

Report of the Head of Projects and Programmes, City Development

Report to the Director of Children and Families

Date: 16.11.20

Subject: Tender Acceptance Report – Learning Places Bulge Expansion of Leeds City Academy



Are specific electoral wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, name(s) of ward(s): 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

1. Main issues

- In June 2020, Executive Board approved the principle of a project to expand temporarily Leeds City Academy as part of the bulge programme, with an additional 60 pupils from September 2020 and a further additional 60 pupils from September 2021. All works are to be completed by the end of November 2020. The report included the full costs of the scheme and a funding enveloped of £760,000 was assigned to deliver the necessary construction works.
- The scheme is to be delivered in line with Leeds City Council's Contract Procedure Rule 3.1.5, subject to an existing exclusive contractual arrangement with Leeds D&B One Ltd, via the Leeds Local Education Partnership (LLEP).
- This report seeks authorisation to proceed with acceptance of the tender submitted by Leeds D&B One Ltd. in the sum of **£692,000** for the bulge works. Leeds D&B One Ltd. will then enter into contract with Walter West Ltd. for **£577,000**. The contract sum of **£692,000** also includes LEP fees of **£31,735**.
- Works include internal remodelling of existing spaces, a single-storey extension to provide new additional space, and limited external works. The works are scheduled to start on site in July 2020 and complete in November 2020.

- The officer responsible for implementation is the Head of Service, Learning Systems and the Head of Projects and Programmes, City Development. This report requests the authorisation of these officers as signatories of all other contract related documentation required to deliver this project.

2. Best Council Plan Implications (click [here](#) for the latest version of the Best Council Plan)

- 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 the accessibility of local and desirable school places and thus reduce the risk of non-attendance.
- This contributes to the Best Council Plan 2020 – 2025 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 2018 – 2023 to build a child-friendly city with a focus on ensuring all children and young people are safe from harm; do well at all levels of learning and have the skills for life; enjoy healthy lifestyles; have fun growing up; and are active citizens who feel they have a voice and influence. The programme seeks to deliver a supply of good quality accessible local school places which can contribute to these outcomes.

3. Resource Implications

- This report seeks authorisation to proceed with acceptance of the tender submitted by Leeds D&B One Ltd. in the sum of **£692,000** for the bulge works. Leeds D&B One Ltd. will then enter into contract with Walter West Ltd for **£577,000**.
- The contract sum of **£692,000** also includes LEP fees of **£31,735**. This sits within the funding enveloped of £760,000 assigned by Executive Board following the meeting on 24 June 2020 to deliver the necessary construction works.

Recommendations

The Director of Children & Families is recommended to:

- a) Give authority to proceed with acceptance of the tender submitted by Leeds D&B One Ltd. in the sum of **£692,000** for the construction works. Leeds D&B One Ltd. will then enter into contract with Walter West Ltd for **£577,000**. The contract sum of **£692,000** also includes LEP fees of **£31,735**.
- b) Authorise the signature of all other documentation that is required to deliver the project.
- c) Note that the whole scheme will be completed in November 2020 to accommodate the increased admission number from September 2020 and September 2021.
- d) Note that the Head of Service, Learning Systems and the Head of Projects and Programmes, City Development, are responsible for scheme delivery.

1. Purpose of this report

1.1 The purpose of this report is to request authority:

- To accept the tender from Leeds D&B One Ltd. for the sum of **£692,000** for required construction works. The tender sum of **£692,000** also includes LEP fees of **£31,735**.
- To enter into contract with Leeds D&B One Ltd. totalling **£692,000**. Leeds D&B One Ltd. will then enter into contract with Walter West Ltd for **£577,000**.

2. Background information

- 2.1 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.
- 2.2 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.
- 2.3 There are specific areas of pressure across the city in relation to secondary school place requirements. 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 catchment which is expected to continue has required the school to take a bulge cohort of 60 additional places for 2020 and for 2021. All the accommodation associated with the bulge for 2020 and 2021 will be delivered for September 2020.
- 2.4 On 24 June 2020 the Design and Cost Report (DCR) which sought approval for the expenditure of £760,000 from capital scheme number 33176/BGE/LCA was submitted to Executive Board and was subject to call in. It was discussed at Scrutiny Board on 8 July and determined the decision to proceed with the works should be implemented based on 11 in favour and four requiring further information.
- 2.5 Colleagues at the Leeds Local Enterprise Partnership (LLEP) have undertaken a technical and financial review and confirm that the proposal put forward by Walter West Ltd offers value for money.

3. Main issues

- 3.1 In June 2020, Executive Board approved the principle of a project to expand temporarily Leeds City Academy as part of the bulge programme, with an additional 60 pupils from September 2020 and a further additional 60 pupils from September 2021. All works are to be completed by the end of November 2020. The report

included the full costs of the scheme and a funding envelope of £760,000 was assigned to deliver the necessary construction works.

- 3.2 The scheme is to be delivered in line with Leeds City Council's Contract Procedure Rule 3.1.5, subject to an existing exclusive contractual arrangement with Leeds D&B One Ltd, via the Leeds Local Education Partnership (LLEP).
- 3.3 This report seeks authorisation to proceed with acceptance of the tender submitted by Leeds D&B One Ltd. in the sum of **£692,000** for the bulge works. Leeds D&B One Ltd. will then enter into contract with Walter West Ltd for **£577,000**. The contract sum of **£692,000** also includes LEP fees of **£31,735**.
- 3.4 The proposed works to facilitate the temporary expansion of Leeds City Academy consist of the following components:
 - Remodelling to enlarge the existing dining area.
 - Remodelling to re-provide the learning resource centre, displaced by the works to enlarge the dining area.
 - A single storey extension to provide an additional classroom and enhanced PE changing facilities.
 - External works including an increase to the car parking facilities.
- 3.5 The works are scheduled to start on site in July 2020 and complete at the end of November 2020, delivering all works required to accommodate additional pupils in 2020 and 2021.
- 3.6 Full planning permission was granted for the scheme on 29 June 2020. Leeds D&B One Ltd. will be working to discharge any conditions to maintain the programme set.
- 3.7 The officer responsible for implementation is the Head of Service, Learning Systems and the Head of Projects and Programmes, City Development. This report requests the authorisation of these officers as signatories of all other contract related documentation required to deliver this project.

4. Corporate considerations

4.1 Consultation and engagement

- 4.1.1 Pre-planning application meetings were held with officers from Planning, Highways and Building Control prior to the formal submission of the Planning Application for the expansion. Ward members have been briefed as part of this process.
- 4.1.2 The expansion scheme has been subject to consultation with key stakeholders including Children's Services officers, Ward Members and the Executive member for Children and Families. Consultation has also involved Academy staff.
- 4.1.3 Throughout the design process, the Academy has been engaged to ensure that the final product meets expectations and that any changes proposed do not materially affect the operation and success of the Academy.

4.2 Equality and diversity / cohesion and integration

- 4.2.1 The recommendations within 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

(Appendix A: Leeds City Academy Tender Acceptance Report EDCI) and an independent impact assessment is not required for the approvals requested.

4.3 Council policies and the Best Council Plan

- 4.3.1 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 the accessibility of local and desirable school places and thus reduce the risk of non-attendance.
- 4.3.2 This contributes to the Best Council Plan 2020 – 2025 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 2018 – 2023 to build a child-friendly city with a focus on ensuring all children and young people are safe from harm; do well at all levels of learning and have the skills for life; enjoy healthy lifestyles; have fun growing up; are active citizens who feel they have a voice and influence. The programme seeks to deliver a supply of good quality accessible local school places which can contribute to these outcomes.

4.4 Resources, procurement and value for money

- 4.4.1 The scheme is to be delivered in line with Leeds City Council's Contract Procedure Rule 3.1.5, subject to an existing exclusive contractual arrangement with Leeds D&B One Ltd, via the Leeds Local Education Partnership (LLEP).
- 4.4.2 This report seeks authorisation to proceed with acceptance of the tender submitted by Leeds D&B One Ltd. in the sum of **£692,000**. Leeds D&B One Ltd. will then enter into contract with Walter West Ltd for **£577,000**. The contract sum of **£692,000** also includes LEP fees of **£31,735**. This sits within the funding enveloped of £760,000 assigned by Executive Board following the meeting on 24 June 2020.

4.5 Legal implications, access to information, and call-in

- 4.5.1 The approval of this report constitutes a 'Significant Operational Decision' and as such will not be subject to 'Call-In'.
- 4.5.2 The tender has been procured in accordance with the City Council's contract procedure rules.

4.6 Risk management

- 4.6.1 Risk has been managed through application of project management tools and techniques via the Council's methodology. Experienced project management resource from the Projects and Programmes Team, City Development, is tasked with ensuring the project remains within the predetermined risk tolerances.
- 4.6.2 A priced risk register has been developed for the scheme by Leeds City Council and the LLEP to ensure all the risks for the project have been identified together with the relevant owner of the risk. The priced risk register has been used to inform the client contingency for the project. The project risk register will 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 Programmes.

- 4.6.3 A client-held contingency commensurate with the project's value has been included within the approval figure to address any risks that might occur during construction.

5. Conclusions

- 5.1 An evaluation of the tender submission from Leeds D&B One Ltd. has determined that all parties have worked effectively to agree a tender price which represents value for money for the Council.
- 5.2 The recommendation therefore is to accept the tender from Leeds D&B One Ltd for the sum of **£692,000** and proceed with contract award as soon as possible in order to achieve the programmes dates stipulated in this report.

6. Recommendations

The Director of Children & Families is recommended to:

- 6.1 Give authority to proceed with acceptance of the tender submitted by Leeds D&B One Ltd. in the sum of **£692,000** for the construction works. Leeds D&B One Ltd. will then enter into contract with Walter West Ltd for **£577,000**. The contract sum of **£692,000** also includes LEP fees of **£31,735**.
- 6.2 Authorise the signature of all other documentation that is required to deliver the project.
- 6.3 Note that the whole scheme will be completed in November 2020 to accommodate the increased admission number from September 2020 and September 2021.
- 6.4 Note that the Head of Service, Learning Systems and the Head of Projects and Programmes, City Development, are responsible for scheme delivery.

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.