

Design & Cost Report for package three of 'Early Works' required to facilitate the Learning Places development of the expansion of West Oaks School 'Headingley Learning' at the former Rose Court Building.

Date: 24th September 2021

Report of: Senior Project Officer, 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

The purpose of the report is to seek approval of authority to spend and incur capital expenditure of £495,644.53 from capital scheme number 33177/RCT/000 for the completion of package three of essential 'Early Works' necessary to deliver the Learning Places Programme construction of the new West Oaks School 'Headingley Learning' campus.

- The report seeks approval for a third package of 'early works' comprising of removal of all the existing mechanical and electrical services, scaffolding to continue roofing and window works, demolition and stage 5 design fees.
- 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.
- The scheme contributes to the 2020/2025 Best Council Plan outcomes for everyone in Leeds to 'improve educational attainment and close achievement gaps for children and young people vulnerable to poor learning outcomes'; 'improve social, emotional and mental health and wellbeing' 'help young people into adulthood, to develop life skills and be ready for work' They also support the vision in the supporting Children and Young People's Plan 2018-23, 'Leeds to be the best city in the UK and the best city for children and young people to grow up in. We want Leeds to be a child friendly city'.

Recommendations

- a) Sanction the requirement to enter into an 'Early works' agreement with the LLEP for Henry Boot Construction Ltd to deliver the third package of the 'Early Works' programme necessary to meet the critical path programme for renovation and refurbishment of the Buckingham Road Site to create West Oaks School 'Headingley Learning'. This will take the

form of an 'Early Works' agreement between the Authority and Leeds D&B One Ltd for the sum of £495,644.53.

- b) Approve the expenditure of £495,644.53 from capital scheme number 33177/RCT/000 for the completion of the 'Early works' programme at West Oaks 'Headingley Learning'.
- c) Note the programme dates identified in section 39 of this report, in relation to the implementation of this decision, represents the critical for project success and must be adhered to where possible.
- d) Note that the officer responsible for implementation is the Head of Service Learning Systems.

Why is the proposal being put forward?

1. The number of children and young people living in Leeds has increased over the past decade, which has resulted in rising demand for both mainstream and specialist provision places across the city. The need for specialist school places continues to grow with particular increases in the areas of complex learning difficulties and complex communication difficulties which are being identified as a consequence of a substantial increase in Education, Health and Care Plan (EHCP) assessments. The need for places in specialist schools is forecast to increase beyond the number of places currently available in Leeds and the proposed expansion of West Oaks School has been brought forward along with other proposals to address this demand.
2. Following acquisition of the former Rose Court site on Buckingham Road a project has been instigated to renovate and remodel the site as a specialist SEN school. Whilst the project is in the latter stages of detailed design and development a package of essential 'Early Works' is required to ensure the building is ready for construction immediately upon approval of the Stage 2 Tender. As such approval is sought for a package of 'Early Works' necessary to prepare the buildings at Buckingham Road for future remodelling and renovation. Work will be limited to Removal of all the existing mechanical and electrical services, additional scaffolding to continue roofing and window works, and demolition works to facilitate new building layout.
3. All work will be undertaken under close supervision and in consultation with the Listed Buildings Officer within Leeds City Council's Planning Department to ensure the historical features of the Grade II listed building are not damaged.
4. The 'Early Works' sought for approval herein are integral to support the main project to create the additional accommodation necessary to allow West Oaks School to accommodate the uplift in pupil numbers. The wider project to create West Oaks 'Headingley Learning' will form an entirely new campus capable of accommodating in excess of 100 pupils.
5. The capital expenditure identified within this report will cover the full extent of the 'Early Works' package three including; removal of all existing Mechanical and Electrical Services, scaffolding, demolition works and associated design costs. The wider project design development costs and the main works package will be subject to future design cost reports at the appropriate juncture.
6. The 'Early Works' identified within this report are to be deducted from the final construction contract value as they represent essential works brought forward from the overall construction programme. Completion of the 'Early Works' programme will accelerate key pre-construction activities in order to meet the fixed September 2022 opening date.

7. The works detailed herein will be delivered by City Development Projects & Programmes Team, in association with Leeds Local Education Partnership (LLEP) and Norfolk Property Services (NPS) Leeds. Henry Boot Construction Ltd. are the appointed principal contractor for the works.
8. The 'Early Works' package at West Oaks School 'Headingley Learning', necessary to the adhere to the delivery programme for the school opening, consists of the following essential components:
 - Removal of all existing Mechanical and Electrical Services
 - Scaffolding to continue the roofing and window works
 - Demolition works to facilitate new building layout

What impact will this proposal have?

Wards affected: Hyde Park & Headingley

Have ward members been consulted? Yes No

9. Following the identification of the SEN pupil place shortage a number of solutions and sites were sought to provide the additional capacity required. Rose Court, at the time occupied by the Grammar School at Leeds (GSAL), was identified as a potential option subject due to GSAL's impending relocation of their primary age provision to Alwoodley. Following Executive Board approval in December 2019 the process to purchase the site was ratified, with the intent to allocate the building for delivery of the required additional SEN places. Following a competition process West Oaks School were ultimately appointed to be the education delivery partner.
10. The creation of 'Headingley Learning', as an extension of West Oaks School, at the former Buckingham Road site is critical to the Authority's response to the shortage of special educational needs places within the city. Following a public consultation, a report was put to the Council's Executive Board in February 2021 seeking approval to expand West Oaks School, from 350 pupils to 500 pupils for young people aged 2 to 19, with effect from September 2021. This was based upon the principal of the creation of a third site for West Oaks School, in addition to Woodhouse and Boston Spa, which will utilise the former Rose Court site on Buckingham Road in Headingley.
11. 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.
12. 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?

13. A report to Executive Board in February 2021 detailed the outcome of consultation on the proposal to increase the 'published Admission Number' from 350 to 500 pupils, with effect from September 2021. This recommendation was put forward following a formal public consultation.
14. The proposed permanent expansion scheme has been subject to consultation with key stakeholders including Childrens & Families Officers, Ward Members and the Executive

Member for Children and Families. Consultation has also involved school staff, and the local residents and other colleagues within the Council.

15. Headingley & Hyde Park Ward Members were briefed by Council Officers on the 26th March 2021, wherein the scope of the project was discussed, and a tour of the Buckingham Road site was undertaken.
16. Pre-planning consultation has been held with representatives from the Planning Department, Landscape, Heritage and LCC Highways.
17. Due to the Grade II listing extensive consultation has taken place throughout project development with the appointed Planning Officer and Listed Building Officer. This process is ongoing.
18. The works detailed within this report relating to construction activities have been approved as part of the planning and listed building applications which were approved on 24th August 2021.

What are the resource implications?

19. The cost of the third package in the 'Early Works' Programme is £495,644.53 which includes all works, materials, fees and overheads. The wider scheme development costs will be subject to a separate report issued at financial close providing information on the main build projects. However, the costs detailed herein represent costs that form part of the wider project cost plan and have simply been accelerated in-line with the critical path delivery programme. They are not new or previously unknown costs.
20. The cost will be met through capital scheme number 33177 / RCT / 000 as part of the Learning Places Programme.
21. Any materials procured as part of the 'early works' package will be subject to vesting certificates and independent verification by NPS Leeds Ltd prior to any request for payment being approved.
22. Completion of the works detailed herein is essential to prepare the site for the proposed construction programme and ensure that the construction project commences in-line with the programme, noting the critical date of 1st September 2022 for delivery of the final school building. Any delay beyond this will result in the need for additional temporary accommodation, as the capacity from the 2021/22 intake will no longer be available as the new West Oaks School 'Woodhouse Learning' extension fills to capacity.
23. Following the approval of this package the financial exposure for the project including previous early works approval will be £2,453,410. This figure constitutes the following; professional services fees, the 'Pre-Construction Services Agreement', surveys and other essential development costs.
24. Note, site acquisition and buildings purchase costs were the subject of a previous Executive Board approval. Further development fees and final project costs will be subject to separate future reports at the appropriate juncture.

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)	864.7	729.9	134.8				
FURN & EQPT (5)	0.0						
INTERNAL DESIGN FEES (6)	0.0						
OTHER FEES / COSTS (7)	0.0						
TOTALS	864.7	729.9	134.8	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)	495.6		495.6				
FURN & EQPT (5)	0.0						
INTERNAL DESIGN FEES (6)	0.0						
OTHER FEES / COSTS (7)	0.0						
TOTALS	495.6	0.0	495.6	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
LCC Corporate Borrowing	0.0						
CIL	483.2	483.2					
HNPCA Grant	0.0						
Basic Need Grant	877.1	246.7	630.4				
Total Funding	1360.3	729.9	630.4	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: 33177/000/000

Title: Basic Need Expansions 2021/22

What are the legal implications?

25. The approval of this report constitutes a 'Significant Operational Decision' and as such will not be subject to 'Call-In'.

26. 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?

27. The price provided to Leeds Local Education Partnership by Henry Boot Construction Ltd. is cognisant of the Covid-19 implications and as such has priced to reflect social distancing requirements, potential reduction in productivity and the need for a larger site welfare provision as a consequence. This risk is to be managed by the product team accordingly.

28. An appropriate client held contingency has been allocated to the project to mitigate project risk and issues, noting that the Grade II building presents potentially unknown risks that will only become known once the opening-up works have been undertaken.

29. Risk has been managed through application of ‘best practice’ project management tools and techniques via the City Council’s ‘PM Lite’ risk methodology. Project management resource from City Development is tasked with ensuring the project remains within the predetermined risk tolerances.
30. 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.

Does this proposal support the council’s three Key Pillars?

- Inclusive Growth Health and Wellbeing Climate Emergency

31. This project will provide high quality specialist learning places to address increasing demand city wide and will contribute 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.
32. 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.
33. Opportunities to improve the buildings thermal efficiency and carbon footprint are being sought in-line with applicable Planning Policy. This will be based on the limitations presented by the Grade II listing, which will inform what measures can and cannot be implemented. Priority is being given to upgrading the building fabric, for example; roof insulation, floor insulation and window upgrades where possible.
34. Electronic vehicle charging points are to be provided in the proposed new school car park at the appropriate ratio dictated by Planning Policy.

Options, timescales and measuring success

35. Success will be measured through the targeted programme for handover being achieved and the new provision being available for pupils in the academic year 2021/22.
36. Completion of the works are essential in order to provide suitable accommodation for SEN provision within the West Oaks ‘Headingley Learning’ and the table below represents the programme for completion.
37. The key milestones for the project are noted below;

Milestone	Date
Approval of ‘Early Works package 3	29 th September 2021
‘Early Works’ order placed	1 st October 2021
‘Early Works’ construction start date	4 th October 2021
Approval of Main works final Design Cost Report	October 2021

Main works start on-site	October 2021
Building opening	September 2022

38. Approval of this report and commencement of the 'Early Works' package represent the critical path and are therefore essential to ensure delivery of the project in accordance with the dates above. Delay beyond the dates noted above will result in potential cost increase, to reflect inflation and changing market factors, and may result in the final provision not being available for a September 2022 opening.
39. The programme is based on current Covid-19 restrictions and working practices, any changes to this will be addressed contractually and managed by the project team in order to minimise potential cost and programme overrun. Appropriate measures have been placed within the contract to manage this risk, in addition a project contingency commensurate with a project of this complexity has been allowed for.

Appendices

None.

Background papers

Appendix A - Equality Impact Assessment Screening Document