

Report of the Project Manager, City Development

Report to the Head of Service, Learning Systems

Date: 26th April 2021

Subject: Design & Cost Report for additional works associated with the Learning Places expansion of Carr Manor Community School (Primary Phase)



Capital Scheme Number: 32655/CAR/000

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

Summary of main issues

1. The purpose of this report is to seek approval to release an additional £264,245.96 from capital scheme number 32655/CAR/000, based on the original 'approval to spend' value of £5m, for additional works to the Learning Places Programme expansion of Carr Manor Community School, necessary to complete the expansion from 210 pupils to 420 pupils.
2. The additional funding is required to address a number residual project issues from the original 2019 expansion of Carr Manor Community School (Primary Phase). Principally; expansion of the secondary SEN provision to allow a higher occupancy and utilise the full extent of the modular building relocating for this purpose, associated extension of time, additional 'post occupancy' safeguarding works to the new Primary Phase SEN provision in the form of supplementary anti-climb fencing, enhanced landscaping required by Planning and essential sprinkler upgrades to the legacy canopy as required by Zurich.
3. The works detailed herein are essential to the successful delivery of the Learning Places Programme expansion of Carr Manor Community School and completion of the 2019 project. In addition, the supplementary works to the Secondary SEN provision have doubled the capacity of that building for pupils at minimal expenditure, due to the efficiencies of being on-site.

4. The project was delivered via the Leeds Local Education Partner (LLEP) with Norfolk Property Services Leeds (NPS) providing landscape design and commercial review services. Portakabin Ltd. are the appointed construction partner. The project is to be delivered by City Development's Projects & Programme's Team on behalf of Childrens & Families. Contract and Legal support is to be provided via Procurement & Commercial Service who will support the drafting of construction contract in conjunction with the LLEP and our independent technical advisors.
5. The project at Carr Manor Community School (Primary Phase) has been subject to market testing. These returns have since been analysed by NPS Leeds on behalf of the Authority, from both a technical and financial perspective. Following this robust analysis the work package returns have been confirmed to adhere to the appropriate technical parameters and to offer 'value for money' to the Authority.
6. Planning for Carr Manor Community School (Primary Phase) was determined on the 18th February 2019. All Planning conditions have now been closed out, with the exception of the enhancements required to the overall landscape design of the site.
7. In June 2017, Executive Board approved the recommendation to set a budget of £5m for the Carr Manor Community School (Primary Phase) expansion and to delegate future approval reports within this limit to the Director of Childrens & Families. Subject to consultation with the Director of City Development, the Director of Resources & Housing and the Executive Member for Learning, Skills and Employment. In February 2019 a design cost report (DDN: D48421) was submitted, and approved, to draw down £4,674,243.89 of funding from the £5m 'ATS' figure. This report seeks to draw down a further, and final, £264,245.96 to complete the project at Carr Manor Community School.

Recommendations

The Head of Service, Learning Systems is requested to:

1. Approve the expenditure of £264,245.96 from capital scheme number 32655/CAR/000 for the remaining works necessary to complete the Learning Places Expansion of Carr Manor Community School.
2. Note that the original 'approval to spend' figure for the Carr Manor Community School project was £5m, of which £4,674,243.89 has been drawn down previously.
3. Note that the officer responsible for implementation is the Head of Service Learning Systems and the Head of Projects and Programmes, Asset Management & Regeneration and authorise them to enter into all other agreements required to deliver this project.

1.0 Purpose of this Report

1.1. The purpose of this report is:

- To seek approval to incur expenditure of £264,245.96 for the additional works to complete the Learning Places expansion project at Carr Manor Community School and provide the expanded accommodation for the Secondary SEN block.

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. 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 Childrens & Families Learning Places Programme. Project management of schemes arising from this process are delivered by City Development's Projects & Programmes Team.

2.2. This proposal has been brought forward to meet the projected demand for primary school places within North Leeds, current demographic data suggests that there is a need for additional primary places within the vicinity of Carr Manor Community School (Primary Phase). The proposed works outlined in this report is a response to this demand and will ensure there are sufficient school places available for local children. This proposal builds upon the previous instances where temporary 'bulge' cohorts have been placed at Carr Manor Community School (Primary Phase) in 2015, 2016 and 2017 respectively. Temporary accommodation was placed on-site in September 2018 for one academic year to accommodate the permanent increase in pupil numbers.

2.3. A report to and approved by Executive Board on 8th February 2017 (D44133) detailed the outcome of consultation on the proposal to expand primary provision at Carr Manor Community School (Primary Phase) from a capacity of 210 pupils to 420 pupils with an increase in the admission number from 30 to 60 with effect from September 2018. This approval also included for the creation of a SEN provision at Carr Manor Community School specialising in children with autism, six places have been generated for both primary and secondary age and are include within the roll of the two respective 'phases' of the through school.

2.4. In June 2017, Executive Board approved the recommendation to set a budget of £5m for the Carr Manor Community School (Primary Phase) expansion and to delegate future approval reports within this limit to the Director of Childrens & Families. Subject to consultation with the Director of City Development, the Director of Resources & Housing and the Executive Member for Learning, Skills and Employment.

2.5. In order to deliver the required accommodation in time for commencement of the 2019 academic year a project was instigated utilising the LLEP, as procurement vehicle, and NPS Ltd. (Leeds), as architectural lead. Following the appointment of Portakabin Ltd. as the principal contractor design services were brought in-house with NPS Ltd. (Leeds) retained as landscape designer only.

2.6. The project, completed in late 2019, provided a new two storey teaching block to the Primary Phase site. This included a dedicated SEN provision with associated external landscaping provision. In addition, the 2016 'bulge' cohort modular unit,

purchased as part of a previous project, was relocated to the Secondary Phase site for use as the SEN block. Due to size of the 2016 modular building it became apparent that it offered several classrooms worth of accommodation that could be utilised to deliver a larger SEN provision on the Secondary Phase site, at much reduced cost. This was investigated and implemented as part of the Secondary Phase fit-out.

- 2.7. As part of the Planning conditions the project was required to address the deficiencies in the holistic site landscaping implemented as part of the original build in 2012. The project had sought only to address the areas around the new accommodation but this was not deemed acceptable by Planning. Consequently, NPS were commissioned to provide an 'enhanced' landscape proposal for approval by the Planner, which would then be funded by the project and implemented by the school. These works are outstanding.
- 2.8. Following inspection of the sprinkler installation on site by Zurich, as part of the installation sign-off, it was noted that the legacy canopy to the 2012 Primary Phase building lacked sprinklers. Which did not conform to Zurich guidance, either now or at the time of the original installation. In order to generate efficiencies this work, necessary for compliance to the Zurich Fire Safety Design Guidance, was instructed as a project variation.
- 2.9. After occupation of the Primary Phase SEN provision in 2019 it became apparent that the safeguarding fencing to the external SEN playground was inadequate, with a pupil frequently climbing the fence to escape the provision. As such additional fencing works were required to this area at additional cost, in order to ensure that the SEN provision was fit for purpose.
- 2.10. The proposal for Carr Manor Community School (Primary Phase) will form part of the on-going work to address capacity and sufficiency across all of Childrens & Families; which includes secondary places in addition to primary, early years and specialist provision.
- 2.11. 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.
- 2.12. NPS Ltd. (Leeds) have been formally commissioned to undertake technical and financial review of the proposals and cost plan submitted by the LLEP & Portakabin Limited.

3.0 Main Points

3.1 Design Proposals and Full Scheme Description

- 3.1.1. The additional funding is required to close out the Carr Manor Community School, project. It will cover the following essential items:
 - Extension of the Secondary Phase SEN provision into the two unallocated classrooms available within the legacy 2016 modular building. Thus allowing the Secondary Phase SEN provision to double in occupancy. Includes for construction works and additional equipment.
 - Provision of additional safeguarding fencing to the Primary Phase SEN playground to make this area 'climbing proof'.

- Additional sprinkler coverage to the external canopy running the length of, and attached to, the 2012 Primary Phase block. Necessary to meet statutory guidance.
 - Enhanced landscaping design and implementation budget, necessary to discharge the associated Planning condition.
- 3.1.2. The estimated scheme cost is £264,245.96; this includes £159,130 of costs associated with the expanded Secondary Phase SEN provision, £12,753.60 for additional SEN equipment, £6,520 for the additional safeguarding fencing to the Primary Phase SEN provision, £20,011 for additional sprinkler coverage to the 2012 Primary Phase block canopy, £41,809 for additional external landscaping in adherence with the Planning determination and additional Authority costs of £24,022.36.
- 3.1.3. The additional construction works and sprinkler enhancements were undertaken as a variation to the main construction contract, in order to ensure cost efficiencies whilst these trades were on-site during the main works programme. The remainder are to be delivered by school and recharged by the project.

3.2. **Programme**

- 3.2.1. The additional landscaping needs to be instructed by May 2021 to ensure completion during the planting season. The remainder of the works are off the critical path and simply require the additional funding to supplement the project budget.

4.0 **Corporate Considerations**

4.1. **Consultation and Engagement**

- 4.1.1. The expansion project for Carr Manor Community School was subject to extensive consultation with all relevant parties, both in terms of the statutory expansion process but also the construction project.

4.2. **Equality and Diversity / Cohesion and Integration**

- 4.2.1. 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 and 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'.

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 accessibility of local and desirable school places, and thus reduce any risks of non-attendance.
- 4.3.2. This contributes to the 2019/20 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; 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. Resource and Value for Money

4.4.1. The estimated scheme cost is £264,245.96; this includes £159,130 of costs associated with the expanded Secondary Phase SEN provision, £12,753.60 for additional SEN equipment, £6,520 for the additional safeguarding fencing to the Primary Phase SEN provision, £20,011 for additional sprinkler coverage to the 2012 Primary Phase block canopy, £41,809 for additional external landscaping in adherence with the Planning determination and additional Authority costs of £24,022.36.

4.4.2. The cost will be met through capital scheme number 32655/CAR/000 as part of the Learning Places Programme.

4.4.3. The additional works were instructed as a variation to the main construction contract to ensure economies of scale and efficiencies by utilising the contractor already on-site for the expansion project.

4.4.4. Capital Funding & Cash Flow

Previous total Authority to Spend on this scheme	TOTAL £000's	TO MARCH 2020 £000's	2020/21	2021/22	2022/23	2023 on
			£000's	£000's	£000's	£000's
LAND (1)	0.0					
CONSTRUCTION (3)	4057.3	3938.9	118.4			
FURN & EQPT (5)	101.4	101.4				
DESIGN FEES (6)	416.6	416.6				
OTHER COSTS (7)	98.9	98.9				
TOTALS	4674.2	4555.8	118.4	0.0	0.0	0.0
Authority to Spend required for this Approval	TOTAL £000's	TO MARCH 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)	239.6		53.4	186.2		
FURN & EQPT (5)	12.7			12.7		
DESIGN FEES (6)	0.0					
OTHER COSTS (7)	12.0			12.0		
TOTALS	264.3	0.0	53.4	210.9	0.0	0.0
Total overall Funding (As per latest Capital Programme)	TOTAL £000's	TO MARCH 2020 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's	2023 on £000's
CIL	76.2	76.2				
SEND Grant	540.0	540.0				
Basic Need Grant	4322.3	3939.6	171.8	210.9		
Total Funding	4938.5	4555.8	171.8	210.9	0.0	0.0
Balance / Shortfall =	0.0	0.0	0.0	0.0	0.0	0.0

Parent Scheme Number: 32655/000/000

Title: Basic Need Expansions 2018/19

4.4.5. **Revenue Effects**

4.4.6. Any additional revenue consequences that may arise as a result of the project will be managed within the school's delegated revenue budget.

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

4.6. **Risk Management**

4.6.1. Risk is to be managed through the application of 'best practice' project management tools and techniques via the City Council 'PM Lite' methodology. Experienced project management resource has been allocated from within City Development's Projects & Programmes Team. Contractual support is being provided by Procurement & Commercial Service. NPS will be providing technical support.

4.6.2. A risk log has been developed for the scheme and will be updated and maintained throughout the project by the assigned project officer. Escalation of risk will be via the City Development's Head of Projects & Programmes, Asset Management & Re-generation.

5.0 **Conclusions**

5.1. In order to complete expansion project at Carr Manor Community School (Primary Phase) it is necessary to release further funding from the original £5m 'approval to spend' figure to address the additional works covered in this report.

5.2. The delivery of the works at Carr Manor Community School (Primary Phase) will be managed by City Development's Projects & Programme's Team on behalf of Childrens & Families in conjunction with the joint venture partners (NPS), the Leeds Local Education Partner (LLEP), the school and other key stakeholders. The principal contractor is Portakabin Ltd.

5.2.1. The estimated scheme cost is £264,245.96; this includes £159,130 of costs associated with the expanded Secondary Phase SEN provision, £12,753.60 for additional SEN equipment, £6,520 for the additional safeguarding fencing to the Primary Phase SEN provision, £20,011 for additional sprinkler coverage to the 2012 Primary Phase block canopy, £41,809 for additional external landscaping in adherence with the Planning determination and additional Authority costs of £24,022.36.

6.0 Recommendations

6.1. The Head of Service, Learning Systems is requested to:

- 6.1.1. Approve the expenditure of £264,245.96 from capital scheme number 32655/CAR/000 for the remaining works necessary to complete the Learning Places Expansion of Carr Manor Community School.
- 6.1.2. Note that the original 'approval to spend' figure for the Carr Manor Community School project was £5m, of which £4,674,243.89 has been drawn down previously.
- 6.1.3. Note that the officer responsible for implementation is the Head of Service Learning Systems and the Head of Projects and Programmes, Asset Management & Regeneration and authorise them to enter into all other agreements required to deliver this project.

7.0 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.