

FULL BUSINESS CASE (FBC)

A. GENERAL INFORMATION

A1. General

Project Title <i>(as per Voyager)</i>	HAMILTON SCHOOL - APPROVAL FOR CAPITAL WORKS TO CREATE A TEMPORARY TWO STOREY CLASSROOM BLOCK, EXTERNAL PLAY SPACE AND CAR PARKING TO PROVIDE KEY STAGE 3 SEND PUPIL PLACES		
Voyager code	B1-AV06H-P101-EC0-LV002D-TZZZZ-JZZZ-JXXX LV002D-047		
Portfolio /Committee	Education and Skills	Directorate	Children & Families
Approved by Project Sponsor	Jaswinder Didially	Approved by Finance Business Partner	Clare Sandland

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

Schools' Capital Programme – School Condition Allocation, Basic Need Allocation 2022-23+ Future Years Cabinet Report (Approved by Cabinet on 26th April 2022)

A3. Project Description

The scheme is for the hire of a two-storey temporary classroom block for a two-year period to be created including additional external play space and car parking provision in order to accommodate 24 Key Stage 3 SEND places for September 2023, with a further 24 places provided for September 2024.

A4. Scope

This scheme involves works as described in the above project description

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
- Enjoy and achieve by attending school;
- Schools Capital Programme

B2. Project Deliverables

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

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Create additional pupil accommodation to allow the transfer to secondary provision, enabling the school to increase its Planned Admission Number (PAN) and accommodate a temporary increase in pupil numbers for the new secondary Key Stage 3 to meet high local demand.

B3. Project Benefits

These are the social benefits and outcomes from the project, eg additional school places or economic benefits.

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 (eg for economic and transportation benefits)</i>
The students will be taught in modern fit for purpose accommodation allowing for the delivery of a quality education.	Providing appropriate accommodation addresses identified demand and fulfils the Authority's statutory obligations to provide sufficient pupil places
The project delivers new teaching spaces.	Raised standards, improved behaviour, staff well-being and reduced turnover, mobility, facilitation of the sharing of good practice.
Support and enrich community and family learning e.g. positive parenting programme, basic skills, opportunities to address worklessness.	Children and young people will have a safe, warm and dry environment before, during and after school hours.
Promoting designs which support Birmingham's Education Vision.	Creating teaching and learning environments that are suitable for delivering education.

B4. Benefits Realisation Plan

Set out here how you will ensure the planned benefits will be delivered

Additional pupil numbers to be accepted by for Key Stage 3 by Hamilton School and commissioned numbers agreed accordingly through formal agreement with Local Authority.

B5. Stakeholders

A stakeholder analysis is set out at G4 below.

C. ECONOMIC CASE AND OPTIONS APPRAISAL

This sets out the options that have been considered to determine the best value for money in achieving the Council's priorities

C1. Summary of options reviewed at Outline Business Case

(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.

- The option of doing nothing would mean the City Council failing to meet its statutory obligation to ensure that there are sufficient pupil places, promote diversity and increase parental choice through planning and securing additional provision.
- The recommended option is to expand provision by creating a temporary two storey classroom block with additional external play space and car parking facilities to provide additional SEND places for KS3 pupils.

C2. Evaluation of key risks and issues

The full risks and issues register is included at the end of this FBC

- Working in a live school building and ensuring Health & Safety is maintained. Acivico has many years' experience at delivering modular building projects of this nature and will manage and co-ordinate the works with the principal contractor, overseen by the Local Authority.
- A project risk register will be maintained and managed by Acivico. The risks will be observed and apportioned between the Council and Acivico.

C3. Other impacts of the preferred option

Describe other significant impacts, both positive and negative

- Facilities will provide sufficient and appropriate accommodation that is fit-for-purpose and meets the education standards for 21st Century teaching provision.
- Sufficient accommodation will be available to enable Hamilton School to temporarily expand its offer to cover Key Stage 3 to alleviate some pressure on the city.

D. COMMERCIAL CASE

This considers whether realistic and commercial arrangements for the project can be made

D1. Partnership, Joint venture and accountable body working

Describe how the project will be controlled, managed and delivered if using these arrangements

Scheme will be delivered by Project Team as follows:

- Client for the Project is the Education Infrastructure Team, Birmingham City Council
- Project Manager, Design Services, Cost Management, contract Administration and Principal Designer services will be provided by Acivico.
- End User will be Hamilton School, Holyhead, Birmingham
- Project will be managed by personnel identified above and End User throughout the duration of the project development and delivery to ensure that project deliverables are achieved.
- Regular 2 – 4 weekly meetings held with Project Team including client and end user
- Programme monitored and developed to ensure that required timescales are achieved.
- Scheme costs assessed, developed and monitored

D2. Procurement implications and Contract Strategy:

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).

- The procurement route for this project will be a call off undertaken using the Crown Commercial Services Modular Building Services Framework Agreement in accordance with its protocol.

D3. Staffing and TUPE implications:

None

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	2022/23	2023/24	2024/25	2025/26	Totals
Construction costs, incl. Surveys, Investigations, Planning & Statutory Fees (Including Client Contingency)		1,850,493	309,900	221,386	2,381,779
Professional Fees	64,985	61,180	9,559	6,807	142,531
Loose Furniture, Fixtures & Equipment Allowance (Classrooms and Ancillary Areas)		38,250			38,250
ICT Allowance (Data cabling to be carried out by schools IT Provider)		62,900			62,900
EDI capitalisation	1,950	60,385	9,584	6,845	78,764
TOTAL	66,935	2,073,208	329,043	235,039	2,704,224

E2. Evaluation and comment on financial implications:

The estimated project cost is £2,704,224.

The costs are being met from High Needs Allocation.

The Edsi Fees is 3% of the overall cost of the project.

E3. Approach to optimism bias and provision of contingency

A contingency sum of up to £166,171 has been included in the overall project costs to cover any unforeseen circumstances during the construction period.

E4. Taxation

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

There are no anticipated adverse VAT implications for the City Council in this scheme as the maintenance of highways is a statutory function of the City Council such that any VAT paid to contractors is reclaimable.

F. PROJECT MANAGEMENT CASE

This considers how project delivery plans are robust and realistic

F1. Key Project Milestones		Planned Delivery Dates
<i>The summary Project Plan and milestones is attached at G1 below</i>		
Cabinet Approval		April 2023
Main Construction works		May 2023 – August 2023
Practical completion		End August 2023
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. • Site investigation reports have been commissioned. • Project programme and costs have been developed. • Funding is in place subject to this approval, up to the estimated cost. 		
F3. Dependencies on other projects or activities		
<ul style="list-style-type: none"> • Planning Permission has been submitted. 		
F4. Officer support		
Project Manager:	Zahid Mahmood 07860906126	Capital Programme Manager, Education Infrastructure zahid.mahmood@birmingham.gov.uk
Project Accountant:	Jaspal Madahar 07766922478	Finance & Resources Manager jaspal.madahar@birmingham.gov.uk
Project Sponsor:	Jaswinder Didially 07825 117334	Head of Education Infrastructure jaswinder.didially@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>		
As per D1		

G. SUPPORTING INFORMATION

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

G1. PROJECT PLAN

Detailed Project Plan supporting the key milestones in section F1 above

1. Contractor allocation –
2. Cabinet approval – 24/04/23
3. Planning approval –
4. Start on site – May/June 2023
5. Completion – August 2023
6. Hire Period – August 2023 to August 2025
7. Removal and Reinstatement – August 2025

G2. SUMMARY OF RISKS AND ISSUES REGISTER

Risks should include Optimism Bias, and risks during the development to FBC

Grading of severity and likelihood: High – Significant – Medium – Low

		Risk after mitigation:	
Risk or issue	Mitigation	Severity	Likelihood
Stakeholders do not consider School Travel Plans and	Review school travel plans in partnership with transportation prior to local	Low	High

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transportation issues prior to consultation	consultation in order to mitigate possible objections.		
Stakeholders/ Trust do not engage in project and do not sign up to the solution	The Design Team will ensure regular meetings and consultation with stakeholders and Trust.	Low	Medium
New Free Schools and Academies opening across Birmingham	Liaise closely with Free School Providers and Academies when planning the provision of Additional Primary and Secondary SEND Places.	Medium	Medium
Building costs escalate	The Design Team will closely monitor the schedule of works and build costs. Cost schedules include contingency sums. Any increase in costs will need to be met through value re-engineering to ensure projected spend remains within overall allocation	Low	Medium
Building works fall behind	The Design Team will closely monitor schemes on site and liaise with Contractor Partners to identify action required.	High	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.	Medium	Medium

G3. EXTERNAL FUNDING AND OTHER FINANCIAL DETAILS

Description of external funding arrangements and conditions, and other financial details supporting the financial implications in section E1 above (if appropriate)

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	Ratification of BCC approach to TBN	Strategy not approved	Early Consultation and Regular Briefing on all aspects of Special Provision	BCC / EDI

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School's Consultant Partners	Design and Delivery	High	Design of build Project management	Unable to design to budget Unable to deliver to timescales	Close working with other stakeholders Regular feedback	School Leadership Team
Planning Officers	Granting Planning Consent	High	Close Liaison with EDI to design a scheme that can receive planning approval	N/A	Frequent communication on all aspects of project design	School's Consultant Project Manager EDI Project Officer
School Leadership Team / Governors	Governing Body Agreement and End Users	High	Compliance with GBA Ongoing Revenue costs for R&M once build complete	N/A	Governing Body Agreement signed and regular project meetings	School Leadership Team / Governing Body EDI Project Officer
Pupils	End user	Low	Consultation	Nil	Through schools council	School Leadership Team
Ward Councillors	Knowledge of other developments affecting local communities that may link into project	High	Consultation with community and support for project	Objections from local residents	Involve in consultation and planning permission process	EDI Project Officer Governors/ 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:			

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(C) Non-quantified benefits:	n/a		

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