

FULL BUSINESS CASE (FBC)

A. GENERAL INFORMATION

A1. General

Project Title <i>(as per Voyager)</i>	SELLY OAK TRUST SCHOOL – NEW BUILD EXTENSION – FULL BUSINESS CASE		
Oracle code			
Portfolio /Committee	Children Young People and Families	Directorate	Children and Families
Approved by Project Sponsor	Zahid Mahmood	Approved by Finance Business Partner	Paul Durrant

A2. Outline Business Case approval *(Date and approving body)*

Schools Capital Programme – School Condition Allocation, High Needs Allocation, Basic Need Allocation 2024-25+ Future Years Cabinet Report.

A3. Project Description

These works are for the detailed design services to build an extension at Selly Oak Trust school for additional classroom space and to replace existing teaching accommodation that is no longer fit for purpose.

A4. Scope

This Business Case is to seek approval for the project costs for the design services for the capital scheme for the extension works at Selly Oak Trust School and to award the contract for the Pre-Construction Services Agreement (PCSA) period to commence.

A5. Scope exclusions

No works outside this scope will be undertaken

B. STRATEGIC CASE

This sets out the case for change and the project's fit to the Council Plan objectives

B1. Project objectives and outcomes

The case for change including the contribution to Council Plan objectives and outcomes

- A Bold Prosperous Birmingham
- A Bold Inclusive Birmingham
- A Bold Safe Birmingham
- A Bold Healthy Birmingham
- A Bold Green Birmingham

The extension works at Selly Oak Trust meets the Council Plan objectives by ensuring that children and young people have a suitable and safe space to learn, grow and develop in so their full potential can be achieved.

B2. Project Deliverables

These are the outputs from the project e.g. a new building with xm2 of internal space, xm of new road, etc

The scope of works includes the following:

- Design services for the capital extension scheme.
- Demolition and removal of existing modular buildings.
- Construction of new two-storey extension.

B3. Project Benefits	
<i>These are the social benefits and outcomes from the project, e.g. additional school places or economic benefits.</i>	
Measure	Impact
<i>List at least one measure associated with each of the objectives and outcomes in B1 above</i>	<i>What the estimated impact of the project will be on the measure identified – please quantify where practicable (e.g. for economic and transportation benefits)</i>
To enable the additional uptake of pupils at Selly Oak Trust School.	Completing the extension works will provide suitable space for learning and development for additional pupils at Selly Oak Trust School and it enables the Council to meet its statutory obligations for to provide sufficient pupil places.
Support and enrich learning opportunities for children and young people.	On completion of the programme of works, pupils will have a fully functional safe, warm and dry environment before, during and after school hours.
B4. Benefits Realisation Plan	
<i>Set out here how you will ensure the planned benefits will be delivered</i>	
The extension works will ensure that Selly Oak Trust school will provide suitable space for learning and development to for additional pupils at Selly Oak Trust School and it enables the Council to meet its statutory obligations for to provide sufficient pupil places.	
B5. Stakeholders	
A stakeholder analysis is set out at G4 below.	
C. ECONOMIC CASE AND OPTIONS APPRAISAL	
<i>This sets out the options that have been considered to determine the best value for money in achieving the Council's priorities</i>	
C1. Summary of options reviewed at Outline Business Case	
<i>(including reasons for the preferred option which has been developed to FBC) If options have been further developed since the OBC, provide the updated Price quality matrix and recommended option with reasons.</i>	
<ul style="list-style-type: none"> The recommended option is for the project costs to be approved and the award of a contract to enable the school to ensure that children and young people have a suitable and safe space to learn, grow and develop. 	
C2. Evaluation of key risks and issues	
<i>The full risks and issues register is included at the end of this FBC</i>	
<p>Approval to engage in a PCSA with the contractor will allow for early input into the design and will ensure we keep on track for overall programme for delivering the main works. Risks to design stage have been considered as part of the process. A contingency sum of £50,000 for planning and survey costs has been allocated to the project. This contingency sum has been included in the project costs for the design stage.</p> <p>There are unknowns with the site and a requirement to obtain Planning and Building approval. Any risks from any issues arising will be mitigated by robust surveys being carried out during the PCSA period to inform the detailed design for the works required to be delivered.</p>	
C3. Other impacts of the preferred option	

<i>Describe other significant impacts, both positive and negative</i>
D. COMMERCIAL CASE
<i>This considers whether realistic and commercial arrangements for the project can be made</i>
D1. Partnership, Joint venture and accountable body working.
<i>Describe how the project will be controlled, managed and delivered if using these arrangements</i>
<p>Scheme will be delivered as follows:</p> <ul style="list-style-type: none"> • Client for the project is Birmingham City Council. • Project Management services will be provided and carried out by Acivico Ltd. • The end user is Selly Oak Trust School. • Regular 2 – 4 weekly meetings will be held with the project team, including client and the end user. • Programme will be monitored and developed to ensure that required timescales are achieved. • Scheme costs are to be continually assessed, developed and monitored.
D2. Procurement implications and Contract Strategy:
<i>What is the proposed procurement contract strategy and route? Which Framework, or OJEU? This should generally discharge the requirement to approve a Contract Strategy (with a recommendation in the report).</i>
<p>The procurement route is to carry out a further competition exercise using the Constructing West Midlands 2 Capital Works Framework Agreement.</p>
D3. Staffing and TUPE implications:
<p>None</p>

APPENDIX 1

Capital Costs & Funding	Financial Year	Totals
	2024/25	
Expenditure		
Selly Oak Trust School		
Construction costs, incl. Surveys, Investigations, & Statutory Fees and contingency	£447,644	£447,644
Acivico Fees	£268,715	£268,715
EDI Capitalisation	£21,491	£21,491
Total Project Cost Excluding VAT	£737,850	£737,850
Funding sources		
High Needs Grant (HNG)	£737,850	£737,850
Totals	£737,850	£737,850

E2. Evaluation and comment on financial implications:

The current costs for the project are based on the tender report dated 15th April 2024 provided by Acivico Ltd QS.

E3. Approach to optimism bias and provision of contingency

An allowance of £40,000 for surveys and £10,000 for Planning and Building Regulations compliance.

E4. Taxation

Describe any tax implications and how they will be managed, including VAT

N/A

F. PROJECT MANAGEMENT CASE	
<i>This considers how project delivery plans are robust and realistic</i>	
F1. Key Project Milestones	Planned Delivery Dates
<i>The summary Project Plan and milestones is attached at G1 below</i>	
Cabinet Member Approval	May 2024
Delegated Authority Approval to Award Phase 2	Early July 2024
Main Construction works	January 2025 – March 2026
Practical completion	March 2026
F2. Achievability	
<i>Describe how the project can be delivered given the organisational skills and capacity available</i>	
<ul style="list-style-type: none"> • Scope of work identified as in the project description. • Extensive site investigation carried out. • Project programme and costs have been developed. • Funding is in place. • Contractor has considerable previous experience. • Similar projects have been delivered on budget and to time by the project team. 	
F3. Dependencies on other projects or activities	
<ul style="list-style-type: none"> • Landlord Approval has been granted for the project. 	
F4. Officer support	
Project Manager:	Baljeet Uppal Interim Capital Programme Manager 07730 281 356 Baljeet.Uppal@birmingham.gov.uk
Project Accountant:	Jaspal Madahar Finance & Resources Manager 07766922478 jaspal.madahar@birmingham.gov.uk
Project Sponsor:	Zahid Mahmood Interim Head of Service, Education Infrastructure 07860906126 zahid.mahmood@birmingham.gov.uk
F5. Project Management	
<i>Describe how the project will be managed, including the responsible Project Board and who its members are</i>	
See D1	

G. SUPPORTING INFORMATION

(Please adapt or replace the formats as appropriate to the project)

G1. PROJECT PLAN
<i>Detailed Project Plan supporting the key milestones in section F1 above</i>
<ol style="list-style-type: none"> 1. Cabinet Member Approval – May 2024 2. Completion of PCSA – December 2024 3. Delegated award of Phase 2 contract – early July 2024 4. Start on site – January 2025 5. Completion – March 2026

APPENDIX 1

G2. SUMMARY OF RISKS AND ISSUES REGISTER			
<i>Risks should include Optimism Bias, and risks during the development to FBC</i>			
<i>Grading of severity and likelihood: High – Significant – Medium – Low</i>			
		Risk after mitigation:	
Risk or issue	Mitigation	Severity	Likelihood
Condition of the site is not clear	Detailed surveys are to be carried out as part of the pre-construction to establish the site conditions.	High	Medium / low
Building costs escalate	A fixed priced contract programme will be provided by the contractor which will be closely managed and monitored by the Project Team.	Low	Medium
Building works fall behind	A detailed construction programme will be provided by the contractor which will be closely managed and monitored by the Project Team.	Medium	Medium
BCC faced with increasing revenue costs	Consequential revenue costs arising including additional staffing, utility costs and any on-going day to day repair and maintenance of the asset will be the responsibility of the school. Any increase in revenue costs will be offset by an increase in income through increased pupil numbers provided by the DfE.	Low	Low

G3. EXTERNAL FUNDING AND OTHER FINANCIAL DETAILS
<i>Description of external funding arrangements and conditions, and other financial details supporting the financial implications in section E1 above (if appropriate)</i>
N/A

G4. STAKEHOLDER ANALYSIS

Stakeholder	Stake in project	Potential impact on project	What does the project expect from stakeholder	Perceived attitudes and/or risks	Stakeholder management strategy	Responsibility
Cabinet Members for ES&C and F&R	Strategic Overview of DGCF expenditure	High	Approval of Cabinet Member report and expenditure for project.	Strategy not approved	Early Consultation and Regular Briefing on all aspects of Basic Need	BCC / EDI
EDI's Consultant Partners (Acivico)	Design and Delivery	High	To support delivery and programme management.	Unable to design to budget Unable to deliver to timescales	Close working with other stakeholders Regular feedback	BCC/EDI /Acivico
School Leadership Team / Governors	Governing Body Agreement and End Users	High	Compliance with GBA Ongoing Revenue costs for R&M once works complete	N/A	Governing Body Agreement signed and regular project meetings	School Leadership Team/Academy Trust/ Governing Body EDI Project Officer
Pupils	End user	Low	Consultation	Nil	Through school's council	School Leadership Team

G5. BENEFITS REGISTER

For major projects and programmes over £20m, this sets out in more detail the planned benefits. Benefits should be monetised where it is proportionate and possible to do so, to support the calculation of a BCR and NPSV (please adapt this template as appropriate)

Measure	Annual value	Start date	Impact
<i>List at least one measure associated with each of the outcomes in B1 above</i>			<i>What the estimated impact of the project will be on the measure identified</i>
(A) Monetised benefits:	£		
(B) Other quantified benefits:			
(C) Non-quantified benefits:	n/a		

Other Attachments <i>provide as appropriate</i>	
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