

TO: EXECUTIVE  
23 SEPTEMBER 2014

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**CRANBOURNE PRIMARY SCHOOL  
CLASSROOMS AWARD OF CONTRACT  
Director Children, Young People & Learning**

**1. PURPOSE OF REPORT**

- 1.1 The purpose of the report is to seek approval to award the contract for the construction works for the new classrooms at Cranbourne Primary School under the Education Capital Programme previously approved by the Executive.

**2. RECOMMENDATION**

- 2.1 **That the Executive approves the award the contract for the construction works for the new classrooms at Cranbourne Primary School under the Education Capital Programme previously approved by the Executive to Tender A, subject to the final lump sum not exceeding the amount set out in paragraph 18 of the attached Restricted APPENDIX A.**

**3. REASONS FOR RECOMMENDATION**

- 3.1 The value of this contract requires Executive approval under the Council's Contract Standing Orders.

**4. ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 Doing nothing is not an option because the Council has a statutory duty to provide sufficient pupil places.

**5. SUPPORTING INFORMATION**

Background

- 5.1 The works to Cranbourne Primary School form part of the Education Capital Programme approved by the Executive in February 2013 and is also set out in the school Capacity Strategy approved by the Executive in October 2013.

The Works

- 5.2 The works will include demolition of the existing pre-school classroom, reception classroom and lean-to storage areas and the creation of 3 new classroom areas including associated toilets, kitchen and storage areas.
- 5.3 The recommended contractor has been selected on the basis of best value for money through the Council's established procurement and tender evaluation process.

## Unrestricted

### Timescales

- 5.4 The Works are planned to start on site in November 2014 for completion by the start of the September 2015 academic year.

### Costs and Funding

- 5.5 Funding for this contract has already been approved by the Executive as part of the Education Capital Programme, and the funding envelope includes DfE grants for Basic Need and Schools Capital Maintenance, plus a capital receipt from the sale of the former caretaker's house.

## **6. ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS**

### Borough Solicitor

- 6.1 The value of the contract is below the Public Contracts Regulations threshold, and the Council's contract standing orders have been complied with in the procurement of it.

### Borough Treasurer

- 6.2 The Borough Treasurer is satisfied that the Council has allocated sufficient resources to finance the proposed contract.

### Equalities Impact Assessment

- 6.3 All new construction will be fully accessible to disabled pupils, staff and visitors.

### Strategic Risk Management Issues

- 6.4 Strategic Risk Management Issues are set out in the attached Restricted APPENDIX A.

## **7. CONSULTATION**

### Principal Groups Consulted

- 7.1 The Headteacher, Governing Body, pupils, and neighbours of Cranbourne Primary School.

### Method of Consultation

- 7.2 The Headteacher and Governors have been consulted throughout the design stage development and attended meetings and via presentations.

## Unrestricted

- 7.3 A representative consultation was undertaken with pupils across all year groups by way of a survey questionnaire.
- 7.4 Pre-planning public consultation was held in March 2013 which included leaflet drops to all neighbouring properties. An open afternoon/evening was also held at the school where the plans and drawings were on display and the designers, Headteacher and Council officers were available to deal with queries and answer questions.

### Representations Received

- 7.5 In total 91.8% of those consulted supported the proposed development, and the feedback and comments received were fed back to the design team and incorporated in the final designs.

### Background Information

- 7.6 Restricted APPENDIX A (attached)
- 7.7 The Atkins Tender Report – Cranbourne Primary School, Bracknell Forest Council, July 2014

### Contacts for further information

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