. For the 2016/17 academic year a bulge cohort was placed at St. Bartholomew's C of E Voluntary Controlled Primary School in response to the projected shortfall of places within the Armley ward. Due to the level of works required, the project at St. Bartholomew's was split across two phases; phase one delivered two additional classrooms in the form of a modular build within the existing school courtyard.

Phase two, which is detailed within this report, is to provide essential infrastructure and ancillary space required as a consequence of the additional 90 pupils places created over the successive academic years.

- 2.5. The works delivered for the 2016/17 academic year was procured via the Local Education Partnership in the form of a two storey modular unit. A waiver report has been submitted which seeks continuity by utilising the Leeds Local Education Partnership to deliver the second phase of works. This procurement strategy was approved on the 26th April 2017 (DDN number D44370).
- 2.6. In the interests of expediency the planning application (ref: 16/02908/FU) included both phase one and phase two extensions. Planning permission was subsequently granted on 5<sup>th</sup> July 2016. Consultation with planning has been ongoing regarding the phase two elements to ensure adherence to the principals of this prior approval.
- 2.7. The proposal for St. Bartholomew's C of E Voluntary Controlled Primary School will form part of the on-going work to address capacity and sufficiency across all of Childrens & Families; which includes provision for primary and secondary school places in addition to early years and specialist provision.
- 2.8. 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 St. Bartholomew's C of E Voluntary Controlled Primary School consists of the following components:

- New build extension to the existing undersized staff room to provide essential additional staff welfare and work areas. Due to constrained timeframes over the summer 2017 period this extension will take the form of a modular building, in keeping with the phase one extension.
  - Remodelling and refurbishment of the existing staff room to tie into the new extension.
  - Installation of a platform lift to facilitate access to the first floor, required as a consequence in the uplift in pupil numbers and volume of teaching accommodation at first floor level.
  - Associated fire stopping works required as a consequence of the lift installation.
- 3.2. The estimate scheme cost is £261,214 including construction costs, additional ancillary works (including decant, surveys, project contingency etc.), design & consultants fees and a client held contingency commensurate with a project of this scale.
  - 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 Childrens & Families on the on 26<sup>th</sup> April 2017 (DDN number D44370).

- 3.4. Planning permission has been attained for phase two as part of the phase one planning application. Planning approval has been granted and no off-site highways works are required as a consequence of implementing the proposals.

## **Programme**

- 3.5. The works highlighted in point 3.1 above are required to support the wider operation of the school. As no additional classroom accommodation is required, the delivery of the works detailed within this report is not critical for the start of the September term.
- 3.6. It is perceived the approval of 'authority to spend' will be granted w/c 02/10/2017. The required works will be complete and handed over during the October half term.
- 3.7. Following consultation with Leeds City Council Planning Department it was determined that the works would require a full planning application. This was completed, and subsequently approved, in conjunction with the phase one works prior to summer 2016. Consultation has been ongoing with planning colleagues to ensure that the final construction for proposal for phase two adheres to the principals outlined in the planning approval.

## **4.0 Corporate Considerations**

### **4.1. Consultation and Engagement**

- 4.1.1. The 'bulge' cohort expansion programme required for 2017 has been subject to consultation with Childrens & Families' officers, school representatives, Highways, Planning, Procurement and senior elected members.
- 4.1.2. 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 2017 implementation. No supporting works to the Highways infrastructure have identified during this consultation.
- 4.1.3. A letter drop was completed in the direct vicinity of St. Bartholomew's C of E Voluntary Controlled Primary School prior to the submission of the planning application in summer 2016 to inform local residents and interested parties of the extent and specifics of the proposed works.
- 4.1.4. Childrens & Families will continue to brief elected members at key stages throughout the project development.

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

- 4.2.1. 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.

### **4.3. Council Policies and Best Council Plan**

- 4.3.1. 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.
- 4.3.2. 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.
- 4.4. **Resource and Value for Money**
- 4.4.1. The estimate scheme cost is £261,214 including construction costs, additional ancillary works (including decant, surveys, project contingency etc.) and design & consultants fees.
- 4.4.2. The cost will be met through capital scheme number 32450/BGE/STB as part of the Learning Places Programme.
- 4.4.3. 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 Childrens & Families on the 26<sup>th</sup> April 2017 (DDN number D44370).

#### 4.4.4. Capital Funding & Cash Flow

Previous total Authority to Spend on this scheme	TOTAL	TO MARCH				
	£000's	2017 £000's	2017/18 £000's	2018/19 £000's	2019/20 £000's	2020 on £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	2016 £000's	2017/18 £000's	2018/19 £000's	2019/20 £000's	2020 on £000's
LAND (1)	0.0					
CONSTRUCTION (3)	219.3		219.3			
FURN & EQPT (5)	3.5		3.5			
DESIGN FEES (6)	14.6		14.6			
OTHER COSTS (7)	23.8		23.8			
<b>TOTALS</b>	<b>261.2</b>	<b>0.0</b>	<b>261.2</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	2016 £000's	2017/18 £000's	2018/19 £000's	2019/20 £000's	2020 on £000's
	0.0					
Basic Need Grant	261.2		261.2			
	0.0					
Total Funding	261.2	0.0	261.2	0.0	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>

**Parent Scheme Number:** 32450/000/000

**Title:** Learning Places Programme 2017/18

#### 4.5. Revenue Effects

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

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

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

4.6.2. 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 Childrens & Families on the 26<sup>th</sup> April 2017 (DDN number D44370).

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

#### 4.7. Risk Management

4.8. 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 Childrens & Families

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

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

## **5.0 Conclusions**

- 5.1. As a result of a temporary increase in pupil numbers for previous successive academic years, it is necessary to provide supplementary ancillary accommodation and infrastructure enhancements to accommodate the 'bulge' cohorts placed at St. Bartholomew's C of E Voluntary Controlled Primary School. These works represent the second phase of works instigated in summer 2016.
- 5.2. Phase two of the project at St. Bartholomew's C of E Voluntary Controlled Primary School will be managed by Childrens & Families in conjunction with our appointed construction partners procured via the Leeds Local Education Partnership. 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 32450/BGE/STB to the value of £261,214.
- 5.3. The requirement to provide additional accommodation at St. Bartholomew's C of E Voluntary Controlled Primary School for a September 2017 delivery has been developed through continued consultation with the appropriate stakeholders.
- 5.4. The cost of the works detailed within section 3 will be met through capital scheme 32450/BGE/STB to the value of £261,214

## **6.0 Recommendations**

- 6.1. The Head of Service Learning Systems is requested to:
  - 6.1.1. Authorise expenditure of £261,214 from capital scheme number 32450/BGE/STB to enable the installation of additional ancillary accommodation and essential infrastructure enhancements at St. Bartholomew's C of E Voluntary Controlled Primary School.
  - 6.1.2. Authorise acceptance of the tender submitted by the Leeds Local Education Partnership in the sum of £219,318 including all design and development fees.
  - 6.1.3. Note the programme dates identified in section 4.0 of this report in relation to the implementation of this decision.
  - 6.1.4. Note that the officer responsible for implementation is the Built Environment Principal Development Officer.

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

- 7.1. 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.