

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

**Report to the Director of Childrens & Families**

**Date: 02 February 2018**

**Subject: Design & Cost Report for the ‘Early Works’ required to facilitate the Learning Places Expansion of Beecroft Primary School**



**Capital Scheme Number: 32450/BEE/000**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Kirkstall	<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 type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? 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 £868,416 from capital scheme number 32450/BEE/000 for the completion of essential ‘Early Works’ necessary to facilitate the expansion of Beecroft Primary School from an intake of 30 pupils up to 45. The increase in pupil numbers was effective form September 2017. This work is critical to ensure the Learning Places expansion accommodation is in place for commencement of the 2018/19 academic year.
2. The increase in pupil numbers was effective from September 2017 and the proposed work is critical to ensure the appropriate accommodation is in place for commencement of the 2018/19 academic year.
3. In December 2016 the Executive Board approved the principal of a project to expand Beecroft Primary from 210 pupil places to 315 with effect from September 2017. A funding envelope of £1.2m (DDN number D43998) has been assigned to deliver the necessary development, preconstruction works and early ‘off site’ manufacture of the accommodation required to support the proposed expansion. The works detailed within this report will be deducted from the construction allocation as they represent essential works brought forward from the overall construction programme.

4. The main construction works due to be delivered and handed over for the start of the September term 2018 will be subject to the Executive Board report submitted in February to request £1.8M to support the required budget in order to deliver the entirety of the proposed scheme, which is estimated at £3m.
5. The works detailed within this report is required to facilitate the expansion to 1.5FE and ensure the school has sufficient accommodation within the school site for the start of the 2018 September term. Failure to meet this critical path will result in the need to provide alternative temporary accommodation to ensure that sufficient classroom space is available to support the existing and future pupils on roll.
6. The project is to be delivered by Childrens & Families in conjunction with the Leeds Local Education Partnership, with the design and specification provided by the joint venture partners (NPS).
7. In September 2014, Executive Board approved the Learning Places Programme report recommendation to delegate authority to the Director of Childrens & Families to approve Design and Cost reports for individual projects, subject to support by the Director Resources & Housing and the Director of City Development.

## **Recommendations**

The Director of Childrens & Families is requested to:

1. Authorise the required 'task orders' issued via the LLEP to deliver a package of 'Early Works' to facilitate the Learning Places expansion at Beecroft Primary School for the sum of £868,416 which includes pre-construction fees incurred to date and securing of the offsite manufacturing slot for the required accommodation.
2. Approve the expenditure of £868,416 from capital scheme number 32450/BEE/000 for the completion of a package of 'Early Works' necessary to deliver the expansion of Beecroft Primary School for a September 2018 occupation. This is to be funded from the £1.2m allocated for the expansion of Beecroft Primary as part of the Learning Places Programme report approved at the December 2016 Executive Board.
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 2018.
4. Note that a subsequent DCR will be submitted for the main works following the decision of the 2018 February Executive Board.
5. Note that the officer responsible for implementation is the Built Environment Project Officer.

## **Purpose of this Report**

- 1.1. The purpose of this report is:
- To provide background information and detail to the Director of Children's & Families for the proposed development at Beecroft Primary School and the necessity for 'Early Works' in order to facilitate and adhere to the permanent expansion programme.
  - Seek authority to incur capital expenditure of £868,416 to undertake the preconstruction works and secure the manufacturing slot for the require accommodation at Beecroft Primary School.

## **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 Childrens & Families Learning Places Programme.
- 2.3. A report to Executive Board on 14<sup>th</sup> December 2016 detailed the outcome of consultation on the proposal to expand primary provision at Beecroft Primary School from a capacity of 210 pupils to 315 pupils with an increase in the admission number from 30 to 45 with effect from September 2017. Executive Board approved the recommendation to publish a Statutory Notice. The final determination was granted at the 27<sup>th</sup> July 2016 Executive Board meeting.
- 2.4. The proposal for Beecroft 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. These proposals form part of the Council's Basic Need Programme that embeds the 'One Council' approach in terms of shared ownership of proposed solutions across the various departments involved.
- 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.
- 2.6. The proposed works detailed within this report represent the preconstruction works and early 'off site' manufacture of the accommodation required to facilitate the expansion due to commence April 2017, the particulars for which will be subject to a separate DCR dealing specifically with the construction work.
- 2.7. Norfolk Property Services Leeds (NPS) have been appointed as design consultants with Leeds Local Education Partnership undertaking the construction work.

### **3.0 Main Points**

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

The proposed 'Early Works' package at Beecroft Primary School will facilitate the delivery of the required accommodation necessary to support the expansion. The key components of these works are as follows:

- Secure factory time for construction of the modular extension and placement of key material orders to facilitate this process. Includes for placement of the order for long lead-in items.
  - Design and technical fees and preconstruction works associated with the above.
- 3.2. The estimated scheme cost for the preconstruction works and 'off site' manufacture of the required accommodation is: £868,416; this includes £505,443 to place an order and secure the manufacturing slot for the accommodation and £363,082 to cover the design and preconstruction activities for the entire scheme. It should be noted a subsequent Executive Board report will be submitted in February to request £1.8m to support the required budget in order to deliver the remainder of the proposed scheme, which is estimated at £3m. Following Executive Board approval a subsequent DCR will be submitted to draw down on the balance of the entire budget to support the successful delivery of this scheme
- 3.3. The planning application for this scheme was submitted 20<sup>th</sup> November 2017 and subsequently granted permission 1<sup>st</sup> February 2018. The works detailed herein were included within the planning application.
- 3.4. The costs noted within this report represents the maximum exposure to the authority with respect to the works detailed above.
- 3.5. New signage and traffic regulation orders will be required. The project will support these requirements where applicable to the school development and this will be funded from the wider funding envelope. Any works arising will be subject to a future Design Cost Report.

#### **4.0 Programme**

4.1. The works highlighted in point 3 above are required to support the delivery of essential accommodation at Beecroft Primary. The key milestones to achieve the delivery of this work is set out below:

- Tender return w/c 30<sup>th</sup> November 2017
- Authority to spend w/c 05<sup>th</sup> February 2018
- Placement of order to LLEP w/c 12<sup>th</sup> February 2018
- Start on-site w/c 02<sup>nd</sup> April 2018
- Completion & handover (Phase One) w/c 27<sup>th</sup> August 2018
- Occupation by the school w/c 03<sup>rd</sup> September 2018
- School opens September 2018

4.2. The approvals within this report and the need to place the order with the LLEP on the week commencing 12<sup>th</sup> February 2018 represents the critical path and must be completed in order to ensure a completion date of 1<sup>st</sup> September 2018.

## **5.0 Corporate Considerations**

### **5.1. Consultation and Engagement**

- 5.1.1. The expansion of Beecroft Primary has been subject to consultation with Childrens & Families' officers, school representatives, Highways, Planning and elected members.
- 5.1.2. The proposals detailed herein have been subject to extensive consultation with the school management team and governing body. The school have in turn made parents aware of the proposals. Full support has been provided for the scheme as detailed and the school management team have been integral to its development.
- 5.1.3. Childrens & Families 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 City Priorities**

- 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 estimated scheme cost for the 'Early Works' which include preconstruction works and 'off site' manufacture of the required accommodation is: £868,416; this includes £505,443 to place an order and secure the manufacturing slot for the accommodation and £363,082 to cover the design and preconstruction activities for the scheme. A client held contingency has also been allowed for within the wider scheme cost which is commensurate to the scale and complexity of the proposed works detailed herein.
- 5.4.2. The cost will be met through capital scheme number 32450/BEE/000 as part of the Basic Need Programme.

5.4.3. An independent market testing exercise conducted by SUM has advised that the tender return for the early works reflects the value of the scheme is commensurate with the complexities demonstrated in the design and construction methods employed to deliver the required accommodation.

5.4.4. Completion of the works detailed herein is essential to provide the critical accommodation for the expansion at Beecroft Primary School for the next academic year and achieve a completion date of 1<sup>st</sup> September 2018.

## 5.5. Capital Funding & Cash Flow

Previous total Authority to Spend on this scheme	TOTAL £000's	TO MARCH 2018 £000's	2018/19	2019/19	2019/20	2021 on
			£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					
<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 £000's	TO MARCH 2016 £000's	2018/19	2019/19	2019/20	2021 on
			£000's	£000's	£000's	£000's
LAND (1)	0.0					
CONSTRUCTION (3)	505.4		505.4			
FURN & EQPT (5)	0.0		0.0			
DESIGN FEES (6)	0.0		0.0			
OTHER COSTS (7)	363.0		363.0			
<b>TOTALS</b>	<b>868.4</b>	<b>0.0</b>	<b>868.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

  

Total overall Funding (As per latest Capital Programme)	TOTAL £000's	TO MARCH 2016 £000's	2018/19	2019/19	2019/20	2021 on
			£000's	£000's	£000's	£000's
Basic Need Grant	868.4		868.4			
	0.0					
<b>Total Funding</b>	<b>868.4</b>	<b>0.0</b>	<b>868.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<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:** Basic Need Primary Expansion 2017/18

## 5.6. Revenue Effects

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

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

5.7.1. The Director of Childrens & Families has been granted the delegated authority to approve this project to proceed after complying with the conditions established by Executive Board in December 2016.

5.7.2. The approval of this report constitutes a 'Significant Operational Decision' and as such will not be subject to 'Call-In'.

- 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 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.
- 5.8.2. A programme level risk log will be maintained and updated throughout the project and escalation is via Head of Service Learning Systems.

## 6.0 Conclusions

- 6.1. As a result of an increase in pupil numbers local to Beecroft Primary School, it is necessary to provide supplementary teaching accommodation for the start of the September term 2018. This report seeks approval to incur capital expenditure for works necessary to facilitate the expansion of Beecroft Primary School. This work will support the increase of existing pupil numbers from 30 pupils per year group, up to 45. The increase in pupil numbers took place from September 2017 and the proposed work is critical to ensure the appropriate accommodation is in place for commencement of the forthcoming academic year.
- 6.2. Approval is sought on the tender return value of £868,416 provided by the LLEP which is essential to complete the early works, secure the manufacturing slot and meet the programme.
- 6.3. The delivery of the works at Beecroft Primary School will be managed by Childrens & Families in conjunction with the Leeds Local Education Partnership and the joint venture partners (NPS), the school and other key stakeholders. The cost of the works will be met through capital scheme 32450/BEE/000
- 6.4. The requirement to provide additional accommodation at Beecroft Primary School for a September 2018 delivery has been developed through continued consultation with the appropriate stakeholders.

## 7.0 Recommendations

- 7.1. The Director of Childrens & Families is requested to:
- 7.1.1. Authorise the required 'task orders' issued via the LLEP to deliver a package of 'Early Works' to facilitate the Learning Places expansion at Beecroft Primary School for the sum of £868,416 which includes pre-construction fees incurred to date and securing of the offsite manufacturing slot for the required accommodation.
- 7.1.2. Approve the expenditure of £868,416 from capital scheme number 32450/BEE/000 for the completion of a package of 'Early Works' necessary to deliver the expansion of Beecroft Primary School for a September 2018 occupation. This is to be funded from the £1.2m allocated for the expansion of Beecroft Primary as part of the Learning Places Programme report approved at the December 2016 Executive Board.

- 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 2018.
- 7.1.4. Note that a subsequent DCR will be submitted for the main works following the decision of the 2018 February Executive Board
- 7.1.5. Note that the officer responsible for implementation is the Built Environment Project 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.