

# Design, Cost and Tender Acceptance Report for the Learning Places permanent expansion of Bramhope Primary School for September 2022

Date: 26 April 2022

Report of: Head of Projects & Programmes

Report to: The Director of Children & Families

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 this report is to seek authority to spend and incur expenditure of **£2,171,796** from capital scheme number 33177/BRA/000 to deliver the works required to expand Bramhope Primary School from 40 pupil places per year to 60 (2 Form Entry). In addition, to seek acceptance of the tender from Walter West Builders Ltd. via the Leeds Local Education Partnership and to enter the associated contract(s) for the works.
- The total cost of **£2,171,796** covers all internal remodelling, new build extensions and external works, and follows an Early Works DCR dated 28.03.22 which approved expenditure up to £50,000 associated with the placement of early orders for material and labour along with on-site preparatory works due to place during the Easter break.
- The permanent expansion works will be delivered under the City Council's Learning Places Programme and are 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, reducing risk of non-attendance.
- The permanent expansion of Bramhope Primary School contributes to the 2020/2021 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 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'. The Learning Places Programme seeks to deliver a supply of good quality accessible local school places which contribute to these outcomes.

## Recommendations

- a) Approve authority to spend and incur expenditure of **£2,171,796** from capital scheme number 33177/BRA/000 to deliver the construction works required for the school expansion, noting that this figure includes the tender sum in addition to all ancillary costs, for example consultancy fees, surveys, furniture & equipment, ICT provision, client held contingency etc.
- b) Authorise acceptance of the tender submitted by the Leeds Local Education Partnership, via Walter West Builders Ltd, in the sum of **£1,862,579.96** noting that this is inclusive of all contract design and development fees, including the previously approved sum of £50,000 necessary to undertake the 'Early Works' programme.
- c) Sanction the requirement to enter into a contractual agreement with Leeds D&B One Ltd. to deliver the works. This will take the form of a JCT contract between the Council and Leeds D&B One Ltd. for the sum of **£1,862,579.96**.
- d) Note the programme dates identified in this report require the works to commence on Monday 4 April 2022.
- e) Note that the officer responsible for implementation is the Head of Service, Learning Systems in Children & Families Directorate.

## Why is the proposal being put forward?

1. The Learning Places Programme is the Council's response to the demographic growth pressures on school provision, and this scheme will be delivered as part of this programme. Project management is led by City Development's Projects & Programmes Team in Asset Management & Regeneration. The scheme contributes to the 2021/2022 Best Council Plan outcomes and supports the vision in the Children & Young People's Plan 2018-23.
2. The number of families with children under the age of five choosing to live in Bramhope is increasing, leading to a rise in demand for places at the village school, Bramhope Primary School. In addition, a large-scale housing development at Breary Lane East is expected to increase the need for additional primary school places still further in the coming years. The housing development, which has full planning permission for 330 homes, is now under construction and will take several years to be fully built and occupied. Based on already increasing demand and the anticipated additional new housing-generated pupil yield, the proposed increase in places at Bramhope Primary School is needed to meet demand.
3. Following a public consultation, a proposal was put to the Council's Executive Board in March 2021 to formally expand Bramhope Primary School from 40 places per year to 60 (2FE). The findings of this consultation were published separately as part of the Executive Board's approval of the outcome. This report deals with the project arising from this decision. During the Summer of 2020, a capital scheme was delivered to support the school taking a bulge cohort of 20 places ahead of the permanent expansion for September 2022.
4. The key construction activities and outcomes of the permanent expansion project are:
  - a. Internal remodelling to create the required additional classrooms using the existing Learning Resource Centre and ICT Suite. Reprovision of ICT equipment through flexible hand-held devices.
  - b. Internal remodelling to re-provide the Learning Resource Centre, a Pastoral Room for Key Stage 2 and a staff shower facility, with required adjustment to existing Staffroom.

- c. New build extension to existing Key Stage 1 Hall to enhance capacity for dining which is already under pressure, assemblies and PE activities, with associated adjustments for stores, toilets and cloakrooms.
  - d. Small new build extension adjacent to the existing kitchen to form the new main entrance to the school at the Breary Rise end of the site. The extension combined with an element of internal remodelling provides the school main office, Head Teacher's office, SEN room and Key Stage 1 staff facility. Replanting of trees and shrubs over and above the Council's policy requirement is included to mitigate loss of trees required to deliver the hall extension.
  - e. Provision of dedicated gated school parking facilities, including the necessary allowance for electronic vehicle charging. The enhanced parking provision will alleviate pressures at the other end of the school site, where the main entrance sits currently and where parking is in effect shared with the local Medical Centre. New pathways are included to connect the Tredgold Crescent entrance to the Nursery and to connect from Breary Rise to the new main reception.
  - f. Installation of new perimeter fencing to alleviate safeguarding and security concerns on site. The site is at present devoid of a secure boundary fence. This aspect is only possible if the undesignated footpath which dissects the school at present is closed to the public. This aspect is covered by a separate process to the Planning Application and is yet to be determined but is factored into the costs outlined in this report.
5. The estimated scheme cost is **£2,171,796**, which includes: £1,547,921.50 for the tendered construction costs inclusive of the 'Early Works' programme, £122,046.21 in design fees, £192,612.25 in LEP fees, £62,187.80 in ICT, furniture and equipment costs and £247,028 of Council costs including off-site Highways works and fees, other departmental costs and the client-led contingencies.
  6. Upon completion of the bulge expansion works in September 2020, the Leeds Local Education Partnership were appointed to develop the design proposals for the permanent expansion. In the interests of continuity, the contractor that delivered the bulge expansion works remained engaged via the Leeds Local Education Partnership to manage the development of the proposals for the permanent expansion through the Planning process to financial close.
  7. The tender has been reviewed by the client-side Quantity Surveyor. Following analysis of the return NPS have advised that the figures are arithmetically correct and reflect the current market factors. The NPS Tender Report concludes that "the price received offers value for money" and recommends acceptance of the tender and appointment of the contractor.

### What impact will this proposal have?

**Wards Affected: Adel & Wharfdale**

Have ward members been consulted?

Yes

No

8. The impact of the proposal outlined in this report will be the delivery of accommodation required for the permanent expansion to a PAN of 60. It will ensure Leeds City Council meets its statutory duty in providing every child with a school place and that more local families can secure a school place in their area.

9. It is critical that the recommendations contained within this report are approved at the earliest opportunity to ensure the target opening date of September 2022 is met. Furthermore, the tender return submitted by Walter West Builders via the Leeds Local Education Partnership is subject to inflation risk due to the increased volatility of the market and industry wide material and labour shortages. Whilst a provisional sum has been allocated to inflation risk as an LCC-managed contingency, based on probability and current market trends, every opportunity that results in it not being needed will be realised wherever possible.
10. The recommendations contained in this report do not have any direct or 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 Appendix A) and the outcome of the screening is that an independent impact assessment is not required for the proposal set out in this report.

### **What consultation and engagement has taken place?**

11. A report to Executive Board in March 2021 detailed the outcome of consultation on the proposal to increase the 'Published Admission Number', with effect from September 2022. This recommendation was put forward following a formal public consultation and was approved by Executive Board.
12. The permanent expansion scheme has been subject to consultation with key stakeholders including Children & Families officers, Ward Members at various points during scheme development, and the Executive Member for Children & Families. Consultation has also involved Collaborative Learning Trustees, the Headteacher and the governing body of Bramhope Primary School.
13. Extensive public consultation has taken place between 14 December 2020 and 24 January 2021 to seek the views of parents, residents and other stakeholders. To maximise stakeholder engagement, a variety of consultation methods were used, including:
  - email communications
  - an online survey
  - two online consultation sessions, which gave parents/carers, residents and other interested parties an opportunity to discuss the proposal with the school's leadership team, Trustees and with Leeds City Council officers
  - social media messages
  - approximately 800 leaflets advertising the consultation delivered to residents in the close vicinity of Bramhope Primary School
  - the school informed parents and carers of existing pupils in writing. Details about the consultation were sent via email to primary and secondary schools in the area to share with their parents and communities.
  - Information was also shared via email with local ward members, the Parish Council and other stakeholders.
  - Information was available via the school's website, Leeds City Council website and through various social media platforms.
14. Pre-planning consultation has been held with representatives from the Planning Department, Landscape and LCC Highways. Engagement with these stakeholders took place from concept stage through to the submission of the Planning Application (application ref: 21/09894/FU). Planning permission was granted at Plans Panel on 17<sup>th</sup> March 2022.



**Parent Scheme Number: 33177/000/000**

**Title: BASIC NEED EXPANSIONS 2021/2022**

19. The tender price submitted is based on market factors in April 2022, including ongoing implications due to Brexit and worldwide material shortages. In the first instance this risk will be managed via the project contingency, which has been apportioned accordingly. This risk will be managed via the Project Team to ensure the scheme remains within tolerances. Escalation will be via the Learning Places Programme 'Programme, Risk & Control Group' and 'School Places Programme Board'. The budget will be carefully monitored as the project progresses to minimise utilisation of the client held contingency and ensure the scheme does not exceed the budget.
20. NPS have advised that the tender return reflects the value of the scheme and recommends the tender is accepted and contractor is appointed.
21. The contractor will be appointed via the Strategic Partnering Agreement (SPA) between the LLEP and Leeds City Council. The associated procurement rules applied to this process have been adhered to. The exclusive supplier arrangements, detailed under CPR 3.1.5, have been invoked here.

### **Revenue Effects**

22. Any additional revenue costs will be funded directly by the school.

### **What are the legal implications?**

23. The approval of this report constitutes a 'Significant Operational Decision' and as such will not be subject to 'Call-In'.
24. 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?**

25. Completion of the work detailed in this report is essential to deliver the permanent expansion works required for September 2022. The main risks to this project are:
  - a. The implications of Brexit continue to have an adverse impact on the construction industry, resulting in a level of volatility. Availability of materials is being compounded by new customs regulations, and availability of labour is also diminished due to the eradication of free movement. At a project level mitigation can be offered by ensuring early procurement of materials, local storage, and sourcing materials locally to avoid import complications.
  - a. The combination of the coronavirus pandemic, Brexit and global material shortages has resulted in high levels of inflation within the construction industry. The preferred level of mitigation for this is to execute the construction contract at the earliest possible opportunity, locking in prices contractually and allowing material orders to be placed. Further mitigation has been included as a client-led contingency. This approach allows the level of risk associated to be financially quantified but allowing the Council to retain an element of control over potential expenditure that arises.
  - b. Whilst planning permission has been granted, the inclusion of the perimeter fencing to enable a secure site is dependent on the closure of the undesignated footpath that dissects the school site. This is subject to a process separate to the Planning process and a decision is yet to be reached. If the decision is that the footpath cannot be closed, the site will remain open to the public and the perimeter fencing and works to provide external

learning spaces for the pupils will be removed from scope. The application made to make the undesignated path a Public Right of Way has the impact that the project needs to be split into two phases, the second phase being the works to the existing path which facilitate outdoor learning spaces, and the fencing to the perimeter of the site. Work is ongoing to minimise the impact of this on costs and programme, but the long-term impact for the school if the footpath is not closed will be significant.

26. Risk will be managed through application of 'best practice' project management tools and techniques via risk methodology. Project management resource from City Development is tasked with ensuring the project remains within the predetermined risk tolerances.
27. A joint risk register 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 Learning Places Programme 'Programme, Risk & Control Group' and Head of Projects & Programmes, City Development.

### **Does this proposal support the Council's 3 Key Pillars?**

Inclusive Growth

Health and Wellbeing

Climate Emergency

28. The proposal enables the delivery of the accommodation required to expand the school to a PAN of 60 from September 2022. It will enable Bramhope Primary School to offer additional good quality places, to address increasing demand and will contribute towards 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'. In turn, by helping young people into adulthood, to develop life skills, these proposals provide underlying support for the Council's Inclusive Growth Strategy aim of growth and investment, helping everyone benefit from the economy to their full potential.
29. Providing a high standard of teaching spaces meets the Council's Health and Wellbeing plan by ensuring children feel safe and secure within their day-to-day learning environment and are supported by a family of teachers and staff members.
30. A climate change statement was submitted as part of the planning submission in line with the Council's climate emergency agenda. 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**

#### **a) What other options were considered?**

31. There are no other schools capable of sufficient expansion within the area of need. Consideration was given to the development of a new primary school in the area but the demand even when the anticipated yield from the new housing development was considered, demand was not sufficient to merit a full new school.

#### **b) How will success be measured?**

32. Success will be measured through the successful delivery of the accommodation required to the required quality, within costs and on programme to expand the school to a PAN of 60 from September 2022.

#### **c) What is the timetable for implementation?**

33. The decision needs to be taken as a matter of urgency to start on 4 April 2022, and complete on 2 September 2022 ready for building occupation at the start of term.

## **Appendices**

34. Appendix A - EDCI screening assessment

## **Background papers**

35. None