

Nottingham City Council Delegated Decision



Nottingham
City Council

| | |
|------------------------------|---|
| Reference Number: | 2564 |
| Author: | Sushma Fear |
| Department: | Chief Executives Group |
| Contact: | Sushma Fear (Job Title: Assistant Project Manager, Email: sushma.fear@nottinghamcity.gov.uk, Phone: 01158763411) |
| Subject: | Approval of the Schools' Forum funding to progress the Schools Accessibility Programme for 2016/17 |
| Total Value: | £270,657 (Type: Capital) |
| Decision Being Taken: | <p>Approval is sought for:</p> <ol style="list-style-type: none">1. The allocation of the Schools' Forum Funding for disability access works in schools, as prioritised by the Disability Access Group (DAG). These projects are identified in the attached Appendix.2. The appointment of Design Services to support and deliver the Schools Accessibility Programme for 2016/17.3. The appointment of a contractor through the use of the Nottingham City Council Design Services' Minor Works Framework to deliver the Schools Accessibility Programme for 2016/17.4. The delegated authority to approve any future projects that are prioritised by DAG and are within the funding envelope of £270,657, along with the appointment of Design Services and contractors as necessary be given to the Corporate Director for Children and Adults in consultation with the Portfolio Holder for Education, Employment and Skills. |

Reasons for the Decision(s)

The Dedicated Schools Grant funding approved by Schools' Forum has provided an opportunity to support both maintained and academy schools to improve their accessibility. Funding of £200k has been approved for allocation for the 2016/17 programme of works, there is also an under spend of £70,657 from the 2015/16 allocation that has been carried forward to this year for reallocation, which will allow further works to be undertaken at schools that will improve their accessibility for pupils with disabilities and / or special educational needs. A number of schemes have been identified for the 2016/17 programme of works which are specified in the Appendix. It is requested that the proposed programme is approved to allow for the identified projects to be progressed.

The programme of work has been generated from consultation with the schools' Special Educational Needs Coordinators (SENCOs), Occupational Therapists (OTs), Educational Psychologists (EPs), the School Admissions Team and the Special Educational Needs (SEN) Team. The schools identified in this report have been prioritised by the Disability Access Group and the works are required to support current and new pupils within the school. The programme covers a broad range of projects from simple schemes to install ramps and adapt toilets to major work required to make a school fully accessible. All of these works make a considerable difference to the care and education of children.

Referrals for adaptation work are child specific and are received throughout the year, and are generally required at short notice. Delegating the authority to the Corporate Director for Children and Adults in consultation with the Portfolio Holder for Education, Employment and Skills to approve future schemes, within this funding envelope will allow a timely response to future needs. These additional schemes will be funded by the contingency that is identified in the Appendix.

Design Services will be engaged with and appointed to support and deliver the Schools Accessibility Programme and will include site surveys, the compilation of project specifications and design proposals; they will also manage the work on site with the contractor. All fees associated with the engagement of Design Services will be included within the specified approval total for each individual project identified within the funding envelope. Design Services will utilise the Nottingham City Council Design Services Minor Works Framework (CPU 1245) of three contractors to appoint a contractor for the Schools Accessibility Programme either through a mini competition where the proposed work is anticipated to total over £5k or through a direct award if the proposed work is below the £5k threshold or the work is deemed as an urgent priority. All quotes received from the contractors will be reviewed to ensure value for money. The Nottingham City Council Design Services Minor Works Framework offers a legally compliant route for procuring this programme of work.

Briefing notes documents:

Appendix 20160711.xlsx

Other Options Considered:

1. To do nothing. This option has been rejected as there is an identified need for the specified accessibility work to allow children with disabilities and / or special educational need to access the school.
2. To use an alternative framework, for example the Local Educational Partnership. This was rejected as the Schools Accessibility projects are generally small and this route would not represent best value.

Background Papers:

None.

Published Works:

None.

| | |
|--|--|
| Affected Wards: | Citywide |
| Colleague / Councillor Interests: | None. |
| Consultations: | Those not consulted are not directly affected by the decision. |
| Crime and Disorder Implications: | There are no crime and disorder implications. |
| Equality: | Please login to the system to view the EIA document: Equality Impact Assessment 20160629.doc |
| Social Value Considerations: | The EU threshold is not exceeded. |
| Decision Type: | Portfolio Holder |
| Subject to Call In: | Yes |
| Call In Expiry date: | 24/08/2016 |
| Advice Sought: | Legal, Finance, Procurement, Equality and Diversity, Property, Other: Asaad Raof(asaad.raof@nottinghamcity.gov.uk) |
| Legal Advice: | This report raises no significant legal issues. Advice provided by Andrew James (Team Leader Contracts and Commercial) on 18/07/2016. |

Finance Advice:

Funding for these proposed schemes has been agreed by Schools Forum and is to come from the Dedicated Schools Grant (DSG).

The capital programme will be amended to include the schemes as set out in Appendix A and the funding contribution. There will be no change to the overall net position of the capital programme.

Advice provided by Tim Gallimore (Senior Finance Assistant) on 01/07/2016.

On 29th March 2012, Schools Forum approved the allocation of an annual £0.200m budget from the Dedicated Schools Grant for schools accessibility works. This is incorporated into the 2016/17 approved Schools Budget. In addition, there is an £0.076m uncommitted balance brought forward from 2015/16 which is available to be allocated in 2016/17.

This expenditure is reported as CERA (capital expenditure from the revenue account) on the statutory Section 251 statement. This expenditure line is not subject to academy recoupment. Academies will be included in the prioritisation of works.

Advice provided by Kathryn Mair Stevenson (Finance Analyst) on 07/07/2016.

Procurement Advice:

Use of the in-house Design Service team for delivery of this scheme is in keeping with Nottingham City Council's Contract Procedure Rules and the 'Make or Buy' policy.

As long as all further appointments required for these works (additional consultants, contractors, etc.) are carried out in accordance with either Nottingham City Council's Contract Procedure Rules or the Public Contracts Regulations (for example, via a compliant third-party framework or a competitive procurement exercise carried out in conjunction with the Procurement Team) then there are no concerns with the proposed recommendations.

Advice provided by Jonathan Whitmarsh (Lead Procurement Officer) on 15/07/2016.

Equality and Diversity Advice:

The proposal meets the public sector duty to ensure equality of opportunity. What will be key is the works provide full inclusivity for a wide spectrum of disabled people. Advice provided by Adisa Djan (Equalities and Diversity Consultant) on 13/07/2016.

Other Advice:

Advice by Design Services 14/7/16 - The Commercial & Operations Department's Design Service is currently working with client departments on reviewing suitable project delivery mechanisms to allow better control and monitoring over consultants performance, service and information received.

- . Design Services will act as the first point of call for delivering projects.**

- . Design Services will provide the professional design and construction project management services associated with this project. In-house professional services will include;**
 - o Architecture**
 - o Quantity Surveying / Cost Management Services**
 - o Structural Engineering Services**

- . Design Services will also assist the client team in their duties under CDM2015 including the assembly of pre-construction information.**

- . Design Services will provide a Design Management Service - where, due to capacity or requirement for specialist input, Design Services are unable to deliver part or all of the required service via internal resources, Design Services will commission and procure the necessary consultants via an approved Framework route (eg. Scape/BECS - Built Environment Consultancy Services framework). As such the report seeks approval for Design Services to appoint necessary consultants.**

- . Under this remit, Design Services will also provide a Design VFM Assurance Service overseeing any appointed consultants. The cost of any specialist service will be funded entirely through the project with no additional cost to the Council. Design Services will assist clients and provide a support service to review and quality assure the design and construction process. This will help ensure that the service and project information from consultants is, where appropriate, robustly challenged against design, cost and technical content and will help offer the Council greater value for money in the services and performance received from external consultants and providers.**

Detailed information on the use consultants used to support Council projects will be logged. The collation of this intelligent data will be used to support future business cases with a view to eventually recruit and deliver internally.

Advice provided by Asaad Raof (Design Services Manager) on 14/07/2016.

Property Advice:

There are no land and building implications if the Schools are NCC owned however the academies should refer to the lease terms and get the necessary consents.

This decision should be sent to Building Services Commercial and Operational Services for the attention of Asaad Raof for his comments. Advice provided by Peter Taylor (Senior Surveyor) on 06/07/2016.

Signatures

| |
|--|
| Sam Webster (PH for Education, Employment and Skills) |
| SIGNED and Dated: 16/08/2016 |
| Alison Michalska (Corporate Director for Children and Adults) |
| SIGNED and Dated: 08/08/2016 |