



Oversight and Governance

Chief Executive's Department

Plymouth City Council

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Delegated Decisions

Delegated Executive/Officer Decisions

Delegated Executive and Officer decisions are published and are available at the following link - <https://tinyurl.com/ms6umor>

Cabinet decisions subject to call-in are published at the following link - <http://tinyurl.com/yddrql6>

Notice of call-in for non-urgent decisions must be given to the Democratic Support Team by 4.30 pm on 24 January 2025. Please note – urgent decisions and non-key Council Officer decisions cannot be called in. Copies of the decisions together with background reports are available for viewing as follows:

- on the Council's Intranet Site at <https://modgov/mgDelegatedDecisions.aspx>
- on the Council's website at <https://tinyurl.com/jhnax4e>

The decision detailed below may be implemented on 27 January 2025 if it is not called-in.

Delegated Decisions

I. Councillor Tudor Evans OBE, Leader of the Council:

I.a. L34 24/25 - School Condition Works 2024/25

(Pages 1 - 28)

EXECUTIVE DECISION

made by a Cabinet Member




REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER

Executive Decision Reference Number – L34 24/25

Decision			
1	Title of decision: School Condition Works 2024/25		
2	Decision maker: Councillor Tudor Evans OBE, Leader of the Council		
3	Report author and contact details: Ian Baker, T +441752307320, E ian.baker@plymouth.gov.uk		
4	Decision to be taken: <ol style="list-style-type: none"> 1. To approve the Business Case; 2. To delegate the award of contracts to the Service Director for Education Participation and Skills where they would not otherwise have the authority to do so; 3. To allocate £339,280.88 to the Capital Programme, financed by DfE School Condition Grant (90%) and Schools Contributions (10%) (figure includes contingency amount) 		
5	Reasons for decision: <ol style="list-style-type: none"> 1. To carry out the proposed Programme of Condition Works, removing / reducing the H & S issues to increase the life expectancy of the school building by reducing condition damage and making the schools watertight. 2. The schools require maintenance which is sometimes unaffordable, as the LA we are responsible for ensuring that the schools are maintained to a safe standard which ensure public, staff and students' health and safety, enabling them to work in appropriately maintained buildings. 		
6	Alternative options considered and rejected: <ol style="list-style-type: none"> 1. Option 1 Do Nothing. This option was discounted for all sites because of Health and Safety/Safeguarding issues. 2. Option 2 Close the school and transport children to other schools. This option was discounted because of the increased transport cost and the disruption in education this would cause for all pupils. It would also have an adverse effect on staff employed at the various sites. Children are required to attend a school for education which is in a satisfactory state of repair. 		
7	Financial implications and risks: If the works are not carried out, the individual situations will deteriorate further adding additional cost.		
8	Is the decision a Key Decision? (please contact Democratic Support for further advice)		No Per the Constitution, a key decision is one which:
		x	in the case of capital projects and contract awards, results in a new commitment to spend and/or save in

				excess of £3million in total
			x	in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1 million annually
			x	is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
	If yes, date of publication of the notice in the Forward Plan of Key Decisions	N/A		
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	<p>Keeping children, adults and communities safe. The proposal supports the residents of Plymouth, ensuring that all pupils, regardless of who they are to have access to suitable buildings supporting a brilliant start in education:</p> <p>Spending money wisely. These proposals contribute to providing a reduced building repair cost by tackling the worst issues within our school premises and providing all of our staff and pupils and education in suitable premises and providing a quality public service.</p> <p>The proposal utilises the Education Condition funding from the DfE to ensure suitable facilities, reducing financial risk to the Council, with no Financial Borrowing.</p>		
10	Please specify any direct environmental implications of the decision (carbon impact)	<ul style="list-style-type: none"> Well maintained buildings reduce the overall carbon emissions. Reduces energy usage and costs. Providing an environmentally friendly solution. Reducing pupil travel to outside city locations. 		
Urgent decisions				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No	x	(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			

Consultation			
I3a	Are any other Cabinet members' portfolios affected by the decision?	Yes	x
		No	(If no go to section I4)
I3b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Cresswell, Cabinet Member for Education, Skills and Apprenticeships	
I3c	Date Cabinet member consulted	30/10/2024	
I4	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes	If yes, please discuss with the Monitoring Officer
		No	x
I5	Which Corporate Management Team member has been consulted?	Name	David Haley
		Job title	Director of Children's Services
		Date consulted	30 October 2024
Sign-off			
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	JS85 24/25
		Finance (mandatory)	DJN.24.25.133
		Legal (mandatory)	LS/00001312/3/AC/19/11/24
		Procurement (if applicable)	
		Corporate property (decisions involving Council owned land or facilities) (if applicable)	
		Human Resources (if applicable)	
Appendices			
I7	Ref.	Title of appendix	
	A	Briefing report for publication	
	B	Equalities Impact Assessment	
	C	Climate Impact Assessment	
	D	School Condition Business Case	
Confidential/exempt information			
I8a	Do you need to include any confidential/exempt information?	Yes	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for

		No	<input checked="" type="checkbox"/>	publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)				
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:							
Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Cabinet Member Signature								
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act (2010) and those who do not. For further details please see the EIA attached.							
Signature			Date of decision			17 th January 2025		
Print Name	Cllr Tudor Evans OBE, Leader of Plymouth City Council							

SCHOOL CONDITION WORKS 2024/25

Education Participation & Skills



1. EXECUTIVE SUMMARY

PCC receives a Central Government Capital Grant each year, to support Major Works to the school estate, although this funding is limited and has to be strategically targeted at the worst elements of the Estate.

PCC do have legacy elements of the wider estate that are in need of repair and/or replacement of a specific element(s) of the Estate, although this is accurately prioritised/rated and will, going forward, form part of an annual maintenance programme funded by the Capital Grant.

PCC/EPS actively review the overall condition of the school estate and monitor triggers/threshold that could lead to a refurbishment or replacement of a specific element of a school, or in an extreme case, the school in its entirety school, however this will also be linked to suitability issues as well as condition and viability elements. All Condition Works identified then form elements of a package of works/Programme.

There are some elements of the Estate in need of major work or replacement and outside of their Life Expectancy or Obsolete, however PCC/EPS ensure that in these instances there are no Health and Safety, Safeguarding, Wind and Watertight Issues. This ensures that there are no building with issues that would reasonably be expected to be unsafe, at risk of collapse or present an imminent danger to the users.

LA Schools are responsible for Minor Works and the general day-to-day maintenance of their estate, although PCC/EPS do offer ongoing support and guidance to these schools as required.

2. BACKGROUND

Previously between 2013 and 2015, works were carried out on a **'bid'** basis, however this was not without issues and the schools that 'shouted the loudest' often won out by engaging Councillors/MP's to pressure the LA on their behalf. In order to avoid this, the Condition Surveys and Reports were developed with the intent that works would be identified along with an estimated cost and that the data would make it possible to produce **1-, 3- and 5-year** maintenance plans which PCC could monitor. Some of the works needs to be sequential and phased. This was however based on the premise that there was a blended approach by the Government which meant that potentially schools would be allowed to remain with the Local Authority and not be forced to transfer to Academy. In light of the Government White Paper, it may be unwise to formally draw up **3- and 5-year** plans as this could be seen potentially as 'commitments' by the Authority to undertake future works on a school that may, in the intervening period, choose to become an Academy or been Academised.

After 2015, the only Condition Works that were carried were on a 'one off' basis for **Wind, Watertight, Safeguarding and H&S issues.**

We had **68** school at the outset of the current contract which was roughly **22** schools surveyed per year. We now have **18** schools in total, including the **4** PFI Schools (these are serviced as part of the PFI contract). **PFI** will have no maintenance costs until the end of the concession (roughly 11 years left). This only leaves **14** Schools that we are currently required to survey. The present number (**14**) breaks down to approximately 5 schools surveyed per year.

Quantifying the Condition and Liabilities of the Current Estate

EPS have developed a data base containing the RAG Rated individual survey reports that records all of the current estate condition reports.

There are two tables attached in the Appendices. The following data is extracted from the Master Condition spread sheet and narratives have been added to explain the various permutations of the data that explain the condition elements and the indicative basic estimated costs, excluding Design and Professional fees, any Enabling Works Scaffolding, legal, planning, professional, building control, project management etc. and Inflation. The costs identified are basic costs, excluding any associated costs such as it should be noted that Condition funding only became available during the Pandemic. The Pandemic severely curtailed both the surveyor's ability to survey and PCC's ability to draw up and deliver achievable programmes of work. We have to remember that lock downs and restrictions were still in place at the beginning of this year and there are still material and contractor shortages that are still causing delays and inflating prices, although this is outside of our control. We did however, deal with a significant asbestos issue at Lipson Vale and boiler replacement at Longcause throughout the lockdowns. Surveys which are currently 2 or 3 years old may have already had some of the issues addressed directly by the schools. The surveys are all visual, nonintrusive. This can for example mean that a Facia or Soffit may be identified in the survey, however on removal this could necessitate the replacement of other components such as joists or joist ends, which could be considerably more than the original works. No account for asbestos is factored in. Issues not addressed by the school will continue to deteriorate.

Condition Funding is not intended to replace or undertake maintenance of a routine nature that the schools would be expected to undertake as part of a planned preventative maintenance programme of works, this would include cyclical and annual routine lifecycle replacements and procedures.

3. FINANCIAL IMPLICATIONS AND RISK – School Condition

3.1. The table below shows the overall school property condition rating and has then been RAG rated based on the overall condition of the schools' constituent components.

School	Status	Overall Property Score	Total Amount £ 2,979,232.75 Total Cost of ALL Works
Compton	Voluntary Controlled	B	£ 211,500.00
Mill Ford	Community	D	£ 582,976.00
Mary Deans	Voluntary Controlled	B	£ 284,650.00
Ham Drive Nursery	Community	C	£ 88,900.00
Laira Green	Community	A	£ 122,950.00
Longcause	Community	B	£ 135,550.00
Plym Bridge Nursery	Community	B	£ 46,100.00
Pennycross	Community	B	£ 107,000.00
Yealmpstone Farm	Community	B	£ 192,500.00
Brook Green	Community	A	£ 39,550.00
College Road	Trust	C	£ 589,400.00
Lipson Vale	Community	B	£ 235,950.00
St Andrews CE	Voluntary Aided	B	£ 73,500.00
Cann Bridge	Community	A	£ 30,050.00

From the previous table, the following schools have condition elements which need to be urgently addressed in the 2024/25 school holiday period. The Business Case addresses these issues.

School	Project	Quotation Net	Contingency 11.50%	Indicative Costs
Cann Bridge	Fencing & Bank	£ 10,500.00	£ 1,207.50	£ 11,707.50
Ham Drive	Boiler	£ 32,208.37	£ 3,703.96	£ 35,912.33
Mill Ford	Survey Suite	£ 26,883.00	£ 3,091.55	£ 29,974.55
Woodlands	Heating & Ventilati	£ 60,000.00	£ 6,900.00	£ 66,900.00
		£ 129,591.37	£ 14,903.01	£ 144,494.38

Failure to address the above school condition elements could lead to full or partial school closures due to health and safety issues which impact on the welfare of staff and pupils.

It is proposed that the schools will pay a percentage of the quoted indicative costs, based on a sliding scale to keep it affordable (see Business Case for a detailed breakdown). The table below indicates a 10% school contribution which would be deducted from the project payment once the works have been invoiced and paid, if the proposed model is approved.

School	Project	School 10%
Cann Bridge	Fencing & Bank	£ 1,050.00
Ham Drive	Boiler	£ 3,220.84
Mill Ford	Survey Suite	
Woodlands	Heating & Ventilati	£ 6,000.00
		£ 10,270.84

4. TIMESCALES

It was previously agreed that the schools condition works are now carried out as individual 1 year programme of works with an additional reactive maintenance budget of £200k in reserve to deal with any major incidents or failures which are currently unforeseeable. This allows for fluctuations in costs or scope of the works to be adjusted as necessary without the repeated need to seek additional approvals. This requires an addition of £194,786.50 to bring it back to the £200k, allowing for issues arising over the winter/spring periods.

Approval of the proposed Condition Works identified to be carried out in 2024/25 and the associated reactive maintenance budget to deal with urgent/emergency health safety wind and watertight building issues.

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CAPITAL INVESTMENT BUSINESS CASE

Schools Condition Works Programme



EXECUTIVE SUMMARY

The Executive Summary is a short summary of the Business Case and should be the last section you complete, this will enable you to extract or only the key facts from relevant sections i.e. 'project on a page'. The summary is a 'snapshot' of the business case which will need to tell the story and sell the proposal.

key notes

Plymouth City Council receives a Central Government Capital Grant allocation each year from the Department for Education, to support Major Works to the school estate, although this funding has to be strategically targeted at the worst elements of the School Estate.

Plymouth City Council have legacy and future elements within the wider estate that are in need of repair and/or replacement, although this is accurately prioritised/rated and will, going forward, form part of an annual Condition programme funded by the Capital Condition Grant.

Plymouth City Council actively reviews the overall condition of the school estate and monitor triggers/thresholds that could lead to a refurbishment or replacement of a specific element of a school, or in an extreme case, the school in its entirety. However this will also be linked to suitability issues, as well as condition and viability elements. All Condition Works identified then form elements of a package of works/programme.

There are elements of the Estate in need of major works, replacement and/or outside of their life expectancy/obsolete. However PCC ensures that in these instances that there are no Health and Safety, Safeguarding, Wind and Watertight issues. This ensures that there are no buildings with issues that would reasonably be expected to be unsafe, at risk of collapse, or present an imminent danger to the users or public.

Local Authority schools are responsible for minor works and the general day to day maintenance of their estate, although PCC do offer ongoing support and guidance to these schools as required.

Currently there are 18 maintained schools remaining, however some of these are currently undergoing, or investigating, an academisation options for themselves.

Where Condition Works are deemed necessary, Education, Participation & Skills (EPS) will assist the schools in obtaining the necessary quotes, evaluate the quotations received and the appointment of the contractor. EPS will monitor and evaluate the ongoing works as required and will sign off the works on completion. We will then reimburse 90% of the costs to the school.

Approval is now sought for funding to carry out urgent Health and Safety/condition works on the following schools:

Establishment Number	Establishment Name	Type Of Establishment (name)	School Capacity	Number Of Pupils	Administrative Ward (name)
7063	Cann Bridge School	Community special school	108	95	Moor View
2638	College Road Primary School	Foundation school	210	204	Devonport

1008	Ham Drive Nursery School	Nursery school		78	Ham
7069	Mill Ford Special School	Community special school	108	121	Honicknowle
7062	Woodlands Special School	Heating & Ventilation	85	85	Budshead

This Business Case will concentrate on the following schools, all of which have costly condition works which need to be resolved in order to maintain the schools as operational.

School	Condition Business Case 2024	Indicative Costs	11.5% Contingency	Total
Cann Bridge	Fence & Bank	£10,500.00	£1,207.50	£11,707.50
Ham Drive	Boiler	£32,208.37	£3,703.96	£35,912.33
Mill Ford	Survey Suite – Pre works	26,883.00	£3,091.55	£29,974.55
Woodlands	Heating & Ventilation	£60,000.00	£6,900.00	£66,900.00
Total		£129,591.37	£14,903.01	£144,494.38

key risks

The residual risks are:-

- Partial/full closure of a school premises, if no actions are taken.
- Potential claims due to accidents or ill health, if no actions are taken.
- Timing, the programme of works needs to be carried out where possible during the major school closure periods to avoid major disruption and health and safety issues.
- Failure to achieve the above could leave pupils without a safe or adequate learning environment.
- Time is required to obtain quotations and award works to various contractors during their major busy period on various sites.
- We are still feeling the impacts of Covid on manufacturing along with cost inflation and uncertainties associated to the economy. Due to the markets, there is cost uncertainty and only when orders are placed will the final outturn costs be fully confirmed.
- No schools currently included in the programme have indicating they intend to transfer to academy.

SECTION I: PROJECT DETAIL			
Project Value (indicate capital or revenue)	£339,280.88	Contingency (show as £ and % of project value)	£14,903.01 (11.5%)
Programme	Condition Works Programme at identified Schools	Directorate	Childrens Services
Portfolio Holder	Cllr Sally Cresswell	Service Director	Lisa Linscott
Senior Responsible Officer (client)	Amanda Paddison	Project Manager	Ian Baker
Address and Post Code	Various	Ward	Citywide

Current Situation: *(Provide a brief, concise paragraph outlining the current situation and explain the current business need, problem, opportunity or change of circumstances that needs to be resolved)*

It is proposed, in order to deal with the condition issues at the maintained schools identified, that a programme is utilised in order to facilitate the undertaking and completion of the various works at multiple locations, together with any associated works, in order to remove the most serious condition elements.

Education, Participation & Skills will oversee the programme of works as the Client, monitoring the quality and cost during the lifetime of the various school projects and overseeing the delivery of the projects to the expected standards contained within the programme of works.

The schools will raise the necessary orders and will only be reimbursed, in full, following full and satisfactory completion of the works, which will be approved by EPS on completion. The schools will be responsible for providing all financial information requests throughout the project and any subsequent queries that may arise post contract.

The schools for the proposed programme of works currently are:-

School	Condition Business Case 2024/25
Cann Bridge	Fence & Bank
Ham Drive Nursery	Boiler
Mill Ford	Suite of Surveys – Structural, Condition, M&E
Woodlands	Heating / Ventilation

The cost of not doing anything to reduce the poor condition elements of the estate could potentially lead to partial, or whole school closure(s), due to Health and Safety or Safeguarding issues.

Condition works:

It is proposed that the individual school projects identified above are carried out as part of a phased Programme of Works, making full use of the long school breaks to accomplish the works whilst minimising the disruption to the operation of the schools.

Proposal: *(Provide a brief, concise paragraph outlining your scheme and explain how the business proposal will address the current situation above or take advantage of the business opportunity) and (What would happen if we didn't proceed with this scheme?)*

The proposal addresses the 2024/2025 School Condition Work(s) related elements.

The proposed Programme of Works would provide the basic minimum standard expected for the safe and effective operation of the schools.

The schools will all need to function alongside building works on the site, making the programme of works being carried out during the holiday breaks the most suitable solution. The Client and PCC, will work closely with the Senior Management Team of the schools to ensure that all works and operations are managed and supervised accordingly. The day to day running of the school would not be adversely affected and the project team(s) would make full use of holiday periods to carry out the majority of the works required.

The approval of this Business Case will allow the Condition works to be completed as a Programme of Works for the aforementioned projects, during the 2024/25 holiday periods.

It is further proposed that we include a top up of the reserved sum of £200k, for 'Reactive Maintenance'. The top up required would be £194,786.50. This will allow EPS to react to critical

incidents without the delay, for instance a boiler failure, damaged roof, collapsed sewer, flood, alarm or services failure etc. to resolve/mitigate the issue in a timely manner.

Condition Surveys have been carried out on the various sites to identify the extent of the issue. Surveyors, and PCC representatives and contractors have visited the sites to complete evaluations of the works required and to provide technical guidance and quotations for the works.

Option 1

Do Nothing. This option was discounted for all sites because of the Health and Safety issues or the potential closure of parts or all of a school building.

Option 2

Close the school or part of the school and transport children to other schools. This option was discounted because of the increased transport cost and the disruption in education this would cause for all pupils.

Option 3,

(Preferred Option).

Carry out the proposed Programme of Summer Condition Works, removing / reducing the H & S issues to increase the life expectancy of the school building by reducing condition damage and making the schools watertight.

If the Planned projects are carried out or commenced during the school holidays, this eliminates/reduces disruption to pupils and parents whilst enabling the various contractors to have full site access to carry out works, ensuring materials could be delivered and stored safely on the school grounds whilst also minimising the impact on the local community.

Milestones and Date:		
Contract Award Date	Start On Site Date	Completion Date
Order's to be raised as soon as possible to secure work slots with various contractors	Mid December 2024	Initially Phased for December 2024 to Easter 2025 (programme)

SECTION 2: PROJECT RISK, OUTCOMES AND BENEFITS

Risk Register: *The Risk Register/Risk Log is a master document created during the early stages of a project. It includes information about each identified risk, level of risk, who owns it and what measures are in place to mitigate the risks (cut and paste more boxes if required).*

Potential Risks Identified		Likelihood	Impact	Overall Rating
Risk	Failure to provide safe teaching and learning environment.	High	High	High
Mitigation	Undertake programme of works as described.	Low	Low	Low
Calculated risk value in £ (Extent of financial risk)	£ Unlimited			An accident, injury or Occupational Health claim, associated to a Health & Safety incident, can be unlimited. Loss of reputation within the City.

Outcomes and Benefits

List the outcomes and benefits expected from this project.

(An **outcome** is the result of the change derived from using the project's deliverables. This section should describe the anticipated outcome)

(A **benefit** is the measurable improvement resulting from an outcome that is perceived as an advantage. Benefits are the expected value to be delivered by the project, measurable whenever possible)

Financial outcomes and benefits:	Non-financial outcomes and benefits:
<ul style="list-style-type: none"> Schools remain operational (and Fit for Purpose), without the school or PCC incurring any negative publicity or incurring costs for temporary accommodation due to partial or full school closures for health and safety / safeguarding issues. Assets are maintained to a good standard, benefiting staff, pupils and the local community. These works can prevent further issues from developing by maintaining buildings in good condition reducing the likelihood of future building works, avoiding costs on other building works. Reduces reactive maintenance costs for the schools. 	<ul style="list-style-type: none"> Schools remain operational without the school or PCC incurring any negative publicity due to Health and Safety and or safeguarding issues. The condition of the school is improved, providing better working and learning environments. Poorly maintained schools are not popular with pupils, parents or teachers and can affect Health, Safeguarding and Wellbeing, thus pupil numbers. Prevent further building deterioration caused by water ingress and causing internal damage. Prevent school closure due to health and safety risks identified above if inspected by a Health & Safety Officer (HSO).

Low Carbon	
What is the anticipated impact of the proposal on carbon emissions	Compliance with all Building Regulations and ACOPS. It is an environmentally friendly solution as well maintained buildings reduce the overall carbon emissions and reduces overall energy consumption.
How does it contribute to the Council becoming Carbon neutral by 2030	<p>If sustainability and environmental elements are added to units, this promotes further carbon savings and works towards carbon neutrality.</p> <p>Carrying out condition works on schools will improve the overall energy efficiency of the existing buildings by replacing old systems with more energy-efficient ones, such as better boilers.</p> <p>Responsible condition works also means that occupants will use less energy day-to-day, but it also means more embodied carbon as more material is added to the building and older dilapidated and inefficient systems are updated. These improvements can extend the lifespan of the building and so they help avoid the embodied carbon needed to replace an old building with a new one.</p>
Have you engaged with Procurement Service?	
Procurement route options considered for goods, services or works	N/A
Procurements Recommended route.	N/A
Who is your Procurement Lead?	N/A
Is this business case a purchase of a commercial property	
If yes then provide evidence to show that it is not 'primarily for yield'	N/A

Which Members have you engaged with and how have they been consulted (<i>including the Leader, Portfolio Holders and Ward Members</i>)	Lisa Linscott (Service Director for Education, Participation & skills), Amanda Paddison (Head of Access to Learning) and SEND have consulted with Sally Cresswell (Portfolio Holder for Education)
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SECTION 4: FINANCIAL ASSESSMENT

FINANCIAL ASSESSMENT: *In this section the robustness of the proposals should be set out in financial terms. The Project Manager will need to work closely with the capital and revenue finance teams to ensure that these sections demonstrate the affordability of the proposals to the Council as a whole. Exact amounts only throughout the paper - not to be rounded.*

CAPITAL COSTS AND FINANCING

Breakdown of project costs including fees surveys and contingency	Prev. Yr.	23/24	24/25	25/26	8.	71	Future Yrs.	Total
	£	£	£	£			£	£
Capital (DfE Condition Funding Grant.) (90% of indicative costs)			119,320.53					
Schools Contribution (10% of indicative costs)			10,270.84					
Contingency including design, survey and fees (DfE Condition Funding Grant.) (11.5% of total indicative costs)			14,903.01					
Reactive Condition Maintenance			194,786.50					
Total capital spend Capital (DfE Condition Funding Grant.)			339,280.88					

Provide details of proposed funding: *Funding to match with Project Value*

Breakdown of proposed funding	Prev. Yr.	23/24	24/25	25/26	26/27	27/28	Future Yrs.	Total
	£	£	£	£	£	£	£	£
DfE Condition Funding Grant.			329,010.04					
School Contribution			10,270.84					
Total funding			339,280.88					

<p>Which external funding sources been explored</p>	<p>Allocated funding from School Condition Funding Budget to carry out the works.</p> <p>It has been previously approved that schools contribute to the costs of the condition works on a sliding scale, as identified below:</p> <p>The school contributions are based on a sliding scale:-</p> <p>For projects up to £100K Requires a 10% School's contribution up to the £100k threshold. Equals a contribution of £100 per thousand. Making the schools maximum contribution £10K</p> <p>For projects over £100K up to £250K Requires a 10% School's contribution for the initial £100K = £10k (as above) plus an additional 5% contribution of £50 per thousand from £100k to £250k. Making the schools maximum contribution £17.5K</p> <p>For projects in excess of £250k Requires a 10% School's contribution for the initial £100K = £10k plus the additional 5% contribution of £50 per thousand from £100k to £250k = £17.5K (as above) plus a further 2.5% contribution of £25 per thousand over £250K</p> <p>A minimum project value of £10,000 must be exceeded before a project is considered for a condition project and it must be a major component/element failure not decorative or cosmetic. Condition projects are also not for improvement or expansion Only in exceptional cases will lower values be considered and must be approved by the Head of Service and Service Director.</p> <p>The schools contribution is to be recovered post works (deducted from the final payment to the school) and added back into Condition Budget for future years, works programmes.</p> <table border="1" data-bbox="464 1312 1347 1585"> <thead> <tr> <th>School</th> <th>Condition Business Case 2024</th> <th colspan="2">School Contribution</th> </tr> <tr> <th></th> <th></th> <th colspan="2">10%</th> </tr> </thead> <tbody> <tr> <td>Cann Bridge</td> <td>Fence & Bank</td> <td>£</td> <td>1,050.00</td> </tr> <tr> <td>Ham Drive</td> <td>Boiler</td> <td>£</td> <td>3,220.84</td> </tr> <tr> <td>Mill Ford</td> <td>Survey Suite – Pre works</td> <td>£0</td> <td></td> </tr> <tr> <td>Woodlands</td> <td>Heating & Ventilation</td> <td>£</td> <td>6,000.00</td> </tr> <tr> <td>Total</td> <td></td> <td>£</td> <td>10,270.84</td> </tr> </tbody> </table>	School	Condition Business Case 2024	School Contribution				10%		Cann Bridge	Fence & Bank	£	1,050.00	Ham Drive	Boiler	£	3,220.84	Mill Ford	Survey Suite – Pre works	£0		Woodlands	Heating & Ventilation	£	6,000.00	Total		£	10,270.84
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Total		£	10,270.84																										
<p>Are there any bidding constraints and/or any restrictions or conditions attached to your funding</p>	<p>Condition funding is provided annually by the DfE for the maintenance of the maintained school buildings. Academy schools are funded directly by the ESFA for their condition works and therefore are not eligible to be funded by PCC. There are no bidding constraints attached to this funding.</p>																												
<p>Tax and VAT implications</p>	<p><u>VAT Implications</u></p> <p>The project relates to urgent Health and Safety / Condition works on a number of primary and special schools. Since the provision of statutory education is a non-business activity of the Council, the VAT incurred on the project will be fully recoverable and there will be no adverse impact on the Council's partial exemption position.</p>																												

Tax and VAT reviewed by	Sarah Scott (Service Accountant, Finance)
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REVENUE COSTS AND IMPLICATIONS

Cost of Developing the Capital Project (To be incurred at risk to Service area)

Total Cost of developing the project	N/A
Revenue cost code for the development costs	N/A
Revenue costs incurred for developing the project are to be included in the capital total, some of the expenditure could be capitalised if it meets the criteria	N/A
Budget Managers Name	Amanda Paddison (Head of Access to Learning, Education, Participation & Skills)

Ongoing Revenue Implications for Service Area

	Prev. Yr. £	23/24 £	24/25 £	25/26 £	26/27 £	27/28 £	Future Yrs. £
Service area revenue cost							
Other (eg: maintenance, utilities, etc)		0	0	0	0	0	0
Loan repayment (terms agreed with Treasury Management)		0	0	0	0	0	0
Total Revenue Cost (A)		0	0	0	0	0	0
Service area revenue benefits/savings							
Annual revenue income (eg: rents, etc)		0	0	0	0	0	0
Total Revenue Income (B)		0	0	0	0	0	0
Service area net (benefit) cost (B-A)		0	0	0	0	0	0
Has the revenue cost been budgeted for or would this make a revenue pressure	N/A						
Which cost centre would the revenue pressure be shown					Has this been reviewed by the budget manager	Y/N	
Name of budget manager	Amanda Paddison (Head of Access to Learning, Education, Participation & Skills)						
Loan value	£0	Interest Rate	%	Term Years		Annual Repayment	£
Revenue code for annual repayments	N/A						
Service area or corporate borrowing	N/A						
Revenue implications reviewed by	Louise Jenkins (Lead Accountancy Manager)						

Version Control: (The version control table must be updated and signed off each time a change is made to the document to provide an audit trail for the revision and update of draft and final versions)				
Author of Business Case	Date	Document Version	Reviewed By	Date
Ian Baker (School Investment & Organisational Manager)	2/7/24	0	Anna-Leigh Selvester, Amanda Paddison, Alison Critchfield, Sarah Scott, Jake Metcalfe, Louise Jenkins	2/7/24
Ian Baker (School Investment & Organisational Manager)	15/7/24	1	Anna-Leigh Selvester, Amanda Paddison, Alison Critchfield, Sarah Scott, Jake Metcalfe, Louise Jenkins	1/10/24
Ian Baker (School Investment & Organisational Manager)	01/10/2024	2	Anna-Leigh Selvester, Amanda Paddison, Alison Critchfield, Sarah Scott, Jake Metcalfe, Louise Jenkins	06/01/2025
Ian Baker (School Investment & Organisational Manager)	13/01/2025	3	Anna-Leigh Selvester, Tina Brinkworth, Alison Critchfield, Jake Metcalfe, Louise Jenkins	

SECTION 6: RECOMMENDATION AND ENDORSEMENT

It is recommended that the Leader of the Council

- Approves the Business Case
- To delegate the award of contracts to the Service Director for Education Participation and Skills where they would not otherwise have the authority to do so;
- To allocate £339,280.88 to the Capital Programme, financed by DfE School Condition Grant (90%) and Schools Contributions (10%) (figure includes contingency amount)

Councillor Tudor Evans OBE, Leader

David Haley, Director of Children's services

Either email dated: Date 17/01/2024

Either email dated: Date 31 October 2024

Or signed:

Tudor Evans

Signed:

David Haley

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EQUALITY IMPACT ASSESSMENT – [SCHOOL CONDITION WORKS]

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

Author(s): The person completing the EIA template.	Ian Baker	Department and service:	Education, Participation & Skills	Date of assessment:	02/07/24
Lead Officer: Head of Service, Service Director, or Strategic Director.	Tina Brinkworth	Signature:	<i>Tina Brinkworth</i>	Approval date:	16/01/2025
Overview:	To carry out the proposed Programme of Condition Works, removing / reducing the H & S issues to increase the life expectancy of the school building by reducing condition damage and making the schools watertight. The schools require maintenance which is sometimes unaffordable, as the LA we are responsible for ensuring that the schools are maintained to a safe standard which ensure public, staff and students health and safety, enabling them to work in appropriately maintained buildings.				
Decision required:	<ul style="list-style-type: none"> To Approves the Business Case To delegate the award of contracts to the Service Director for Education Participation and Skills where they would not otherwise have the authority to do so; To allocate £339,280.88 to the Capital Programme, financed by DfE School Condition Grant (90%) and Schools Contributions (10%) (figure includes contingency amount) 				

SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

Potential external impacts: Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?	Yes		No	x
Potential internal impacts: Does the proposal have the potential to negatively impact Plymouth City Council employees?	Yes		No	x
Is a full Equality Impact Assessment required? (if you have answered yes to either of the questions above then a full impact assessment is required and you must complete section three)	Yes		No	x

If you do not agree that a full equality impact assessment is required, please set out your justification for why not.

SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT

Protected characteristics (Equality Act, 2010)	Evidence and information (e.g. data and consultation feedback)	Adverse impact	Mitigation activities	Timescale and responsible department
Age	<p>Plymouth</p> <ul style="list-style-type: none"> • 16.4 per cent of people in Plymouth are children aged under 15. • 65.1 per cent are adults aged 15 to 64. • 18.5 percent are adults aged 65 and over. • 2.4 percent of the resident population are 85 and over. <p>South West</p> <ul style="list-style-type: none"> • 15.9 per cent of people are aged 0 to 14, 61.8 per cent are aged 15 to 64. • 22.3 per cent are aged 65 and over. <p>England</p> <ul style="list-style-type: none"> • 17.4 per cent of people are aged 0 to 14. • 64.2 per cent of people are aged 15 to 64. • 18.4 per cent of people are aged 65 and over. <p>(2021 Census)</p>	None		

<p>Care experienced individuals (Note that as per the Independent Review of Children’s Social Care recommendations, Plymouth City Council is treating care experience as though it is a protected characteristic).</p>	<p>It is estimated that 26 per cent of the homeless population in the UK have care experience. In Plymouth there are currently 7 per cent of care leavers open to the service (6 per cent aged 18-20 and 12 per cent of those aged 21+) who are in unsuitable accommodation.</p> <p>The Care Review reported that 41 per cent of 19-21 year old care leavers are not in education, employment or training (NEET) compared to 12 per cent of all other young people in the same age group.</p> <p>In Plymouth there are currently 50 per cent of care leavers aged 18-21 Not in Education Training or Employment (54 per cent of all those care leavers aged 18-24 who are open to the service).</p> <p>There are currently 195 care leavers aged 18 to 20 (statutory service) and 58 aged 21 to 24 (extended offer). There are more care leavers aged 21 to 24 who could return for support from services if they wished to.</p>			
<p>Disability</p>	<p>9.4 per cent of residents in Plymouth have their activities limited ‘a lot’ because of a physical or mental health problem.</p> <p>12.2 per cent of residents in Plymouth have their activities limited ‘a little’ because of a physical or mental health problem (2021 Census)</p>	<p>None</p>		

Gender reassignment	0.5 per cent of residents in Plymouth have a gender identity that is different from their sex registered at birth. 0.1 per cent of residents identify as a trans man, 0.1 per cent identify as non-binary and, 0.1 per cent identify as a trans women (2021 Census).	None		
Marriage and civil partnership	40.1 per cent of residents have never married and never registered a civil partnership. 10 per cent are divorced, 6 percent are widowed, with 2.5 per cent are separated but still married. 0.49 per cent of residents are, or were, married or in a civil partnerships of the same sex. 0.06 per cent of residents are in a civil partnerships with the opposite sex (2021 Census).	None		
Pregnancy and maternity	The total fertility rate (TFR) for England was 1.62 children per woman in 2021. The total fertility rate (TFR) for Plymouth in 2021 was 1.5.	None		

<p>Race</p>	<p>In 2021, 94.9 per cent of Plymouth’s population identified their ethnicity as White, 2.3 per cent as Asian and 1.1 per cent as Black (2021 Census)</p> <p>People with a mixed ethnic background comprised 1.8 per cent of the population. 1 per cent of the population use a different term to describe their ethnicity (2021 Census)</p> <p>92.7 per cent of residents speak English as their main language. 2021 Census data shows that after English, Polish, Romanian, Chinese, Portuguese, and Arabic are the most spoken languages in Plymouth (2021 Census).</p>	<p>None</p>		
<p>Religion or belief</p>	<p>48.9 per cent of the Plymouth population stated they had no religion. 42.5 per cent of the population identified as Christian (2021 Census).</p> <p>Those who identified as Muslim account for 1.3 per cent of Plymouth’s population while Hindu, Buddhist, Jewish or Sikh combined totalled less than 1 per cent (2021 Census).</p>	<p>None</p>		
<p>Sex</p>	<p>51 per cent of our population are women and 49 per cent are men (2021 Census).</p>	<p>None</p>		
<p>Sexual orientation</p>	<p>88.95 per cent of residents aged 16 years and over in Plymouth describe their sexual orientation as straight or heterosexual. 2.06 per cent describe their sexuality as bisexual, 1.97 per cent of people describe their sexual orientation as gay or lesbian. 0.42 per cent of residents describe their sexual orientation using a different term (2021 Census).</p>	<p>None</p>		

SECTION FOUR: HUMAN RIGHTS IMPLICATIONS

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	These proposals contribute to the right to an education in suitable premises	The project will be managed by PCC at the end of the current 2024-25 academic years.	2024-25 academic years, Education, Participation & Skills

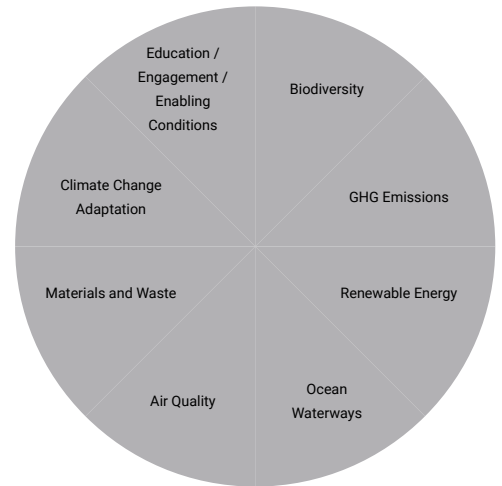
SECTION FIVE: OUR EQUALITY OBJECTIVES

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
<p>Work together in partnership to:</p> <ul style="list-style-type: none"> ▪ promote equality, diversity and inclusion ▪ facilitate community cohesion ▪ support people with different backgrounds and lived experiences to get on well together 	<p>The proposal supports the diversity and inclusivity of Plymouth, ensuring that all pupils, regardless of gender or disability have access to suitable buildings supporting a brilliant start in education:</p> <ul style="list-style-type: none"> - People should be able to access opportunity whatever their circumstances - Things that make the biggest difference to people’s lives should get priority when deciding where limited resources go - Preventing inequalities is more effective than trying to eliminate them <p>- Services should be provided ‘with’ people, not ‘for’ them</p>	<p>We provide parents, staff and governors at the schools, local residents and other stakeholders with the opportunity to participate in the decision making on the proposals, to provide children with improved facilities that will promote diversity and independence and reduce social inequality.</p>	<p>The project will be managed by PCC and completed by the end of the current 2024-25 academic years.</p>
<p>Give specific consideration to care experienced people to improve their life outcomes, including access to training, employment and housing.</p>	<p>The proposal supports Plymouth Schools in providing education, training and support for care experienced people.</p>	<p>Provides improved facilities that ensure that staff, children and young people are safe and confident in their communities, by providing suitable education accommodations.</p>	<p>The project will be managed by PCC and completed by the end of the current 2024-25 academic years.</p>

<p>Build and develop a diverse workforce that represents the community and citizens it serves.</p>	<p>The proposal supports Plymouth Schools in developing a diverse workforce to support the pupils and their community.</p>	<p>Provides improved facilities that ensure that staff, children and young people are safe and confident in their communities, by providing suitable education accommodations.</p>	<p>The project will be managed by PCC and completed by the end of the current 2024-25 academic years.</p>
<p>Support diverse communities to feel confident to report crime and anti-social behaviour, including hate crime and hate incidents, and work with partners to ensure Plymouth is a city where everybody feels safe and welcome.</p>	<p>The proposal supports Plymouth Schools in developing a diverse workforce to support the pupils and their community.</p>	<p>Provides improved facilities that ensure that staff, children and young people are safe and confident in their communities, by providing suitable education accommodations.</p>	<p>The project will be managed by PCC and completed by the end of the current 2024-25 academic years.</p>

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School Condition Works FINAL



Assessment ID: SCH516

Assessment Author: Ian Baker

Project Summary:

Condition Surveying Works for Plymouth LA schools . to establish an updated Condition Database

Summary of Assessment:

The process will generate reports and update existing data to facilitate future maintenance plans to manage the LA schools estate. The actual works will be picked up in future Business Cases.

Biodiversity Score: 3

Biodiversity Score Justification: It is a survey from which potential future actions will be drawn. If we do not have an updated data base it is not possible to categorise and work schedule

Biodiversity Score Mitigate: No

GHG Emissions Score: 3

GHG Emissions Score Justification: No impact as its a survey

GHG Emissions Score Mitigate: No

Renewable Energy Score: 3

Renewable Energy Score Justification: Has no impact on the points highlighted

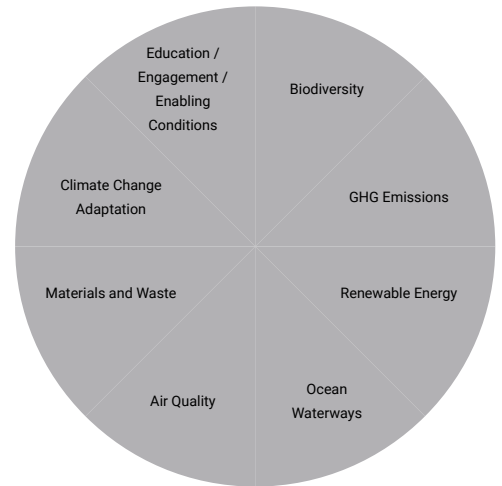
Renewable Energy Score Mitigate: No

Ocean and Waterways Score: 3

Ocean and Waterways Score Justification: No Impact as its does not do anything physical as its only a visual survey

Ocean and Waterways Score Mitigate: No

School Condition Works FINAL



Air Quality Score: 3

Air Quality Score Justification: will have no air impact or emissions

Air Quality Score Mitigate: No

Materials and Waste Score: 3

Materials and Waste Score Justification: No waste will be produced and no materials used or required

Materials and Waste Score Mitigate: No

Climate Change Adaptation Score: 3

Climate Change Adaptation Score Justification: No Impact as its only generating a report at this stage

Climate Change Adaptation Score Mitigate: No

Education / Engagement / Enabling Conditions Score: 3

Education / Engagement / Enabling Conditions Score Justification: the report is to inform only Any actions coming out of the report will be captured in future Business Cases.

Education / Engagement / Enabling Conditions Score Mitigate: No

Wheel Key

- Long lasting or severe negative impact
- Short term or limited negative impact
- No impact or neutral impact
- Short term or limited positive impact
- Long lasting or extensive positive impact