

DELEGATED DECISION NOTIFICATION

REF NO ¹ 20919 D38499
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DECISION MAKER	Director of Resources	AUTHORITY BY REFERENCE TO SCHEME OF DELEGATION: ²	Officer Delegation Scheme (Executive Functions) – General Delegations to Officers Para 2a.
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SUBJECT ³	Beckett Park Building, Foxcroft Close LS6 3NT – Internal Refurbishment Works - 16458-000-000
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DECISION ⁴	COUNCIL FUNCTION <input type="checkbox"/> NOT SUBJECT TO CALL IN	EXECUTIVE DECISION (KEY) <input checked="" type="checkbox"/> ⁵ EXEMPT FROM CALL IN: NO	EXECUTIVE DECISION (MAJOR) <input type="checkbox"/> ⁵ EXEMPT FROM CALL IN: NO	EXECUTIVE DECISION (OTHER) <input type="checkbox"/> NOT SUBJECT TO CALL IN
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The Chief Officer Financial Development authorised the following :-

1. The injection of £340,000 into the Capital Programme of which £300,000 will be a Revenue Contribution and £40,000 will be SALIX grant funding.
2. The use of a further £127,110 of Corporate Property Management funding from capital scheme 14268/000/000 within the existing approved Capital Programme.
3. Approval to proceed with the scheme to carry out refurbishment works at the Beckett Park site and authorised the necessary total expenditure of £467,110.

AFFECTED WARDS	Kirkstall
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ADVICE SOUGHT	YES	NO
	Legal <input type="checkbox"/> Finance <input checked="" type="checkbox"/> Personnel <input type="checkbox"/> Equal Opportunities <input type="checkbox"/> Other Please Specify <input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> _____

DECLARED OFFICER / MEMBER INTERESTS ⁶	None
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DISPENSATION BY STANDARDS COMMITTEE	DATE: _____
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¹ This reference number will be assigned by Governance Services and notified to you

² The relevant paragraph within the decision makers delegated powers should be identified.

³ A brief heading should be inserted

⁴ Brief details of the decision should be inserted. This note must set out the substance of the decision, options considered and the reason for deciding upon the chosen option, although care must be taken not to disclose any confidential or commercially sensitive information. Guidance on the substance of the note is available from Governance Services

⁵ For Key and Major decisions only. If exempt from Call In details to be provided in the report. The Call In period expires at 5.00 pm on the **5th** working day after publication. Scrutiny Support will notify decision makers of matters called in by no later than 12.00 noon on the **6th** day.

⁶ No officer having a pecuniary interest in any matter should take a decision in relation to that matter. Other interests of a non-disqualifying nature should be recorded here.

BACKGROUND PAPERS⁷

NONE

EXEMPT/ CONFIDENTIAL APPENDIX

YES NO RULE NO 10.4⁸ ()

DETAILS OF CONSULTATION UNDERTAKEN (OTHER REASONS/ ORGANISATIONS CONSULTED)

	Yes	No	Date
Executive Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Ward Councillors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Chief Officers Affected	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Others (Specify)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____


CONTACT PERSON

Denise Finch

CONTACT NO:

07891270546

AUTHORISED SIGNATORY⁹



(Name: Maureen Taylor)

DATE:
12th October 2011

	KEY	MAJOR	OTHER
¹⁰ *First publication (5 day notice)	14/10/2011		
Commencement for Call In	24/10/2011		
Last date for Call In	31/10/2011		
Implementation Date	01/11/2011		

* If key decision not on Forward Plan, the reason and need that the decision be taken are that:-

⁷ A separate Index should be prepared if necessary. ALL DOCUMENTATION UPON WHICH THE DECISION WAS BASED MUST BE RETAINED AND BE READILY ACCESSIBLE SO IT CAN BE PRODUCED SHOULD THE DECISION BE CHALLENGED

⁸ Relevant Access to Information Procedure Rules to be quoted if there is an exempt appendix

⁹ The signatory must be duly authorised by the Director to make the decision in accordance with the Department's scheme. It is not acceptable for the signature to be 'pp' for an authorised signatory. For Key Decisions only, the date of the authorised signature signifies that, at the time, the Officer was content that the decision should be taken. However, should representations be received following public availability of reports the signatory will consider the effect which such representations should have upon the final decision.

¹⁰ Governance Services will enter these dates

Report of the Interim Chief Officer Early Years Service & Youth Support Service and the Head of 14-19 Strategy and Service, Children's Services,

Report to the Director of Resources

Date: 5 October 2011

Design & Cost Report

Subject: Beckett Park Building, Foxcroft Close LS6 3NT: Internal Refurbishment Works

Capital Scheme Number: 16458 / 000 / 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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. Vine is a discrete Council run service that caters for young people, aged between 19 and 25, with multiple, severe, complex or profound learning difficulties and/or disabilities.
2. The service is currently based at Blenheim Centre. The former service provided at West Leeds Family Learning Centre has been relocated over the summer period from West Leeds to Blenheim due to vandal damage caused which was judged to be uneconomic to repair.
3. The Blenheim Centre is in very poor repair and refurbishment is not an option due to the prohibitive cost. Also the Blenheim Centre site has been identified as one of a number of potential options being considered for the provision of additional primary places that are expected to be required in the Woodhouse area.

4. Previous issues around needing a sustainable source of funding for Vine have been resolved through negotiations with the Young Peoples Learning Agency (YPLA) and Leeds City College.
5. The site of the former Beckett Park Primary School has been identified as the ideal location for Vine. As it is no longer used as a school this building is currently the responsibility of Corporate Property Management.
6. Funds have been identified from a specific Earmarked Reserve held within the Children's Services budget specifically for the purpose of financing these scheme proposals. Additional funds have been identified from the 'Salix' loan scheme, and from capital resources held within the Corporate Property Management capital programme

Recommendations

1. That the Director of Resources approves the design proposals and financial recommendations contained in this report to progress the proposed schedule of works required, and to enable the Vine team to relocate service provision to the former Beckett Park Primary School building.

1 Purpose of this report

- 1.1 Identify the budget for the proposed works to the former Beckett Park Primary School to enable the Vine service to relocate from its current base at the Blenheim Centre by end of the 2011/12 academic year, and to seek approval to incur capital expenditure for the estimated scheme cost in the sum of £467,110.
- 1.2 Describe the works required to the Beckett Park building to enable Vine to relocate to this site and provide the service in the long term. These works will be undertaken through Leeds City Council's Corporate Property Management service.

2 Background information

- 2.1 The Vine service was previously provided at West Leeds FLC and Blenheim Centre, Crowther Place, LS6 2ST. The West Leeds FLC building has been vandalised beyond economic repair. That building was in poor condition and has been handed to Corporate Property Management as a void property. The Blenheim Centre is also in poor condition and is unfit for long term use.
- 2.2 Funding for Vine through YPLA has been agreed by Leeds City College. Vine will be sub-contracted to Leeds City Council for the academic year 2011-12. Provided that Vine is relocated to appropriate premises Leeds City College will continue as a partner in the provision and move to provide the learning offered by Vine in the long term.

3 Main issues

Design Proposals and Full Scheme Description.

- 3.1 The project is to convert the former Beckett Park Primary School building (no longer used as a school and currently void) to a facility for the education and advancement of young people with mental & physical disabilities.
- 3.2 The building requires modification to provide access into the building and into the classrooms and facilities provided within. In addition, new care suites and toilet facilities are required along with widening of existing and provision of new doors, plus modifications to the kitchens to provide catering and teaching space. Improvements or replacement of existing mechanical and electrical services will be required including full replacement of the building's heating boiler. The building also requires decoration and new floor coverings. Asbestos removal works will also be required, and it is also intended to provide a new external entry ramp to the building. Other external works will include ramps to the upper car park, and works to external areas now overgrown and unkempt.
- 3.3 The building, since becoming void, has suffered from vandalism & theft and thus requires extensive repair where services, copper and electrical installations have been stolen or damaged.
- 3.4 The estimated cost of construction works is £424,645. CPM are to design new facilities and in partnership with Property Maintenance, the Councils in-house builder, refurbish the property for use by 'Vine'. Fees will be charged at a rate of 10% of the

budget estimate, in the sum of £42,465, which includes the cost of Building Control, M & E engineers, site surveys, and CDM fees.

3.5 Prior Approvals

3.5.1 The decision to approve the scheme and to incur the associated expenditure is included on the Council's Forward Plan, which notes the expected date of the decision as being October 2011. This is a new capital scheme, and all appropriate support is in place for the scheme to progress.

3.6 **Programme** – The strategic programme for this scheme is as follows:

Design Start	26/09/11
Design Complete	24/10/11
Out to Tender	28/10/11 (to in-house service provider)
Tender Return	30/11/11
Report to client by	07/12/11
Client approval required by	16/12/11
Start on site	09/01/12
Completion	30/03/12

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Consultation has been undertaken with Children's Services Property section to ascertain the need for Blenheim Centre site in relation to the potential future need for additional school places in the Woodhouse area of the city. Public consultation on this will be undertaken by Children's Services where necessary.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Vine service users are aged 19-25 years with multiple, severe, complex or profound learning difficulties and/or disabilities. The Vine services provide learning for life skills and other progressive schemes of learning and qualification.

4.3 Council policies and City Priorities The council has a duty to ensure there is sufficient high quality learning provision available to meet the need of all young people up to the age of 19 and young people up to the age of 25 where they have Special Educational Needs or Disabilities (SEND). The need to develop high quality SEND provision is a key priority in the cities 11-19 (25) Learning and Support Plan and finding a solution to the inadequate accommodation that Vine currently occupy is a priority within the Children's Services Asset Management Plan. The relocation of Vine also supports the one/best council objective of Sending Money Wisely by enabling the city to draw down over £600k per annum of revenue funding through the

Young People's Learning Agency. It will also provide the opportunity to reduce the £1.3 million currently spent on out of authority provision for young people with SEND. Failure to undertake this work would result in the Council not receiving the £600k per annum of learning funding and having to fund the provision through its own budget and also lead to increased spending on out of authority provision in the future.

4.3.1 With regard to potential revenue savings, the relocation of the service from two sites to one is anticipated save in the region of £147,000 per annum. The potential to provide dedicated high quality provision on the Beckett Park site is also estimated to produce long term savings to the Children's Services Special Education Needs or Disabilities budget in the region of £930,000 by being less dependent on the use of 'Independent Specialist Providers'. These potential savings were reported to the council's Asset Management Board in June 2011.

4.4 Resources and value for money

4.4.1 **Full scheme estimate** The design and construction of these works is estimated to comprise construction costs in the sum of £424,645, and professional fees and survey costs of £42,465.

4.4.2 Capital Funding and Cash Flow.

Previous total Authority to Spend on this scheme	TOTAL £000's	TO MARCH 2011 £000's	FORECAST				
			2011/12 £000's	2012/13 £000's	2013/14 £000's	2014/15 £000's	2015 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						
TOTALS	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Authority to Spend required for this Approval	TOTAL £000's	TO MARCH 2011 £000's	FORECAST				
			2011/12 £000's	2012/13 £000's	2013/14 £000's	2014/15 £000's	2015 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	424.6		314.0	100.0	10.6		
FURN & EQPT (5)	0.0						
DESIGN FEES (6)	42.5		30.5	10.0	2.0		
OTHER COSTS (7)	0.0						
TOTALS	467.1	0.0	344.5	110.0	12.6	0.0	0.0
Total overall Funding (As per latest Capital Programme)	TOTAL £000's	TO MARCH 2011 £000's	FORECAST				
			2011/12 £000's	2012/13 £000's	2013/14 £000's	2014/15 £000's	2015 on £000's
RCCO (03)	300		300.0				
SALIX (22)	40.0		40.0				
Corp Propty Management (01)	127.1		4.5	110.0	12.6		
Total Funding	467.1	0.0	344.5	110.0	12.6	0.0	0.0
Balance =	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Children's Services will contribute a £300,000 RCCO Earmarked Reserve revenue contribution to support the refurbishment of the Beckett Park site. A contribution from SALIX funding of £40,000 towards the cost of the boiler replacement will be

included in the overall budget. Corporate Property Management will provide the balance of funding from Capital Scheme Number 14268/000/000.

4.4.3 **Revenue Effects** - There are no additional revenue cost implications arising from this scheme. All revenue costs will be contained within existing budgets, and may produce significant revenue cost savings by the relocation of services from two separate sites into one building.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This approval of the recommendations contained within this report will be a Key Decision, as defined within the Council's Constitution, and will be subject to call-in.

4.5.2 The Director of Resources has the authority to make this decision under powers granted under Part 3 of the Council's Constitution.

4.6 Risk Management

4.6.1 Operational risk will be addressed by effective use of CDM Regulations, and close supervision of the contractor on site.

5 Recommendations

5.1 The Director of Resources is requested to:

- a) Approve the injection of £ 340,000 into the Capital Programme of which £300,000 will be a Revenue Contribution and £40,000 will be SALIX grant funding.
- b) Approve the use of a further £127,110 of Corporate Property Management funding from capital scheme 14268/000/000 within the existing approved Capital Programme.
- c) Give approval to proceed with the scheme to carry out refurbishment works at the Beckett Park site and authorise the necessary total expenditure of £467,110.

6 Background documents

6.1 None