



CABINET - 16TH JULY 2014

SUBJECT: ISLWYN WEST SECONDARY SCHOOL – OUTLINE OF PROJECT PLAN

REPORT BY: ACTING DEPUTY CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 The project plan outlines the key steps, milestones and timescales for the design and construction of the new secondary school for Islwyn West. The plan has been prepared jointly by the Council's Building Consultancy Design Team and the Client Department. The plan is due to be validated by external project managers once they are appointed.

2. SUMMARY

- 2.1 On the 11th June 2014, the Cabinet decided to design and construct the new school using the in-house design team from Building Consultancy. They also decided to use external project managers and cost consultants. Furthermore, it was determined to use the two stage approach for the actual procurement of the school.
- 2.2 The new secondary school is to be located at the Oakdale Plateau 3 in Islwyn West. It is to be a 900 place school with a 50 place ALN unit. The school is due to open in September 2016. For the first three years the school will need to be designed to accommodate a pupil "bulge" of up to 100 pupils.

3. LINKS TO STRATEGY

- 3.1 The new secondary school in Islwyn West is an integral part of the Authority's 21st Century Schools Programme.

4. THE REPORT

- 4.1 Appointment of External Project Managers and Cost Consultants.
- 4.1.1 In liaison with the Council's Procurement Team the Client Department have used the Welsh Government's Technical Services Framework for the procurement of the external project managers and cost consultants. The evaluation of tenders was undertaken on 1st July 2014. The successful consultants are due to commence mid-July 2014.
- 4.1.2 The first role that the external project manager will undertake is to validate the project plan prepared by Building Consultancy and the Client Department. The external project manager will prepare a report to Cabinet by the end of August 2014. The report will present a position statement on where the school project is and what is required to successfully deliver the project.

- 4.1.3 Between mid-July and mid-October 2014, the external consultants will validate the in-house design, commence initial value engineering and develop the cost plan. It is envisaged that the construction contractor will be appointed mid-October.
- 4.1.4 Further validation of the in-house design together with value engineering will take place between mid-October and mid-January 2015. Concomitantly, the external project manager will negotiate the construction price with the contractor. It is envisaged that the construction contract could be signed by the middle of February 2015 with construction commencing in March 2015.
- 4.2 Key Timescales for the Design of the New Secondary School.
- 4.2.1 All site surveys and investigations have been completed or are being progressed. They are scheduled for completion by week commencing 4th August 2014.
- 4.2.2 Consultation on the design of the school commenced on 26th June 2014. Meetings with school staff have been organised before the end of the summer. Two consultation surveys have also been distributed and returned. One to staff and one to pupils. The outcome of the consultation will be analysed during August 2014.
- 4.2.3 Development of the scheme design commenced middle of June 2014 and will be concluded by the end of August 2014. Refinement of the design by the project team will be project managed by the external project manager, who will continue the validation work that commenced in mid-July. The development of the cost plan commenced by the external cost consultants will continue with on-going value engineering of the school design from September 2014 onwards. The preliminary design will be completed by the beginning of September.
- 4.2.4 After the construction contractor is appointed in October 2014, then there will be further refinement of the design plus further value engineering. During this period the external project manager will carry out negotiations with the contractor to agree the construction cost. It is envisaged that this process will be completed by mid-January with the contract signed in February and construction commencing in March 2015. Approval of the planning submission design is required by 24th October 2014. This will enable the planning application to be submitted by the end of October.
- 4.3 Overall Project Plan.
- 4.3.1 An overall project plan is attached at Appendix 1. The external project manager will validate the project plan, challenge key dates and timescales and then finalise the plan against which the project will be managed.

5. PROJECT RISKS

- 5.1 As with any project there are a number of key risks that need to be mitigated. These include:
- finalizing the design and cost plan within budget
 - negotiation of price with the construction contractor
 - delays in contract award
 - poor winter weather
 - delay in obtaining planning permission.
- 5.2 The external project manager will prepare a risk register to ensure risks are managed.

6. EQUALITIES IMPLICATIONS

- 6.1 The new school design will comply with all requirements in relation to equality issues including the implications of relevant disability discrimination legislation.

7. FINANCIAL IMPLICATIONS

7.1 The overall budget identified for the project is £18.5 million.

8. PERSONNEL IMPLICATIONS

8.1 There are no direct implications arising from the construction of the new school.

9. CONSULTATIONS

9.1 Relevant departments have been consulted and their views incorporated into this report.

10. RECOMMENDATIONS

10.1 It is recommended that Members note the report.

10.2 It is recommended that the external project managers prepare a position statement on the project by the end of August.

11. REASONS FOR THE RECOMMENDATIONS

11.1 That Members can monitor the project's progress.

12. STATUTORY POWER

12.1 Local Government Acts 1972 and 2013.
The School Standards and Organisation (Wales) Act 2013 and its associated code.

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Appendices:

Appendix 1: Oakdale School Programme