

Report of the Built Environment Programme Manager

Report to the Head of Service Learning Systems

Date: 16th July 2018

Subject: Design & Cost Report and Tender Acceptance for the Learning Places 2018 Bulge Cohort – Moor Allerton Hall Primary School.



Capital Scheme Number: 32655/BGE/MAL

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Moortown		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		

Summary of main issues

1. The purpose of this report is to seek approval to incur capital expenditure of £315,433 from capital scheme number 32655/BGE/MAL and accept the tender from Integra Buildings Ltd. and Leeds Building Services to deliver the identified essential teaching space required to facilitate the placement of a Learning Places ‘bulge’ cohort at Moor Allerton Hall Primary School. This provision will ensure the existing accommodation on the school site will accommodate a 30 pupil bulge cohort due to occupy the school from September 2018.
2. As a consequence of rising birth rate, new housing developments and increased migration into the Moortown area of Leeds, there is a requirement to provide sufficient accommodation at Moor Allerton Hall Primary School. This will support a one off ‘bulge’ cohort of 30 pupil places which are not currently available within this area of need. The identified works will be delivered under the City Council’s Learning Places Programme, which aims to ensure the Local Authorities statutory duties are met with respect to ensuring a school place for every child within the city.
3. A number of schemes within the 2018 programme cannot be delivered via the Internal Service Provider alone. Further consultation with LCC Procurement and Commercial Services has identified that accessing known frameworks may introduce a delivery risk due to the require time scales incumbent with such a process. These specific schemes can however be delivered by the LLEP (Leeds Local Education Partnership) via the existing Strategic Partnering Agreement. The utilisation of the existing Strategic Partnering

Agreement between Leeds City Council and the LLEP would facilitate immediate engagement with an appropriate contractor identified under the Additional Services Agreement and significantly reduce the risk of none delivery for the start of the September term 2018.

4. The works at Moor Allerton Hall Primary School will take effect from September 2018 and will allow the 30 place 'bulge' cohort to be accommodated for the commencement of the 2018/19 academic year. The accommodation detailed within the report will remain at Moor Allerton Hall Primary School for the duration of the 'bulge' cohort as it transitions through the school.

Recommendations

The Head of Service Learning Systems is requested to:

1. Authorise expenditure of £315,433 from capital scheme number 32655/BGE/MAL to facilitate the necessary works required to place the 'bulge' cohort at Moor Allerton Hall Primary School from September 2018.
2. Accept the tender from Integra Buildings Ltd. for the sum of £154,387 to undertake the necessary relocation of the 2017 modular building and enhancements to external play. As required to allow the placement of the 2018 'bulge' cohort at Moor Allerton Hall Primary School. These works have been procured via the Leeds Local Education Partnership.
3. Accept the tender from Leeds Building Services for the sum of £69,059 to undertake necessary internal remodelling to the Reception classbase as required to allow the placement of an additional 30 pupils into school from September 2018.
4. Note the programme dates identified in section 4.0 of this report in relation to the implementation of this decision. The final delivery date for this scheme is September 2018.
5. Note that the officer responsible for implementation is the Built Environment Principal Development Officer.

1.0 Purpose of this Report

1.1. The purpose of this report is:

- To provide background information and detail to the Head of Service Learning Systems for the proposed works required at Moor Allerton Hall Primary School to accommodate the bulge cohort of 30 pupils with effect from September 2018.
- To request authority to accept the tender from Integra Buildings Ltd. to relocate legacy modular accommodation at Moor Allerton Hall Primary School and complete enhancements to the external play space. These works have been procured via the Leeds Local Education Partnership.
- To request authority to accept the tender from Leeds Buildings Services to remodel the existing Reception classbase.
- Seek authority to incur capital expenditure of £315,433 to undertake the aforementioned works.

2.0 Background Information

2.1. The Learning Places programme represents the Council's response to the demographic growth pressures in primary school provision. The increasing birth rate in Leeds has required Leeds City Council to approve an increasing number of new reception places since 2009 in order to fulfil its statutory duty to ensure sufficiency of school places.

2.2. The scale of the response cannot be met through the existing estate; therefore the expansion of existing schools or the creation of new schools has been required in many instances. The capital school building solutions to the demographic need is managed via Children's Services Learning Places Programme.

2.3. For the upcoming academic year (September 2018 to July 2019) an increase in school capacity was projected across the city to meet demand. A programme of works has been developed to provide the necessary accommodation to meet this demand for both 'bulge' and permanent places. Parental preference data has been used to determine the need and site specific solutions have been developed as a result. These will be tailored to each specific site where the need for additional pupil places is required and includes; utilising extra capacity within existing buildings (where appropriate), internal remodelling and additional modular accommodation on a temporary and permanent basis (where applicable).

2.4. The proposal for Moor Allerton Hall Primary School will form part of the on-going work to address capacity and sufficiency across all of Childrens & Families; which includes provision for primary and secondary school places in addition to early years and specialist provision. The Council's Learning Places Programme embeds the 'One Council' approach in terms of shared ownership across the authority.

3.0 Main Points

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

The proposed works at Moor Allerton Hall Primary School consists of the following components:

- Relocation of an existing modular unit to improve site accessibility and functionality. The extension of existing services into the modular accommodation will be required to ensure the provision successfully integrates with the existing main building. The works will include, but not exclusive to, enhancement or upgrade of the site electrical infrastructure, extension of the school fire alarm system into the new classroom, additional security coverage where necessary and modification to the school ICT network to include the new classroom provision.
- Remodelling of the existing Reception classbase from one large room into two distinct and separate teaching spaces. This work will include new stud walls, relocation and reinstatement of the teaching wall and the adjustment of existing services local to the area. Removal of a substantial raised brick built planter separating the two playgrounds will provide an additional external area for pupil play and address the schools historic challenge of supervision during periods of use.

3.2. The estimated scheme cost is £315,433. This includes the tender sum of £154,387 for the relocation of the modular classrooms and the external play enhancements by Integra Buildings Ltd, £69,095 for the internal remodelling work undertaken by Leeds Building Services, The remaining sum will support the costs of integrating existing school services and the required ancillary works on the school site, which include decant, surveys and project contingency.

3.3. The relocation of the modular building has been procured via the Leeds Local Education Partnership with Integra Buildings Ltd. providing the lowest cost. The remodelling work has been designed by NPS Leeds Ltd. and procured via the internal service provider, Leeds Building Services.

3.4. Due to the constraint nature of delivering the bulge cohort programme, any required highways works, necessary as a consequence of this scheme, will be addressed via a separate programme-wide DCR once the planning application has been approved. This will support the discharge of relevant conditions generated by the planning process.

4.0 Programme

4.1. The works highlighted in point 3.1 above is required for the commencement of the 2017/18 Academic year, as such the schedule of works will be delivered in one phase from the end of term in July 2017.

4.2. The key milestones to achieve this programme are as follows:

- Pupil numbers confirmed April 2018
- Approval of authority to spend/ w/c 23rd July 2018
- Contract award
- Start on-site w/c 23th July 2018
- Completion & handover w/c 27th August 2018
- Occupation w/c 3rd September 2018

- 4.3. The approval to accept the tender via the Leeds Local Education Partnership and 'authority to spend', requested within this report, is on the critical path and therefore crucial to delivery of the project in accordance with the dates above.
- 4.4. Following consultation with Leeds City Council Planning Department, it was determined that the works would require a full planning application. Due to the rapid programme of works necessary to meet the dates highlighted in point 4.2, this will potentially require the work to proceed 'at risk' prior to formal planning approval, which is anticipated in August 2018. To mitigate the planning risks extensive consultation has taken place with representatives from Planning & Highways throughout the design development process to ensure the viability of the proposals, this will continue throughout project delivery.

5.0 Corporate Considerations

5.1 Consultation and Engagement

- 5.1.1. The bulge cohort expansion programme required for 2018 has been subject to consultation with Children's Services' officers, school representatives, Highways, Planning, Procurement and senior elected members.
- 5.1.2. Pre-planning consultation has been held with representatives from the Planning Department and LCC Highways with a view to assessing the entirety of the 'bulge' programme required for a September 2018 implementation. Where necessary, supporting works to the Highways infrastructure identified during this consultation and planning process will be added to the scope of works and included in a programme wide DCR. These consultations will be on-going where a planning application is required.
- 5.1.3. Officers within the Children's & Families directorate will continue to brief elected members at key stages throughout the project development.

5.2 Equality and Diversity / Cohesion and Integration

- 5.2.1. The recommendations with this report do not have any direct nor specific impact upon any of the groups falling under the remit of the equality legislation and the need to eliminate discrimination and promote equality. A screening document has been prepared to this effect, an independent impact assessment is not required for the approvals requested. The screening document has been sent to the Equality Team to be approved, publishing and held on-file. A copy is included with this report as appendix A.

5.3 Council Policies and Best Council Plan

- 5.3.1. This scheme is due to be delivered under the City Council's Learning Places Programme and is required to fulfil the Local Authority's statutory responsibility to provide sufficient school places. In providing places close to where the children live the proposals will improve accessibility of local and desirable school places, and thus reduce any risks of non-attendance.
- 5.3.2. This contributes to the 2016/17 Best Council Plan outcomes for everyone in Leeds to 'Do well at all levels of learning and have the skills they need for life'; 'Be safe and feel safe' and 'Enjoy happy, healthy, active lives'. It also supports the vision in the supporting Children and Young People's Plan 2015-19 to build a child-friendly city

with a focus on ensuring all children and young people are safe from harm; do well at all levels of learning and have the skills for life. The programme seeks to support good quality and accessible local school places which can contribute to the above outcomes.

5.4. Resource and Value for Money

5.5. The estimated scheme cost is £315,433. This includes the tender sum of £154,387 for the relocation of the modular classrooms and the external play enhancements by Integra Buildings Ltd, £69,059 for the internal remodelling work undertaken by Leeds Building Services, The remaining sum will support the costs of integrating existing school services and the required ancillary works on the school site, which include decant, surveys and project contingency.

5.5.1. The cost will be met through capital scheme number 32655/BGE/MAL as part of the Learning Places Programme.

5.5.2. Capital Funding & Cash Flow

Previous total Authority to Spend on this scheme	TOTAL	TO MARCH				
	£000's	2018 £000's	2018/19 £000's	2019/20 £000's	2020/21 £000's	2021 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	2019 £000's	2018/19 £000's	2019/20 £000's	2020/21 £000's	2021 on £000's
LAND (1)	0.0					
CONSTRUCTION (3)	223.0	223.0	223.0			
FURN & EQPT (5)						
DESIGN FEES (6)	0.0					
OTHER COSTS (7)	92.0	92.0	92.0			
TOTALS	315.0	315.0	315.0	0.0	0.0	0.0
Total overall Funding (As per latest Capital Programme)	TOTAL	TO MARCH				
	£000's	2019 £000's	2018/19 £000's	2019/20 £000's	2020/21 £000's	2021 on £000's
	0.0					
Basic Need Grant	315.0	315.0	315.0			
	0.0					
Total Funding	315.0	315.0	315.0	0.0	0.0	0.0
Balance / Shortfall =	0.0	0.0	0.0	0.0	0.0	0.0

Parent Scheme Number: 32274/000/000

Title: Basic Need Primary Expansion 2018/19

5.6. Revenue Effects

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

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

- 5.7.1. The approval of this report constitutes a 'Key Decision' and as such will be subject to 'Call-In'.
- 5.7.2. The internal remodelling works will utilise Leeds City Council's in-house provider, Leeds Building Services, to deliver the necessary accommodation. Technical support and design services have been provided by NPS Leeds Ltd.
- 5.7.3. The relocation of the modular building detailed within this report has been procured under the Strategic Partnering Agreement between the Leeds Local Education Partnership and Leeds City Council.
- 5.7.4. There are no other legal implications or access information issues arising from this report.

5.8. **Risk Management**

- 5.8.1. Risk is to be managed through application of 'best practice' project management tools and techniques via the City Council's 'Delivering Successful Change' methodology. Experienced Project Management resource from Children's Services Built Environment team will be tasked with ensuring the project remains within the predetermined risk tolerances.
- 5.8.2. A programme level risk log will be maintained throughout the project and escalation is via Basic Need Programme Manager.

6.0 **Conclusions**

- 6.1. As a result of a temporary increase in pupil numbers for the 2018/19 academic year throughout the city, it is necessary to provide supplementary teaching accommodation to accommodate the identified bulge cohorts. Moor Allerton Hall Primary School has been identified as a key site for addressing the need for pupil places in the Moortown area.
- 6.2. The relocation of the modular accommodation and playground enhancements at Moor Allerton Hall Primary School will be managed by City Development in conjunction with the Leeds Local Education Partnership and Integra Buildings Ltd. These works will be delivered in partnership with the school and other key stakeholders.
- 6.3. The remodelling of the Reception classbase at Moor Allerton Hall Primary School will be managed by City Development in conjunction with the Leeds Building Services and NPS Leeds Ltd. These works will be delivered in partnership with the school and other key stakeholders.
- 6.4. The requirement to provide additional accommodation at Moor Allerton Hall Primary School for a September 2018 delivery has been developed through continued consultation with the appropriate stakeholders.
- 6.5. The cost of the works detailed within section 3 will be met through capital scheme 32655/BGE/MAL to the value of £315,433. This value includes the relocation of the required modular accommodation and appropriate internal works to the main building.

7.0 Recommendations

- 7.1. The Head of Service Learning Systems is requested to:
- 7.1.1. Authorise expenditure of £315,433 from capital scheme number 32655/BGE/MAL to facilitate the necessary works required to place the 'bulge' cohort at Moor Allerton Hall Primary School from September 2018.
 - 7.1.2. Accept the tender from Integra Buildings Ltd. for the sum of £154,387 to undertake the necessary relocation of the 2017 modular building and enhancements to external play. As required to allow the placement of the 2018 'bulge' cohort at Moor Allerton Hall Primary School. These works have been procured via the Leeds Local Education Partnership.
 - 7.1.3. Accept the tender from Leeds Building Services for the sum of £69,059 to undertake necessary internal remodelling to the Reception classbase as required to allow the placement of an additional 30 pupils into school from September 2018
 - 7.1.4. Note the programme dates identified in section 4.0 of this report in relation to the implementation of this decision. The final delivery date for this scheme is September 2018.
 - 7.1.5. Note that the officer responsible for implementation is the Built Environment Principal Development Officer.

8.0 Background Documents¹

- 8.1. None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.