

SCRUTINY BOARD (CHILDREN AND FAMILIES)

Call In Meeting to be held remotely on
Wednesday, 8th July, 2020 at 1.00 pm
(There is no pre-meeting)

MEMBERSHIP

Councillors

H Bithell	-	Kirkstall;
P Drinkwater	-	Killingbeck and Seacroft;
B Flynn	-	Adel and Wharfedale;
A Forsaith	-	Farnley and Wortley;
C Gruen	-	Bramley and Stanningley;
C Howley	-	Weetwood;
A Hussain	-	Gipton and Harehills;
J Illingworth	-	Kirkstall;
W Kidger	-	Morley South;
A Lamb (Chair)	-	Wetherby;
J Lennox	-	Cross Gates and Whinmoor;
A Marshall-Katung	-	Little London and Woodhouse;
K Renshaw	-	Ardsley and Robin Hood;
R. Stephenson	-	Harewood;

Co-opted Members (Voting)

Mr E A Britten	-	Church Representative (Catholic)
Mr A Graham	-	Church Representative (Church of England)
Mrs K Blacker	-	Parent Governor Representative (Primary)
Ms J Ward	-	Parent Governor Representative (Secondary)
Vacancy	-	Parent Governor Representative (SEN)

Co-opted Members (Non-Voting)

Ms C Foote	-	Teacher Representative
Ms H Bellamy	-	Teacher Representative
Vacancy	-	Early Years Representative
Ms E Holmes	-	Young Lives Leeds
Ms D Reilly	-	Looked After Children and Care Leavers

Note to observers of the meeting: To remotely observe this meeting, please click on the 'View the Webcast' link which will feature on the meeting's webpage (linked below) ahead of the meeting. The webcast will become available at the commencement of the meeting.

<http://democracy.leeds.gov.uk/ieListDocuments.aspx?CId=1089&MId=10025&Ver=4>

Principal Scrutiny Adviser:
Angela Brogden
Tel: (0113) 37 88661

Produced on Recycled Paper

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(* In accordance with Procedure Rule 25, notice of an appeal must be received in writing by the Head of Governance Services at least 24 hours before the meeting).</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <ol style="list-style-type: none"> 1. To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report. 2. To consider whether or not to accept the officers recommendation in respect of the above information. 3. If so, to formally pass the following resolution:- <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p> <p>No exempt items have been identified.</p>	

3

LATE ITEMS

To identify items which have been admitted to the agenda by the Chair for consideration.

(The special circumstances shall be specified in the minutes.)

4

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS

To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.

5

APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES

To receive any apologies for absence and notification of substitutes.

6

CALL IN BRIEFING PAPER

5 - 10

To consider a report from the Head of Democratic Services advising the Scrutiny Board on the procedural aspects of Calling In the decision.

7

LEARNING PLACES DESIGN & COST REPORT SCHOOL PLACES DELIVERY SEPTEMBER 2020

11 - 38

To consider a report from the Head of Democratic Services presenting background papers to an Executive Board decision which has been called in in accordance with the Council's Constitution. This relates to the Learning Places Design & Cost Report School Places Delivery September 2020.

8

OUTCOME OF CALL IN

To consider the Board's formal conclusions and recommendations arising from the consideration of the called-in decision.

DATE AND TIME OF NEXT MEETING

Wednesday, 9th September 2020 at 10.00 am (pre-meeting for all Board Members at 9.45 am)

THIRD PARTY RECORDING

Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts on the front of this agenda.

Use of Recordings by Third Parties – code of practice

- a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.
- b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.

Webcasting

Please note – the publically accessible parts of this meeting will be filmed for live or subsequent broadcast via the City Council's website. At the start of the meeting, the Chair will confirm if all or part of the meeting is to be filmed.



Report author: Angela Brogden
Tel: 0113 3788661

Report of the Head of Democratic Services

Report to Scrutiny Board (Children and Families)

Date: 8th July 2020

Subject: Call In Briefing Paper

Are specific electoral wards affected? If yes, name(s) of ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has consultation been carried out?	<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
Will the decision be open 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: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

1. In accordance with the Council's Constitution, an Executive Board decision has been Called In. The background papers to this particular decision are set out as a separate agenda item and appropriate witnesses have been invited to give supporting evidence.
2. This report advises the Scrutiny Board on the procedural aspects of Calling In the decision.
3. The Board is advised that the Call In is specific to the report considered by the Executive Board and issues outside of this decision, including other related decisions, may not be considered as part of the Board's decision regarding the outcome of the Call In.

Recommendations

4. The Scrutiny Board is asked to note the contents of this report and to adopt the procedure as detailed within it.

1 Purpose of this report

- 1.1 In accordance with the Council's Constitution, an Executive Board decision has been Called In. The background papers to this particular decision are set out as a separate agenda item and appropriate witnesses have been invited to give supporting evidence.
- 1.2 This report advises the Scrutiny Board on the procedural aspects of Calling In the decision.

2 Background information

- 2.1 The Call In process provides the facility for the Scrutiny Board to require a decision taker to reconsider a decision within a specified time period. This is a separate function from the Scrutiny Board's ability to review decisions already taken and implemented. The eligibility of an Executive Board decision for Call In is indicated in the minutes.

3 Main issues

- 3.1 The Board is advised that the Call In is specific to the report considered by the Executive Board and issues outside of this decision, including other related decisions, may not be considered as part of the Board's decision regarding the outcome of the Call In.

Reviewing the decision

- 3.2 Because of the unique nature of Call In, particularly with regard to the requirement to conclude the meeting with a recommendation in one sitting, it is important that the meeting has a managed framework. The Scrutiny Board is therefore recommended to adopt the following process:
 - The Members who signed the Call In request will outline their reasons for calling in the decision, defining their concerns and explaining what remedial action they wish to see. If the Chair has agreed in advance that they may be accompanied by other witnesses, these witnesses will also be given the opportunity to briefly outline their concerns in relation to the decision in question.
 - Members of the Scrutiny Board will ask any questions and points of clarification.
 - At this point, the Members who signed the Call In request and any accompanying witnesses will leave the witness table.
 - The Executive Member(s) and/or officer(s) who are representing the decision maker will be invited to join the witness table.
 - The representatives of the decision maker will respond to the issues raised by the Call In request.
 - Members of the Scrutiny Board will ask any questions and points of clarification.
 - If necessary, this stage may involve further questioning by Board members of the witnesses in support of the Call In request. For the avoidance of doubt, there is no provision for the witnesses to cross-question one another.
 - Once Members of the Scrutiny Board have completed their questioning of witnesses, the representatives of the decision maker will leave the witness table.
 - A representative on behalf of each of the parties to the Call In will be invited to join the witness table to sum up. The representative of the decision maker will be invited

to sum up first if they wish to do so. Following this, the representative of the signatories to the Call In request will be invited to sum up having heard the discussion.

- The Scrutiny Board will then proceed to make its decision in relation to the Call In.

Options available to the Board

- 3.3 Having reviewed the decision, the Scrutiny Board will need to agree what action it wishes to take. In doing so, it may pursue one of two courses of action as set out below:

Option 1 - Release the decision for implementation

- 3.4 Having reviewed this decision, the Scrutiny Board may decide to release it for implementation. If the Scrutiny Board chooses this option, the decision will be immediately released for implementation and the decision may not be Called In again.

Option 2 - Recommend that the decision be reconsidered.

- 3.5 The Scrutiny Board may decide to recommend to the decision maker that the decision be reconsidered. If the Scrutiny Board chooses this option a report will be submitted to the decision maker.
- 3.6 In the case of an Executive Board decision, the report of the Scrutiny Board will be prepared within three working days of the Scrutiny Board meeting and submitted to the Executive Board. Any report of the Scrutiny Board will be referred to the next Executive Board meeting for consideration.
- 3.7 In reconsidering the decision and associated Scrutiny Board report, the Executive Board may vary the decision or confirm its original decision. In either case, this will form the basis of the final decision and will not be subject to any further call-in.

Failure to agree one of the above options

- 3.8 If the Scrutiny Board, for any reason, does not agree one of the above courses of action at this meeting, then Option 1 will be adopted by default, i.e. the decision will be released for implementation with no further recourse to Call In.

Formulating the Board's report

- 3.9 If the Scrutiny Board decides to release the decision for implementation (i.e. Option 1), then the Scrutiny Support Unit will process the necessary notifications and no further action is required by the Board.
- 3.10 If the Scrutiny Board wishes to recommend that the decision be reconsidered (i.e. Option 2), then it will be necessary for the Scrutiny Board to agree a report setting out its recommendation together with any supporting commentary.
- 3.11 Due to the tight timescales within which a decision Call In must operate, it is important that the Scrutiny Board's report be agreed at the meeting.
- 3.12 If the Scrutiny Board decides to pursue Option 2, it is proposed that there be a short adjournment during which the Chair, in conjunction with the Scrutiny Support Unit,

should prepare a brief statement proposing the Scrutiny Board's draft recommendations and supporting commentary. Upon reconvening, the Scrutiny Board will be invited to amend/agree this statement as appropriate (a separate item has been included on the agenda for this purpose).

- 3.13 This statement will then form the basis of the Scrutiny Board's report (together with factual information as to details of the Called In decision, lists of witnesses, evidence considered, Members involved in the Call In process etc).
- 3.14 The Scrutiny Board is advised that there is no provision within the Call In procedure for the submission of a Minority Report.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Prior to submitting a Call In, a nominated signatory must first contact the relevant officer or Executive Member to discuss their concerns and their reasons for wanting to call in the decision. Part of this discussion must include the Member ascertaining the financial implications of requesting a Call In. The details of this discussion should be referenced on the Call In Request Form.
- 4.1.2 The background papers to this particular decision will make reference to any internal or external consultation processes that have been undertaken in relation to the decision.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 The background papers to this particular decision will make reference to any impact on equality areas, as defined in the Council's Equality and Diversity Scheme.

4.3 Council Policies and Best Council Plan

- 4.3.1 The background papers to this particular decision will make reference to any Council Policies and Best Council Plan Priorities relevant to the decision.

Climate Emergency

- 4.3.2 The background papers to this particular decision will make reference to any climate emergency implications relevant to the decision.

4.4 Resources, Procurement and Value for Money

- 4.4.1 The background papers to this particular decision will make reference to any significant resource and financial implications linked to the decision.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 This report does not contain any exempt or confidential information.
- 4.5.2 The background papers to this particular decision will make reference to any legal implications linked to the decision.

4.6 Risk Management

- 4.6.1 The background papers to this particular decision will make reference to any risk management issues linked to the decision.

5 Conclusions

- 5.1 In accordance with the Council's Constitution, an Executive Board decision has been Called In. This report advises the Scrutiny Board on the procedural aspects of Calling In the decision.
- 5.2 In particular, the Board is advised that the Call In is specific to the report considered by Executive Board at its meeting on 24th June 2020 and issues outside of this decision, including other related decisions, may not be considered as part of the Board's decision regarding the outcome of the Call In.

6 Recommendations

- 6.1 The Scrutiny Board is asked to note the contents of this report and to adopt the procedure as detailed within it.

7 Background documents¹

- 7.1 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.

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Report of the Head of Democratic Services

Report to Scrutiny Board (Children and Families)

Date: 8th July 2020

Subject: Call In – Learning Places Design & Cost Report School Places Delivery September 2020

Are specific electoral wards affected?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, name(s) of ward(s): Beeston & Holbeck & Headingley & Hyde Park	
Has consultation been carried out?	<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
Will the decision be open for call-in?	<input type="checkbox"/> Yes <input checked="" 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:	
Appendix number:	

Summary of main issues

1. This paper presents the background papers to a decision which has been Called In in accordance with the Council's Constitution.

2. Papers are attached as follows:
 - Copy of the completed Call In request form;
 - Report of the Director of Children's & Families and the Director of City Development presented to Executive Board at its meeting on 24th June 2020;
 - Extract from the draft minutes of the Executive Board meeting held on 24th June 2020.

3. As set out within the Call In request form, only elements of the decision referenced within the Executive Board Minutes as resolution 10(a), 10(b), 10(c) and 10 (e) have been Called In. These are set out below:
 - 10(a) That the additional secondary places which are required in order to reduce the amount of children being allocated a school place out of area, be noted;

 - 10(b) That the necessary authority to spend be approved, together with approval also being given to incur expenditure of £6,835,000 from Capital Scheme number 33176/BGE/CBN to deliver the works associated with a 60 place 'bulge' at Cockburn Academy for September 2020;

 - 10(c) That the proposal for the freehold transfer of the land identified within the submitted report, which forms part of the former South Leeds Golf Course to

Cockburn Multi Academy Trust be approved, to allow the delivery of the sports field provision required as part of the proposals as detailed within paragraph 3.1.4 of the submitted report;

10(e) That the programme dates, as detailed in the submitted report, in relation to the implementation of these resolutions, which represent the critical path for project success and must be adhered to where possible, be noted.

4. Subject to there being no further Call In request, the remaining elements of the decision outlined in Minute 10 of the Executive Board meeting on 24th June 2020 may be implemented once the Call In period has lapsed.
5. Appropriate Members and officers have been invited to attend the meeting in order to explain the decision and respond to questions.

Recommendations

6. The Scrutiny Board (Children and Families) is asked to review this decision and to determine what further action it wishes to take.

Background documents¹

7. None used

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.

CALL IN REQUEST

Date of decision publication: **Friday 26th June 2020**

Executive Board Minute no: **10 (a); (b); (c); and (e) only.**

Decision description: **Learning Places Design & Cost Report School Places Delivery September 2020 (Item 11, Executive Board, 24th June 2020).**

Discussion with Decision Maker:

Prior to submitting a Call In, a nominated signatory must first contact the relevant officer or Executive Member to discuss their concerns and their reasons for wanting to call in the decision. Part of this discussion must include the Member ascertaining the financial implications of requesting a Call In.

Please identify contact and provide detail.

<input checked="" type="checkbox"/>	Director/author of delegated decision report.
<input checked="" type="checkbox"/>	Executive Board Member

Detail of discussion (to include financial implications)

Cllr Ryan Stephenson held a meeting on Wednesday 24th June 2020 with the Executive Member for Children & Families (Councillor Jonathan Pryor), Director of Children & Families (Sal Tariq), Chief Officer Resources & Strategy (Tim Pouncey) and Head of Programmes and Projects (Jane Walne); and a further meeting on Monday 29th June 2020 with the Head of Service for Learning Systems (Vivienne Buckland), Head of Programmes and Projects (Jane Walne) and Senior Project Manager for City Development (Adele Robinson).

Officers reported that approval to incur up to £435k in design fees across the whole lifetime of the project was approved by the Children & Families directorate. To date expenditure on fees totalled £277k. Furthermore, prior to Executive Board approval a letter of intent was sent to Portakabin so they could place orders for the materials required. The materials procurement order and design works associated with this work is costed at £680k. It was noted that if Executive Board had not approved the recommendations on Wednesday 24th June the authority would have had two options: be liable for a cancellation charge for a large chunk of the £680k; or negotiate to move the order on to another project and avoid cancellation charges (delays in the delivery of the Lawrence Calvert Free Schools means the Council will be required to place a similar order for additional modular building next year to accommodate the 2021/22 cohort). If no changes are proposed to the scheme by Executive Board estimated delays in manufacturing, storing and remobilising construction are calculated at around £184k. After detailed discussions, it was noted that the call-in period for this key decision ends on Friday 3rd July and the next Scrutiny Board meeting is scheduled for Wednesday 8th July, based on this timeframe, if no further spending commitments or cost savings are recommended by the Scrutiny Board, the Council would need to renegotiate the order by three days, accepting that a financial liability could be around £4k depending on the success of those negotiations.

Reasons for Call In:

All requests for Call In must detail why, in the opinion of the signatories, the decision was not taken in accordance with the principles set out in Article 13 of the Council constitution (decision making) (principles of decision making) or where relevant issues do not appear to be taken into consideration. *Please tick the relevant box(es) and give an explanation.*

<input checked="" type="checkbox"/>	Proportionality (ie the action must be proportionate to the desired outcome)
<input type="checkbox"/>	Due consultation and the taking of professional advice from officers
<input type="checkbox"/>	Respect for human rights
<input type="checkbox"/>	A presumption in favour of openness
<input type="checkbox"/>	Clarity of aims and desired outcomes
<input checked="" type="checkbox"/>	An explanation of the options considered and details of the reasons for the decision
<input type="checkbox"/>	Positive promotion of equal opportunities
<input type="checkbox"/>	Natural justice

Explanation:

The Executive Board decision to spend £6,835,000 to provide additional capacity for a one-off bulge cohort of 60 pupils at Cockburn Academy is disproportionate to the desired outcome.

In comparison, the Council's own internal assessment suggest that both Royds and Wetherby secondary schools could be rebuilt at a cost of around £20-30 million each. Similarly, the Executive Board approved £20-25 million for a full rebuild to accommodate 1,500 children (including a 275-pupil expansion) at Benton Park in February 2019. Members are therefore asked to scrutinise whether a spend of circa. £7 million for a one-off bulge cohort of just 60 pupils is proportionate to the outcome.

Furthermore, the Council has already made the following financial commitments to the Cockburn Multi-Academy Trust in recent years: £1.56m approved in April 2017 to expand Cockburn Academy by 1FE; £2.28m approved in September 2019 to expand Cockburn John Charles Academy by 1FE; and now a further £6.895m for another 1FE one-off bulge cohort at Cockburn Academy - a culminative total of £10.735 million. In comparison, across all other high schools in South Leeds the Council contributed £280,000; a match-funded contribution toward accommodating a bulge cohort of 40 pupils at Bruntcliffe Academy.

Basic Needs Grant funding is intended to address sufficiency of school places. The Executive Board's decision to acquire new community playing fields on the former South Leeds golf course, and the development of additional facilities for the school, as part of this financial commitment requires further scrutiny.

Finally, the Executive Board report did not include an explanation of the options considered. The Children & Families Scrutiny Board is therefore asked to consider the application of Basic Needs Grant funding and its proportionality to the desired outcome, as well as the options considered and details of the reasons for the decision.

Leeds City Council Scrutiny Support

A Call In request may be made by a **minimum** of:

5 non-executive Members of council from the **same political group**;

or;

2 non-executive Members of council if **they are not from the same political group**.

This Call In request should be submitted to Scrutiny Support, 1st Floor West, Civic Hall by 5.00pm by no later than the fifth working day after the decision publication date. The following signatories (**original signatures only**) request that the above decision be called in.

Nominated Signatory



Councillor Ryan Stephenson
Conservative Group



Councillor Wyn Kidger
Morley Borough Independents Group



Councillor Mark Dobson
Garforth & Swillington Independent Group

For office use only: (box A)

Received on behalf of the Head of Democratic Services by:



(signature)

Date: 30th June 2020 Time: 1.45 pm

SSU ref: 2020/21-10/71

For office use only: (box B)

Exemption status checked:

Call In authorised: Yes

Date checked:

Signed:



Signatures checked:

Date: 30th June 2020

Receipts given:

Validity re article 13

**Report of the Director of Children’s & Families and the Director of City Development
Report to the Executive Board**

Date: 24 June 2020

**Subject: Learning Places Design & Cost Report School Places
Delivery September 2020**



Are specific electoral wards affected? If yes, name(s) of ward(s): Beeston & Holbeck & Headingley & Hyde Park	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Has consultation been carried out?	<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
Will the decision be open 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

1. Main Issues

- The purpose of this report is to set out the demand for the creation of new secondary school places for September 2020 and seek approval for authority to spend and to incur capital expenditure on the projects associated with meeting that demand as part of the Council’s Learning Places Programme, notably: Cockburn Academy and Leeds City Academy.
- Since 2009, Leeds City Council’s Learning Places Programme has created over 11,500 primary school places across the city in response to rising birth rates which increased from 7,500 per year in 2001 to a peak of 10,350 in 2012. For the academic year starting in September 2018, a total of 1,600 new primary learning places were created to meet the continued demand and in 2019 315 were delivered. Since the peak in 2012 the birth rate has been declining resulting in the requirement for fewer permanent primary places and a decrease in the number of temporary or bulge solutions.
- As expected, as children move through primary and into secondary school, the demand for year 7 places has started to rise with 9254 places allocated for the academic year 2019/20 (an increase by nearly 300 children on the previous year) Projections estimate that in 2020/2021 it will increase by nearly 500 children and then by a similar amount in 2021/2022.
- There are specific areas of pressure in the City across the in relation to secondary school place requirements. These are South, East and North West Leeds. East Leeds is being addressed in part by the delivery of the new East Leeds secondary school proposal for 8Fe

at the Arcadia site at Torre Road, the purchased of the land for which approved at Executive Board in May 2020.

- The growing pressure in south Leeds has been known for some time and in 2017, the Council supported a successful wave 12 Free School application from Cockburn Multi Academy Trust (MAT) for the creation of a new 7 form of entry (FE) free school – Laurence Calvert, to be delivered on the former Middleton High School site for September 2019
- The Lawrence Calvert Free School (Department for Education led scheme) did not open for September 2019/20 and is now more likely to open for September 2022 at the earliest. As a consequence there is and will continue to be until the delivery of Lawrence Calvert, a significant shortfall of secondary places in South Leeds. To date the shortfall has been met with existing schools going over the Pupil Admission Number (PAN) and managing the additional pupils within the current footprint of the building. However the requirement for September 2020 will now need to be managed through the creation of bulge cohorts being constructed on existing school sites, resulting in substantial capital investment. The current pressure is to be managed in the first instance by the creation of 60 additional places at Cockburn Academy. The bulge cohort at Cockburn Academy is only temporary and therefore once pupils have completed Year 11 the school will revert back to a PAN of 240.
- The large increase in the secondary aged population across the North West and city centre area has resulted in many schools expanding on a temporary basis. Increased pressure for places for children with the Leeds City Academy (LCA) catchment which is expected to continue has required the school to take a bulge cohort for 2020 and for 2021 of an additional 60 places. All the accommodation associated with the bulge for 2020 and 2021 will be delivered for this September.
- The proposed schemes for Cockburn Academy and Leeds City Academy are to be considered as part of this Learning Places Design and Cost Report for September 2020 delivery are essential to ensure the Council meets its statutory duty to provide a sufficiency of school places. The schemes are to be funded from Learning Places Programme capital budget, reflecting the increase in admission numbers. Funding streams are to be primarily through Basic Need Grant, council borrowing, Community Infrastructure Levy and School Condition funding.
- The impact of the Covid-19 pandemic on project risk, programme and cost is currently unknown, this is being actively managed by each of the Project Teams to ensure the schemes are delivered for September 2020.

2. Best Council Plan Implications

- The schemes will be delivered under the City Council's Learning Places Programme and are 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.
- The schemes contribute to the 2020/2021 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'. They also support the vision in the supporting Children and Young People's Plan 2018-23, 'Leeds to be the best city in the UK and the best city for children and young people to grow up in. We want Leeds to be a child friendly city'. The programme seeks to deliver a supply of good quality accessible local school places which can contribute to these outcomes.

3. Resource Implications

- The total cost and capital investment associated with the bulge projects for September 2020 is £7,595,000 and can be broken down into the following:
 - Cockburn Academy £6,835,000
 - Leeds City Academy £760,000
- The cost will be met through the following capital scheme number 33176/BGE/CBN for Cockburn Academy and capital scheme number 33176/BGE/LCA for Leeds City Academy as part of the Learning Places Programme.
- With respect to the Cockburn scheme options may exist for further value engineering with the potential to reduce to financial outlay. These works are ongoing and any savings made will reduce the final figure reported here.
- The total estimated cost of the works at Cockburn Academy is £6,835,000 (inclusive of construction, furniture/IT, contingency, risk, highways and fees). Whilst it may appear that the scheme is costly for a bulge solution, a permanent expansion, using the DfE's cost per pupil rate of £17,564 generates a cost of £5.27m. However this figure excludes fees, surveys, climate change policy requirements and site abnormalities. The figure of £6,835,000 reflects the inclusion of the fees, insurance, site surveys, climate change policy requirements as well as some complex site abnormalities requiring grouting, uplift in the ground works/foundations, drainage and mechanical and electrical works required to address these issues.
- Whilst the cost of the proposed works for the Cockburn scheme are in excess of the cost per pupil rate, especially considering the scheme is a bulge solution, it should be noted that the challenge to address the issues across South Leeds are being met by several schemes which have had little or no cost. The requirement to deliver the proposals at Cockburn MAT and the accommodation it requires are as a consequence of the delay to the delivery of the Lawrence Calvert Free School which was due to be opened in September 2019. It is now unlikely that this will come forward until September 2020 at the earliest. September 2020 is challenging. However the issues will be further compounded in September 2021 should the Council's approach to the DfE to request that as a matter of urgency Lawrence Calvert is opened for September 2021, if necessary on a temporary site. The Council are awaiting the outcome of this approach to help inform considerations required for September 2021 and the solutions to be developed to meet them.

4. Recommendations

Executive Board is requested to:

- a) Note the additional secondary places that are required in order to reduce the amount of children being allocated a school place out of area.
- b) Approve authority to spend and incur expenditure of £6,835,000 from capital scheme number 33176/BGE/CBN for works associated with a 60 place bulge at Cockburn Academy for September 2020.
- c) Approve the proposal for the freehold transfer of the land identified within the report, which forms part of the former South Leeds Golf Course to Cockburn MAT, to allow the delivery of the sports field provision required as part of the proposals as detailed in paragraph 3.1.4;

- d) Approve authority to spend and incur expenditure of £760,000 from capital scheme number 33176/BGE/LCA for the works associated with a 60 place bulge at Leeds City Academy which are being delivered by the Local Education Partnership (LEP) for September 2020.
- e) Note the programme dates identified in section 3.2 of this report, in relation to the implementation of this decision, represents the critical path for project success and must be adhered to where possible.
- f) Note that the officer responsible for implementation is the Head of Service Learning Systems in Children's and Families Directorate.

1.0 Purpose of this report

1.1 The purpose of this report is:

- To provide background information and detail to Executive Board on the need for additional secondary school places across the city for delivery by September 2020.
- Contextualise the associated costs and risk implications of the proposed schemes, both in terms of the construction programme but also wider Learning Places Programme obligations.
- To seek authority to spend and incur a total expenditure of £7,595,000 to deliver both bulge projects at Cockburn Academy and Leeds City Academy for September 2020.

2.0 Background information

2.1 The Learning Places programme represents the Council's response to the demographic growth pressures in school place provision. The increasing birth rate in Leeds has required Leeds City Council to approve an increasing number of new school places since 2009 in order to fulfil its statutory duty. Since 2009, Leeds City Council's Learning Places Programme has created over 11,500 primary school places across the city in response to rising birth rates which increased from 7,500 per year in 2001 to a peak of 10,350 in 2012. Whilst from a primary perspective the demand for places has peaked and is now starting to decline, as expected, as children move through primary and into secondary school. The demand for year 7 places has started to rise with 9254 places allocated for the academic year 2019/20 (an increase by nearly 300 children on the previous year) Projections estimate that in 2020/2021 it will increase by nearly 500 children and then by a similar amount in 2021/2022.

2.2 There are specific areas of pressure in the City across the in relation to secondary school place requirements. These are South, East and West Leeds. East Leeds demand is being addressed through the delivery of the new East Leeds Secondary School at Torre Road through the purchase of land from Redcastle (Freeholds) Ltd (Arcadia Group Ltd).

2.3 The growing pressure in South Leeds has been known for some time and in 2017, the Council supported a successful wave 12 Free School application from Cockburn Multi Academy Trust (MAT) for the creation of a new 7 form of entry (FE) free school – Laurence Calvert, to be delivered on the former Middleton High School site for September 2019.

2.4 The Laurence Calvert Free School (Department for Education led scheme) will not open for September 2019/20 and is now more likely to open for September 2022 at the earliest. As a consequence there is and will continue to be been a significant shortfall of secondary places in South Leeds. To date the shortfall has been met with existing schools going over the Pupil Admission Number (PAN) and managing the additional pupils within the current footprint of the building. However the requirement for September 2020 will need to be managed through the creation of new classroom and other additional provision to support bulge cohorts being placed in existing schools resulting in substantial capital investment. This is to be managed in the first instance by the creation of 60 additional places at Cockburn Academy and 30 places at Cockburn John Charles Academy (which is subject to separate report previously submitted to Executive Board in September 2019). The bulge works at Cockburn Academy are temporary and once the bulge cohorts have completed Year 11 the schools will revert back to a PAN of 240. Cockburn John Charles are also taking a bulge of 60 places ahead of a permanent expansion in 2022 which was approved by Executive Board in September 2019.

2.5 Other September 2020 proposals consist of: Rodillian 1Fe who have increased their PAN without requiring additional build works, Woodkirk Academy who have accommodated 0.7Fe by also increasing their PAN, Bruntcliffe Academy who have added almost 1.5Fe with some minor structural alterations to their buildings at £280k. In addition Cockburn John Charles have

accommodated a 60 place bulge in 2019, are also accommodating 60 places in September 2020 and 30 places in 2021 ahead of a permanent expansion to a PAN of 240 by 2022.

2.6 The large increase in the secondary aged population across the North West and city centre area has resulted in many schools expanding on a temporary basis. Increased pressure for places for children with the Leeds City Academy (LCA) catchment which is expected to continue now requires the school to take a bulge cohort for 2020 and potentially for 2021 of an additional 60 places in total.

2.7 The details of both schemes are outlined in Section 3.0 below.

3 Main Issues

3.1 Design proposals

3.1.1 Cockburn Academy

3.1.2 Cockburn Academy (formerly Cockburn School) formed part of the Wave 1 Building Schools for the Future Programme (BSF). As a consequence half of the school was rebuilt and the remainder refurbished in time for its re-opening in September 2008. The school at that time was constructed under Building Bulletin 98 (BB98) minus 5%, the standard approach adopted across all BSF schools in Leeds. As a consequence the site area of the school was undersized for a PAN of 210 at that time. Since then the school has been permanently expanded in 2018 by 1Fe (30 places) to increase their PAN to 240. However in 2017, in addition Cockburn also accommodated a bulge of an additional 60 pupils, meaning that from year 9 upwards the PAN is 270 as the bulge is moving through the school.

3.1.3 The current proposals require an additional bulge for 60 places from September 2020 for the next five years. This will increase the PAN of the school on a temporary basis to 300 pupils from year 7.

3.1.4 The scope of works proposed at Cockburn Academy to accommodate the bulge proposals for September 2020, which are now aligned to the new Building Bulletin Guidance BB103, will be delivered in two phases (as shown on Appendix A) and consists of the following elements:

Phase 1 – September 2020

- New modular building consisting of 2 science laboratories, 7 general teaching classrooms, an ICT suite, office space, storage and pupil and staff toilet facilities. The building will be located on a section of the schools existing hard court area which will be re-provided elsewhere on site as part of the external works package.
- An additional area of hard standing will be created to re-provide a section of sports court provision which will be lost due to the positioning of the modular building directly on to that area.

Phase 2 - September 2021

- As part of the project 3ha of land associated with the former South Leeds golf course (directly adjacent to Cockburn Academy) is proposed to be transferred to the school to be developed as part of their required playing field provision. It is proposed that the land is covenanted to be used exclusively for the purposes of sports and active recreation only and will have community use agreements as part of its wider community offer. Within the agreement to transfer, should the school cease to exist, the land will return to the Council at no cost. The area of land proposed to be transferred to Cockburn MAT is shown on Appendix A and is effectively the proposed fence line around the sports pitch on the golf course.

- The proposals consist of laying out this area of the former golf course as a full size grassed football pitch and tennis courts needing to be reprovided as a consequence of the relocation of the modular units. These works will be challenging to deliver as a consequence of the site levels which have a difference of up to 7m across the area to be laid out as a pitch.

3.1.5 All of the above works will require planning approval. However as a consequence of the extremely tight programme, to ensure that the teaching accommodation required is in place for September 2020, two separate planning applications will be submitted as a result of the more complex planning issues associated with the land of the former South Leeds Golf Course. Early discussions have already taken place with the planning officer who will be working on this case.

3.1.6 The total estimated cost of the works at Cockburn Academy is £6,835,000 (inclusive of construction, furniture/IT, contingency, risk, highways and fees). Whilst it may appear that the scheme is costly for a bulge solution, a permanent expansion, using the DfE's cost per pupil rate of £17,564 generates a cost of £5.27m. However this figure excludes fees, surveys, climate change policy requirements and site abnormalities. The figure of £6,835,000 reflects the inclusion of the fees, insurance, site surveys, climate change policy requirements as well as some complex site abnormalities requiring grouting, uplift in the ground works/foundations, drainage and mechanical and electrical works required to address these issues.

3.1.7 Whilst the cost of the proposed works for this scheme are in excess of the cost per pupil rate, especially considering the scheme is a bulge solution, it should be noted that the challenge to address the issues across South Leeds are being met by several schemes which have had little or no cost. The requirement to deliver the proposals at Cockburn MAT and the accommodation it requires are as a consequence of the delay to the delivery of the Lawrence Calvert Free School which was due to be opened in September 2019. It is now unlikely that this will come forward until September 2020 at the earliest. September 2020 is challenging. However the issues will be further compounded in September 2021 should the Council's approach to the DfE to request that as a matter of urgency Lawrence Calvert is opened for September 2021, if necessary on a temporary site. The Council are awaiting the outcome of this approach to help inform considerations required for September 2021 and the solutions to be developed to meet them.

3.1.8 The programme for the works are shown below

Milestone	Date
Submission of planning application for each scheme	May 2020
Completion of final design layouts	May 2020
Authority to spend	June 2020
Planning approval (delegated decision)	July 2020
Contract award	July 2020
Start on site – Phase 1 works	July 2020
Handover and occupation	September 2020
Start on Site – Phase 2 works	April 2021
Handover	September 2021

3.2 Leeds City Academy

3.2.1 Leeds City Academy is currently at a PAN of 150. The current proposals consist of the delivery of bulge works to accommodate an additional 60 places for September 2020 and a further 60 places for September 2021, taking the PAN to 210 on a temporary basis. The school did not form part of the BSF Programme or the 5 secondary schools programme, meaning the original school has largely been unchanged for some time. In addition the site

includes a former City Learning Centre building, which is now being utilised by the school as teaching provision. This is beneficial to the bulge proposals as it reduces the requirement for significant new teaching accommodation on site thereby reducing financial outlay.

3.2.2 The scope of works proposed at Leeds City Academy consist of the following elements:

- A series of minor internal remodelling works to create additional teaching spaces will be funded by the Learning Places Programme but will be self-delivered by White Rose Academy. This element of the work is subject to a separate report and approved under a Significant Operational Decision in order to ensure the work is completed for September 2020. The cost of the work being self-delivered but funded by LCC is £254,000.
- Leeds LEP in conjunction with the Projects and Programme team will deliver an extension to the existing pupil changing rooms and the dining hall which is the focus of this decision.
- The works include creating a small extension off the existing changing rooms to provide additional space for pupils to change in as they are currently undersized. The toilets and showers will remain as the current design to minimise the work and keep costs to a minimum.
- The dining hall will be extended by utilising the floor area from the adjacent Learning Resource Centre (LRC) The upper floor of the LRC is currently only a mezzanine floor (used to teach small groups) which will be extended to create some of the space lost to dining. The intention then is to create an additional 60m² classroom extension off the extended changing rooms to provide the remaining area associated with the existing LRC. This approach ensures all the new build element is in one location on site and contractors can therefore be easily contained within their area of work.
- The extension to the changing rooms and the additional 60m² classroom space will require planning permission and early discussions have already taken place with the planning officer who will be working on this case.
- The total estimated cost of the LEP managed work at Leeds City Academy is £760,000 (inclusive of construction, contingency, risk, fees and associated highways costs)

3.2.3 Any delay to the programmed commencement of construction activities will have a significant impact on achieving occupation by the 7 September when the 2020/2021 academic year commences.

3.2.4 Programme

The key milestones for the project are noted below;

Milestone	Date
Submission of planning application for each scheme	May 2020
Completion of final design layouts	May 2020
Authority to spend	June 2020
Planning approval (delegated decision)	July 2020
Contract award	July 2020
Start on site	July 2020
Handover and occupation	September 2020

- 3.3 Approval of the 'authority to incur expenditure' at June Executive Board is vital to ensure the critical path dates noted above are met and the schemes delivered for occupation by pupils in September 2020.
- 3.4 Note; the programme detailed in section 3.8.2 reflects the position prior to the outbreak of the Covid-19 pandemic and the lockdown measures imposed on the 23rd March 2020. Whilst the project teams are endeavouring to meet these dates, with no impact on the detailed design period noted by the contractor as of Friday 1 May 2020 they remain a guide at this time. The critical path remains as such and will be targeted regardless of a delayed start or the impact upon availability of labour and materials.
- 3.5 Planning permission is required for the schemes at Cockburn Academy and Leeds City Academy and early discussions have taken place with planning and highways officers. The planning applications have subsequently been submitted for both schemes to ensure that the key programme milestones are maintained for September 2020 delivery.
- 3.6 The proposals at each of the schools have continued to be developed in conjunction with the school management team and associated statutory consultees, in-line with accommodation standards detailed within 'Building Bulletin 103: Area Guidelines Mainstream Schools'.

4 Corporate considerations

4.1 Consultations and engagement

- 4.1.1 The proposed schemes have been subject to consultation with key stakeholders including; Childrens & Families officers, Head Teachers & Governing Bodies/Academy Trusts and the Executive Member for Learning, Skills and Employment. All Ward Members will be briefed on the proposals once the full designs are completed.
- 4.1.2 Each scheme has involved a number of school engagements with key representatives i.e. Head Teachers and members of the Academy Trust.
- 4.1.3 Consultation with statutory consultees, namely Planning, Landscape, Highways and Urban Design, has been ongoing since project inception and will continue as the designs are developed. The advice given by planning is that both schemes will be recommended for approval by a delegated decision.
- 4.1.4 Officers from the Sufficiency and Participation team in Children's & Families briefed Ward Members in March on the shortage of places in the South (in relation to the Cockburn scheme) and ahead of offer day. Further briefings will take place with Ward Members as the projects develop from detailed design to delivery on site.
- 4.1.5 The proposals detailed herein have been tabled at Good Learning Places Board and Programme Risk and Control Group. Cockburn was also discussed at School Places Programme Board on 30 April due to the scale of the works (the Director for Childrens & Families, the Director for City Development and the Director for Resources & Housing form part of the School Places Programme Board) This report has also been subject to consultation with the Executive Member for Learning, Skills and Employment on the 11 May 2020.

4.2 Equality and diversity / cohesion and integration

- 4.2.1 The recommendations contained in this report do not have any direct nor specific impact on any of the groups falling under equality legislation and the need to eliminate discrimination and promote equality. A screening document has been prepared capturing all schemes

(attached at Appendix B) and the outcome of the screening is that an independent impact assessment is not required for the proposals set out in this report.

4.3 Council policies and the Best Council Plan

- 4.3.1 The schemes are 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 They contribute to the 2019/2020 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'. They also support the vision in the supporting Children and Young People's Plan 2018-23. , 'Leeds to be the best city in the UK and the best city for children and young people to grow up in. We want Leeds to be a child friendly city'. The programme seeks to deliver a supply of good quality accessible local school places which can contribute to these outcomes.

4.4 Climate emergency

- 4.4.1 Full sustainability proposals will be developed in detail as part of the next stage of design and, ultimately, included within the planning application in order to meet the requirements of the associated planning policies, such as EN1 and EN2.
- 4.4.2 The planning policy requirements for EN1 and EN2 are set out below.

a) Policy EN1 – Climate Change – Carbon Dioxide Reduction

In the expectation that the development will exceed 1,000m² of floor space the following will be required:

- i. Reduce total predicted carbon dioxide emissions to achieve 20% less than the Building Regulations Target Emission Rate until 2016 when all development should be zero carbon, and
- ii. Provide a minimum of 10% of the predicted energy needs of the development from low carbon energy.

Carbon dioxide reductions achieved through criteria (ii) will contribute to meeting criteria (i).

Criteria (ii) will be calculated against the emissions rate predicted by criteria (i) so reducing overall energy demand by taking a fabric first approach will reduce the amount of renewable capacity required.

b) Policy EN2 – Sustainable Design & Construction

Adhere to the Leeds BREEAM standard of 'Excellent' for non-residential buildings. A BREEAM pre-assessment is to be undertaken at the earliest available opportunity to determine the most cost effective solutions to this requirement.

c) Policy EN8 – Electric Vehicle Charging Infrastructure

All applications for new development which include provision of parking spaces will be required to meet the minimum standard of provision of electric vehicle charging points. This requires:

- ii. Office / Retail / Industrial / Education: charging points for 10% of parking spaces ensuring that electricity infrastructure is sufficient to enable further points to be added at a later stage.
- d) The project should respond to the sustainable travel policies outlined in the 'Leeds Core Strategy', particularly in reference to the following:
- i. Policy T1 – Transport Management
 - ii. Policy T2 – Accessibility requirements and new developments
 - iii. Policy P10 – Design

Noting the requirements outlined in the 'Parking SPD', 'Travel Plan SPD' and 'Sustainable Educational Travel Strategy for Schools and Colleges 2017 – 2021'.

4.4.3 The contractors for the proposed developments will need to demonstrate a robust Waste Management Plan, be registered with the 'Considerate Constructors Scheme', of which, the main consideration of the scheme falls into three categories: The general public, the workforce and the environment. Contractors will also need to be sympathetic to the 'Leeds Talent and Skills Plan' by seeking to employ local trades where possible thus reducing the impact of extended travel.

4.4.4 The following standard planning conditions will be addressed as the project develops:

- o Development of the school 'Travel Plan' to seek sustainable travel options, the project will respond to the requirements of the Travelwise Team and colleagues from Highways to ensure appropriate pedestrian and cycle provisions are allowed for.
- o To protect and enhance the visual amenity approved plans will need to include a programme of replacement tree planting at a 3:1 ratio. Tree loss will be kept to a minimum with any replacement anticipated to be 'extra heavy standard'.
- o In the interests of promoting sustainable travel opportunities electrical vehicle charging points will be provided as part of the scheme at the appropriate ratio.

4.5 Resources, procurement and value for money

- The total cost and capital investment associated with the bulge projects for September 2020 is £7,595,000 and can be broken down into the following:
 - o Cockburn Academy £6,835,000
 - o Leeds City Academy £760,000
- The cost will be met through the following capital scheme number 33176/BGE/CBN for Cockburn Academy and capital scheme number 33176/BGE/LCA for Leeds City Academy as part of the Learning Places Programme. With respect to the Cockburn scheme options may exist for further value engineering with the potential to reduce to financial outlay. These works are ongoing and any savings made will reduce the final figure reported here.

4.5.1 Completion of the works detailed herein are essential in order to accommodate the shortfall of primary and secondary school places detailed in this report for September 2020.

4.5.2 Potential labour resource availability and procurement delays as a consequence of the Covid-19 pandemic are currently being investigated, regardless the programme and cost tolerances

noted within this report remain the critical path and every endeavour will be made by the project teams to adhere to them.

4.6 Capital Funding & Cash Flow

Previous total Authority to Spend on this scheme	TOTAL	TO MARCH				
	£000's	2020 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's	2023 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
Authority to Spend required for this Approval						
	TOTAL	TO MARCH				
	£000's	2020 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's	2023 On £000's
LAND (1)	0.0					
CONSTRUCTION (3)	6034.5		5228.1	806.4		
FURN & EQPT (5)	0.0					
DESIGN FEES (6)	1560.5	70.8	1000.0	560.5		
OTHER COSTS (7)	0.0					
TOTALS	7595.0	70.8	6228.1	1366.9	0.0	0.0
Total overall Funding (As per latest Capital Programme)						
	TOTAL	TO MARCH				
	£000's	2020 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's	2023 On £000's
Basic Need Grant	0.0					
	7595.0	70.8	6228.1	1366.9		
Total Funding	7595.0	70.8	6228.1	1366.9	0.0	0.0
Balance / Shortfall =	0.0	0.0	0.0	0.0	0.0	0.0

Parent Scheme Number: 33176/000/000

Title: BASIC NEED EXPANSIONS 2020/2021

4.7 Revenue Effects

4.7.1 Any additional revenue consequences that may arise as a result of the project will be managed within the schools budget.

4.8 Legal implications, access to information and call-in

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

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

4.9 Risk management

4.9.1 Completion of the work detailed in this report is essential in order to provide the required accommodation associated with the additional primary and secondary places needed for September 2020.

4.9.2 The planning applications have been submitted as detailed earlier in the report and the initial advice from the planning officer is that both schemes will be recommended for approval by delegated decision.

4.9.3 The outbreak of the Covid-19 pandemic and imposition of lockdown measures on the 23rd March 2020 remain an escalating risk to the project, whilst it is too early to assess the full

impact of this virus on project success every endeavour is being made by the Project Teams to manage this risk and ensure the schemes remain within the tolerances outlined herein.

- 4.9.4 Risk has been managed through application of 'best practice' project management tools and techniques via the City Council's 'PM Lite' risk methodology. Project management resource from City Development is tasked with ensuring the project remains within the predetermined risk tolerances.
- 4.9.5 A joint risk log will be developed with the appointed contractor to ensure all construction related risks for the project are identified together with the relevant owner of the risk. The Council's project risk log will continue to be maintained and updated throughout the project and escalation of any risks that sit outside of the agreed tolerances will be managed via the Head of Projects and Programme, City Development.

5 Conclusion

- 5.1 In order to implement the bulge requirements at Cockburn Academy and Leeds City Academy for September 2020 it is necessary to deliver the works detailed in section 3.0 *Main Issues – Design Proposals*.
- 5.2 The impact of the Covid-19 pandemic on the successful delivery of the projects is subject to continual monitoring and mitigation measures, the overall risk remains an unknown at present however the Project Teams are taking every step to ensure the project remains within the critical path and funding tolerances detailed herein.
- 5.3 The delivery of the works at each of the schools will be managed by City Development's Projects & Programme's Team in Asset Management and Regeneration on behalf of Childrens & Families in conjunction with the joint venture partners (NPS), the Leeds Local Education Partner (LLEP), the appointed contractors, the school and other key stakeholders.

6 Recommendations

- 6.1 Executive Board is requested to:
 - 6.1.1 Note the additional secondary places that are required in order to reduce the amount of children being allocated a school place out of area.
 - 6.1.2 Approve authority to spend and incur expenditure of £6,835,000 from capital scheme number 33176/BGE/CBN for works associated with a 60 place bulge at Cockburn Academy for September 2020.
 - 6.1.3 Approve the proposal for the freehold transfer of the land identified within the report, which forms part of the former South Leeds Golf Course to Cockburn MAT, to allow the delivery of the sports field provision required as part of the proposals as detailed in paragraph 3.1.4;
 - 6.1.4 Approve authority to spend and incur expenditure of £760,000 from capital scheme number 33176/BGE/LCA for the works associated with a 60 place bulge at Leeds City Academy which are being delivered by the Local Education Partnership (LEP) for September 2020.
 - 6.1.5 Note the programme dates identified in section 3.2 of this report, in relation to the implementation of this decision, represents the critical path for project success and must be adhered to where possible.
 - 6.1.6 Note that the officer responsible for implementation is the Head of Service Learning Systems in Children's and Families Directorate.

7 Background documents¹

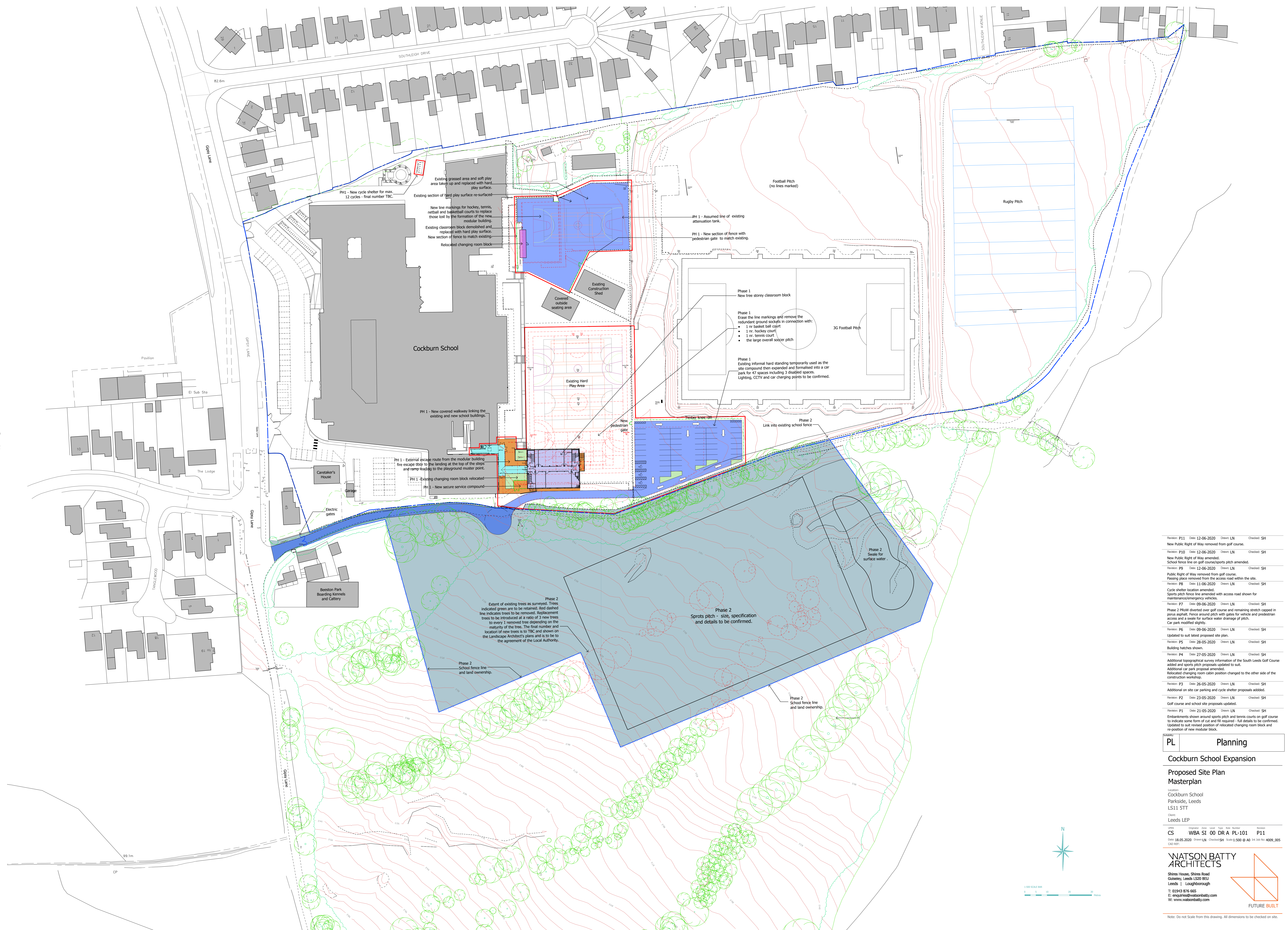
7.1 None.

8 Appendices

8.1 Appendix A – Plan for the scheme proposals and land disposal

8.2 Appendix B – Equality Impact Assessment Screening Document

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.



- Revision: P11 Date: 12-06-2020 Drawn: LN Checked: SH
New Public Right of Way removed from golf course.
- Revision: P10 Date: 12-06-2020 Drawn: LN Checked: SH
New Public Right of Way amended.
School fence line on golf course/sports pitch amended.
- Revision: P9 Date: 12-06-2020 Drawn: LN Checked: SH
Public Right of Way removed from golf course.
Passing place removed from the access road within the site.
- Revision: P8 Date: 11-06-2020 Drawn: LN Checked: SH
Cycle shelter location amended.
Sports pitch fence line amended with access road shown for maintenance/emergency vehicles.
- Revision: P7 Date: 09-06-2020 Drawn: LN Checked: SH
Phase 2 PRoW diverted over golf course and remaining stretch capped in porous asphalt. Fence around pitch with gates for vehicle and pedestrian access and a swale for surface water drainage of pitch.
Car park modified slightly.
- Revision: P6 Date: 09-06-2020 Drawn: LN Checked: SH
Updated to suit latest proposed site plan.
- Revision: P5 Date: 28-05-2020 Drawn: LN Checked: SH
Building hatches shown.
- Revision: P4 Date: 27-05-2020 Drawn: LN Checked: SH
Additional topographical survey information of the South Leeds Golf Course added and sports pitch proposals updated to suit.
Additional car park proposal amended.
Relocated changing room cabin position changed to the other side of the construction workshop.
- Revision: P3 Date: 26-05-2020 Drawn: LN Checked: SH
Additional on site car parking and cycle shelter proposals added.
- Revision: P2 Date: 23-05-2020 Drawn: LN Checked: SH
Golf course and school site proposals updated.
- Revision: P1 Date: 21-05-2020 Drawn: LN Checked: SH
Embankments shown around sports pitch and tennis courts on golf course to indicate some form of cut and fill required - full details to be confirmed.
Updated to suit revised position of relocated changing room block and re-position of new modular block.

PL Planning

Cockburn School Expansion

Proposed Site Plan
Masterplan

Location:
Cockburn School
Parkside, Leeds
LS11 5TT
Client:
Leeds LEP

UTM: CS WBA SI 00 DR A PL-101 P11
Date: 18.05.2020 Drawn: LN Checked: SH Scale: 1:500 @ A0 1st Set No: 4009_005
CAD REF:

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FUTURE BUILT

Note: Do not Scale from this drawing. All dimensions to be checked on site.

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Appendix B

Equality, Diversity, Cohesion and Integration Screening



As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration.

A **screening** process can help judge relevance and provides a record of both the **process** and **decision**. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions. Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality, diversity, cohesion and integration.
- whether or not equality, diversity, cohesion and integration is being/has already been considered, and
- whether or not it is necessary to carry out an impact assessment.

Directorate: City Development	Service area: Projects & Programme Team
Lead person: Adele Robinson	Contact number: 07891 276856

1. Title: Learning Places Design & Cost Report School Places Delivery September 2020
Is this a:
<input type="checkbox"/> Strategy / Policy <input type="checkbox"/> Service / Function <input type="checkbox"/> Other

2. Please provide a brief description of what you are screening
<p>Main aim</p> <p>The Laurence Calvert Free School (Department for Education led scheme) will not open for September 2019/20 and is now more likely to open for September 2022 at the earliest. As a consequence there is and will continue to be been a significant shortfall of secondary places in South Leeds. To date the shortfall has been met with existing schools going over the Pupil Admission Number (PAN) and managing the additional pupils within the current footprint of the building. However the requirement for September 2020 will need to be managed through the creation of bulge cohorts being placed in existing schools resulting in substantial capital investment. This is to be managed in the first instance by the creation of 60 additional places at Cockburn Academy and 30 places at Cockburn John Charles Academy. The bulge works at Cockburn Academy are temporary and once the bulge cohorts have completed Year 11 the schools will revert back to a PAN of 240. Cockburn John Charles are also taking a bulge of 60 places ahead of a permanent expansion in 2022 which was approved by Executive Board in September 2019.</p> <p>The large increase in the secondary aged population across the North West and city centre area has resulted in many schools expanding on a temporary basis. Increased pressure for places for children with the Leeds City Academy (LCA) catchment which is expected to continue has required the school to take a bulge cohort for 2020 and likely for 2021 of an</p>

additional 60 places.

Purpose

A screening exercise has been carried out to determine if the proposals at Cockburn Academy and Leeds City Academy will impact upon equality. The required building works will support the Authority’s legal duty to provide a school place for every child and, where possible, within the school of parental preference. The works at Cockburn consist of delivering a new modular building to provide the additional teaching spaces associated with the 60 place bulge plus a grassed pitch which is to be developed on the former golf course adjacent to the school site. The works at Leeds City Academy consist of an extension to the existing dining hall using the floor area associated with the Learning Resource Centre, the re-provision of the Learning Resource Centre and an extension to the existing pupil changing facilities.

3. Relevance to equality, diversity, cohesion and integration

All the council’s strategies/policies, services/functions affect service users, employees or the wider community – city wide or more local. These will also have a greater/lesser relevance to equality, diversity, cohesion and integration.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation and any other relevant characteristics (for example socio-economic status, social class, income, unemployment, residential location or family background and education or skills levels).

Questions	Yes	No
Is there an existing or likely differential impact for the different equality characteristics?		No
Have there been or likely to be any public concerns about the policy or proposal?		No
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?		No
Could the proposal affect our workforce or employment practices?		No
Does the proposal involve or will it have an impact on <ul style="list-style-type: none"> • Eliminating unlawful discrimination, victimisation and harassment • Advancing equality of opportunity • Fostering good relations 	Yes	

If you have answered **no** to the questions above please complete **sections 6 and 7**

If you have answered **yes** to any of the above and;

- Believe you have already considered the impact on equality, diversity; cohesion and integration within your proposal please go to **section 4**.
- Are not already considering the impact on equality, diversity, cohesion and integration within your proposal please go to **section 5**.

4. Considering the impact on equality, diversity, cohesion and integration

If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration you have carried out an impact assessment.

Please provide specific details for all three areas below (use the prompts for guidance).

- **How have you considered equality, diversity, cohesion and integration?**

Consultation and Involvement

Consultation has taken place with key stakeholders throughout the development of the proposed remodelling works at Cockburn Academy and Leeds City Academy.

School Briefing Sessions

Both Academies senior management team and governing body have been intrinsically involved in the development of the proposals and key considerations regarding accessibility of the design.

Councillor Briefing Sessions

Cllr Pryor has been briefed on the proposals for both schools as part of his weekly meetings with senior officers in Children's & Families. Cllr Blake has also formed part of the discussions for Cockburn Academy as a Ward Member for Middleton Park.

Key findings

Both schemes will be managed via Leeds Local Education Partnership (Leeds LEP) and funded through the Learning Places Programme capital budget. The work complies with the regulations associated with the Disability Discrimination Act.

Actions

Access to the Building

The new modular building at Cockburn Academy is to be linked to the existing buildings through a covered walkway. Due to the differing levels on site the ground floor of the modular building has been designed so that it is at the same level as the existing school and therefore provides level access for pupils and staff. The upper floors of the new building are accessible by stairs and by lift. An accessible toilet and hygiene suite have been included as part of the new accommodation. The new playing field will have level access so that it doesn't discriminate against or limit who can use it.

The extension to the dining hall at Leeds City Academy using the Learning Resource Centre and the extension to the pupil changing facilities also provides level access for all pupils and staff members.

5. If you are *not* already considering the impact on equality, diversity, cohesion and integration you *will need to carry out an impact assessment*.

Date to scope and plan your impact assessment:	
Date to complete your impact assessment:	
Lead person for your impact assessment: (Include name and job title)	

6. Governance, ownership and approval

Please state here who has approved the actions and outcomes of the screening

Name	Job title	Date
Jane Walne	Executive Asset Management Officer	4/6/2020

7. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given. If you are not carrying out an independent impact assessment the screening document will need to be published.

Please send a copy to the Equality Team for publishing

Date screening completed	4/6/2020
Date sent to Equality Team	4/6/2020
Date published (To be completed by the Equality Team)	

REMOTE MEETING OF EXECUTIVE BOARD

WEDNESDAY, 24TH JUNE, 2020

PRESENT: Councillor J Blake in the Chair
(REMOTELY) Councillors A Carter, R Charlwood, S Golton, J Lewis, L Mulherin, J Pryor, M Rafique and F Venner

APOLOGIES: Councillor D Coupar

10 Learning Places Design & Cost Report School Places Delivery September 2020

The Director of Children and Families and the Director of City Development submitted a report providing information on the need for additional secondary school places across the city for delivery by September 2020, and which sought approval regarding authority to spend and to incur a total expenditure of £7,595,000 to deliver projects at both Cockburn Academy and Leeds City Academy for September 2020 to address specific demographic growth pressures in those respective areas.

A Member raised concerns relating to the proposals within the submitted report regarding Cockburn Academy, with specific reference to the £6,835,000 capital expenditure proposed for that one school, indicated the potential for the matter to be 'Called In' which would require consideration by Scrutiny, and made an enquiry regarding any previous funding which had been provided to the Cockburn Multi Academy Trust. Responding to the concerns raised, the Board discussed and received further information regarding:-

- The delayed delivery of the Laurence Calvert Free School and the impact of this upon school places in the area, with Members receiving an update on the current position regarding the continued dialogue taking place with Government in relation to the delivery of this Free School;
- Further detail was provided on how the proposed expenditure would be used, which included addressing the historical capacity issues at the school and the required adaptation of the current on site infrastructure, whilst also ensuring the delivery of appropriate facilities – with an offer that further detail could be provided to the Member in question, if required;
- In terms of timescales, it was confirmed that the 60 additional places proposed to be created at Cockburn Academy to address that bulge cohort would remain at the school until those 60 pupils had completed Year 11;
- Members also discussed the broader issue of appropriate resource being provided to the Local Authority for the delivery of further school places across the city to enable levels of demand to be met, with it being highlighted that further consideration and discussion of such matters would be welcomed.

RESOLVED –

(a) That the additional secondary places which are required in order to reduce the amount of children being allocated a school place out of area, be noted;

(b) That the necessary authority to spend be approved, together with approval also being given to incur expenditure of £6,835,000 from Capital Scheme number 33176/BGE/CBN to deliver the works associated with a 60 place 'bulge' at Cockburn Academy for September 2020;

(c) That the proposal for the freehold transfer of the land identified within the submitted report, which forms part of the former South Leeds Golf Course to Cockburn Multi Academy Trust be approved, to allow the delivery of the sports field provision required as part of the proposals as detailed within paragraph 3.1.4 of the submitted report;

(d) That the necessary authority to spend be approved, together with approval also being given to incur expenditure of £760,000 from Capital Scheme number 33176/BGE/LCA to deliver the works associated with a 60 place 'bulge' at Leeds City Academy which are being delivered by the Local Education Partnership (LEP) for September 2020;

(e) That the programme dates, as detailed in the submitted report, in relation to the implementation of these resolutions, which represent the critical path for project success and must be adhered to where possible, be noted;

(f) That it be noted that the officer responsible for the implementation of such matters is the Head of Service Learning Systems in the Children's and Families directorate.

DATE OF PUBLICATION: FRIDAY, 26TH JUNE 2020

LAST DATE FOR CALL IN

OF ELIGIBLE DECISIONS: 5.00 P.M. ON FRIDAY, 3RD JULY 2020