

15/03/2024

G1-OBC

Outline Business Case / Commit to Invest

Project Name:	Wood Green School, Witney (Academy) – Expansion by one form-of-entry (1fe) from 7fe to 8fe Self-Delivery by Acer Trust
Total Capital Budget:	£4.239m
Sponsoring Director:	Lisa Lyons
Strategic Professional Lead:	Nick Tomkins
Delivery Project Lead:	Nick Tomkins (working with the Acer Trust)
Divisions Affected:	Witney North and East
Financial No:	ED973 C.AE10076.01

Threshold Change Request (OOT)

Threshold(s) Exceeded:	Requires Approval from:
1. Cost	S151 Officer & Strategic Director Communities
2. Time	Corporate & Senior Capital Governance Officer
3. Scope / Benefits	Within Threshold
4. Reputational / Political Risk	Within Threshold

Decision(s) required:

1. Approval to increase the budget by £0.939m to £4.239m to be met from additional S106 monies.
2. To release a development budget of £0.297m to enable Acer Trust to progress the scheme through Planning, Design and Procurement of the Contractor.

Record of Decision / Final Approval [as per Financial Procedure Rules]

Decision	Approved by
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APPROVED	Approved at Property Capital Programme Board but recommended for SCB (17/04/24) Approved at SCB (02/05/2024)
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Sign-off

Sign-offs	Name	Date
Director	Vic Kurzeja	10/04/2024
Head of Major Projects	Liz Clutterbrook	17/4/24
Strategy / Delivery Professional Lead (Author)	Nick Tomkins	10/04/2024
Assistant Finance Business Partner	Bick Nguyen-McBride	09/04/2024
Senior Cost Manager	David Scrimgeour	05/04/2024
Planning Operations Manager	Christine Stevenson	09/04/2024
Service Manager - CEF	Kevin Griffin	02/04/2024

1. Executive Summary

- 1.1 Wood Green School (WGS) is a secondary school in Witney managed by Acer Trust (AT). CEF require WGS to expand by 1 form-of-entry (1fe) from 7fe to 8fe to accommodate increased pupil number pressures as a result of housing developments in Witney.
- 1.2 AT are self-delivering the expansion project using S106 funding provided by the council through a Funding Agreement.
- 1.3 The IBC was approved in June 2023 with a budget of £3.3m. AT have completed the feasibility stage and have provided a feasibility cost plan with a revised budget of £4.239m, an increase of £0.939m.
- 1.4 The project will be fully funded from s106 contributions. The budget increase will be met from S106 funding held by the council for increasing secondary education capacity in Witney.
- 1.5 This OBC requests the release of a further £0.297m for AT to progress the project through the Planning stage, design and procurement of a contractor.

2. Description & Objectives of the Desired Outcomes & Business Benefits

- 2.1 A link to the approved IBC in Section 9 includes full details of this section.

3. Results of Options Appraisal & Project Scope

- 3.1 AT have completed the feasibility stage which has determined the scope of works required to facilitate the expansion to 8fe. The scope of works has been reviewed by OCC and is considered appropriate to support the expansion. The works include a 2-storey extension at the front of the site which will include:
 - 3 science labs
 - 4 Art classrooms
 - 1 general classroom
 - Toilets, Storage
 - Circulation including a first-floor bridge to existing classrooms to provide disabled access to previously inaccessible classrooms.
- 3.2 External landscaping around the new building and also improvements to the existing car park layout, additional cycle storage and a possible contribution to OCC Highways for improvements to an existing adjacent pedestrian/cycle route (if requested).
- 3.3 To facilitate this extension, some of the existing accommodation will be demolished.

4. Financials: Estimated Final Costs & Proposed Funding Plan

- 4.1 The budget has increased by £0.939m from £3.3m to £4.239m based on the outcome of the feasibility study. The feasibility cost plan has been reviewed by the council's Senior Cost Manager.
- 4.2 The IBC referred to AT contributing around £1m towards the cost of undertaking additional works. These additional works no longer form part of the expansion project and therefore the additional funding and costs will no longer be referred to in this OBC.
- 4.3 The £4.239m budget is made up of:

£3.315m	Construction
£0.311m	Fees
£0.041m	Surveys, Stats and misc
£0.130m	Risk Register
£0.054m	AT direct costs – f&e and Legal
£0.025m	OCC Property and Legal recharge costs
<u>£0.363m</u>	Client Contingency
£4.239m	Total

Funding – S106 Agreements

- 4.4 There are 3no. S106 Agreements with funding specifically for the expansion of WGS. All of this funding has been received:

WI73:	£1,464,339.86
WI81:	£1,671,540.26
<u>WI88:</u>	<u>£ 132,552.21</u>
TOTAL:	£3,268,432.33

Project Budget: £4,239,000 (£4.239m)
Shortfall £970,568 (£0.971m)

The additional £0.971m required to meet the £4.239m budget will be met from S106 funding held by the council for the expansion of secondary capacity in Witney.

The S106 Agreements that cover this amount are-

AT01 £296,450.04
 WI77 £674,117.96

Release of Funding for Stage 2

- 4.5 The amount of funding requested for release for AT to progress the project through planning, design and procuring a contractor is £0.297m broken down as:

£0.175m	Consultants Fees
£0.022m	Surveys, Stats and AT's Legal costs
£0.050m	Enabling Works (asbestos removal and electrical supply upgrade)
£0.010m	Legal and Property Staff Recharge

£0.040m Client Contingency (retained)
£0.297m **Total**

BUDGET (£000's)	G0 (IBC)	G1 (OBC) (baseline)	G2 (FBC)	G3 (PC) Project Close	G4 (FC) Final Close	MOVEMENT
Stage 1 Concept Design	120	78				-
Stage 2 Design & Procurement	200	300				
Stage 3 Delivery / Construction	2,500	3,369				
Stage 4 Close Out	50	-				
Risk Register	100	130				
Contingency	330	362				
TOTAL	3,300	4,239				

EXPENDITURE	G0 – IBC budget	G1 – OBC baseline	G2 - FBC	G3 - PC	G4 - FC	MOVEMENT
2023/24	200	72				
2024/25	2,000	300				
2025/26	620	3,275				
2026/27	50	100				
Risk Register	100	130				
Contingency	330	362				
TOTAL	3,300	4,239				

5. Project Delivery Timetable & Procurement Plan

5.1 The table below shows the indicative start dates for each of the stages.

	G0	G1	G2	G3	G4	MOVEMENT
Stage 0 Options Appraisal	Feb 23					
IBC Approval	Mar 23	Jun 23				
Stage 1 Feasibility Study	Apr 23	Apr 23				
OBC Approval	Aug 23	Apr 24				
Stage 2 Design & Procurement	Sep 23	May 24				
FBC Approval	Jun 24	Feb 25				
Stage 3 Delivery / Construction	Aug 24	Mar 25				
Completion / Handover / Fit-Out & Occupation	May 25	Jan 26				
Project Close	Oct 25	May 26				
Stage 4 Close Out	-	Jan 26				
Final Close	Oct 26	May 27				

6. Risks, Constraints, Dependencies & Exclusions


6.1 Apart from standard design and construction risks; known project risks are:

Risk Item	Details	Owner
OCC Highways have proposed possible works to the junction off Woodstock Rd and to a walk/cycle pathway	If all works are recommended as a planning condition, this could add around £45k to the project budget and so for now it is included in the risk register	AT/OCC

7. Communication & Consultation (Internal & External)

7.1 See the IBC for details.

8. Appendices

1	Approved Initial Business Case	 APPROVED Wood Green School Expansi Link to approved IBC
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