

Design Cost Report for the Learning Places Programme 'bulge' cohort project at Horsforth School

Date: 23rd June 2021

Report of: Project Manager, City Development

Report to: Head of Service, Learning Systems

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

What is this report about?

Including how it contributes to the city's and council's ambitions

- As a consequence of rising birth rate, new housing developments and increased migration across Leeds, there is a requirement to provide sufficient accommodation in the areas of most pressure. The increase in teaching provision will support a one off 'bulge' cohort of 60 places which are not currently available within the area of need. The proposed work is to 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.
- This report seeks approval to undertake construction works necessary to facilitate the placement of a 60 pupil 'bulge' cohort at Horsforth School, with effect from the commencement of the 2021/22 academic year. New accommodation is required to facilitate this, which will be provided via a combination of internal remodelling of a legacy teaching block supplemented by placement of a new modular building on-site. In addition to associated setup works and furniture, equipment and ICT allocation. This will provide the necessary general teaching space and specialist teaching space, along with essential welfare and supporting space, to accommodate the 'bulge' cohort.
- The project will be undertaken by Portakabin Limited and will utilise a Council owned modular building, currently in storage at their Leeds depot, to drive value for money and maximise the use of available legacy assets to support the capital programme. Portakabin have been appointed on this basis, as a specialist contractor, under a previously approved waiver report (D54007).
- This report seeks approval to incur capital expenditure of £394,316.45 from capital scheme number 33177/BGE/HOR to deliver the identified essential works at Horsforth School, necessary to accommodate the 60 place 'bulge' cohort.
- By providing high quality teaching spaces in the area of demand this project will contribute to the 'Best Council Plan 2020 – 2025' aspirations with respect to being a 'Child Friendly City'.

Specifically to “improve educational attainment and close achievement gaps for children and young people vulnerable to poor learning outcomes” by provide high quality learning places.

Recommendations

The Head of Service Learning Systems is requested to:

- a) Authorise expenditure of £394,316.45 from capital scheme number 33177/BGE/HOR to facilitate the construction project necessary to deliver the placement of a ‘bulge’ cohort at Horsforth School.
- b) Authorise acceptance of the tender submitted by Portakabin Ltd. for the sum of £306,834.17. This figure is inclusive of all design fees, development costs and surveys.
- c) Note the programme dates identified in section 30 of this report in relation to the implementation of this decision. The final delivery date for this scheme is prior to the commencement of term September 2021.
- d) Note that the officer responsible for implementation is the Built Environment Principal Development Officer.

Why is the proposal being put forward?

- 1 The Local Authority's has a statutory duty to ensure a sufficiency of school places within Leeds, which supports the aims of the 'Best Council' priorities with respect to improving educational attainment and close achievement gaps. As a consequence of rising birth rate, new housing developments and increased migration across Leeds, there is a requirement to provide sufficient accommodation in the areas of most pressure. Following demographic analysis Horsforth School has been identified by the Councils Sufficiency & Participation Team as the preferred location to meet the additional demand for secondary age school places in the Horsforth area. As such a project was initiated to provide the necessary accommodation to allow placement of a 60 pupil 'bulge' cohort at Horsforth School, with effect from September 2021.
- 2 Following approval of a procurement waiver in April 2021 (D54007) Portakabin Limited were appointed to work with Horsforth School and Leeds City Council to develop a solution to the additional accommodation demands. This approach was based on the need to utilise a legacy modular building owned by the Council and held in long-term storage at Portakabin's Leeds depot, following its removal from Allerton Church of England Primary School where it was used to support the 'bulge' cohort and subsequent expansion of that site.
- 3 Extensive consultation with the school management team identified that the 'bulge' cohort of 60 pupils to be placed at Horsforth School would require the following accommodation; three general teaching classrooms, one specialist teaching space, associated welfare, external dining provision and an appropriate allocation of furniture, equipment and ICT. These facilities would be delivered by undertaking the following works:
- 4 The key construction activities and outcomes of the project are noted below:
 - a) Remodelling of the existing 6th form block to generate one general classroom, one specialist classroom, associated welfare and circulation.
 - b) Installation and connection of the new modular building. No remodelling will be required to this unit, beyond reconnection of services and installation of a link corridor between the new modular block and the one proposed on site.
 - c) Provision of appropriate welfare to the correct ratios based on the building(s) occupancy.
 - d) Installation of an external canopy to provide supplementary seating space for dining purposes.
 - e) Connection of services and utilities to the new and legacy block, ensuring sufficiency of fire / security alarm coverage and continuation of the school network.
 - f) Provision of appropriate furniture and equipment for the new teaching accommodation.
 - g) Provision of appropriate 'active' ICT equipment to the new teaching accommodation.
 - h) Associated groundworks as appropriate
- 5 The estimate scheme cost is £394,316.45 which includes £285,778.17 for the tendered construction costs, ££21,056 in development fees and planning costs, £28,486.06 for furniture and equipment and ICT provision, and £58,996.22 of Authority costs.
- 6 Any required Highways works, necessary as a consequence of this scheme, will be picked up under a separate programme-wide DCR's once the planning application has been approved. This will pick up all conditions from the planning process.
- 7 The proposal detailed represents the only viable solution to the 'bulge' accommodation demands at Horsforth School. Due to the Covid-19 pandemic availability of modular resource is limited and subject to extensive lead-in times. By utilising existing accommodation already

owned by Leeds City Council, currently mothballed and in storage, the project is able to fast-track installation and remove the need to secure and hit a manufacturing slot.

- 8 By utilising a legacy Council owned modular building the proposals herein have immediately generated a significant six figure saving based on buying new. Furthermore, the revenue burden of payments to Portakabin Ltd. to continue storage of the unit will also cease once the building is brought to site and installed at Horsforth School.
- 9 The planning application was validated on 7th June 2021 and scheduled for determination on the 2nd August 2021, application reference 21/03947/FU.

What impact will this proposal have?

Wards Affected: Horsforth

Have ward members been consulted?

Yes

No

- 10 Officers from Sufficiency & Participation have consulted with Ward Members on the proposed expansion of Horsforth School, with effect from September 2022, and the need to place a 'bulge' cohort at the school from September 2021.
- 11 It is critical that the recommendations within this report are approved at the earliest opportunity in order to ensure an opening date of September 2021. As such, approval is required by midday on the 25th June in order to reduce the risk of non-delivery as much as possible. The programme remains tight and high risk as a consequence. Failure to make the decision in a timely manner will result in late delivery of the accommodation. Resulting in the Council not meeting its statutory obligations to provide a sufficiency of school places within the City.
- 12 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 the scheme (attached as part of the background papers) and the outcome of the screening is that an independent impact assessment is not required for the proposal set out in this report.
- 13 The approval of this report constitutes a Significant Operational Decision and as such will not be subject to 'Call-In'.

What consultation and engagement has taken place?

- 14 The project has been subject to extensive consultation with the senior school management for Horsforth Academy. As such the proposed accommodation represents the minimum requirement necessary to facilitate a 60 place 'bulge' cohort at Horsforth School.
- 15 Dialogue has been held with the Planning Authority, and associated statutory consultees, as part of this project and the wider expansion of Horsforth School (subject to a separate report and approval process).

What are the resource implications?

- 16 Following approval of the waiver report in April 2021 (D54007) Portakabin Ltd. were appointed to the scheme to develop the design proposals and instigate the planning process. Costs of £21,056 have been incurred to complete this part of the development process, this is included within the figure herein sought for approval.

- 17 The estimate scheme cost is £394,316.45 which includes £285,778.17 for the tendered construction costs, ££21,056 in development fees and planning costs, £28,486.06 for furniture and equipment and ICT provision, and £58,996.22 of Authority costs.

Previous total Authority to Spend on this scheme	TOTAL £000's	TO MARCH 2021 £000's	FORECAST				
			2021/22 £000's	2022/23 £000's	2023/24 £000's	2024/25 £000's	2025 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	0.0						
FURN & EQPT (5)	0.0						
INTERNAL DESIGN FEES (6)	0.0						
OTHER FEES / COSTS (7)	0.0						
TOTALS	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Authority to Spend required for this Approval	TOTAL £000's	TO MARCH 2021 £000's	FORECAST				
			2021/22 £000's	2022/23 £000's	2023/24 £000's	2024/25 £000's	2025 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	316.8		316.8				
FURN & EQPT (5)	28.5		28.5				
INTERNAL DESIGN FEES (6)	0.0						
OTHER FEES / COSTS (7)	49.0		49.0				
TOTALS	394.3	0.0	394.3	0.0	0.0	0.0	0.0
Total overall Funding (As per latest Capital Programme)	TOTAL £000's	TO MARCH 2021 £000's	FORECAST				
			2021/22 £000's	2022/23 £000's	2023/24 £000's	2024/25 £000's	2025 on £000's
Basic Need Grant	394.3		394.3				
Total Funding	394.3	0.0	394.3	0.0	0.0	0.0	0.0
Balance / Shortfall =	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Parent Scheme Number: Basic Need Expansion 2021/22

Title: 33177 000 000

- 18 The full scheme cost will be met through capital scheme number 33177/BGE/HOR as part of the Learning Places Programme.
- 19 Any additional revenue consequences that may arise as a result of the project will be managed within the schools budget.

What are the legal implications?

- 20 The approval of this report constitutes a 'Significant Operational Decision' and as such will not be subject to 'Call-In'.
- 21 There are no other legal implications or access information issues arising from this report.

What are the key risks and how are they being managed?

- 22 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 Children's Services Built Environment team will be tasked with ensuring the project remains within the predetermined risk tolerances.
- 23 A programme level risk log has been maintained throughout the project and escalation is via Basic Need Programme Manager.
- 24 The following items represent the highest risk to the project at present:

- i. Approval of the recommendations detailed herein, required by close of play 24th June 2021 to meet programme. Any delay in granting of the approvals will push programme back and result in a failure to meet the September 2021 opening date.
- ii. The key risk at present remains the determination of the Planning application. A delay of over a month has been encountered on this due to a delayed response advising of the need for a 'coal mining risk assessment' to support the application. This has since been submitted but has resulted in the determination date being pushed back from early July to a target date of 2nd August 2021. As such an element of groundwork must be undertaken at risk if the fixed occupation date of September 2021 is to be achieved. This will be minimised where possible, to mitigate exposure to the Council, with as much internal works (not requiring planning permission) taking place prior in order to meet programme. Regardless, this remains the key risk to the process.
- iii. Access to the construction site is predicated on utilising the adjacent community car park and through the Morgan Sindall construction compound, who are delivering the separate permanent expansion project at Horsforth School. Discussions are ongoing with Morgan Sindall regarding access via their site, with the principal agreed subject to the associated risk assessments and method statements. It is anticipated that the units will be delivered on a weekend to minimise disruption to Morgan Sindall's daily operations. The new modular building is only five units in size and can be installed within one working day.
- iv. Weather conditions are critical to delivery of the modular units, as they cannot be safely lifted and placed in situ in strong winds. This will remain a risk to the project until the delivery is complete, potential mitigation is to move the install date if high winds are encountered. With the possibility of utilising a week day if deemed acceptable to Morgan Sindall.
- v. Planning conditions are currently unknown and therefore cannot be accounted for at present, a suitable contingency has been allocated to address any issues that may arise.
- vi. Any change to the Covid-19 working regulations has the potential to impact upon completion of the proposals herein.

Does this proposal support the council's 3 Key Pillars?

Inclusive Growth

Health and Wellbeing

Climate Emergency

- 25 The 'bulge' cohort project will provide high quality learning places within the locality of need, thus contributing to the achievement of the Child Friendly City aim of "improving educational attainment and closing achievement gaps for children and young people vulnerable to poor learning outcomes". By funding high quality educational provision the Authority will be meeting its 'inclusive growth' targets to ensure the wider community benefits from local investment.
- 26 Utilisation of a legacy asset will reduce the project's overall carbon footprint by removing the need to construct and purchase new modular accommodation. Which would have a high carbon footprint due to the manufacturing process and need to import steel, and other key materials, from outside of the UK.
- 27 By providing school places within the epicentre of demand creates the potential for local people to access local schools, therefore promoting achievable sustainable travel as pupils and parents are not having to travel across the city in cars to access school places.

Options, timescales and measuring success

a) What other options were considered?

- 28 The option detailed herein represented the only technically and commercially viable solution to the 'bulge' cohort requirement at Horsforth School. The site itself is already in the process of being expanded permanently, which limited the opportunities for the 'bulge' project. Additionally, the design of the legacy main teaching block does not lend itself to successful expansion due to a complex layout.
- 29 The only viable alternative option would be to place the 'bulge' cohort at another site, outside the location of the demand. Which in turn would run the risk of not being successful due to being unsuitable and inaccessible for local residents.

b) How will success be measured?

- 30 Success will be measured by the delivery of the accommodation in time for commencement of the 2021/22 academic year.

c) What is the timetable for implementation?

- 31 The project is subject to the following critical milestones:

Date	Milestone
5 th May 2021	Submission of planning application
4 th June	Submission of final cost plan
7 th June	Validation of planning application
w/c 7 th June	Review and validation of cost plan
w/c 21 st June	Submission of 'design cost report'
24 th June	Approval of 'design cost report' and release for implementation
w/c 28 th June	Formal award to Portakabin
12 th July to 23 rd July	Mobilisation period
26 th July	Site setup
26 th July to 23 rd August	Construction period
2 nd August	Target planning determination
4 th August	Target module delivery & installation date
24 th August	Building handover
25 th August to 3 rd September	Occupation and fit-out for commencement of the 2021/22 academic year
6 th September	School opens
August 2022	12 month defect inspection

Appendices

- 32 Equality Impact Assessment Screening Document

Background papers

- 33 None