



Democratic Services

Location: Phase II
Ext: 0185
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My Ref: LP

**To: COUNCILLOR JONATHAN BIANCO
CABINET MEMBER FOR PROPERTY AND
INFRASTRUCTURE**

**COUNCILLOR MARTIN GODDARD
CABINET MEMEBR FOR FINANCE**

c.c. All Members of Executive Scrutiny Committee
c.c. Perry Scott, Corporate Director of Infrastructure,
Transport & Building Services
c.c. Chairman of Residents, Education and
Environmental Services Policy Overview Committee
c.c. Peter Elliot Smith, Infrastructure, Building
Services & Transport
c.c. Ward Councillors for Northwood Hills / Charville
c.c. Conservative and Labour Group Offices
(inspection copy)

Date: 11 May 2021

Non-Key Decision request

Form D

CAPITAL RELEASE REPORT (May 2021)

DEPARTMENT: Resident Services

SERVICE AREA / PROGRAMME: School Conditions Building Programme 2021/22

RELEASE NO: 3

Dear Cabinet Member

Attached is a report requesting that a decision be made by you as an individual Cabinet Member. Democratic Services confirm that this is not a key decision, as such the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 notice period does not apply.

You should take a decision **on or after Wednesday 19 May 2021** in order to meet Constitutional requirements about publication of decisions that are to be made. You may wish to discuss the report with the Corporate Director before it is made. Please indicate your decision on the duplicate memo supplied, and return it to me when you have made your decision. I will then arrange for the formal notice of decision to be published.

Liz Penny
Democratic Services Officer

Title of Report: School Conditions Building Programme 2021/22 - Release No: 3

Decision made:

Reasons for your decision: (e.g. as stated in report)

Alternatives considered and rejected: (e.g. as stated in report)

SignedDate.....

Cabinet Member for Property and Infrastructure / Cabinet Member for Finance

CAPITAL RELEASE REPORT (May 2021)

DEPARTMENT: Resident Services

SERVICE AREA / PROGRAMME: School Conditions Building Programme 2021/22

RELEASE NO: 3

Cabinet Members	Councillor Jonathan Bianco / Councillor Martin Goddard
Cabinet Portfolios	Property & Infrastructure / Finance
Officer Contact	Peter Elliott-Smith, Infrastructure, Building Services & Transport
Papers with report	Appendix A with capital release requests for approval

HEADLINES

Summary	To seek Cabinet Member approval for the release of capital funds to undertake feasibility studies surveys and appointment of multi-disciplined consultants on refurbishment works associated with Grange Park Infant, Grange Park Junior, and Hillside Infant School
Putting our Residents First	This report supports the Council objective of strong financial management.
Financial Cost	This report seeks the release of £55k from the 2021/22 School Conditions Building Programme budget for the pre-construction fees for refurbishment works at Grange Park Infant and Junior Schools and Hillside Infant School and is inclusive of capital programme team fees and contingency.
Relevant Policy Overview Committee	Residents, Education and Environmental Services Policy Overview Committee
Ward(s) affected	Northwood Hills, Charville

RECOMMENDATION

That the Cabinet Member for Finance and Cabinet Member for Property and Infrastructure agree to the following capital release request of £55k from the 2021/22 School Conditions Building Programme budget for the funding of pre-construction cost for works at Grange Park Infant, Grange Park Junior and Hillside Infant Schools.

Reasons for recommendation

Due to age related wear, presence of damaged asbestos, discontinued spare parts, and facilities in poor working condition, refurbishment works are required to minimise the risk of health and safety related issues currently present at three schools. Elevated levels of damage could potentially cause school closures due to either power outages or health and safety risks.

Alternative options considered

Due to the presence of asbestos within Hillside and a plant room with discontinued spare parts the only alternative is to not carry out the works; this would leave the schools with deteriorating structural and mechanical issues which if left could potentially cause increased costs in repairs and a potential increasing health and safety risk.

Policy Overview Committee comments

None at this stage

SUPPORTING INFORMATION

Background Information

The works to Grange Park Infant and Junior Schools and Hillside Infant School will form part of the School Conditions Programme 2021/22 Phase 4.

Grange Park Junior – Toilet and external lighting works

Due to ongoing leaks and age-related wear a number of the school's toilet facilities are in need of refurbishment. The existing scope is to fully refurbish the junior school toilets and consultants will be expected to produce a schedule of condition to evaluate all toilets and identify improvements across the school.

Included in these works are the supply of external lighting, the school field entrance area is poorly lit and to ensure adequate lighting and accessibility for pupils and parents, fixed lighting is to be installed with an external electrical source situated near the school play area.

Grange Park Infant & Junior – Boiler Room Refurbishment Works

Due to age related wear, water damage and discontinued spare parts, the boiler system room that supplies both schools is in need of a full system replacement including the control elements. The boiler room is currently subject to water damage due to water ingress within the boiler room which will also be addressed as part of these proposed works.

Hillside Infant School – External building refurbishment and Asbestos panel removal

Damaged asbestos panelling on the external structure of Hillside Infant School requires removal in line with health and safety requirements and considerable refurbishment works. Works

proposed are to safely remove and dispose of all timber framed asbestos panels on the external elements of the school. The panels are to be replaced with a more suitable product; works would include the replacement of worn and damaged windows also present in the framework area.

Costs

This report is seeking the release of the pre-construction costs for each of the projects. The schools have agreed to contribute towards the costs of the works as set out in the School Contribution Policy.

Table 1: Cost Plan for the 3 Schemes

Description	Grange Park Junior, Toilet & Lighting	Grange Park infant & Junior, Boiler Room	Hillside Infant, External building refurbishment	Total
Feasibility Studies / Surveys	£5,000	£5,000	£5,000	£15,000
External Consultancy Fees	£3,750	£13,750	£14,750	£32,250
Capital programme fees	£1,000	£1,375	£1,475	£3,850
Contingency	£1,000	£1,375	£1,475	£3,850
Total	£10,750	£21,500	£22,700	£54,950

Financial Implications

Schools Conditions Building Programme 2021/22 Budget £1,550k; Previously Released / Pending Release £118k; Capital Release Requested £55k – Appendix A

The 2021/22 capital programme approved by Cabinet and Council in February 2021 included a budget of £1,550k for the Schools Conditions Building Programme funded from a combination of Schools Condition capital grant and agreed school contributions in line with Council's policy.

The report seeks the approval of the capital release of £55k from the Schools Conditions Building Programme budget towards preconstruction fees for the refurbishment work at Grange Park Infant, Grange Park Junior and Hillside Infant School.

The release request of £55k consists of quoted consultancy costs, survey/ feasibility costs, capital programme team fees and contingency. Construction costs are uncertain until the consultant defines the scope of works and are tendered. Indicative estimates are that construction works will be in the region of £300k in total for the three schemes.

In line with Council's policy, written agreement has been received from Grange Park Junior School, Grange Park Infant School and Hillside Infant School for the schools' contribution towards the projects. The amounts are yet to be calculated which is dependent on the total value of the project. Once tenders for the main works come back and have been analysed, the amount of the schools' contribution will be calculated. Final written and signed agreement from the school will be sought before commencement of any works.

The remaining £1,377k of the Schools Conditions Building Programme 2021/22 budget will be allocated to schools subject to the capital release process.

RESIDENT BENEFIT & CONSULTATION

The benefit or impact upon residents, service users and communities

Works to ensure that the school is fully functional and safe for its users.

Consultation carried out or required

Consultation and agreement of works with the school in line with School Contribution Policy.

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate finance concurs with the financial implications above, noting that the three schemes will be funded from a combination of Schools Condition grant and schools' contributions, with no impact on Council resources.

Legal

The Borough Solicitor confirms that the Council is responsible for carrying out this function pursuant to Section 16 of the Education Act 1996, thus there are no legal impediments to the capital release being authorised, although any contract that is entered into must comply with the Council's Procurement and Contract Standing Orders.

Infrastructure / Asset Management

This report is authored by Infrastructure / Asset Management.

Capital Release Protocol

The release of all capital funds, and certain revenue funds, held by the Council is to be made by a formal democratic decision. No expenditure can be placed or committed by officers until this formal approval is given by Democratic Services. Release of funds must be for identified projects only and strictly not for the general release of funds for projects to be identified at a later date. No block releases of capital or funding will be allowed, except if authorised by the Leader of the Council in advance to Corporate Finance. The release of funds will only be made if previous Council, Cabinet or Cabinet Member agreement has been given to the project and only if there is an approved budget.

BACKGROUND PAPERS

NIL.

APPENDIX A

School Conditions Programme 2021/22 – Grange Park Infant and Junior School, Hillside Infant School Refurbishment Works (Release No 3)

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Grange Park Junior School	Toilet and external lighting works	Multidisciplinary consultant fees, Principal Designer, Internal Fees, Site Surveys	11			
Grange Park infant & Junior School	Boiler Room Refurbishment	Multidisciplinary consultant fees, Principal Designer, Internal Fees, Site Surveys	21			
Hillside Infant School	External building refurbishment and Asbestos panel removal	Multidisciplinary consultant fees, Principal Designer, Internal Fees, Site Surveys	23			
Total seeking release			55			
Previously released / pending release			118			
Budget			1,550			
Remaining budget			1,377			