

# BUSINESS CASE – CAPITAL INVESTMENT

This Business Case provides justification for undertaking a project. The completed form will be reviewed by the Capital Scrutiny Group who will make a recommendation to Cabinet or CET whether the bid should be approved and included within the Capital Plan.

**PLEASE COMPLETE SECTIONS 1-14 ONLY AND SEND TO [CAPITALBIDS@DENBIGHSHIRE.GOV.UK](mailto:CAPITALBIDS@DENBIGHSHIRE.GOV.UK).**  
*\*PLEASE TURN OFF TRACK CHANGES AND REMOVE ANY COMMENTS BEFORE SENDING\**  
 THE CAPITAL TEAM WILL REQUEST SUPPORTING STATEMENTS FOR SECTIONS 15-18 TO BE SENT TO THE BUSINESS CASE AUTHOR FOR INSERTION TO THE BUSINESS CASE.  
 PLEASE SEND THE FINAL BUSINESS CASE (WITH APPENDIX A COMPLETED) TO [CAPITALBIDS@DENBIGHSHIRE.GOV.UK](mailto:CAPITALBIDS@DENBIGHSHIRE.GOV.UK)

For details of Capital Scrutiny Group Meeting dates and deadlines for the submission of this form, please contact [capitalbids@denbighshire.gov.uk](mailto:capitalbids@denbighshire.gov.uk)

<b>Project Name:</b>	Ysgol Henllan Extension
<b>Project Manager:</b>	Isobel Bourke-Richardson, Modernising Education
<b>Work stream/Programme (if applicable):</b>	Modernising Education (Welsh Capital Grant)
<b>Verto project reference</b>	

## 1. PROJECT TYPE

<b>Head of Service i.e. Project Sponsor</b>	Geraint Davies, Head of Education	<b>Lead member:</b>	Cllr Gill German
<b>Service:</b>	Education	<b>LM Portfolio:</b>	Lead Member for Education, Children and Families
<b>Form completed by:</b>	Isobel Bourke-Richardson (Modernising Education)	<b>Date:</b>	6 March 2024
<b>Finance Capital Team contact:</b>	Sian Jackson	<b>Service Accountant (for revenue implications if applicable)</b>	Caryl Williams

Please categorise your project type. Mark **one** box only.

<b>SMALL</b> <£250k	<input type="checkbox"/>
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<b>MEDIUM</b> >£251 - £999k	<input checked="" type="checkbox"/>
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<b>LARGE</b> >£1m	<input type="checkbox"/>
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<b>DECISION SOUGHT FROM CAPITAL SCRUTINY GROUP:</b>	To recommend that this business case proceeds for submission to the Welsh Governments Welsh Language Capital Grant Programme.
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## 2. EXECUTIVE SUMMARY

Highlights the key points in the Business Case to include: -

- what the project will achieve / important benefits
- estimated costs
- how the project will be funded

This project will deliver a single classroom extension for Ysgol Henllan to increase the capacity from 65 to 80 full time pupils. The estimated cost for the project is **£558,341**. Of the £558,341 required to fund this project the Council will seek to draw down 100% of the cost via the Welsh Government's Welsh Medium Capital Grant funding stream.

Ysgol Henllan is a Welsh Medium primary school located within the village of Henllan, which is on the outskirts of the town of Denbigh in Denbighshire. The school draws pupils primarily from Henllan but also from the communities of St Asaph and Denbigh.

The school's current full time pupil capacity is 65 and there are currently 63 full time pupils on roll. Pupil projections indicate that the school's pupil numbers will evolve as below:

Pupil Projections 2023	Jan 2024	Jan 2025	Jan 2026	Jan 2027
<b>NOR</b>	<b>64</b>	<b>59</b>	<b>52</b>	<b>54</b>
<b>Surplus places</b>	<b>1</b>	<b>6</b>	<b>13</b>	<b>11</b>
<b>Surplus %</b>	1.54%	8.72%	19.83%	16.70%

There are minimal surplus places available in the wider Denbigh area but particularly within Welsh Medium schools. In addition to Ysgol Henllan there are three further Welsh Medium primary schools – Ysgol Bro Cinmeirch (Pentre Llanrhaeadr), Ysgol Pant Pastynog (Prion) and Ysgol Twm o'r Nant (Denbigh). Between these 4 schools there are currently only 7 surplus full-time places (January 2023 PLASC). There are also two new home developments within close proximity to Ysgol Bro Cinmeirch, plus an outstanding permission for a further development near Ysgol Bro Cinmeirch and an enquiry for a development near Ysgol Henllan.

Ysgol Henllan currently has a lack of ancillary facilities and space to accommodate any future growth. The school currently timetables the use of their hall to ensure that the preschool provision can be hosted in this space, however this causes operational difficulties due to the need to share access with the school.

It is proposed to construct a one classroom extension and circulation area to increase the overall capacity by 15 places thereby creating a 80 full time pupil capacity school. The new classroom extension would be used for the nursery/reception class. The relocation of this class would then allow the space used currently by nursery / reception pupils to be re divided into two spaces - one for

use by the Cylch Meithrin preschool provision and the other as an additional space for the school. We would also look to improve the entrance area into the school in order to facilitate increased community use of the site.

The project would support the delivery of **Outcome 1** and **Outcome 2** of Denbighshire’s Welsh in Education Strategic Plan (WESP) by increasing the number of primary Welsh medium places available within the County but specifically building in capacity in an area with minimal Welsh primary surplus capacity. Increasing the school’s capacity also supports the preschool Cylch provision ensuring that children accessing Welsh medium preschool provision can access primary Welsh medium education in the Denbigh area which has minimal capacity at present.

The school also supports the principles of colocation, with the school, Cylch Meithrin and Ti a Fi making use of the school site. The project will ultimately mean that a dedicated space is available for the pre-school provision, and this will support the continued co-location of preschool and primary provision for pupils aged 2 to 11 years. The ongoing co-location of the pre-school and primary school will provide both settings with flexibility, especially between the pre-school provision and Foundation Phase, providing pupils with continuity of provision. Having a dedicated space for the delivery of the pre-school provision will also free up the school hall for use throughout the school day. Ti a Fi will continue to make use of the school hall to deliver their sessions.

### 3. BUSINESS OPTIONS

Analysis and reasoned recommendation for the base business options of: do nothing / do the minimal or do something.

You must include an environmentally enhanced (net carbon zero/ecologically positive compatible) option. If your project is a business development project, then this may not be relevant.

<b>Option 1:</b>		<b>Do nothing – maintain the existing situation</b>			
<b>Please provide brief details:</b>					
Continue with existing provision at Ysgol Henllan.					
<b>Please mark with an X how this option compares with the preferred option in terms of Cost, Time, Quality and Benefits:</b>					
<b>Costs</b>	Costs more		<b>Time</b>	Takes longer to deliver	
	Costs the same			Takes the same to deliver	
	Costs less	<b>x</b>		Is quicker to deliver	<b>x</b>
<b>Quality</b>	Improves the quality		<b>Benefits</b>	Improves benefits	
	Is the same quality			No impact on benefits	
	Is a lower quality	<b>x</b>		Worsens benefits	<b>x</b>
<b>What is the main reason this option has not been selected?</b>					
This option does not meet the key business objectives of the project. This option would see the school become oversubscribed with minimal surplus places available in the wider Welsh medium primary provision within the Denbigh area. Although the Cylch and Ti a Fi would remain on the site, it would continue to operate as it does now which poses operational issues for both the childcare setting and the school. This option would not lead to any improvement in the overall school / learning environment.					

<b>Option 2:</b>		<b>Do Minimum – Refurbish existing school (no extension)</b>			
<b>Please provide brief details:</b>					
Undertake a minor refurbishment of the existing school to improve the overall learning environment.					
<b>Please mark with an X how this option compares with the preferred option in terms of Cost, Time, Quality and Benefits:</b>					
<b>Costs</b>	Costs more		<b>Time</b>	Takes longer to deliver	
	Costs the same			Takes the same to deliver	
	Costs less	<b>x</b>		Is quicker to deliver	<b>x</b>
<b>Quality</b>	Improves the quality		<b>Benefits</b>	Improves benefits	
	Is the same quality			No impact on benefits	
	Is a lower quality	<b>x</b>		Worsens benefits	<b>x</b>
<b>What is the main reason this option has not been selected?</b>					
This option has not been selected as it would not deliver sufficient increase in space or the flexibility required and would not result in an increase in Welsh medium places. This option would deliver a minor improvement to address some building flow issues but overall it would not address issues such as the lack of space for the Welsh medium childcare provision.					

<b>Option 3:</b>		<b>Preferred Option - Environmentally enhance, Extend and refurbish existing school</b>			
<b>Please provide brief details:</b>					
This option would result in a one classroom extension and improvements to classroom layout and site entrance. This would result in an increase of overall full time capacity from 65 to 80.					
<b>Please mark with an X how this option compares with the preferred option in terms of Cost, Time, Quality and Benefits:</b>					
<b>Costs</b>	Costs more		<b>Time</b>	Takes longer to deliver	
	Costs the same	<b>x</b>		Takes the same to deliver	<b>x</b>
	Costs less			Is quicker to deliver	
<b>Quality</b>	Improves the quality		<b>Benefits</b>	Improves benefits	<b>x</b>
	Is the same quality	<b>x</b>		No impact on benefits	
	Is a lower quality			Worsens benefits	
<b>What is the main reason this option has been selected?</b>					
This option is the preferred option as it meets all of the key business objectives and drivers for the project. It is compliant with the WESP and supports the Welsh Governments aspirations for 'Cymraeg 2050'. It is also a strategic fit for colocation / cohesive communities principles and meets a number of the goals outlined in the Future Well-being of Generations Act. This option will deliver a learning environment that is flexible and fit for the future which meets parental local demand. This option will provide energy efficient accommodation in line with Net Carbon Zero principles which will be applied to the design and construction of the facility. This option is affordable within the requested funding envelope.					

<b>Option 4:</b>		<b>Do Maximum – New School Build</b>			
<b>Please provide brief details:</b>					
Deliver a new purpose built 80 FTE Welsh medium primary school to replace the existing accommodation.					
<b>Please mark with an X how this option compares with the preferred option in terms of Cost, Time, Quality and Benefits:</b>					
<b>Costs</b>	Costs more	<b>x</b>	<b>Time</b>	Takes longer to deliver	<b>x</b>
	Costs the same			Takes the same to deliver	
	Costs less			Is quicker to deliver	
<b>Quality</b>	Improves the quality		<b>Benefits</b>	Improves benefits	<b>x</b>
	Is the same quality	<b>x</b>		No impact on benefits	
	Is a lower quality			Worsens benefits	
<b>What is the main reason this option has been selected?</b>					
This option has not been selected as it would result in significantly higher costs to deliver very similar benefits as could be achieved from the preferred option. Secondly there is limited land available for a new build within the village. Although it would meet some of the key drivers for the project such as the increase in Welsh medium places, colocation etc. this can also be achieved via the preferred option which provides better value for money and could be delivered more quickly.					

## 4. EXPECTED BENEFITS

The benefits that the project will deliver expressed in measurable terms against the situation as it exists prior to the project. Remember to capture co-benefits (the added benefits we get from this action/project as well as the direct benefits it will realise).

This project would deliver a number of benefits, namely:

- Increase Welsh medium primary provision in the Denbigh area and therefore for the County
- The expansion of places would assist the local authority in meeting the goals of the Welsh in Education Strategic Plan specifically Outcomes 1 & 2
- The project would support the 'Cymraeg 2050' aspirations of the Welsh Government to increase the number of Welsh speakers
- The project would deliver an overall improved learning environment with flexibility for the future
- The project would deliver a key benefit of colocation with the Cylch and Ti a Fi and provide increased opportunities for Community Groups to utilise the site
- Pupils will continue to benefit from the colocation through ease of transition from the childcare setting to the foundation phase
- The extension will be designed in line with NCZ principles in order to strive towards minimising emissions in operation

These are some high-level benefits that the project would deliver, as the project progress other more detailed benefits will emerge. Community benefits will also be delivered, these benefits have not been identified as a contractor would need to be appointed before engagement on community benefits can take place

## 5. EXPECTED DIS-BENEFITS

Outcomes perceived as negative by one or more stakeholders

The project would result in works being undertaken at the school whilst it is a live school site. Robust site management protocols will be in place during the construction elements. The Local Authority will work with the contractor on enabling works.

## 6. CARBON IMPACT

*Denbighshire has committed to reducing its carbon emissions from buildings and fleet by 60% by 2030, for the Council to be net carbon zero by 2030 (buildings, fleet, waste, business travel, staff commuting, street lighting) and for the Council to reduce its supply chain emissions by 35% by 2030.*

*Please consult with Council's Principal Energy Manager ([robert.jones@denbighshire.gov.uk](mailto:robert.jones@denbighshire.gov.uk)) and the Council's Climate & Ecological Change Programme team ([climatechange@denbighshire.gov.uk](mailto:climatechange@denbighshire.gov.uk)) to complete this section.*

Please provide brief details of the carbon impact of this project, and detail specific actions that will be taken to reduce carbon emissions. If carbon emissions are expected to increase as a result of this project, please provide details of proposed actions to compensate for this increase in other areas of the Service's activity and/or via tree planting/land management for the benefit of carbon sequestration.

The project will be delivered in line with the Net Carbon Zero principles. The new building will make use of energy efficient / carbon neutral technologies to meet both the Local Authorities Corporate Priority 'A Greener Denbighshire' to become a Net Zero Carbon organisation by 2030 and the Welsh Governments 'Net Zero Wales' plan. The design specification will request an A rated energy use building.

Consultation will also be undertaken with DCC's energy team to review options for the installation of energy saving measures within the existing school building to compensate for the slight increased energy usage in the extension.

However, it is accepted that not all carbon incurred during the construction phase can be offset and therefore this proposal will hinder the aim of achieving NCZ.

## 7. TIMESCALE

Over which the project will run (summary of the Project Plan) and the period over which the benefits will be realised

Date	Milestone
Spring 2024	Project commencement
Autumn 2024	Planning submitted
Winter 2024	Procurement
Summer/Autumn 2025	End of Construction

## 8. CAPITAL COSTS – BUSINESS DEVELOPMENT PROJECTS

**COMPLETE ALL THREE TABLES BELOW FOR BUSINESS DEVELOPMENT PROJECTS**

**LEAVE BLANK/DELETE SECTION FOR CONSTRUCTION PROJECTS**

*The capital cost of a project is an important consideration in terms of whether or not it should proceed. Note that even some Business Development Projects may have a requirement for capital costs, for example to fund the acquisition of new ICT hardware or undertaking alterations to buildings.*

- Any costs relating to ICT infrastructure and equipment should have been provided by ICT department
- Any costs that relate to construction should have been provided by Design & Development or Building Services

Please provide details of any expenditure incurred already on the project:	
Enter details of cost element below:	Total £
Feasibility (surveys, market research, etc.)	
Client side project management	
OTHER (please enter)	
OTHER (please enter)	
<b>TOTAL</b>	

Please provide details of the capital funding requirement (not including amount already spent):				
Enter details of cost element below:	2023/24 £	2024/25 £	Future Years £	All Years Total £
Feasibility (surveys, market research, etc.)				
Client side project management				
ICT infrastructure and hardware				
Building alterations				
Design Team Fees (architects, QS, etc.)				
Furniture				
Other professional support (legal, etc.)				
Marketing/Consultation				
External Project Support (gateway review, etc.)				
OTHER (please enter)				
OTHER (please enter)				
OTHER (please enter)				
OTHER (please enter)				
<b>TOTAL</b>				

Please provide details of proposed capital funding sources					
Enter details of funding source	Status:	2023/24 £	2024/25 £	Future Years £	TOTAL £
<b>TOTAL</b>					

**NOTE:** For funding status, please only use the following categories:

- **Approved** – written approval for the funding exists
- **Applied** – no written approval exists but an application has been made
- **Approached** – initial approach to or by funding body has been made but no application submitted
- **None** – no contact or approach has been made to or by the funding body

## 9. CAPITAL COSTS – CONSTRUCTION PROJECTS

**LEAVE BLANK/DELETE SECTION IF BUSINESS DEVELOPMENT PROJECTS SECTION HAS BEEN COMPLETED**

**COMPLETE ALL THREE TABLES BELOW FOR CONSTRUCTION PROJECTS ONLY**

*The capital cost of a project is an important consideration in terms of whether or not it should proceed.*

- Any costs relating to ICT infrastructure and equipment should have been provided by ICT department.
- Any costs that relate to construction should have been provided by Design & Development or Building Services.

Please provide details of any expenditure incurred already on the project:	
Enter details of cost element below:	Total £
Feasibility (surveys, market research, etc.)	
Client side project management	
OTHER (please enter)	
OTHER (please enter)	
<b>TOTAL</b>	

Please provide details of the capital funding requirement (not including amount already spent):				
Enter details of cost element below:	2023/24 £	2024/25 £	Future Years £	All Years Total £
Feasibility (surveys, market research, etc.)				
Client side project management				25,000
Land/property acquisition				
Land preparation/remediation				
Demolition and/or site security				5,750
Construction, refurbishment or maintenance				322,310
BREEAM rating of "Excellent"				
Security measures (CCTV, door entry, etc.)				
Fire prevention measures (sprinklers, etc.)				
External landscaping and other works				
Highways work				
ICT infrastructure and hardware				8,325
Fixtures & fittings				
Furniture				18,315
Planning/Building Regulation Costs				
Design Team Fees (architects, QS, etc.)				75,167
Legal Costs and Fees				
Marketing/Consultation				
External Project Support (e.g. gateway review)				
Contingency				57,410
Client Contingency				46,064
<b>TOTAL</b>		<b>223,336.40</b>	<b>335,004.60</b>	<b>558,341</b>

Please provide details of proposed capital funding sources					
Enter details of funding source	Status:	2023/24 £	2024/25 £	Future Years £	TOTAL £
Welsh Government Welsh Language Capital Programme	Approached		223,336.40	335,004.60	558,341.00
<b>TOTAL</b>			<b>223,336.40</b>	<b>335,004.60</b>	<b>558,341.00</b>

**NOTE: For funding status, please only use the following categories:**

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- **None** – no contact or approach has been made to or by the funding body

## 10. REVENUE COST IMPACT

### TO BE COMPLETED FOR ALL PROJECTS

*In considering whether a project should be developed due regard should be made to the potential impact on revenue budgets. **Please consult with your revenue finance officer for this section and ensure they sign at the end of the section to confirm they have reviewed the figures provided.***

If the activity will result in a requirement for additional revenue funding, please provide details below:			
What is the impact of this project in terms of the <u>annual</u> revenue requirement for:	Existing Revenue Budget £	Post-project Revenue Budget £	Increase/ (Decrease) £
staff costs (salaries and associated)	388,538	391,143	Increase by £2,605 based on 56m2 extension
energy costs (heating, lighting, ICT, etc.)	15,705	15,705	
property maintenance and servicing costs	19,399	19,399	
other property related costs (rental, insurance, etc.)	3,765	3,765	
ongoing ICT costs (licences, etc.)	2,000	2,000	
mileage of Denbighshire fleet vehicles			
mileage for business travel by Denbighshire employees using their personal vehicles			
OTHER (please enter)	60,193	60,193	
<b>OVERALL REVENUE REQUIREMENT</b>	<b>489,600</b>	<b>492,205</b>	

Please provide brief details of the revenue impact of this project:

- Where revenue savings are forecast, you should detail what is proposed for the saving (e.g. reduction of an existing revenue budget, re-allocation of revenue to alternative services area, etc.)
- Where revenue increases are forecast, you should provide details of how the revenue shortfall will be addressed. In this instance you should also append a three-year surplus/deficit forecast.
- Details of any one-off revenue cost requirements that may be required post-project implementation (e.g. recruitment, redundancies, etc.). DO NOT include any costs detailed in the capital section of this Business Case

Revenue changes for this project will be met through the School funding formula. For example, the project will increase the floor area of the school but this will deliver an increase in funding as a consequence on that element. Additionally, as mentioned in section 12 we will review the option of implementing carbon reduction measures in the existing school and as such there should not be a net increase in carbon/costs from energy use. From a staffing perspective the provision of an extra classroom will increase the staffing costs in line with pupil numbers.

Signature of service accountant to confirm the above figures:

<b>Signed:</b> <b>Caryl Williams</b>	<b>Date:</b> 04/03/24
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## 11. PROJECT MANAGEMENT

Please provide details of proposed project management – Establishment of Project Board etc.

The project will be overseen by a Project Manager based in the Modernising Education Team which sits within the wider Education and Children’s Services department. The scheme will be included within a wider portfolio of projects for the Welsh Language Capital Grant for Denbighshire. All project progress will be reported quarterly to the Modernising Education Board, this is made up of the following members:

- Corporate Director- Communities
- Head of Education
- Head of Finance and Audit
- Lead member for Education, Children’s Services and Public Engagement
- Lead member for Finance, Performance and Strategic Assets
- Lead officer Corporate Property and Housing
- Principal Manager – School Support

The project sponsor will be Geraint Davies, Head of Education. The project will be reported via Denbighshire’s internal Project Management software system VERTO. This is based on Prince2 methodology which ensures that the project is properly led, planned, resourced, monitored and

controlled. All risks, issues and benefits are managed at an individual level by the project manager via Verto.

## **12. STATUTORY REQUIREMENTS / HEALTH & SAFETY**

*This section should identify how the activity will help Denbighshire meet any of its statutory requirements. Please include any Health & Safety Issues that the activity will address in this section. Please leave blank if not applicable.*

The project would result in works being undertaken at the school whilst it is a live school site. Robust site management protocols will be in place during the construction elements. The Local Authority will work with the contractor on enabling works.

### 13. MAJOR RISKS TO THE PROJECT

A summary of the key risks associated with the project together with the likely impact and plans should they occur is provided below:

Title	Inherent Risk	Mitigating Action	Residual Risk
Cost escalation / over budget		<ul style="list-style-type: none"> <li>Robust monitoring of costs throughout the project lifecycle, most crucially ensuring the design brief is reflective of the proposed scheme to ensure cost is within procurement period is within the funding envelope.</li> </ul>	
Project slippage / delivered late		<ul style="list-style-type: none"> <li>The programme of works will be closely monitored by the client. Any issues arising that may cause slippage will be escalated as appropriate.</li> </ul>	
Failure to gain planning permission		<ul style="list-style-type: none"> <li>Early engagement with the planning department will be undertaken to understand any issues that may arise at the site. Engagement with local residents and other impacted groups will also take place to minimise the likelihood of potential objections.</li> </ul>	
Disruption to live school site		<ul style="list-style-type: none"> <li>Live site management arrangements will be made to minimise the disruption during the construction period. Engagement will take place with the school and Cylch prior to works commencing on site to agree site management arrangements.</li> </ul>	

Likelihood	A - Almost Certain					
	B - Highly Likely					
	C - Probable					
	D - Possible					
	E - Rare					
		5 - Very Low	4 - Low	3 - Medium	2 - High	1 - Very High
		Impact				

## 14. SUPPORTING INFORMATION

*Please list any supporting documents that accompany this Business Case*

*Documents required to be presented with Business Cases:*

*For bids >£1m: Wellbeing Impact Assessment*

*For grant funded schemes: Grant application or offer letter*

*For external contributions: written confirmation from contributor*

*For CERA: confirmation from Management accounts*

*For Prudential Borrowing: quote from Capital Team*

- Well-being Impact Assessment

**WHEN SECTIONS 1-14 HAVE BEEN COMPLETED PLEASE SEND TO  
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THE CAPITAL TEAM WILL REQUEST STATEMENTS FOR SECTIONS 15-18 TO BE SENT  
TO THE BUSINESS CASE AUTHOR

PLEASE INSERT THE STATEMENTS AND SEND THE FINAL BUSINESS CASE (WITH  
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## 15. CARBON MANAGEMENT IMPACT

**For completion by the Climate & Ecological Change Programme team and / or the Council's Principal Energy Manager.** The Business Case requires you to make a forecast for the anticipated carbon emissions impact of the project.

Annual Forecasts:	Annual (current)	Carbon (kgCO <sub>2</sub> e)	Annual (Post Project)	Carbon (kgCO <sub>2</sub> e)	Carbon Variance	Comments
Money spent on external goods and services (UNIT= £)						
Energy consumption in buildings: (UNIT = kWh)	72,594	21,396	72,594	21,396	0	If carbon reduction measures are carried out in the existing school there should not be a net increase in carbon from energy use.
Energy consumption in Street Lighting: (UNIT = kWh)						
Fuel consumption of Denbighshire Fleet vehicles: (UNIT = litres/ kWh)						
Mileage of Business Travel (personal vehicles): (UNIT = miles travelled)						
Mileage of Staff Commute: (UNIT = miles travelled)						
Tonnes of waste produced: (UNIT = tonnes)						
One off Forecasts:			Project cost (£)	Carbon (kgCO <sub>2</sub> e)		Comments
Money spent on external goods and services (UNIT= £)			£454,867			Carbon calculated on costs of £454,867, <b>NOT</b> including contingency costs of £103,474. The majority of the project's carbon impact is from construction.
Project management			25,000	3,725		SIC74 (EF 0.149)
Demolition			5,750	1,369		SIC42.99 (EF 0.238)
Construction			322,310	77,354		SIC41.2 (EF 0.24)
ICT			8,325	3,896		SIC26 (EF 0.468)
Furniture			18,315	10,311		SIC31 (EF 0.563)
Design Fees			75,167	11,801		SIC71 (EF 0.157)
<b>TOTAL CARBON EMISSIONS</b>				<b>108 tonnes</b>		

Annual Forecasts:	Current	Carbon Absorption (kgCO <sub>2</sub> e)	Post Project	Carbon Absorption (kgCO <sub>2</sub> e)	Carbon Absorption Variance	Comments
Hectare of Grassland (UNIT=ha)					0	Assuming no loss of vegetation as part of the development. (There is a possible opportunity
Hectares of Forestland					0	

(UNIT=ha)						to increase absorption by tree planting.)
<b>TOTAL CARBON ABSORPTION</b>					0	

*Please highlight the appropriate cell depending on whether on balance this project helps, hinders or is neutral to the Council’s goal to become net carbon zero by 2030 (reducing carbon emissions and increasing carbon absorption).*

<b>Net Carbon Zero Council Summary</b>	HELPS	<b>HINDERS</b>	NEUTRAL
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**Climate Change Lead Officer statement:**

The estimated greenhouse gas emissions associated with the capital spending are 108 tonnes of carbon dioxide equivalent (108tCO<sub>2</sub>e). While these emissions would *hinder* the Council’s net zero goal, the strategic geographical need for developing here at Ysgol Henllan to suit the projected pupil numbers is recognised. It is also acknowledged that the design aims for the building extension to be thermally isolated and **net carbon zero in operation** and that there are a number of potential improvements to the existing building that could be implemented to deliver some additional emission reductions.

Although the “Sustainable Communities for Learning - Welsh-Medium Capital Grant” secured from the Welsh Government would not cover the wholesale decarbonisation of the school (including the existing building), the Climate Change team would nevertheless recommend and encourage dialogue with the DCC Buildings Energy team to explore the possibility of applying for the “Low Carbon Heat Grant” for the additional elements. While it is no certainty, the Welsh Government has recently extended the dates for this grant because of low take-up so the probability of a successful grant may have improved substantially.

The Council has a ‘plus’ target to reduce Supply Chain emissions as well as its own direct emissions (by 35% of the 2019 baseline by 2030) and building work represents a carbon-intensive sector. Early engagement with Procurement Business Partners (including Roberta Bailey for supply chain decarbonisation) is encouraged to maximise low carbon / carbon sequestration opportunities throughout the design period as well as from the supply chain at tender stage. A key part of securing these reductions will be appropriate clauses in the specification and diligent contract management to enforce those actions.

It is noted from the WIA that opportunities to preserve or enhance natural habitats will be maximised to allow outside areas to be used to deliver the curriculum. We would advocate for the community benefits sought through the contract to be environmental actions to address climate and ecological change (thinking globally, acting locally), which could also be linked to education, such as the contractor funding some or all of the capital implementation of the Biodiversity Management Plan for the school (helping to take tree canopy cover to >20% for the net zero target too). Ellie Wainwright can advise on the current BMP status/future plans.

**Supplied by:** Keith Bennett      **Date:** 13 March 2024

## 16. BIODIVERSITY IMPACT

**For completion by Denbighshire's Biodiversity Lead Officer** – Joel Walley  
([joel.walley@denbighshire.gov.uk](mailto:joel.walley@denbighshire.gov.uk)).

The Council has a statutory duty to ensure compliance and enforcement of the Habitats Regulations (as amended in 2017). Furthermore, the Environment (Wales) Act, 2016 requires the Council to maintain and enhance biodiversity, and promote the resilience of ecosystems. At this pre-feasibility stage, please determine the anticipated impact of the project on biodiversity, and proposed measures to ensure the project results in an overall biodiversity enhancement.

Please mark a cross in the appropriate box.

<b>Will this project impact on a habitat that supports living organisms (plant or animal), or involve physical works to property or Land?</b>	<b>Yes</b>	<b>X</b>	<b>No</b>	
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If you have answered yes to the above question, please complete all the following biodiversity sections. If answered no, please leave blank

<b>IMPACTS ON BIODIVERSITY</b>	<b>Yes</b>		<b>No</b>	<b>X</b>
<b>Has an ecological appraisal or survey of the site or proposals taken place?</b>				
<b>Cofnod eMapper Link:</b>				
<b>Please provide brief summary of survey findings, or provide a copy of the ecological report for review:</b>				
An ecological survey has not yet been carried out for this proposal. This is expected to take place during the detailed design and feasibility stages prior to the submission of a planning application. The business case, and therefore funding, has not yet been agreed by the Welsh Government. Once approval has been granted funding can be drawn down to undertake any required ecological assessments at the site.				

Please provide brief details of how the project will avoid harm to biodiversity.

The current planned location for the classroom extension and axillary areas are on existing hard standing and as such we are hopeful that any impact to biodiversity will be minimal. However, an ecological survey for the land earmarked for development will be undertaken prior to planning. The survey scope will include an evaluation of the site as well as any recommendations and mitigations that would be required as a result.
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Please provide brief details of how the project will mitigate and compensate for any harm to biodiversity.

Should there be any negative impact this would be mitigated appropriately. At this stage the detail of how this would be undertaken is an unknown until a full appraisal is undertaken.
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Please provide brief details of how the project will enhance biodiversity and restore ecosystem resilience.

Opportunities for enhancing biodiversity at the site will be explored, this will likely form part of the community benefits package once a contractor is appointed. For the time being we have concluded that the scheme would 'hinder' but opportunities to offset this will arise.

Please highlight the appropriate cell depending on whether on balance this project helps, hinders or is neutral to the Council's goal to become ecologically positive by 2030 (increasing the species richness of land).

<b>Ecologically Positive Council Summary</b>	HELPS	<b>HINDERS</b>	NEUTRAL
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**Ecology Officer summary:**

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## 17. COUNTY LANDLORD STATEMENT

Please provide a statement from the County Landlord and where applicable the recommendation of the Asset Management Group..

**Supplied by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## 18. CHIEF FINANCE OFFICER STATEMENT

*Please provide a statement from the Chief Finance Officer.*

The project which is 100% grant funding from Welsh Language Capital Grant Programme will assist the council to manage demand for school places through the medium of Welsh in the Denbigh area and meet the goals of the Welsh in Education Strategic Plan which are positives. There are revenue cost implications of extending the school which need to be considered as part of any decision made at CSG

**Supplied by:** Liz Thomas **Date:** 18 March 2024

## APPENDIX A – PROCEDURE CHECKLIST

		COMPLETED DATE
<b>Draft Business case sent to <a href="mailto:capitalbids@denbighshire.gov.uk">capitalbids@denbighshire.gov.uk</a> for distribution to relevant officers</b>	<b>N.B. A minimum of five working days must be allowed for these officers to respond</b>	06/03/2024
<b>TO BE COMPLETED BY CAPITAL TEAM:</b>		
VAT accountant <a href="mailto:rhys.i.jones@denbighshire.gov.uk">rhys.i.jones@denbighshire.gov.uk</a> to check for vat implications	N.B. The Chief Finance Officer must be copied in to the email to these officers to demonstrate they have been advised/consulted	07/03/2024
Finance Capital Team contact as detailed on page 1		06/03/2024
Service accountant if revenue implications applicable		04/03/2024
Chief Finance Officer statement obtained		18/03/2024
County Landlord statement obtained		
Carbon management impact statement obtained		13/03/2024
Biodiversity impact statement obtained		
<b>Final completed Business Case sent to <a href="mailto:capitalbids@denbighshire.gov.uk">capitalbids@denbighshire.gov.uk</a></b>		14/03/2024

## **Ysgol Henllan Extension: Well-being Impact Assessment Report**

This report summarises the likely impact of the proposal on the social, economic, environmental and cultural well-being of Denbighshire, Wales and the world.

**Assessment Number:** 1333

**Brief description:** This project will deliver a single classroom extension for Ysgol Henllan to increase the capacity from 65 to 80 full time pupils.

**Date Completed:** 22/02/2024 20:51:07 Version: 1

**Completed by:** Isobel Bourke-Richardson

**Responsible Service:** Education and Children's Services

**Localities affected by the proposal:** Denbigh,

**Who will be affected by the proposal?** Pupils and staff of Ysgol Henllan, Cylch staff and parents/carers of current/prospective pupils

**Was this impact assessment completed as a group?** Yes

## Summary and Conclusion

Before we look in detail at the contribution and impact of the proposal, it is important to consider how the proposal is applying the sustainable development principle. This means that we must act "in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs."

### Score for the sustainability of the approach

**3 out of 4 stars**

**Actual score : 29 / 36.**

### Summary for each Sustainable Development principle

#### Long term

There are currently minimal surplus places available in the wider Denbigh area particularly within Welsh Medium schools and as such the key driver for this project is to ensure long term sufficiency of Welsh medium primary provision and childcare in this area. The new build elements of the project will be designed to ensure long term sustainability, including the use of technologies to meet the Council's aspiration of Net Carbon Zero by 2030.

#### Prevention

A key benefit of the project will be the ongoing colocation of the school with a childcare setting. Additionally, there is a baby and toddler group 'ti a fi' which also uses the school on a weekly basis, the project would deliver enhanced facilities for both the childcare and 'ti a fi' group. The project aims to strengthen the community ties overall with improved facilities and more flexible shared areas.

#### Integration

The project will support Outcomes 1 & 2 of DCC's WESP, achievement of the WG's policy 'Cymraeg 2050' and links with the Future Well-being of Generations Act. The ongoing colocation of Welsh medium childcare and 'ti a fi' group on the school site provides continuity for children attending Cylch before moving to Foundation Phase. The scheme will be designed in line with the NCZ agenda and planned capacity is based on a review of local housing developments & LDP to ensure adequate

future capacity.

## Collaboration

The proposal has been developed by the Education team in consultation with the school and the Cylch. Should the project be progressed and funding agreed further more intensive consultation will take place with key stakeholders regarding the design of the extension and ancillary areas.

## Involvement

Robust engagement will take place once funding has been allocated for the project, this will be within the wider Education team, the school (including the Governing Body), the childcare provider and any relevant community groups. Engagement will be wider at various stages of the project, including linking with Active Travel, Climate Change and Design and Construction teams within the Council when needed.

## Summary of impact

Well-being Goals	Overall Impact
<a href="#">A prosperous Denbighshire</a>	Positive
<a href="#">A resilient Denbighshire</a>	Neutral
<a href="#">A healthier Denbighshire</a>	Positive
<a href="#">A more equal Denbighshire</a>	Positive
<a href="#">A Denbighshire of cohesive communities</a>	Positive
<a href="#">A Denbighshire of vibrant culture and thriving Welsh language</a>	Positive
<a href="#">A globally responsible Denbighshire</a>	Neutral

### **Main conclusions**

Although some potential negative impacts have been identified over the short term (in terms of disruption associated with the planned construction works), longer term the benefits of the ongoing colocation of the school and Welsh Language childcare facilities, along with increased flexibility in opportunities for the school and community to make use of the school site, mean the proposal is positive overall. The increased suitability of school facilities will support the ongoing health and wellbeing of pupils and school staff. The procurement of contractors and the subsequent construction periods should have a positive economic impact. The aims of achieving Net Carbon Zero for the project support Denbighshire's position around reducing climate change, however we acknowledge there may be challenges associated with improving the energy efficiency of an existing building. Consultation with Denbighshire's energy team will be ongoing to establish the best solutions for reducing energy usage on the site.

## **The likely impact on Denbighshire, Wales and the world.**

### **A prosperous Denbighshire**

#### **Overall Impact**

Positive

#### **Justification for impact**

The project will support the ongoing co-location of childcare provision on the Ysgol Henllan site whilst providing purpose designed facilities and supporting an increased capacity for the school itself. The extension will be designed with consideration of NCZ principles and support continued economic development.

#### **Further actions required**

Ongoing consultation will be undertaken with the DCC energy team during the design process to maximise opportunities for use of the funding for energy saving technologies within the build.

#### **Positive impacts identified:**

##### **A low carbon society**

Plans for the extension will be developed in line with Net Carbon Zero principles which will be applied to the design and construction of the facility in order to strive for accommodation with energy rating A.

##### **Quality communications, infrastructure and transport**

The building will be provided with infrastructure to support digital resources such as data points and whole building wifi coverage.

##### **Economic development**

The project will be procured via the North Wales Construction Partnership. Due to the value of the project this will fall within Lot 1. This ensures the baseline social value and economic benefits (economic, employment & environmental) are met as standard. The 'softer' community benefits are to be agreed with key stakeholders following a successful appointment of a contractor.

### **Quality skills for the long term**

Suitable community benefits will be identified in connection with the construction works.

### **Quality jobs for the long term**

The project will ensure that the pre-school provision is provided with a dedicated space within the school which will provide increased job security for Cylch staff. The provision of increase capacity for the school will also ensure the school has suitable capacity moving forwards.

### **Childcare**

As a result of the project the childcare provision at the school will be provided with a dedicated space which will provide them with an improved facility and increase flexibility of use of the school hall.

### **Negative impacts identified:**

#### **A low carbon society**

Refurbishment and extension of existing buildings can pose significantly challenges in terms of the ability to achieve NCZ . As such it is a possibility that energy usage for the site could increase overall.

### **Quality communications, infrastructure and transport**

No negative impacts identified.

### **Economic development**

No negative impacts identified.

### **Quality skills for the long term**

No negative impacts identified.

### **Quality jobs for the long term**

No negative impacts identified.

### **Childcare**

No negative impacts identified.

### **A resilient Denbighshire**

#### **Overall Impact**

Neutral

#### **Justification for impact**

The new facility will be designed around Net Carbon Zero principles however the challenges of achieving NCZ when extending an existing site is acknowledged.

#### **Further actions required**

Consultation will be ongoing with the energy team to establish the best solutions for reducing energy usage on the site. Opportunities for improving biodiversity on the site as part of the construction works will be explored.

#### **Positive impacts identified:**

##### **Biodiversity and the natural environment**

Within the external layout of the school opportunities to preserve or enhance natural habitats will be maximised to allow such areas to be used to deliver the curriculum.

##### **Biodiversity in the built environment**

No positive impact identified

##### **Reducing waste, reusing and recycling**

Procurement for the project will have a focus on reducing waste and recycling as part of the process.

### **Reduced energy/fuel consumption**

The new facility will be designed around Net Carbon Zero principles.

### **People's awareness of the environment and biodiversity**

Environmental benefits brought about by the project will be highlighted and publicised for key stakeholders. Scope for contractors supporting biodiversity projects will be actively pursued.

### **Flood risk management**

The facility is not being proposed to be built on a flood risk area. However detailed surveys are to be carried out.

### **Negative impacts identified:**

#### **Biodiversity and the natural environment**

No negative impacts identified

#### **Biodiversity in the built environment**

No negative impacts identified

#### **Reducing waste, reusing and recycling**

No negative impacts identified

### **Reduced energy/fuel consumption**

Refurbishment of buildings may present greater challenges to ensure that optimum energy management processes can be achieved.

### **People's awareness of the environment and biodiversity**

No negative impacts identified

### **Flood risk management**

No negative impacts identified

## **A healthier Denbighshire**

### **Overall Impact**

Positive

### **Justification for impact**

The project is aiming to improve a co-located facility for use by the school, childcare provider, baby and toddler group plus other community activities. The increased suitability of school facilities will also support the ongoing health and wellbeing of pupils and school staff.

### **Further actions required**

Engagement will be undertaken with key stakeholders to develop agreed site constraints plans to minimise disruption during the construction phase.

### **Positive impacts identified:**

#### **A social and physical environment that encourage and support health and well-being**

The project is aiming to improve a co-located facility for use by the school, childcare provider, baby and toddler group plus other community activities. The increased suitability of school facilities will also support the ongoing health and wellbeing of pupils and school staff.

#### **Access to good quality, healthy food**

No positive impacts have been identified

#### **People's emotional and mental well-being**

The increased suitability of school facilities will also support the ongoing health and wellbeing of pupils and school staff.

#### **Access to healthcare**

No positive impacts have been identified

### **Participation in leisure opportunities**

By providing a dedicated space for Cylch then the school hall could be used more flexibly to provide increased access to leisure opportunities for pupils.

### **Negative impacts identified:**

#### **A social and physical environment that encourage and support health and well-being**

Any change in provision can lead to resistance from staff, pupils, parents etc. Disruption may occur to local residents during the construction phase and we will work with contractors to minimise the impact of issues.

#### **Access to good quality, healthy food**

No negative impacts have been identified

#### **People's emotional and mental well-being**

Careful consideration will be needed to ensure that during any phasing of the project that access to the learning environment is not reduced. Construction would be undertaken on a live school site and as such any interim arrangements may have a short term impact on the wellbeing of pupils and staff and consideration will be given to how this may be mitigated.

#### **Access to healthcare**

No negative impacts have been identified

### **Participation in leisure opportunities**

No negative impacts have been identified

### **A more equal Denbighshire**

### **Overall Impact**

Positive

### **Justification for impact**

This proposal if progressed will be designed according to 'inclusive by design' principles and would provide improved education facilities within a known area of deprivation.

### **Further actions required**

Consultation will be undertaken with the school to develop agreed site constraint and interim mitigation plans in order to minimise the impacts on pupils and staff during the school build.

### **Positive impacts identified:**

**Improving the well-being of people with protected characteristics. The nine protected characteristics are: age; disability; gender reassignment; marriage or civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation**

This proposal if progressed will be designed according to 'inclusive by design' principles.

### **People who suffer discrimination or disadvantage**

The proposals will equally positively impact on all groups.

### **People affected by socio-economic disadvantage and unequal outcomes**

By improving the educational offer through new school facilities the performance of pupils could improve increasing scope for gaining employment.

### **Areas affected by socio-economic disadvantage**

Henllan and upper Denbigh is within the 20-30% most deprived areas of Wales and this project would support improved education facilities and increase pupil places within the area.

### **Negative impacts identified:**

**Improving the well-being of people with protected characteristics. The nine protected characteristics are: age; disability; gender reassignment; marriage or civil partnership;**

**pregnancy and maternity; race; religion or belief; sex; and sexual orientation**

Careful consideration will be needed to ensure that during any phasing of the project that access to the learning environment is not reduced. The interim arrangements may impact the wellbeing of pupils and consideration will be given to how this may be mitigated.

**People who suffer discrimination or disadvantage**

No negative impacts have been identified

**People affected by socio-economic disadvantage and unequal outcomes**

No negative impacts have been identified

**Areas affected by socio-economic disadvantage**

No negative impacts have been identified

**A Denbighshire of cohesive communities**

**Overall Impact**

Positive

**Justification for impact**

Although some potential negative impacts have been identified over the short term in terms of disruption associated with the planned construction works, longer term the benefits of the ongoing colocation of the school and childcare facilities and increased flexibility in opportunities for the school and community to make use of the school site mean the proposal is positive overall.

**Further actions required**

The construction stage is likely to have a negative impact on the local community on a short term basis. The project team will need to work with the contractor and the local community to minimise risks and to ensure clear communication at key times.

**Positive impacts identified:**

**Safe communities and individuals**

New facility will be designed in line with the principles of Designing out Crime guidelines.

**Community participation and resilience**

The increased flexibility in use of the school hall will provide more opportunities for community use of the site.

**The attractiveness of the area**

The works at the site will be in keeping with the current building and also will reflect the rural nature of the surrounding area and village.

**Connected communities**

The school and childcare provision will ensure that there is a strong connection with the wider community. Likewise potential opportunities for the use of areas of the building by the local community will also ensure this going forward. Providing sufficient pupil places will also ensure that more pupils are able to be educated in their local area.

**Rural resilience**

The school is located in a small village setting within a rural area. The expansion and improvement at the school will ensure that the facility is viable in the longer term, protecting this rural asset.

**Negative impacts identified:**

**Safe communities and individuals**

The construction phase will have an impact on the community via increased traffic and access to the site for employees and the delivery of building supplies. This could have an impact on individuals during this phase.

**Community participation and resilience**

In considering community facilities there is a need to ensure that the overall provision is not saturated

leading to existing providers becoming unviable.

### **The attractiveness of the area**

The construction phase may have a short term detrimental impact on the local community.

### **Connected communities**

Increase community use may create additional management/administration pressures for the school.

### **Rural resilience**

No negative impacts have been identified

### **A Denbighshire of vibrant culture and thriving Welsh language**

#### **Overall Impact**

Positive

#### **Justification for impact**

This project will increase the capacity of a Welsh medium school and secure the future of a Welsh language preschool provision. As such there will be increased opportunities for young people in Denbighshire to access their education through the medium of Welsh. Additionally an increase in the number of Welsh learners could increase the overall number of speakers within Denbighshire and Wales.

#### **Further actions required**

Should any negative impacts emerge actions to mitigate will be fully explored.

#### **Positive impacts identified:**

##### **People using Welsh**

The project will expand the availability of Welsh medium primary provision in the Denbigh area. Therefore this will increase the numbers of people speaking and using Welsh in line with the Welsh

Governments 'Cymraeg 2050' plan.

### **Promoting the Welsh language**

The delivery of the project is within an existing Welsh medium primary school site. During the procurement process use of bilingual signage for site management will be discussed with the contractor. The project itself will be publicised via DCC communications team to raise a general awareness of the project. Communication with residents and the local community will be bilingual.

### **Culture and heritage**

The project will expand the availability of Welsh medium places, therefore providing opportunity for more pupils to learn and participate in cultural events via the medium of Welsh.

### **Negative impacts identified:**

#### **People using Welsh**

No negative impacts identified

#### **Promoting the Welsh language**

No negative impacts identified

#### **Culture and heritage**

No negative impacts identified

### **A globally responsible Denbighshire**

#### **Overall Impact**

Neutral

#### **Justification for impact**

The procurement of contractors and the subsequent construction periods should have a positive impact. Adherence to procurement regulations and statutory responsibilities around Health and

## Ysgol Henllan Extension

Safety will ensure that the projects address such areas. The aims of achieving Net Carbon Zero for the project support Denbighshire's position around reducing climate change however we are aware there may be challenges associated with improving the energy efficiency of an existing building .

### **Further actions required**

Opportunities for improving the energy efficiency of the site in order to compensate for the increased floor area will be considered at an early stage of the design.

### **Positive impacts identified:**

#### **Local, national, international supply chains**

The project will be procured via the North Wales Construction Partnership. This ensures that the baseline economic, employment and environmental benefits are met.

#### **Human rights**

All contractors will be expected to have first class health and safety procedures in place and these will be rigorously examined during the delivery of the project. Workers employed during the process will be expected to be treated equally.

#### **Broader service provision in the local area or the region**

As the project would free up additional resource space for use by the school there may be more opportunities for intensive interventions with pupils which could be supported by external agencies.

#### **Reducing climate change**

Opportunities for improving the energy efficiency of the site in order to compensate for the increased floor area will be considered at an early stage of the design.

### **Negative impacts identified:**

#### **Local, national, international supply chains**

No negative impacts identified

**Human rights**

No negative impacts identified

**Broader service provision in the local area or the region**

No negative impacts identified

**Reducing climate change**

Due to the nature of extending and refurbishing older buildings there may be challenges in terms of achieving a carbon neutral build overall.