

## Record of Officer Decision

This form is the written record of a key or significant operational decision taken by an officer.

<b>Decision type</b>	<input checked="" type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision
<b>Contact person:</b>	Jacqueline Robertson	Telephone number: 07891 279138
<b>Subject<sup>1</sup>:</b>	Design and cost report for the bulge expansion of Allerton Grange School for September 2020	
<b>Decision details:</b>	<p>What decision has been taken?<sup>2</sup></p> <p>What decision has been taken?<sup>3</sup></p> <ul style="list-style-type: none"> <li>• Approval of the expenditure of £2,151,200.80 from capital scheme number for the construction work and associated fees necessary to remodel and refurbish the former CLC on Allerton Grange School site to accommodate general teaching spaces for 6<sup>th</sup> form, in order to facilitate a bulge cohort of 60 additional pupils in the main school building from September 2020.</li> <li>• Authorisation to proceed with acceptance of the tender submitted via the Leeds Local Education Partnership in the sum of £2,078,700.80 inclusive of all professional design fees incurred by the appointed contractor, development costs and surveys incurred by the contractor. Release of funding for the construction costs will be subject to valuations completed and validated by NPS Ltd Leeds.</li> <li>• Authorisation of the requirement to enter into a contractual agreement with Leeds D&amp;B One Ltd to deliver the development at Allerton Grange School. This will take the form of a JCT 2016 head contract between the authority and Leeds D&amp;B One Ltd for the sum of £2,078,700.80</li> <li>• Note that the officer responsible for implementation is the Head of Service Learning Systems and the Head of Projects and Programmes, Asset Management &amp; Regeneration and authorise them as a signatory of all other contract related documentation that is required to deliver the project.</li> <li>• This decision is taken under the general exception provision and not subject to call in. The current Covid-19 pandemic places additional constraints on certainty to maintain programme and meet delivery for September 2020. Bringing the programme start date forward to the earliest possible date provides an opportunity to commence while schools are not fully operational and facilitates changed working practice under social distance measures which, alongside potential limited resource capacity, will lengthen delivery timescales. Any failure to deliver on this site would have a wider impact on the demand for school places across the city which are already under pressure.</li> </ul>	

<sup>1</sup> If the decision is key and has appeared on the list of forthcoming key decisions, the title of the decision should be the same as that used in the list

<sup>2</sup> Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.

<sup>3</sup> Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.

A brief statement of the reasons for the decision<sup>4</sup>

The Learning Places Programme represents the Council's response to the demographic growth pressures on the school provision in the city. To manage gradually increasing demand for secondary places in previous years, it has already been necessary to provide some additional temporary places at several schools in the inner north area. Additional accommodation is required for September 2020 in order to fulfil the Local Authorities statutory requirement in respect of provision of pupil places.

There is a clearly identified need for additional secondary places in the inner north area of Leeds to meet an increase in demand over future years. Allerton Grange School is popular and has taken more pupils than it's PAN for the past four years to help meet higher need in the area. The school itself is located within an area of high demographic need, and has agreed to accept a further bulge cohort of 60 additional year 7 places for September 2020.

As the school has taken previous bulge cohorts and managed to accommodate them within the existing accommodation there is no further capacity within the current school building for the 2020 bulge. The former City Learning Centre is situated within the school boundary and is to be remodelled and refurbished to bring it back into use with general teaching spaces for 6th form pupils in order to facilitate the bulge cohort of 60 additional pupils in the main school building from September 2020.

The works at Allerton Grange School, necessary to facilitate the further proposed bulge cohort, consists of the following essential components:

- Internal re-modelling to provide 7 classrooms, resources area, office and staff PPA space, storage, meeting rooms, additional dry changing facilities to enhance existing shortfall in the main school
- Cosmetic refresh and upgrade of pre-existing teaching spaces
- Creation of a new entry point to manage direct access from the main school site
- Supplementary access control to reflect new usage
- Recommissioning of mothballed services and systems.
- Installation of new WC facilities and drainage connections to accommodate increased occupation and use of the building
- All design development and survey costs associated with the scheme
- Provision of new data and fire alarm connections to the main school building

Where practicable, all existing furniture in the former CLC is being re-used. A budget of £60k is included in the total scheme cost for additional furniture and equipment necessary to ensure the building can function as required.

In order to deliver the required accommodation in time for commencement of the 2020/21 the works detailed within this report have been procured under the Strategic Partnering Agreement (SPA) between the Leeds Local Education Partnership (LLEP) and Leeds City Council. The associated procurement rules applied to this process has been adhered to. The exclusive supplier arrangements, detailed under CPR 3.1.5, have been invoked in this instance. Construction contracts developed through the SPA are delivered by Leeds D & B one Ltd who are to appoint Interserve Construction Ltd as subcontractor for this project. Interserve Construction Ltd are the service providers to the PFI

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<sup>4</sup> Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal or Equality colleagues as appropriate.

building which forms the main part of the school campus, and while the former CLC building sits within the school boundary and is under the ownership of Leeds City Council, access rights and connection to services in the main building will be required to deliver this project. The tender value of the works is £2,078,700.80 with the full scheme cost being £2,151,200.80 which is inclusive of all other additional fees/services.

These proposals form part of the Council's Learning Places Programme that embeds the 'One Council' approach in terms of shared ownership of proposed solution across the various departments involved.

The construction elements of the project at Allerton Grange School has been subject to an independent review by NPS Leeds and in the opinion of NPS Quantity Surveyor is in line expectations and within industry guidelines for this type of work and represents value for money.

Following confirmation and acceptance of final contractor's costs this approval is sought to accept the tender in respect of the proposed works at Allerton Grange School and award the contract in accordance with Leeds City Council procurement rules. This will take the form of a JCT 2016 contract between LCC and Leeds D & B One Ltd. Signing of the head contract will be subject to the evidence of the agreed 'step-in' requirements being enacted in all the pass down contracts.

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.

Brief details of any alternative options considered and rejected by the officer at the time of making the decision

To manage gradually increasing demand for secondary places in previous years, it has already been necessary to provide some additional temporary places at several schools in the inner north area. Additional accommodation is required for September 2020 in order to fulfil the Local Authorities statutory requirement in respect of provision of pupil places. There is a clearly identified need for additional secondary places in the inner north area of Leeds to meet an increase in demand over future years. Allerton Grange School is popular and has taken more pupils than it's PAN for the past four years to help meet higher need in the area. The school itself is located within an area of high demographic need, and has agreed to accept a further bulge cohort of 60 additional year 7 places for September 2020. As the school has taken previous bulge cohorts and managed to accommodate them within the existing accommodation there is no further capacity within the current school building for the 2020 bulge. The Authority has a statutory duty to provide school places and there is no alternative option to meet the provision of places required in this area. The failure to deliver places at Allerton Grange School for September 2020 will have a wider impact on the demand for school places across the city which are already under considerable pressure.

<b>Affected wards:</b>	Roundhay
<b>Details of consultation undertaken<sup>5</sup>:</b>	Executive Member for Learning Skills and Employment was briefed on 28 <sup>th</sup> April 2020
	Ward Councillors
	Others
<b>Implementation</b>	Officer accountable, and proposed timescales for implementation Head of Service Learning Systems and the Head of Projects and Programmes, Asset Management & Regeneration Commencement May 2020 for completion September 2020
<b>List of Forthcoming Key Decisions<sup>6</sup></b>	Date Added to List:- 28/4/20
	<p><b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision Approval of this report and contract award represent the critical path for the project and are therefore essential to ensure completion in accordance with requirement to meet delivery of places for September 2020.</p> <p>In order to deliver the required accommodation in time for commencement of the 2020/21 academic year the works detailed within this report have been procured under the Strategic Partnering Agreement (SPA) between the Leeds Local Education Partnership (LLEP) and Leeds City Council. The associated procurement rules applied to this process has been adhered to. The exclusive supplier arrangements, detailed under CPR 3.1.5, have been invoked in this instance. Construction contracts developed through the SPA are delivered by Leeds D &amp; B one Ltd who are to appoint Interserve Construction Ltd as subcontractor for this project. Interserve Construction Ltd are the service providers to the PFI building which forms the main part of the school campus, and while the former CLC building sits within the school boundary and is under the ownership of Leeds City Council, access rights and connection to services in the main building will be required to deliver this project.</p> <p>The current Covid-19 pandemic has placed additional pressures in being able</p>

<sup>5</sup> Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

<sup>6</sup> Complete this section for key decisions only

	<p>to deliver any construction works with limitations and restrictions on available resources and capacity. The Covid-19 measures places additional constraints on certainty to maintain programme and meet delivery for September 2020. While works of this nature would in normal circumstances be constrained by access outside of term time, it is essential to begin works at the earliest possible time in order to mitigate the risk of not meeting September 2020 completion dates. Bringing the programme start date forward to the earliest possible date provides an opportunity to commence while schools are not fully operational and facilitates changed working practice under social distance measures which, alongside potential limited resource capacity, will lengthen delivery timescales. Any failure to deliver on this site impact on the authority's statutory duty to provide school places for September 2020 which are already under pressure.</p>	
	<p><b>If Special Urgency</b> Relevant Scrutiny Chair(s)</p>	
	<p>Signature</p>	<p>Date</p>
<p><b>Call In</b></p>	<p>Is the decision available<sup>7</sup> for call-in? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	
	<p><b>If exempt from call-in</b>, the reason why call-in would prejudice the interests of the council or the public:          Approval of this report and contract award represent the critical path for the project and are therefore essential to ensure completion in accordance with requirement to meet delivery of places for September 2020.</p> <p>The current Covid-19 pandemic has placed additional pressures in being able to deliver any construction works with limitations and restrictions on available resources and capacity. The Covid-19 measures places additional constraints on certainty to maintain programme and meet delivery for September 2020. While works of this nature would in normal circumstances be constrained by access outside of term time, it is essential to begin works at the earliest possible time in order to mitigate the risk of not meeting September 2020 completion dates. Bringing the programme start date forward to the earliest possible date provides an opportunity to commence while schools are not fully operational and facilitates changed working practice under social distance measures which, alongside potential limited resource capacity, will lengthen delivery timescales. Any failure to deliver on this site impacts on the authority's statutory duty to provide school places for Spetember 2020 which are already under pressure.</p>	

<sup>7</sup> Significant operational decisions are never available for call in. Key decisions are always available for call in unless they have been exempted from call in.

<b>Approval of Decision</b>	Authorised decision maker <sup>8</sup> The Director of Children & Families	
	Signature  Sal Tariq	Date: 15/5/20

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<sup>8</sup> Give the post title and name of the officer with appropriate delegated authority to take the decision.