

# Public Document Pack



## NOTICE OF MEETING

<b>Meeting</b>	Buildings, Land and Procurement Panel
<b>Date and Time</b>	Tuesday, 3rd October, 2017 at 10.00 am
<b>Place</b>	Denning Room, Ell Court, The Castle, Winchester
<b>Enquiries to</b>	members.services@hants.gov.uk

John Coughlan CBE  
Chief Executive  
The Castle, Winchester SO23 8UJ

## FILMING AND BROADCAST NOTIFICATION

This meeting may be recorded and broadcast live on the County Council's website. The meeting may also be recorded and broadcast by the press and members of the public – please see the Filming Protocol available on the County Council's website.

## AGENDA

### 1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

### 2. DECLARATIONS OF INTEREST

All Members who believe they have a Disclosable Pecuniary Interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in Part 3 Paragraph 1.5 of the County Council's Members' Code of Conduct, leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with Paragraph 1.6 of the Code. Furthermore all Members with a Non-Pecuniary interest in a matter being considered at the meeting should consider whether such interest should be declared, and having regard to Part 5, Paragraph 2 of the Code, consider whether it is appropriate to leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with the Code.

### 3. MINUTES OF PREVIOUS MEETING (Pages 3 - 10)

To confirm the minutes of the previous meeting held on 27 June 2017.

### 4. DEPUTATIONS

To receive any deputations notified under Standing Order 12.

**5. CHAIRMAN'S ANNOUNCEMENTS**

To receive any announcements the Chairman may wish to make.

**6. STRATEGIC PROCUREMENT AND COUNTY SUPPLIES  
CONTRACTING ACTIVITY AND APPROVALS FOR 2017/18** (Pages  
11 - 24)

To consider a report of the Director of Transformation and Governance regarding procurement, amendments and extensions to contracts over £1million in value.

**7. PROPERTY SERVICES: MAJOR PROGRAMMES UPDATE REPORT**  
(Pages 25 - 34)

To consider a report of the Director of Culture, Communities and Business Services providing an update on major projects and issues currently being progressed with in the department.

**8. MANAGING THE BUILT ESTATE UPDATE** (Pages 35 - 72)

To consider a report of the Director of Culture, Communities and Business Services providing an update on the strategies for managing the County Council's Built Estate.

**9. ENERGY AND CARBON MANAGEMENT ACTIVITIES UPDATE**  
(Pages 73 - 80)

To consider a report of the Director of Culture, Communities and Business Services with an update on the Carbon Management Plan.

**ABOUT THIS AGENDA:**

**On request, this agenda can be provided in alternative versions (such as large print, Braille or audio) and in alternative languages.**

**ABOUT THIS MEETING:**

**The press and public are welcome to attend the public sessions of the meeting. If you have any particular requirements, for example if you require wheelchair access, please contact [members.services@hants.gov.uk](mailto:members.services@hants.gov.uk) for assistance.**

County Councillors attending as appointed members of this Committee or by virtue of Standing Order 18.5; or with the concurrence of the Chairman in connection with their duties as members of the Council or as a local County Councillor qualify for travelling expenses.

# Agenda Item 3

AT A MEETING of the Buildings, Land and Procurement Panel of HAMPSHIRE COUNTY COUNCIL held at The Castle, Winchester on Tuesday, 27th June, 2017

Chairman:  
p. Councillor Mel Kendal

p. Councillor Peter Edgar  
a. Councillor Adrian Collett  
p. Councillor Keith House

p. Councillor Ryhdian Vaughan  
p. Councillor Bill Withers Lt Col (Retd)

## 1. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Collett.

## 2. **DECLARATIONS OF INTEREST**

Members were mindful that where they believed they had a Disclosable Pecuniary Interest in any matter considered at the meeting they must declare that interest at the time of the relevant debate and, having regard to the circumstances described in Part 3, Paragraph 1.5 of the County Council's Members' Code of Conduct, leave the meeting while the matter was discussed, save for exercising any right to speak in accordance with Paragraph 1.6 of the Code. Furthermore Members were mindful that where they believed they had a Non-Pecuniary interest in a matter being considered at the meeting they considered whether such interest should be declared, and having regard to Part 5, Paragraph 2 of the Code, considered whether it was appropriate to leave the meeting whilst the matter was discussed, save for exercising any right to speak in accordance with the Code.

## 3. **MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 10 January 2017 were agreed as a correct record and signed by the Chairman.

## 4. **DEPUTATIONS**

There were no deputations.

## 5. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman welcomed newly appointed members to the Panel.

The Chairman informed Members of the County Council's responses to enquiries from Government and any implications for the Council estate following the devastating fire at Grenfell Tower in London.

The Chairman, and Members of the Panel, expressed their sympathies to the victims and families of the tragic event and congratulated the emergency services for their response.

It was announced that the County Council had recently responded to urgent enquiries from Government Departments in relation to both residential towers and school buildings. Firstly, to confirm that Hampshire had no residential buildings over six storeys and, therefore, no actions was required. Members were aware that the County Council was not a housing authority and, therefore, had no residential properties of the type impacted by the fire in London.

The Chairman noted that the schools estate in Hampshire had a small number of three and four storey buildings but that there were no parallels to the construction and fire safety arrangements at Grenfell Tower. It was reported that the strategy for life safety in schools was to evacuate first and all multi-storey buildings were fitted with modern fire alarms to facilitate this. Members noted that local managers had responsibility for fire evacuation and were encouraged to undertake regular fire safety drills. The Chairman also confirmed that the ongoing re-cladding programmes at schools did not use Aluminium Composite Materials (ACM) which was the subject of much speculation in the media and had initiated the requirement for local authorities to survey residential towers in their ownership.

The Chairman also took the opportunity to remind Members of the comprehensive approach the County Council adopts towards to fire safety in its buildings and noted that:

- The Council understands the risk profiles of our buildings and actively audit our estate on a prioritised basis.
- The Council has a long-standing Partnership with Hampshire Fire and Rescue Service (HFRS) and both organisations jointly fund an Embedded Fire Officer who is co-located in the Property Team.
- The Council provide fire safety guidance to all local managers including schools and proactively support them in fire safety arrangements.
- All projects are independently reviewed by an experienced panel of officers, including representation from HFRS to ensure compliance with Regulations and best practice.
- All projects have a Fire Risk Assessment undertaken to decide whether additional safety measures should be implemented and if sprinklers are recommended for additional asset protection.

The Chairman noted that, notwithstanding the County Council's strong record of managing fire safety, it was recognised that the events in London had served as a reminder of the potential devastating impact of fire in buildings. It was intended that officers would continue to monitor the findings of the Grenfell Tower Enquiry as they became publicly available and would ensure that if there were any actions or implications for the Council, that these would be evaluated and any recommendations for improvement made.

The Chairman was pleased to announce that the new Mill Chase Secondary School building had received planning permission. The school was intended to provide modern, high quality education facilities to support the regeneration of

the town. The Panel heard that the County Council had made a contribution of £10 million towards the £30 million project.

Members welcomed the news that the Bordon Future Skills Centre had recently completed on site. The project was intended to provide 200 full time equivalent places for students learning construction skills and was planned to be managed by Basingstoke College of Technology. The Chairman noted that the role of the County Council had been to design and manage operation of the facility and had contributed £250,000 alongside the main Enterprise M3 LEP funding.

The Chairman was pleased to announce that Property Services had achieved nine winner awards and five commendations throughout 2016/17. Awards that had been received since the last meeting of the Panel were:

- Winchester Cathedral Education Centre had received a Commendation in the National Civic Trust Awards 2017.
- The CEMAST (Centre for Engineering, Manufacturing and Advanced Skills Training) had picked up the Best New Build Non-Residential Award in the 2016 Fareham Society Design Competition.
- The Hampshire Property Team had received an Award for Joint Working from Hampshire Fire and Rescue Service for their role to transform the Eastleigh HQ building into an innovative facility for both our Police and Fire Services.
- Park Community School in Havant was Highly Commended by the Campaign for the Protection of Rural England Awards in the Sustainable Building Category.
- CIVITAS Academy, designed and managed by Hampshire Property Services for Reading Borough Council, was the RICS Regional Award Winner for Regeneration and has gone forward to the National Finals.

## 6. MAJOR PROGRAMMES UPDATE REPORT

The Panel considered the report of the Director of Culture, Communities and Business Services (Item 6 in the Minute Book) which provided an update on major projects that were being progressed within the department.

Members noted the details contained within the report. In particular, discussion was held regarding the new schools delivery programme and how the County Council was required to follow the Department for Education's (DfE) process and governance for new free school delivery where sponsors had been selected directly by them. The Panel were concerned that the combined effects of a reduction in Government funding and the Government's decision to limit the design of future school buildings to a lower specification would not necessarily result in delivering school buildings to the same existing level of quality across the county. Members were pleased to hear that Property Services (PS) continued to have a positive working relationship with the Education Funding Agency (EFA) and to hear that PS officers were striving to achieve a sensible balance across all influencing factors to produce the best possible results for the new schools delivery programme. In response to Members' question it was clarified that:

- The County Council would not be responsible for maintaining the new school buildings once constructed.

- That the minimum environmental requirements for new school facilities, as stipulated by the DfE, were that standard Building Regulations were met.
- That the planning application for new schools would be brought before the relevant local planning authority and that the application would be from the County Council as the agents of the DfE.

RESOLVED:

That the Buildings, Land and Procurement Panel recommends to the Executive Member for Policy and Resources that:

a) Progress of each of the programmes is noted.

## 7. **PROPERTY SERVICES BUSINESS REVIEW 2016/17**

The Panel considered the annual report of the Director of Culture, Communities and Business Services which provided an overview of Property Services' financial outturn position for 2016/17 (Item 7 in the Minute Book).

Members heard that throughout 2016/17, Property Services had continued to deliver significant programmes of work in line with the Business Plan 2015 to 2020. Notably, work had included:

- Ongoing delivery of the Children's Services capital programme to provide both primary and secondary school places
- Ongoing delivery of significant maintenance programmes for both schools and corporate buildings
- Successful renewal of the Property Services Service Level Agreement for schools continuing the delivery of the comprehensive service to 96% of schools in the County
- Design and procurement work as part of the Adult Services transformation strategy
- Progress on the Strategic Land programme including allocation of the Manydown site in the Basingstoke and Deane local plan
- The launch of the new temporary and modular building framework for public sector organisations across the South of England

The Panel noted that Property Services income for 2016/17 had been £29.6million and that £20.1million of this had been from County Council projects and £9.5million had been from external clients.

It was reported that the strategic partner working arrangement established in 2014 continued to ensure flexibility and capacity of resources. Members heard that the Service would continue to recruit where the longer term work forecast identified this need.

RESOLVED:

- a) That the Panel notes the successful outturn for Property Services in 2016/17.

## 8. SOUTHERN RESPITE SERVICE, LOCKS HEATH

The Panel considered the report of the Director of Culture, Communities and Business Services reviewing project proposals for the provision of a new permanent Respite Care facility for Adults with Learning and Physical Difficulties in Locks Heath (Item 8 in the Minute Book.)

Members were informed of the specific aspects of the project proposals including the financial provision, details of the site and existing infrastructure, external works, car parking and consultations. A plan of the site was also appended to the main report.

RESOLVED:

That the Buildings, Land and Procurement Panel make the following recommendations to the Executive Member for Policy and Resources:

- a) That the Executive Member for Policy and Resources gives approval to the project proposals for the Southern Respite Unit, Locks Heath, at an estimated total cost of £3,695,000.
- b) That the Executive Member for Policy and Resources grants procurement and spend approval for contracting activity associated with the project, including letting of advance enabling works contract for the highways access, as outlined in Section 3.2 of this report.

## 9. ENERGY AND CARBON MANAGEMENT PROGRAMME UPDATE

The Panel considered the report of the Director of Culture, Communities and Business Services providing an update on progress so far with a series of Energy Programmes (Item 9 in the Minute Book).

Members were pleased to hear that the County Council was on track to exceed its Phase 2 savings targets of 40% carbon reduction by 2025. It was reported that Property Services was due to host a conference for public sector organisations to raise the profile of Electric Vehicles and offer the opportunity to meet professionals from the industry on 3 July 2017. As part of the discussion on Electric Vehicles, the Panel noted the potential for income generation as a result of developing a framework of EV charging points across the county.

RESOLVED:

That the Buildings Land and Procurement Panel recommends to the Executive Member Policy and Resources that:

- a) Good progress on the Carbon Management Plan Phases 1/ 2 and the Energy Performance Programmes Phases 1-3 delivering estimated cost savings of £29.9m is noted.
- b) That £80,000 of resources from the Cost of Change fund is used to provide the necessary professional resources in Property Services to develop feasibility studies, designs and procurement strategies for Phases 4 and 5 of the Energy Programmes.
- c) That £2.72m of resources is committed from the Policy and Resources Energy Budget to deliver:

- A further major programme of LED replacement lighting in the corporate estate
- Installation of a network of Electrical Vehicle charging points
- Conversion of the small vehicle service fleet and staff pool cars from diesel to electric on a phased basis
- A programme of Local and Bulk Battery Storage subject to a positive business case and viable Return on Investment

The above is currently estimated to deliver an annual saving of at least £450,000 per year on a recurring basis.

- d) Approval be given to the procurement and spend in relation to the Energy Programmes in this report.
- e) The Director of CCBS be given delegated authority to commit resources and let contracts for Phases 4 and 5 Energy Programmes in consultation with the Executive Member Economic Development.
- f) The economic, social and reputational benefits of continuing to take a lead in design and delivery of innovative energy programmes is noted.

#### 10. **CORPORATE PROCUREMENT AND COUNTY SUPPLIES CONTRACTING ACTIVITY AND APPROVALS FOR 2016/17**

The Panel considered the report from the Director of Culture, Communities and Business Services regarding procurement, amendments and extensions to contracts over £1million in value (Item 9 in the Minute Book).

An Appendix was attached to the report which detailed the projects which were seeking endorsement from the Panel.

RESOLVED:

That the Buildings, Land and Procurement Panel make the following recommendations to the Executive Member for Policy and Resources:

- a) That procurement and spend approvals, as appropriate, be given for the contracts as detailed in Appendix 1.

#### 11. **BUSINESS SERVICES GROUP - 2016/17 ANNUAL REPORT AND ACCOUNTS**

The Panel considered the report of the Director of Culture, Communities and Business Services providing a summary of the financial performance of the self-funding business units namely County Supplies (CS), Hampshire Transport Management (HTM) and Hampshire Catering Services (HC3S) (Item 10 in the Minute Book).

An annual surplus of £837,000 was reported which had been generated across the Group and was higher than the forecast surplus.

In particular, CS had experienced its highest annual turnover in 2016/17, of £9.68million. The service continued to conduct high level analysis of schools' spend to ensure that its pricing structure was in line with that of key competitors in the market. Members were pleased to hear that, as part of the CS loyalty scheme, a total of £550,000 had been paid back to schools customers over the previous five years and proposed that this be included as an additional recommendation for the Executive Member for Economic Development to note.

HTM overachieved on its surplus target by £244,000 and had recently been awarded the contract for the supply and maintenance of a vehicle fleet of approximately 130 Light Commercial Vehicles, Heavy Goods Vehicles and dedicated gritters to Skanska UK for delivery of the Hampshire Highways Services Contract.

HC3S continued its success in the provision of primary school meals (including Universal Infant Free School Meals) and providing services to secondary schools and other County Council sites. Specifically, it was reported that in 2016/17 a total of just over 11.5 million meals were served in primary schools which was a take-up of 59.9% exceeding the target of 59.6%.

RESOLVED:

That the Buildings, Land and Procurement Panel recommends to the Executive Member for Economic Development that he:

- a) Approves the 2016/17 annual report and accounts for the Business Services Group.
- b) Notes that, in reference to section 4.16 of the report, a total of £550,000 in loyalty discount benefits had been made to schools over the previous five years.

## 12. **EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED:

The public were excluded from the meeting during the following item of business, as it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during that item there would have been disclosure to them of exempt information within Paragraph 3 of Part I Schedule 12A to the Local Government Act 1972, and further that in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, for the reasons set out in the report.

## 13. **BUSINESS SERVICES GROUP - BUSINESS PLANS 2017-18**

The Panel considered the report of the Director of Culture, Communities and Business Services regarding the 2016/17 Business Plans for the Business Services Group. (Item 12 in the Minute Book.)

An update was provided on the performance of each of the three Units from 2016/17 and forecasts were given for 2017/18. Members heard that the targeted surplus across the business units for the next five years was £1.65 million and that preparing the units for future trading challenges, the implications of the Transformation to 2019 programme and the strategy to increase and diversify the customer base were key areas of focus for the units.

RESOLVED:

That the Buildings, Land and Procurement Panel recommends to Executive Member for Economic Development that he:

- a) Approves the 2017/18 business plans for the Business Services Group.
- b) Notes the planned application of funds in the accumulated surpluses of the Business Services Group as set out in paragraphs 3.6 and 3.7.
- c) Notes the provision of up to £2 million annually, as set aside in the County Council's Capital Programme, for the purchase of new and replacement vehicles by HTM.

## HAMPSHIRE COUNTY COUNCIL

### Report

<b>Committee/Panel:</b>	Buildings, Land and Procurement Panel
<b>Date:</b>	3 October 2017
<b>Title:</b>	Strategic Procurement and County Supplies Contracting Activity and Approvals for 2017/18
<b>Report From:</b>	Director of Transformation and Governance

**Contact name:** Belinda Stubbs

**Tel:** 01962 846235

**Tel:** belinda.stubbs@hants.gov.uk

#### 1. Summary

- 1.1. The purpose of this report is to present the relevant procurement approvals in relation to various contracts as listed in Appendix 1. This approval request is in accordance with the County Council's Contract Standing Orders and Constitution.
- 1.2. The County Council's Contract Standing Orders (CSO) requires that 'The procurement of a Contract (not including a Framework Agreement) is subject to the approval of the relevant decision maker who has the authority to give approval for the relevant expenditure under the Constitution.'
- 1.3. Framework agreements are not linked to specific one-off purchases or projects but provide for the ongoing routine goods and services requirements of a large number of individual budget holders, either through direct call-offs or mini-competitions as required by each framework agreement. Therefore, the framework agreement values are only estimates and expenditure will be determined by the actual commitments made by budget holders.

#### 2. Contextual information

- 2.1. The programme of procurements contained within this report includes arrangements for use by the County Council, Hampshire Constabulary and Hampshire Fire and Rescue Service, schools and other external partners and customers, with a total estimated value over £1 million. Contracts with a total value of under £1 million are approved by the relevant budget holder under the scheme of delegation.
- 2.2. One of the approvals in this report is a revision to an existing approval because the estimated value and/or the procurement approach has been amended. These amendments are due to contract strategy changes or a more appropriate procurement approach being developed and to allow for transition and continuity with current service user delivery requirements.

- 2.3. Whilst all the latest finalised procurement proposals are included in this report, further procurement projects are planned during the coming year. Once fully developed, these proposals will be reported to this Panel prior to seeking Executive Member for Policy and Resources approval.
- 2.4. Additional background and context has been provided for the larger scale projects in the sections below.

### **3. T19 IT - HPSN 3**

#### **Background**

- 3.1. The HPSN2 contract was awarded to Ntl:Telewest Business (now Virgin Media Business (VMB)) in 2009, for an initial period of six years with the option to extend for a further four years which was taken up in July 2015. This is a single supplier framework agreement.
- 3.2. The contract provides a range of telecommunications and Internet services, to the HPSN2 partnership, including the County Council, nearly all schools and 16 initial Partner organisations: Hampshire County Council, Southampton City Council, Portsmouth City Council, Isle of Wight Council, Basingstoke & Deane Borough Council, Hart District Council, Rushmoor Borough Council, Fareham Borough Council, Eastleigh Borough Council, East Hants District Council, Havant Borough, Gosport Borough Council, New Forest District Council, Test Valley Borough Council, Winchester City Council, Hampshire Fire & Rescue Service.
- 3.3. The following organisations have since joined the Partnership: New Forest National Parks Authority, Southern Health NHS Foundation Trust, Portsmouth Hospitals NHS Trust and Solent NHS Trust. There are approx. 1,200 connected sites.

HPSN2 services include Ethernet connectivity (WAN and LAN), wireless network, voice (both fixed & mobile), Video conferencing, text, CCTV, structured cabling, internet, content filtering (E safety).

#### **Progress to Date**

- 3.4. The current framework contract does allow for Call Off orders for services to be placed which extend beyond the life of the contract.  
  
We have been in discussions with VMB since January 2017 on whether they can provide a new deal (as a Call Off) which will achieve the level of cost savings we require, which could be tied into an extension of services. VMB responded in June 2017 with an offer which fell short of the required savings.
- 3.5. In the meantime, IT worked with Procurement to prepare the issuing of a Prior Information Notice (PIN) for Market Awareness should VMB be unable to provide an adequate offer. PIN issued 1<sup>st</sup> September for an engagement day scheduled 22<sup>nd</sup> September.
- 3.6. VMB have indicated that they will put forward a revised offer, but this has not been received at the time of writing.

- 3.7. The supplier engagement day is designed to give early, high-level information about what we are potentially looking for, give suppliers the opportunity to ask questions, and stimulate market interest.

### **Next Steps**

- 3.8. A number of streams will take place over the next 3 months which will culminate in the issuing of an invitation to tender (ITT) in January 2018.
- 3.9. Detailed requirements will be gathered with regard to external connectivity e.g. number/location/type of sites, bandwidth, future growth, public or private infrastructure etc.
- 3.10. An options paper will be drafted outlining the potential future models for telephony, which will then be used to consult with business representatives. Once the model has been agreed, this will form the basis of the telephony strategy and associated requirements.
- 3.11. The ITT will be drafted in December, containing a number 'baskets' of services which may be bundled or unbundled (based on advice from Procurement).
- 3.12. An overview of the requirements will be communicated to appropriate stakeholders (e.g. CMT, programmes with dependencies).
- 3.13. Should VMB as the incumbent provide a revised offer before the issuing of the ITT, which delivers the required savings, and is deemed of sufficient commercial value, then the option to extend services to them will be pursued.
- 3.14. Post contract award / or re-negotiation, the project will move into an implementation phase which will include the following based on our detailed requirements:
- Migration / refresh of local network lines, Internet and security infrastructure, and the decommissioning of legacy equipment
  - The implementation of the new telephony solution, end-user transition and decommissioning of existing Avaya service

### **Financial**

- 3.15. The current annual cost is made up of the following core elements: connectivity (network access circuits & support) £2.8 million; Telephony (fixed lines and calls) £1.5 million; Internet services (including firewalls) £2.7 million; mobile telephony £0.5 million. Typical BAU spend @£7.5 million/pa. Whole year under HPSN 1<sup>st</sup> Jan 2010 to 31<sup>st</sup> Dec 2015 was @£62.4 million (average £10.4 million pa over 6 years).

## **4. Enabling Productivity**

### **Background**

- 4.1. The Enabling Productivity (EP) programme is in place to Enable Transformation T19 and beyond to support HCC achieve the goal of saving £140m by 2019.

- 4.2. This includes a device refresh and exploitation to mitigate an operational risk of IT systems going out of support and also introduce a greater diversity of IT assets to enable a flexible and mobile workforce.
- 4.3. Management and Leadership (HR) workstream will support departments to work with their teams to change their operating models and practices to enhance productivity and embed these into teams.
- 4.4. Full alignment with the T19 Office Accommodation Strategy to enable savings to be realised within the property estate through flexible and mobile working.

#### **Progress to Date**

- 4.5. Alignment with HR activity and the T19 Office Accommodation Strategy is in progress.
- 4.6. There has been a full review of HR policies and relevant updates made where necessary to ensure these are suitable for new ways of working.
- 4.7. Flexible Working Policy and Overtime Policy are under review and will be updated during autumn 2017. In addition HR has designed a new Mobile Device Conditions of Use Policy to ensure staff will be aware of their obligations in regards to devices.
- 4.8. Commercial benchmarking has commenced and indicative device costings should be available for inclusion in the Cabinet Report for October.
- 4.9. Intensive engagement with key stakeholders including DMT engagement is underway to understand how the programme aligns to T19 opportunities and other portfolios of work.
- 4.10. Along with mobile devices, a review of Windows 10 operating software is underway. This project was designed to ensure Windows 10 is fully supported by the IT Department and hence enhance the user experience. Devices need to be enabled with appropriate business software and productivity software suited to role.
- 4.11. There is a technology imperative that requires all of our existing Windows 7 machines to be replaced by the end of December 2018 when Windows 7 goes out of support.
- 4.12. Deployment of 500 Devices to Children Service department has commenced (due for completion October). This trailblazer deployment project is currently underway and is providing valuable insight to both IT and departments for future device deployments.

#### **Next Steps**

- 4.13. CMT approval for the programme deliverables, structure & governance approach, prior to contracting is to be sought.

#### **Financial**

- 4.14. As part of the EP funding £4.4 million of reserves/capital (effectively IT hardware underspend from previous years) is ear-marked for the programme. There is a further £3.6 million in revenue to capital contributions for IT device

renewals over the next 5 years. In total there is £8.0 million allocated to EP leaving a further £12.0 million of new financial requirement.

## **5. Consultation and Equalities**

- 5.1. This report seeks approvals for spending on individual projects and no equality impacts have been identified.

## **6. Recommendation**

**That the Buildings, Land and Procurement Panel make the following recommendations to the Executive Member for Policy and Resources:**

That procurement and spend approvals, as appropriate, be given for the contracts as detailed in Appendix 1.

**CORPORATE OR LEGAL INFORMATION:****Links to the Strategic Plan**

<b>Hampshire maintains strong and sustainable economic growth and prosperity:</b>	yes
<b>People in Hampshire live safe, healthy and independent lives:</b>	yes
<b>People in Hampshire enjoy a rich and diverse environment:</b>	yes
<b>People in Hampshire enjoy being part of strong, inclusive communities:</b>	yes

**Other Significant Links**

<b>Links to previous Member decisions:</b>	
<u>Title</u>	<u>Date</u>
<b>Direct links to specific legislation or Government Directives</b>	
<u>Title</u>	<u>Date</u>

**Section 100 D - Local Government Act 1972 - background documents**

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

DocumentLocation

None

## **IMPACT ASSESSMENTS:**

### **1. Equality Duty**

1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

**Due regard in this context involves having due regard in particular to:**

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

### **1.2. Equalities Impact Assessment:**

This report seeks approvals for spending on individual projects and no equality impacts have been identified.

### **2. Impact on Crime and Disorder:**

2.1 The County Council has a legal obligation under Section 17 of the Crime and Disorder Act 1998 to consider the impact of all decisions it makes on the prevention of crime. The proposals in this report have no impact on the prevention of crime.

### **3. Climate Change:**

3.1 Positive impact on climate change will be considered at the time each of the projects is reported for approval. This report seeks solely procurement approvals and it is not appropriate to set out specific impacts on climate change for each individual item.

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<b>Project Title</b> Brief project description (including scope of project, customer, procurement route, other relevant bodies)	Contract / framework term & Start date	Anticipated HCC value over term	Anticipated Total Value over term	Approval required / project update										
<p><u>Framework Agreement for Education and Non Education Establishment Cleaning and Window Cleaning</u></p> <p>Current call off contracts for cleaning of education and non education establishments are coming to an end and new arrangements now need to be put in place.</p> <p>It is proposed to establish framework arrangements through which new contracts will be provided for cleaning and window cleaning services for HCC, academies, voluntary aided and maintained schools, Hampshire Fire and Rescue Service and the Office of the Police and Crime Commissioner / Hampshire Constabulary.</p> <p>The proposed approach will provide a flexible solution for cleaning services and will feed into the longer term strategy for contracted soft facilities management services.</p> <p>Current annual spend is detailed below</p> <table border="1" data-bbox="192 979 1346 1094"> <thead> <tr> <th data-bbox="192 979 421 1054">Annual Spend</th> <th data-bbox="421 979 651 1054">HCC</th> <th data-bbox="651 979 925 1054">Schools and other partners</th> <th data-bbox="925 979 1113 1054">HFRS</th> <th data-bbox="1113 979 1346 1054">Police</th> </tr> </thead> <tbody> <tr> <td data-bbox="192 1054 421 1094">Spend 2016/7</td> <td data-bbox="421 1054 651 1094">£1M</td> <td data-bbox="651 1054 925 1094">£3.4M</td> <td data-bbox="925 1054 1113 1094">£230K</td> <td data-bbox="1113 1054 1346 1094">£1.36M</td> </tr> </tbody> </table>	Annual Spend	HCC	Schools and other partners	HFRS	Police	Spend 2016/7	£1M	£3.4M	£230K	£1.36M	Up to 4 years commencing November 2017	£14m incl. schools	£24m	Authority to spend
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<p><u>LASER Framework Agreement for the Purchase of Mains Gas and Electricity</u></p> <p>The current arrangement with LASER is due to terminate on 30 September 2018.</p> <p>The 2 year contract was in place to allow HCC to re-visit and refresh the Category Plan for Energy and other Utilities. There has been an unavoidable delay in the commencement of the work on this plan and this entry on BLAPP is to anticipate an extension to the current agreement for 12 months up to 30 September 2019.</p> <p>Any notification to LASER regarding an extension must be provided before 30 September 2017 as they operate 1 on a one year notice period.</p> <p>There is also an indication that with an extension, we will benefit from lower than current pricing.</p> <p>LASER in their last report advised that they have purchased 34% of the Purchase in Advance electricity basket for the year commencing 1 October 2018, and 36% of the gas requirements. The current secured prices of both baskets are lower than the current market prices:</p>	12 Months commencing 1 October 2018	Mains Gas £1.44 Million - Electricity £6.6 Million	Mains Gas £8 Million - Electricity £16.5 Million	Revised Approval for Authority to procure and Authority to Spend

<b>Project Title</b> Brief project description (including scope of project, customer, procurement route, other relevant bodies)					Contract / framework term & Start date	Anticipated HCC value over term	Anticipated Total Value over term	Approval required / project update															
Purchase in Advance Oct 18 - Sep 19																							
Commodity	Current Basket Price	Current Market Price	Difference	Difference %																			
Gas	42.69 p/th	43.13 p/th	-0.44 p/th	-1.0%																			
Elec	£40.78/MWh	£41.38/MWh	-£0.60/MWh	-1.5%																			
<p>Whilst it is not possible to say with certainty how the market will move between now and 30 September 2018 (i.e. the final date for purchasing PIA requirements from 1 Oct 18 onwards), the above differences against HCC (and partner authority) energy volumes equate to avoided costs of £86k for electricity and £36k for gas.</p> <p>The Current Agreement was approved at a value of £49 Million on 25 July 2016. (HCC account for approximately 40% of the spend on Electricity and 18% of the spend on Mains Gas)</p> <table border="1"> <thead> <tr> <th></th> <th>HCC</th> <th>Schools, Districts &amp; other Partners</th> <th>Police</th> <th>HFRS</th> </tr> </thead> <tbody> <tr> <td>Current Contract Value for 2 Years</td> <td>£15.5M</td> <td>£29.25M</td> <td>£3.25M</td> <td>£0.9M</td> </tr> <tr> <td>Proposed Value of extension for year 3</td> <td>£7.5</td> <td>£14.5M</td> <td>£1.6M</td> <td>£0.44M</td> </tr> </tbody> </table> <p>We are currently contacting all users to ensure that they wish to remain on contract for this additional 12 month period.</p>						HCC	Schools, Districts & other Partners	Police	HFRS	Current Contract Value for 2 Years	£15.5M	£29.25M	£3.25M	£0.9M	Proposed Value of extension for year 3	£7.5	£14.5M	£1.6M	£0.44M				
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<b><u>Digital Programme</u></b>  All hardware, software and external services required for the delivery of the Digital 2 programme and any extensions to Digital 1 and 1.5 programmes.  To include contracts for: <ul style="list-style-type: none"> <li>• C4C Service new licences for extended use across the organisation</li> <li>• C4C Sales</li> <li>• Dell Boomi Licencing</li> <li>• Hybris Licencing</li> <li>• PowerBi Licencing</li> <li>• TFS licencing</li> <li>• Robotics process technology, licencing and associated integration tools</li> <li>• Sitecore licencing and environment licencing</li>   <li>• WebChat (SnapEngage)</li> <li>• Amazon Web Services</li> <li>• ForgeRock licences</li> </ul> The above are new requirements providing expansion and growth of services, new efficiency opportunities (such as software automation of multi task processes) and to assist with revenue opportunities (such as the SAP C4C Sales tool)	Various contract terms from 1st Nov 2017	Up to £7m	n/a	Approval to procure & approval to spend



<b><u>Project Title</u></b> Brief project description (including scope of project, customer, procurement route, other relevant bodies)	Contract / framework term & Start date	Anticipated HCC value over term	Anticipated Total Value over term	Approval required / project update
<b><u>Enabling Productivity</u></b> All hardware, software and external services required for the delivery of the HCC Enabling Productivity programme. The hardware will typically consist of PC's, Terminals, Monitors, and Laptops, Tablets and Smartphones and any associated warranties.  Currently already £8.0 million allocated to EP leaving a further £12.0 million of new financial requirement.	5 + 2 year contract from 1 <sup>st</sup> Nov 2017	Up to £20m	£10m (Schools)	Approval to procure & approval to spend

## HAMPSHIRE COUNTY COUNCIL

### Report

<b>Committee/ Panel:</b>	Buildings, Land and Procurement Panel
<b>Date of Decision:</b>	3 October 2017
<b>Decision Title:</b>	Property Services: Major Programmes Update
<b>Report From:</b>	Director of Culture, Communities and Business Services

**Contact name:** Steve Clow

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**Email:** [steve.clow@hants.gov.uk](mailto:steve.clow@hants.gov.uk)

## 1 Summary

1.1 The purpose of this report is to provide an update on the major projects and issues currently being progressed relating to:

- Children's Services Capital Programme and New Schools Delivery
- Learning Disability Transformation Programme
- Framework Management Update
- Replacement of the Register of Contractors
- Outdoor Service: Calshot Camping Pods - re-investment of capital receipts

## 2. Children's Services Capital Programme and New Schools Delivery

2.1 Property Services are continuing to work closely with Children's Services colleagues on the design of new schools, school extensions, children's homes, modular classrooms and special schools. There is also ongoing work on the delivery of programmes of activity such as inclusion, health & safety and access improvements across the schools estate.

2.2 The Department for Education (DfE) now requires that all new schools are academies, delivered as Free Schools either through a DfE 'approved sponsor' route or alternatively through a local authority led 'presumption' route. Both are to be constructed in the context of reduced public spending and are proposed to be at a lower cost than schools previously delivered in Hampshire. It is proposed that County Council's Property Services retain the role of delivery agent and technical advisor to ensure the best outcome within the framework that the DfE sets.

2.3 The County Council has been successful to date in working with academy sponsors to gain approval from the DfE for a number of new schools. There are currently two new primary schools with academy status on site or near to being on site; one at Wellesley, Aldershot and the other at Barton Farm, Winchester.

- 2.4 There are currently a further seven new schools identified to be delivered in the next four years (2017-2021). The County Council's Property Services has established a partnership with the Education and Skills Funding Agency (ESFA) to undertake local delivery of a number of these as Free Schools. The close working with the ESFA and DfE is currently expected to realise more than £20 million of capital funding over and above developers' contributions for the current programme of new schools.
- 2.5 There is design development and procurement work being undertaken for new free schools at Boorley Green (primary school) and Horton Heath (all through school) with the Wildern Academy Trust.
- 2.6 Feasibility work is also being undertaken for a new free school (primary school places) at Chestnut Avenue and a sponsor being sought. This school will be delivered locally by the County Council but will now be to a lower cost to match the DfE's benchmark standards.
- 2.7 The County Council has been successful in the first stage of application for a free school for Special Educational Needs in Basingstoke and further design work is required now to secure capital funding from the DfE for this project.
- 2.8 In addition to these free schools there is continuing strategic planning work for a new secondary school for North Whiteley and design work continuing on the proposed relocation of the existing primary provision at Cornerstones Primary, Whiteley (Church of England Aided School).
- 2.9 Design proposals are progressing for relocating the existing Mill Chase Academy to a new secondary school site within the new residential development at Whitehill and Bordon. The total cost of the replacement facility is estimated to be £30m including a significant one-off capital contribution of £10m by the County Council.
- 2.10 There are also a significant number of major extension and re-modelling projects completed on existing school sites, including, Oakwood Infant School and Greenfield Junior School, Great Binfields Primary School, Hook Infant and Junior schools and Leesland Church of England (Controlled) Junior School. A new Future Skills Centre has also been completed and opened at Whitehill and Bordon to support employment opportunities and regeneration of the local area.
- 2.11 Extension projects are at the tender stage or on site for additional school places at Trostant Infant & Junior Schools, Romsey Primary School, Bishops Waltham Infant & Junior Schools, Pilgrims Cross Primary School, Andover. Reinvestment projects at Kings School, Winchester and at Swanmore College are also progressing well.
- 2.12 Proposals are on site for adding further new primary school places at a number of existing schools and these include, St James CE Primary School, Tweseldown Infant School, The Butts Primary School, Oakridge Infant & Junior Schools, Emsworth Primary School, St Lawrence Church

of England Primary School and at Robert May's School for additional secondary school places.

- 2.13 There is feasibility work for school places to be added at a further 16 schools, including two secondary schools, and more strategic planning work being undertaken for new school provision, including specifically at Manydown (Basingstoke), Welbourne (Fareham), Hartlands Park (Fleet) and the wider Fleet area.
- 2.14 Five of the six new Childrens Homes are now complete on site and handed over to the client. The sixth home has now been confirmed in Winchester and the proposals are being progressed.
- 2.15 The relocation project for the Linden Education Centre to what was formerly West End Infant School site in Farnborough is now complete. The Centre has been operational since September on its new site.
- 2.16 There is innovative design work with our contractors to keep downward pressure on construction costs and work with our strategic partners to maintain our capacity to deliver. Projects are batched into programmes where possible to achieve economies of scale and a shared design approach (but not one size fits all) is being adopted.
- 2.17 There continues to be robust negotiations with developers to maximise financial contributions. There are ongoing discussions with the ESFA and DfE to secure the maximum possible funding with bids submitted to the Free Schools programme.
- 2.18 Value for money for the delivery of new school places continues to be scrutinised and it is evidenced with the benchmarking of construction costs for schools across the country. Despite inflation pressures being experienced in the construction market Hampshire schools costs remain close to the national average. The cost of school delivery in Hampshire has been driven down in real terms over the past five years. The exertion of this downward direction on costs is necessary and will need to continue in the face of further reductions of funding in the public sector and the financial pressures on Local Authorities.

### **3. Learning Disability Transformation Programme**

#### **Eastern Keystone, Havant Day Services – Project Appraisal**

- 3.1 This section seeks approval to the project proposals (design and expenditure) to improve and refurbish the existing Havant Day Services building to provide a Keystone Service at an estimated cost of £700,000 inclusive of fee. This project forms part of the Learning Disability Transformation Programme for which funding at this level was agreed in principle in the updated business case for the programme approved by the Executive Member Policy and Resources on the 9<sup>th</sup> March 2017. This project will complete the transformation of the day services provision in the eastern part of the County.

### Contextual Information

- 3.2 The scheme will provide facilities for Adults with Learning & Physical Disabilities as an open service including creation of spaces for wider community use. This part of a transformation programme to modernise the service and reduce revenue costs. It also rationalises the estate and releases buildings for sale and reinvestment in the programme.
- 3.3 The Keystone will provide a service covering the East of the county for clients with High Complex Needs supported by staff to access activities in the community and/or on site throughout the day.
- 3.4 The wider community would also be welcomed, partly to inform them about our services, thereby gaining a better understanding of the needs of our service users. It will also allow the Council to improve its knowledge of other community activities that could use various spaces created within the building.

### Scope of Work

- 3.5 The refurbishment scheme will see demolition and replacement of walls within the building to create a more open plan arrangement, together with a number of multi-functional rooms including a community room, café area and sensory room.
- 3.6 Existing toilet areas will also be remodelled to increase provision and to provide suitable facilities to support the needs of clients with more complex needs.
- 3.7 Staff facilities will also be remodelled to achieve flexible working principles. External spaces will be re-landscaped to improve access for the high complex needs clients who will access the service.
- 3.8 It is proposed that the works be procured through a traditional tender process.
- 3.9 The Buildings, Land and Procurement Panel is asked to support the spend and procurement approval for contracting activity associated with the Project Appraisal for the Havant Day Services Keystone project.

## **4. Framework Management Update**

- 4.1 The County Council's construction framework portfolio, which is primarily used to secure capacity and a means of combating inflation pressures is also a source of revenue income. Indeed the use of frameworks has been identified as a workstream in the Property Services Transformation to 2019 programme as a potential source of new revenue income. The framework arrangements are seen as a key component of Property's Traded Services strategy and are an important source of additional revenue in support of Property Services contributing additional income to offset reductions in Cash Limited Budgets. The success of the new

Southern Construction Framework will be a key component of this strategy along side the Southern Modular Building Framework, previously reported to this panel, as well as other local arrangements.

- 4.2 The County Council established the current regional framework for major projects in partnership with Devon County Council and Haringey Council. Haringey Council are no longer an active partner in the framework, but the relationship with Devon County Council continues to be successful. The framework itself, known as the Southern Construction Framework, is delivering nearly 100 major projects over £1m amounting to over £1.5bn in total construction value in just over two years. The framework is serving over 50 public sector organisations of a diverse nature. It is designed to be self funding, with a built in levy and subscriptions paying for the procurement and ongoing management costs, returning a surplus to the County Council. It should also be noted that the current Southern Construction Framework is successfully delivering 9 projects for the County Council with a construction budget of £73.2m including the new secondary school at North Whiteley, and will be used for the future pipeline expected to be 4 to 5 major projects per annum estimated to be around £40m.
- 4.3 A business case has been produced which sets out proposals for a successor to the current Southern Construction Framework that, as well as extending our influence in the sector, targets an increased financial return. As a result of the successful partnership with Devon County Council the new framework will also be undertaken as a joint procurement exercise with them. The basis of the agreement will comprise overall control of the framework retained by the County Council with Devon County Council acting as the lead authority for the South West region. The new framework will be along much the same lines as the existing framework, although consideration is being given to an extended geographical coverage. It should be noted that the current framework comprises three separate lots covering the South East, London and South West and has an overall maximum value of £4bn over a 4 year term concluding in April 2019. A similar structure is envisaged for the new arrangement. All the costs of procurement and set-up will be met from existing framework revenue income.
- 4.4 As part of the planning work for the new Southern Construction Framework, it has been identified that it would be beneficial to offer independent but aligned professional consultancy services for Project Management, Cost Management, and Multi Disciplinary Design services in order to encourage increased use of the construction framework. The plan is to procure and manage such a Professional Services Framework in parallel with the new Construction Framework. Once again, all the costs of procurement and set-up will be met from existing framework revenue income at no cost to the County Council. The principal aim is to increase turnover of the Construction Framework by 20% to yield new revenue income.
- 4.5 A separate corporate procurement report to this panel outlines the detail of the new Southern Construction Framework and consultancy

arrangement which will commence early in 2018 with the new arrangements in place by April 2019.

- 4.6 A category planning process is underway as part of the Property Futures review. Property Futures was referred to in the Property Services Business Review 2016/17 report presented at the June 2017 meeting of this panel. This review may have a bearing on the future direction of frameworks and other strategic procurement activity which will be reported to a future meeting of this panel.

## **5. Replacement of the Register of Contractors for “works “contracts**

- 5.1 Following the successful completion of the procurement exercise for the Minor Works Construction Frameworks, the Register of Contractors will close for use by Hampshire County Council, Partners and Schools from the 31 December 2017.
- 5.2 The Register of Contractors is not a compliant list under the Public Procurement Regulations and therefore a replacement for the list has been provided in most cases by the minor works framework.
- 5.3 There are a small amount of specialist works contractors not covered by Frameworks and arrangements for these types of works and the need for more formal arrangements will be kept under review.
- 5.4 The Register of contractors also provides a vehicle for tendering works contracts up to the OJEU threshold of approximately £4m. In most cases we would use frameworks for these e.g. minor works, or the Intermediate construction frameworks. In instances where these framework are not suitable it is the intention to either use open tendering or Construction line.
- 5.5 Schools had direct access to the register of contractors via hantsnet and could use the contractors for works they procured separately. This will no longer be available to them; however there will be communications to Schools to advise how they can access contractors going forward Via the SLA and Management partnership surveyors .

## **6. Outdoor Service: Calshot Camping Pods– re-investment of Capital Receipts**

- 6.1 This section seeks approval for the full retention of a capital receipt arising from the sale of assets within the Outdoor Service in order to re-invest to deliver Transformation to 2019 (T2019) savings targets.
- 6.2 As part of T2019 planning a detailed assessment of customer data, market conditions, and business opportunity, was undertaken across the Outdoor Centres. This was done to identify the most appropriate opportunities to address the agreed target of becoming cash limit neutral, or negative, within the service. The analysis also highlighted the feasibility to consolidate assets in order to invest where the best income generation opportunities existed to support the delivery of savings for T2019. It is this work that leads to the recommendations in this report.

- 6.3 It is proposed to procure and construct 10 new camping Pods on the site of Calshot Activities Centre. This will add additional accommodation provision for up to 40 customers. The facility is to be marketed as family lets to the wider community who then can access the facilities that the centre has to offer. Property Services will manage the planning and implementation of the infrastructure that the Pods require, including water & electricity. The concept and approach adopted will build upon the experience gained from introducing such a similar facility at the Tile Barn outdoor centre ('Poppy Pods') which has proved very successful.
- 6.4 The overall cost of the project is estimated at £400,000. It is proposed that funding for this project will come from three sources: full use of a capital receipt from the sale of a surplus asset, a percentage of a realised capital asset and the CCBS departments Cost of Change Reserve. An estimated £250,000 (100%) will be realised from the sale of the Birch Grove centre and £20,625 (25% of the total) has already been secured from the sale of The Privett Centre. The Birch Grove facility is a small satellite facility of the Hampshire and Cass Mountain centre located in North Wales and has been identified as surplus to requirements within the context of consolidating and securing business within the main centre. It is currently being marketed through local agents.
- 6.5 The outcome of marketing Birch Grove will be reported to a future meeting of the Executive Member for Policy and Resources. In the meantime approval is sought to make full use of sale proceeds arising from the sale of Birch Grove and 25% of The Privett Centre (completed February 2017) and for the cumulative capital value (estimated at £270,625) to be added to the Policy and Resources Capital Programme.
- 6.6 The estimated pay back period, identified in the project appraisal approved by the Executive Member for Culture, Recreation and Countryside, is 4 years.

## **7. Recommendations**

That the Buildings, Land and Procurement Panel recommends to the Executive Member for Policy and Resources that:

- a) Progress of each of the programmes is noted.
- b) Approval is given to the project appraisal for the Learning Disability Transformation project proposals in the Havant Day Services building on the basis summarised in the report to establish a Keystone Service at a total cost of £700,000.
- c) That procurement and spend approval for contracting activity associated with the projects as outlined in this report is granted.
- d) That approval is given to the full retention of the capital receipt from the sale of the asset identified in this report in order to re-invest and finance elements of the proposed Camping Pods project at Calshot Activities Centre.

- e) That the proposal to invest in the Camping Pods, subject to confirmation of funding, be added to the 2017/18 Policy and Resources Capital Programme.

**CORPORATE OR LEGAL INFORMATION:****Links to the Strategic Plan**

<b>Hampshire maintains strong and sustainable economic growth and prosperity:</b>	yes
<b>People in Hampshire live safe, healthy and independent lives:</b>	yes
<b>People in Hampshire enjoy a rich and diverse environment:</b>	yes
<b>People in Hampshire enjoy being part of strong, inclusive communities:</b>	yes

**Other Significant Links**

<b>Links to previous Member decisions:</b>	
<u>Title</u>	<u>Date</u>
<b>Direct links to specific legislation or Government Directives</b>	
<u>Title</u>	<u>Date</u>

**Section 100 D - Local Government Act 1972 - background documents**

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

DocumentLocation

None

## **IMPACT ASSESSMENTS:**

### **1. Equality Duty**

1.1 The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

**Due regard in this context involves having due regard in particular to:**

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

### **1.2 Equalities Impact Assessment:**

An equalities impact assessment has /has not been considered in the development of this report as access requirements are always considered during the design stages of building maintenance projects and are often improved.

### **2. Impact on Crime and Disorder:**

2.1 The County Council has a legal obligation under Section 17 of the Crime and Disorder Act 1998 to consider the impact of all decisions it makes on the prevention of crime. The proposals in this report have no impact on the prevention of crime.

### **3. Climate Change:**

3.1 This is an update report which has no impact upon climate change.

## HAMPSHIRE COUNTY COUNCIL

### Report

<b>Committee/Panel:</b>	Buildings Land and Procurement Panel
<b>Date:</b>	3 October 2017
<b>Title:</b>	Managing the Built Estate Update
<b>Report From:</b>	Director of Culture, Communities and Business Services

**Contact name:** Steve Clow

**Tel:** 01962 847858

**Email:** [steve.clow@hants.gov.uk](mailto:steve.clow@hants.gov.uk)

#### 1. Summary

- 1.1. This report gives the Panel an update on progress against the 2017/18 programme of repairs and maintenance across the estate as originally reported to Executive Member Policy and Resources (EMPR) in March 2017. As there was no meeting of the Panel in March 2017 this provides and opportunity for the Director of CCBS to update members on the substantial programme of repair and maintenance work being planned and delivered by Property Services across both the corporate and schools estate. For ease of reference purposes the March paper is attached as appendix 1.
- 1.2 To update the Panel on the actions being taken following knowledge gained from the aftermath of the fire at Grenfell Tower in London.

#### 2. Managing the County Council's Built Estate

- 2.1 The April 2015 report to the EMPR set out the strategies that Property Services are adopting to address the maintenance challenges within the Estate. This builds on the context set out in the County Council Strategic Asset Management Plan (SAMP). These strategies continue to deliver sound outcomes and progress within the known financial constraints. It notes that the estate has two distinct sectors with different pressures and challenges – the 'Schools' and the 'Corporate' estates.
- 2.2 The projects and programmes of work in the March EMPR report total around £44 million of capital and revenue investment in the repair and maintenance of schools and corporate buildings in Hampshire. This is funded through a combination of local resources, school contributions and government grant.
- 2.3 The programme is being delivered and managed by Property Services through a series of effective and efficient mechanisms. This expenditure will

continue to support the local construction economy and also ensure our estate is safe and well managed for building users, customers and visitors. This continues to be one of the largest Local Authority led building maintenance investments nationally. Hampshire's arrangements with schools and expenditure on the corporate estate have seen our Property Services deliver a coordinated and managed programme of revenue and capital works totalling some £166 million over the last three years.

### 3. Progress Update

#### 3.1. Service Level Agreement (SLA) with Schools

The renewed SLA with Local Authority (LA) and Aided schools went live on 1 April 2017 and as reported in March all schools (except only one LA school ) have renewed their commitment to the service (over 95% of all schools in Hampshire). This is good news and shows the huge support for the service across schools and indeed Academies in Hampshire. Property Services have listened to schools and responded to budget pressures by reducing the cost of the SLA further. This was well received. The Director of CCBS continues to look for more efficient and effective ways to deliver services including “going digital” with technology and software to streamline delivery.

- 3.2. Key to the SLA service delivery is the Term Maintenance Contracts (TMCs). These contracts have previously run for 5 years and were successfully renewed and new contracts went live on the 1 August 2017. The new TMCs are divided East and West and each geographical area has one engineering and one fabric contractor. The TMCs covering the county from 1 August are therefore as follows:

Engineering Contractor West is: EMCOR	Engineering Contractor East is: Corrigenda
Fabric Contractor West is: Tew Brothers	Fabric Contractor East is: Mountjoys

As part of launching the new TMCs Property Services have introduced a centrally held database for reporting and monitoring faults. The TMC contractors are responsible for maintaining the database but Property Services can now report centrally and directly on the TMCs performance. The new system will also allow schools and other clients to monitor their fault resolution on line via a web portal. This is seen as a significant step forward and will help better performance management of the contracts. The system went live on 1 August with the new contracts and early feedback is promising.

The new Term Contracts will deliver cost reductions through efficiencies and digital innovation. Tender prices were keen and they will contribute to savings to the County Council and will be passed on to Schools. Property Services will deliver a further 10% reduction in the cost of the SLA to schools for 2017/18.

### 3.3. Improved Minor Works Procurement

3.4. Fundamental to the repair and maintenance of the estate is the effective and efficient procurement of minor works. Property Services have developed a suite of minor works frameworks (MWF) which have now gone live over the last few weeks. These new frameworks have, as hoped, proved attractive to the local Small and Medium-sized Enterprises (SME) construction sector and will offer competitive lowest price mini competition opportunities to 116 contractors over the next four years. The summary position across these new frameworks is as follows:

BUILDING FABRIC MWF 5 Lots	No: Awarded	ENGINEERING MWF Engineering 4 Lots	No: Awarded
Lot 1: General Building Less than £250K	27	Lot 1: Mechanical Less than £75K	24
Lot 2: General Building £250K to £1M	7	Lot 2: Mechanical £75K to £500K	7
Lot 3: Recladding (SCOLA) Up to £2M	7	Lot 3: Electrical Less than £75K	20
Lot 4: Doors & Windows Up to £500K	9	Lot 4: Electrical £75K to £500K	7
Lot 5: Roofing Up to £250K	8		

### 3.5. Priority Schools Building Programme (PSBP2)

3.6. HCC were notified in 2015 by the Education Skills and Funding Agency (ESFA) that we were successful with the following works in the initial bidding round for PSBP2 funding. Property Services have subsequently been commissioned to deliver these under local delivery arrangements.

Wootey Junior School – SCOLA recladding

Talavera Infant School – SCOLA recladding

Overton Church of England Primary School – SCOLA recladding

Oliver's Battery Primary School – SCOLA Cladding

These schemes were reported to EMPR in April this year as having received approval from the ESFA to progress detailed design and procurement.

Tenders have now been received and the ESFA have notified HCC that we

can proceed with a grant award with a total value of £10.155m. Contracts are in the process of being formed and works will commence on site in the October half term. This is welcome additional investment in these Hampshire Schools. It is also a demonstration of Government's confidence to devolve significant work to Hampshire as its delivery agent.

### 3.7. Schools Condition Allocation (SCA)

The SCA grant for 2017/18 was confirmed at £17.5m. There is no firm news yet from Government on the intentions for the SCA fund going forward. It is at the moment assumed there will be further allocations but the HCC current years programme is being carefully managed within currently known allocations until there is confirmation of the future position.

Works to deliver the 2017/18 schools programme reported to EMPR in March is ongoing and a full commitment is anticipated by 31.3.18 although some of the completion of works on site will run into the 2018/19 year.

### 3.8. Landlords Programme

The delivery of the 2017/18 planned landlords programme has been impacted by the response required to meet the enquiries, Government request surveys and checks being undertaken across the estate in response to the Grenfell fire. Responding to these unforeseen events will likely result in rescheduling of the delivery of some of the 2017/18 landlord programme into next year.

### 3.9. Sunderland Hanger – Calshot Activities Centre

Over the summer survey work has established an urgent requirement to address the condition of high-level windows in the Sunderland hanger at Calshot. Urgent works to stabilise the existing windows has now been completed. Design work has commenced to establish a more accurate assessment of the costs before reporting back to the panel on proposals to rectify the windows.

## 4. **Fire Safety**

4.1. Although we have to await the outcome of the public enquiry following the tragic fire at Grenfell Towers the national reaction has understandably led to a significant additional workload for Property Services over the summer. The BLPP Chairman's announcements on 27<sup>th</sup> June included specific reference to the response the County Council is making. For ease of reference the announcement is attached as appendix 2.

4.2 There is currently a good deal of interest in the cladding materials used on the Grenfell Tower. The panels used are understood to be Aluminium Composite Material (ACM). It is worthy of note that a review undertaken across the County Council Estate over the summer has to date only identified one site, at Park Community School, with cladding panels of a similar nature to those used on Grenfell Tower. These panels formed a small part of the major new build and refurbishment of that site. They were in

isolated locations and posed no concern to the safety of occupants. This was reinforced by Hampshire Fire and Rescue Service (HFRS). The project was subject to a full building regulations approval and the additional scrutiny of the fire review panel and our HFRS embedded officer, a process we adopt for all our projects in Hampshire.

- 4.3 A number of the other actions undertaken and underway were listed in the Chairman's announcement in June but the Panel's particular attention is drawn to the following:
- An on-going detailed survey of existing buildings for the presence of ACMs. So far, no significant further findings have been identified.
  - A review of our approach to Fire Safety with particular regard to the multi-storey buildings in our portfolio. This has focused on the limited number of 4-storey and one 5-storey building in the estate. An audit of these has been undertaken over the summer and any findings addressed. It should be noted that no County Council buildings are multi-storey residential tower blocks and the County Council is not the focus of any HFRS survey work or enquiries.
  - It is expected that national regulations and codes of conduct will change in future. The Director of CCBS is keeping the situation under review and will report to the Panel in due course on developments in the national legislative framework that may impact on our operations and project delivery.
- 4.2. It should be stressed that the County Council's property portfolio is of a considerably lower risk profile than the residential blocks which are now the cause of attention nationally. That said, the County Council is reviewing the approach to fire safety management and using the long standing fire safety partnership with HFRS to see if there are improvements that should be made. Any significant impacts will be reported to a future meeting of the Panel.

## **5. Recommendation**

That the Panel notes:

- 5.1. The progress being made against the 2017/18 planned repairs and maintenance programme.
- 5.2. The improvements in service delivery and procurement implemented over the summer with the introduction of new Maintenance Contracts, Minor Works Frameworks and new efficient digital tools to improve service delivery, efficiency, customer interface and reduce costs.

**CORPORATE OR LEGAL INFORMATION:****Links to the Strategic Plan**

<b>Hampshire maintains strong and sustainable economic growth and prosperity:</b>	yes
<b>People in Hampshire live safe, healthy and independent lives:</b>	yes
<b>People in Hampshire enjoy a rich and diverse environment:</b>	yes
<b>People in Hampshire enjoy being part of strong, inclusive communities:</b>	yes

**Other Significant Links**

<b>Links to previous Member decisions:</b>	
<u>Title</u> Managing Hampshire's Built Estate	<u>Date</u> 09/03/2017
<b>Direct links to specific legislation or Government Directives</b>	
<u>Title</u>	<u>Date</u>

**Section 100 D - Local Government Act 1972 - background documents**

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

DocumentLocation

None

## **IMPACT ASSESSMENTS:**

### **1. Equality Duty**

1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

**Due regard in this context involves having due regard in particular to:**

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

### **1.2. Equalities Impact Assessment:**

Equalities impact assessments are part of the detailed design considerations for each project where applicable.

### **2. Impact on Crime and Disorder:**

2.1. The County Council has a legal obligation under Section 17 of the Crime and Disorder Act 1988 to consider the impact of all decisions it makes on the prevention of crime. Crime prevention issues will be considered when individual projects are designed and developed. Repair and maintenance works would usually have a positive impact on the prevention of crime.

### **3. Climate Change:**

3.1 How does what is being proposed impact on our carbon footprint / energy consumption?

Improvements to building performance through maintenance projects do reduce carbon emissions.

- 3.2 How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

Many of the works proposed in this report will deliver more energy efficient solutions through improved insulation standards and more efficient plant.

## HAMPSHIRE COUNTY COUNCIL

### Decision Report

<b>Decision Maker:</b>	Executive Member for Policy and Resources
<b>Date:</b>	9 March 2017
<b>Title:</b>	Managing Hampshire's Built Estate
<b>Reference:</b>	8106
<b>Report From:</b>	Director of Culture, Communities and Business Services

**Contact name:** Steve Clow

**Tel:** 01962 847858

**Email:** Steve.clow@hants.gov.uk

#### 1. Executive Summary

1.1. This report seeks approval of the County Council's repair and maintenance programmes and budget recommendations for 2017/18. It contains a summary review of the progress made over the past year on the strategies outlined in the Executive Member for Policy and Resources report in April 2015 to meet the condition liabilities in the County Council's Built Estate. It also incorporates the annual forecast outturn for planned and reactive repairs budgets for the last financial year (2016/17), gives known and estimated levels of funding available for the new financial year (2017/18) and sets out high level priorities against the available budgets. As not all the final budgets are currently available, the final proposed programmes of work will be adjusted from those proposed in appendices E and F. If it is necessary to reduce the scope of the programme the highest priority items will be addressed first and any deferred works reported to a future meeting.

1.2 This report:

- Advises the Executive Member for Policy and Resources on progress in addressing the maintenance liabilities in the Education and Corporate Estates against the context set out in the Strategic Asset Management Plan.
- Explains the expected outturn budget position across all repair and maintenance budgets for 2016/17.
- Proposes the priorities to be funded from the 2017/18 revenue and capital repairs budgets, subject to confirmation of funding.
- Identifies how the maintenance programmes support the County Council's energy and carbon reduction strategies.

## 2. Managing the County Council's Built Estate

- 2.1 The April 2015 report to the EMPR set out the strategies that Property Services are adopting to address the maintenance challenges within the Estate. This builds on the context set out in the County Council Strategic Asset Management Plan (SAMP). These strategies continue to deliver sound outcomes and progress within the known financial constraints. It notes that the estate has two distinct sectors with different pressures and challenges – the 'Schools' and the 'Corporate' estates.
- 2.2 The projects and programmes of work in this report total around £44 million of capital and revenue investment in the repair and maintenance of schools and corporate buildings in Hampshire. This is funded through a combination of local resources, school contributions and government grant. The programme will be delivered and managed by Property Services through a series of effective and efficient mechanisms. This expenditure will continue to support the local construction economy and also ensure our estate is safe and well managed for building users, customers and visitors. This continues to be one of the largest Local Authority led building maintenance investments nationally. Hampshire's arrangements with schools and expenditure on the corporate estate have seen our Property Services deliver a coordinated and managed programme of revenue and capital works totalling some £166 million over the last three years.
- 2.3 The programmes of work in this report clearly separate expenditure on buildings between the Corporate Estate and Schools. All funding for the Corporate Estate (offices, care homes, libraries etc.) is from within County Council revenue and capital budgets. In the case of Schools, funding comes from two sources:-
- Government grant for school condition improvement
  - Schools revenue funding given to the Council's Property Services to manage on their behalf
- There is no County Council funding spent on school maintenance and repair. Property Services acts as the schools agent and in partnership designs, manages and delivers around £34m of schools own funds each year.
- 2.4 There are a number of developments around the Schools estate noted within this report –
- The Property Services SLA with Community and Aided Schools is currently in the process of being renewed. The services provided within the SLA are being maintained but the overall contribution that schools make will be reduced by a further 10%. This reduction is being made to recognise school budgets are under pressure. The result is that fewer planned building works will be affordable within the available budgets.
- 2.5. Members are reminded that 96% of the schools in Hampshire buy a comprehensive service and pool their revenue funds to support the most

efficient and economical delivery of a complete property management and maintenance arrangement. A significant proportion of Academies access the services of the Council through a Joint Working Arrangement (referred to later in this report). It is this arrangement between the Council and schools which maintains an estate in suitable condition with a reducing maintenance liability year on year – making best use of limited financial resources and ensuring that all funds are targeted at the right priorities.

#### Corporate Risk Assessment

- 2.6. The Corporate Risk Assessment (CRA) is fundamental to the maintenance approach adopted across the estate in Hampshire. All expenditure is prioritised and programmed against the known risks and these risks are the first call against available budgets. Where there are insufficient financial resources to eliminate risks the highest known priorities are targeted.

#### Term Maintenance Contract

- 2.7. Work is well advanced to procure replacement Term Maintenance Contracts (TMCs) which will commence in the summer of 2017. To ensure the maximum efficiency and purchasing power in the market place these contracts are procured to deliver the day to day reactive requirements across the Hampshire Corporate Estate, Schools, Academies who purchase the SLA, Hampshire Fire and Rescue Service and Hampshire Police.

#### Minor Works Framework

- 2.8. In parallel to procuring the TMCs two new Minor Works Frameworks (MWF) are being tendered. One for Building Fabric and one for Mechanical and Electrical Services. These are intended to work in close conjunction with the TMCs to give competitive priced outcomes for smaller valued building works. It is also hoped these frameworks are attractive to the local construction market.

#### Maximising Delivery with Available Budgets

- 2.9. Property Services take the opportunity to use the existing budget allocations to lever further funding wherever possible. Examples of this would be the seed funding of Salix (Energy funds) and Academy capital bids direct to Government. Successful bids can generate considerably more than the original investment from such co-ordinated approaches.

#### Advance design and procurement

- 2.10. The Executive Member has previously agreed that, given the announcement by the EFA of the indicative level of Schools Condition Allocation (SCA) grants through to 2017/18, Property Services would commence detailed design and procurement for high priority and value works to be programmed against the 2016 - 18 SCA allocations. With the 17/18 SCA grant being the last indicative allowance it is intended to take a more cautious approach with the planned programme this year and to only take forward some early design work for one scheme, at Grange Junior School in Gosport, until the future of the SCA is announced by EFA.

### **3. Managing the County Council's Corporate Estate**

- 3.1. The County Council's corporate estate comprises all of the non-School Properties managed by Property Services. This estate is currently undergoing significant changes where some parts of the estate are increasing in floor area and others reducing. Investments in the corporate estate are currently tested to ensure they offer the best known outcomes within the context of current changes.

#### Budget Pressures on the Repairs and Maintenance of the Corporate Estate

- 3.2 To secure an ongoing sustainable position the Council has recognised the significant liabilities and supported the proposal that the corporate estate revenue budget will be protected from further reductions in the short term and the budget allocation will remain at 2016/17 levels for 2017/18 and will also benefit from an inflationary uplift. An inflationary provision of £255K, based on nationally published indicators on plant, labour and materials costs has been added. This inflationary allowance maintains the 'real' value of the revenue corporate budget at the same level as 16/17. This is prudent, given the need to ensure the estate continues to be maintained in a suitable and fit-for-purpose condition.

#### Additional Investment in the Corporate Estate

- 3.3 It has been recognised that further investment is needed in the corporate estate to target the backlog of repairs and reduce the existing maintenance liability. The overall maintenance liability in the corporate estate is estimated to be over £50m from periodic survey work. Additional funding of £4.5m over three years was agreed by the Executive Member for Policy and Resources to support this strategy from April 2016. This is a very welcome additional resource and is assisting in further reducing the backlog and facilitates improvements to the building environment for residents, staff and customers.

### **4 Managing the County Council's Schools Estate**

- 4.1 Schools represent 80% of the total County Council's portfolio of buildings. The most significant maintenance challenge in this portfolio is the high proportion of 'System Buildings' including the SCOLA and Timber Frame systems used extensively in the 1950's, 60's and 70's. The overall condition liability in the schools estate is estimated from surveys to be £350m. This is set against a capital SCA Grant of £17m per annum. Significant progress has been made to reduce the backlog liability in schools over recent years and this is the result of sound maintenance strategies using pooled revenue (via the Schools SLA) and capital investment.
- 4.2 In 2014 the Education Funding Agency (EFA) published a "Condition Dashboard" for Hampshire schools which reflects the relatively high need in this county. The dashboard is created from the findings from the EFA national Property Data Surveys (PDS). Key elements for Hampshire Schools include - external walls, ceilings and external decorations which feature in their "most need" category. The limited PDS data being released seems consistent with our understanding of the schools estate and have attracted a

higher allocation than would otherwise be the case from the EFA Schools Condition Allocation (SCA).

4.3 The EFA are now progressing the next generation of school condition surveys. The latest title of this programme is the Condition Data Collection (CDC). Hampshire County Council has been supporting the EFA with some pilot work for these surveys but the full impact is not yet known. Surveys will be conducted nationally at all schools, including Academies in 6 month batches over a 2 year period. It is expected these surveys will inform and support future funding allocations for condition. Property Services will support schools where appropriate in responding to this data collection. The following areas are expected to be included:

- Assessment of condition, site context and management data
- The EFA Priority Data Survey (PDS) data will be used as a base
- A national central database and web access tool

4.4 Hampshire has enjoyed significant allocations under government programmes through the last two decades. These include the New Deals for Schools (NDS), Capital Maintenance Grant (CMG) and now the Schools Condition Allocation (SCA). In 2015 it was announced that Hampshire has an indicative SCA grant through to 2017/18 of £17.8 million per annum subject to revision with any changes in the size of the Hampshire school estate. The SCA grant for 2017/18 has not yet been confirmed but is anticipated to be £17.5million with a slight reduction for impending Academy conversions.

#### Property Services SLA for Community and Aided Schools

4.5 Property Services have been offering an SLA to Schools since 1997. Since that time the key principle of the SLA is that all schools make a fair contribution to a pooled fund based on their number on roll and floor area. The pool of funding is then used to ensure all day to day liabilities amongst the schools buying into the SLA are managed on a fair basis within the available funding.

4.6 When you include Academies, 96% of schools buy into the SLA. This strong support demonstrates the value schools place in the service.

4.7 The local authority schools SLA is due to expire in April 2017. The renewal process is now concluded. It is good to be able to report that all local authority school except one have purchased the new SLA arrangement from April 2017. The loss of this one school is the only reduction to come out of the SLA renewal. Some key changes have been made to the Property SLA as set out below:

- A further 10% reduction of the contributions schools make into the pool of funding. This is in addition to an earlier reduction making a total of 20% in the last year.
- The SLA is now 'open ended' rather for a fixed term. The SLA includes measures for varying the level of service to meet School needs and Schools can choose to leave by giving notice in accordance with the arrangements set out in the agreement.

- There is a 'Digital Strategy' to reduce costs and increase transparency, in particular through the use of the online asset management portal
  - A simplification of the charging arrangements
- 4.8 Academies, through a parallel arrangement called the Joint Working Agreement (JWA), enjoy the same SLA level of service as local authority schools. The Academy arrangement is also open ended. The new terms of the SLA have already been shared with the schools Partnership Forum which is the shared governance arrangement under the JWA.
- 4.9 As noted above the contributions made by schools are being reduced by a further 10% in recognition of the significant budget pressures that schools are currently facing. The saving is not, however, uniform across all schools and recognises that it is more economic to deliver the service to larger schools than smaller ones. All Primary and Secondary schools will pay a reduced contribution with schools with an above average floor area getting an additional discount.

#### Priority Schools Building Programme 2 (PSBP2)

- 4.10 As noted in March 2015 HCC were notified by the Education Funding Agency (EFA) that they were successful with the following works in the initial bidding round for PSBP2 funding:
- Mill Chase Academy – Partial Rebuild of some blocks.
  - Wootey Junior School – SCOLA recladding
  - Talavera Infant School – SCOLA recladding
  - Overton Church of England Primary School – SCOLA recladding
  - Oliver's Battery Primary School – SCOLA Cladding

- 4.11 Mill Chase Academy will be the subject of a Project Appraisal at a future meeting of the Executive Member Education.
- 4.12 Property Services have since been appointed by the EFA as a Pathfinder Authority for local delivery of the four SCOLA recladding projects. The now completed feasibility stage included testing the Hampshire recladding solution against the new-build EFA Facilities Output Specification (FOS). Property Services have received sign off of the feasibility work for the four SCOLA projects and have been commissioned to proceed to full design and invitation to tender on works currently estimated at £10.3m. This appointment acknowledges the expertise within the Council's Property Services in refurbishing and recladding SCOLA buildings.

#### SCOLA buildings

- 4.13 SCOLA buildings were built as a response to a significant population growth in the County in the 1960's and 1970's and feature on many of our school sites. 40% of the County Council's school estate is in this type of structure. Recladding of these buildings remains a key challenge and a breakdown of completed blocks is set out below:

<b>Table 1. SCOLA 2/3 Recladding Completed or in Progress since 2009</b>		
<b>Secondary</b>	Completed/ Programmed (1)	Yet to be Programmed
4 Storey Blocks	3	All complete
3 Storey Blocks	8	2 (2)
2 Storey Blocks	15	68
Single Storey Blocks	0	77
<b>Primary</b>		
2 Storey Blocks	19	12
Single Storey Blocks	1	87
<b>Totals</b>	<b>46</b>	<b>246</b>

(1) Includes PSBP2 and Academy projects and commissions.

(2) Outstanding 3 storey blocks are both at Academy schools where HCC is not responsible for capital investment.

4.14 In addition to the SCOLA MK 2/3 progress a further 83 SCOLA MK I schools were reclad prior to 2009 using a different approach.

4.15 Recladding of SCOLA buildings is prioritised using a number of factors; however the predominant factor is the height of the building. The figures in table 1 include blocks at Academy schools where Property Services have an involvement. For the remaining blocks at Academies the liabilities rest with the Trust. We are working to support capital bids to Government on behalf of Academies where at all possible. Although significant progress has also been made on SCOLA buildings there remains a significant challenge as illustrated by the number still to tackle.

4.16 The recladding undertaken to SCOLA buildings gives the building a new lease of life, not only addressing maintenance backlog issues but also significantly improving the building environment and energy efficiency.

#### Timber frame buildings

4.17 There are 14 timber framed school buildings across the County which are ongoing maintenance challenges. Twelve of these buildings are single storey and a strategy for giving these buildings a new lease of life including structural repairs and recladding is in place. This is similar to and gives the same benefits as the work to SCOLA buildings. Three schools (Barton Stacey Primary, Portway Infant and Winnall Primary) have now been completed. The next priority building is Rowner Infant and tenders for this project are due out shortly.

4.18 Two timber frame schools are 2 storeys and will need to be replaced at some stage in the medium term. These schools were put forward for inclusion in the Priority Schools Building Programme 2 (PSBP2) funding but were not successful. Property Services are looking at the options to address the issues as recladding will not be a complete solution on these sites. Grange Primary in Gosport is being used as a feasibility pilot as it is the more urgent in condition terms. Delivery of both of these projects will now need to fall to SCA grant funding. Advanced design works continues to that end and it is hoped works could commence on site in 2018 subject to sufficient SCA grant funding being available.

#### Academy Joint Working Agreement (JWA)

4.19 The JWA includes a governance arrangement called the Partnership Forum (PF). This forum allows Academy representatives to have an active input into the annual planned works for member Academies of the JWA. A fair allocation of £2.065m of SLA pooled funds will be used to fund reactive and planned programmes for the JWA academies in 2017/18. It should be noted that with the further SLA reductions there now remains little scope to plan proactive repairs for Academies. It is proposed to encourage Academies to directly fund recommendations from Property Services where larger planned repairs would be prudent and assist Academies in making bids for capital directly to Government.

## **5 Conclusions**

- 5.1 This report notes that the current management of the council's estate demonstrates that the capital investment and the prudent property strategies being employed are delivering a fit for purpose estate and ongoing reductions in the backlog liability.
- 5.2 A funding strategy for the Corporate Estate has been developed that retains the current revenue allocations for repair and maintenance and a new additional allocation for a further two years with the targeted outcomes set out below:
- The maintenance liability is reduced to a level so that core buildings are retained fit-for-purpose and in good condition.
  - Revenue expenditure is maintained at a sufficient level to maintain an appropriate estate in an environment where budgets are under considerable pressure.
  - Investment is targeted at buildings which will be retained in the long term (where that is known) and avoidable expenditure is reduced to an absolute minimum.
- 5.3 The indicative future allocations of SCA grant for the Local Authority schools were given by EFA for the period 2015-2018. The future of SCA needs to be established before further significant planning of capital repairs on the schools estate can take place.
- 5.4 The available capital funding falls short of the overall condition liability for repairs and maintenance which means that not all risks associated with the

built estate can be eliminated. The condition assessments and Corporate Risk Assessment approach continue to inform sound investment decisions in the built estate, targeting effective risk management and risk reduction.

- 5.5 Additional benefits of the continuing level of investment in buildings across the Hampshire estate include the positive effect on both the health of the local economy and the retention of the skilled labour force in building trades.

## **6 Recommendations**

### **That the Executive Member for Policy and Resources:**

- 6.1 Notes the progress made to reduce the maintenance liability in the Corporate Estate in the context of the available budgets.
- 6.2 Notes the progress in addressing the condition liabilities in the School Estate and the continuing pressures of the maintenance legacy of the huge growth in school places created in the 1960s and 1970s.
- 6.3 Notes the projected 2016/17 budget outturn position for reactive and planned repairs budgets.
- 6.4 Approves the proposal to carry forward the balance of the Landlord Repairs and School Condition Allocation budgets 2016/17 that are not expended by year-end to 2017/18 to meet the commitments made against these budgets.
- 6.5 Approves the Landlord's Corporate Estate repair and maintenance programme for 2017/18 as set out in Appendix E.
- 6.6 Approves the planned Schools revenue and Schools Condition Allocation (SCA) programmes for 2017/18 as set out in Appendix F.
- 6.7 Notes the contribution of the Landlord's repairs and maintenance programmes towards reducing carbon emissions.
- 6.8 Approves the procurement route for delivery of the reactive and planned repairs programmes -as either a suitable OJEU compliant framework arrangement or via traditional single stage competitive tender.

## **7 Appendices**

- Appendix 1: Corporate and Legal Information
- Appendix 2: Impact Assessments
- Appendix 3: Repair and Maintenance Budget Report 2016/17 and Programmes for 2017/18.
- Appendix A: P+R Revenue Repairs 2016/17.
- Appendix B: Capital Repairs 2016/17.
- Appendix C: Revenue Maintenance Budgets 2017/18.
- Appendix D: Capital Repairs Programme- Proposed Allocations 2017/18.
- Appendix E: Landlord Corporate Estate Capital Programme 2017/18.
- Appendix F: Planned Revenue and SCA Programmes 2017/18.

**CORPORATE OR LEGAL INFORMATION:****Links to the Corporate Strategy**

Hampshire safer and more secure for all:	Yes
Maximising well-being:	Yes
Enhancing our quality of place:	yes

**Other Significant Links**

<b>Links to previous Member decisions:</b>		
<u>Title</u>	<u>Reference</u>	<u>Date</u>
<a href="#">Managing Hampshire's Built Estate</a>	7994	10.01.2017
<b>Direct links to specific legislation or Government Directives</b>		
<u>Title</u>	<u>Date</u>	

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- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

**Due regard in this context involves having due regard in particular to:**

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

#### **1.2. Equalities Impact Assessment:**

- (a) Equalities impact assessments are part of the detailed design considerations for each project where applicable.

### **2. Impact on Crime and Disorder:**

2.1. The County Council has a legal obligation under Section 17 of the Crime and Disorder Act 1988 to consider the impact of all decisions it makes on the prevention of crime. Crime prevention issues will be considered when individual projects are designed and developed. Repair and maintenance works would usually have a positive impact on the prevention of crime.

### **3. Climate Change:**

- a) How does what is being proposed impact on our carbon footprint / energy consumption?

Please refer to the carbon reduction calculations under section 5.2 of Appendix 3.

- b) How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

Many of the works proposed in this report will deliver more energy efficient solutions through improved insulation standards and more efficient plant.

## **Repair and Maintenance Budget Report 2016/17 and Programmes for 2017/18**

### **1. Budget Context in Planning for the 2017/18 Financial Year**

- 1.1. The School Condition Allocation (SCA) for 2017/18 grant value is not yet confirmed but indicative allocations are known. For the purposes of this report it is assumed the 2017/18 grant will be £17.5m. Planned programmes will be adjusted accordingly when the EFA confirm the grant.
- 1.2. The EFA gave advanced indicative allowances for the SCA grant for the years 2015/16, 2016/17 and 2017/18. The future of the grant is not yet known so planned programmes for 2017/18 in this report have been prepared with caution to ensure a balanced close of the programme should that be necessary.
- 1.3. The end of CERA. As required by the EFA all CERA budgets have to be delegated to schools from April 2017. Future funding of the schools SLA will now be solely based school revenue contributions.
- 1.4. Inflation. It is worth noting that over the course of the past year tender price returns have been continuing to show inflationary pressures. This is being positively managed within existing budget allocations and by adjusting the programme for 2017/18. This increase is in line with expectations and published indices.

### **2. Overall Repair and Maintenance budgets 2017/18**

- 2.1. The repair and maintenance budgets for 2017/18 set out in Table 1. The values in the table are base gross budgets without inclusion of carry forwards reported elsewhere in this paper.

Table one.

<b>Budget</b>	<b>2017/18 Assumed</b>	<b>Comments</b>
	£'000	
Schools SLA Pooled revenue contributions	15,322	Assumes same level of buy back going forward
Landlord Repair and Maintenance	7,565	
Additional Resources (£4.5m for 2016-20)	1,500	Second allocation against the overall allowance
Workstyles and dilapidations	1,710	
Landlord Contingency	545	

School Condition Allocation	17,500	Assumed grant level until confirmed by EFA
<b>Total</b>	<b>44,132</b>	

### Academies

- 2.2. Academies have the option of preparing bids to the Education Funding Agency for Capital Investment Fund (CIF) allocations against a centrally held pot. Property Services is working with those Hampshire Academies purchasing the Property Services SLA contract to prepare and make bids for these funds.
- 2.3. Property Services has agreed the programmes proposed within this report with the Childrens Services department to ensure a coordinated approach with the Basic Need Capital Programme.

### **3. Landlord's Capital Repairs and Schools Planned Maintenance Programmes 2016/17**

- 3.1. Landlord's Planned Repairs Programme: A Landlord's programme of planned repairs investment for 2017/18 is set out in Appendix E.
- 3.2. Schools Planned Maintenance Programme: A Schools Planned Maintenance programme of investment for 2017/18 is set out in Appendix F. This incorporates both the planned revenue works funded from the Schools SLA and the Schools Capital Allocation and is in line with the joint condition priorities agreed with Children's Services.
- 3.3. The majority of the capital programme works reported in Appendices E and F will be procured through OJEU compliant framework arrangements or via traditional single stage competitive tender. The procurement route selected for each project will be determined taking into account the specific details of the project and market intelligence at the time of the tender. Flexibility in the buying strategy will allow the Council to take advantage of the construction market.
- 3.4. The capital maintenance and landlord capital repairs programmes contained in this report are produced from interrogation of the data held on the condition of buildings and the extensive knowledge of the County Council's built estate held within Property Services. The capital repairs programmes are used to support a planned approach to investment. The available budgets are focused on addressing the identified health and safety priorities highlighted by the Corporate Risk Assessment (CRA) for the built estate. Alongside the CRA priorities other key objectives for the capital maintenance and repair budgets are:
  - Tackling the maintenance liabilities.
  - Reducing risks and improving the health and safety performance of buildings.
  - Improving efficiency and reduce recurring/running costs.
  - Improving the quality of the built environment for communities and future generations.

- Helping reduce the impact of greenhouse gas emissions in the environment and supporting the County Council's energy strategy.
- Modernising buildings and making them fit for purpose.

As part of undertaking many repair and maintenance works it is often necessary to manage existing installations of asbestos. The County Council has robust management practices for the management of asbestos which are closely adhered to. Allowance is made within the cost estimates of all works proposed on the attached appendices to safely remove or manage asbestos as necessary.

#### Condition priorities in the Schools Estate

3.5. As noted above Property Services and Childrens Services have an integrated approach to the prioritisation of the SCA. It is proposed planned works are targeted at the highest known priorities against the following themes:

- Renewal of roof coverings including improving insulation
- Recladding of SCOLA 2 /2A buildings.
- Recladding of timber frame primary schools.
- Refurbishment of toilet facilities.
- Removal of asbestos installations requiring particular attention
- Installation of new fire alarm systems and associated structural fire precautions works to single staircase, multi storey primary schools.
- Boiler and heating system renewal.
- Water supply pipework renewal.
- Lighting replacement including renewal of ceilings.
- Ventilation improvements to school kitchens.

#### **4. Key Projects for 2017/18**

- 4.1. Test Valley School, SCOLA Recladding of the ROSLA Block - Test Valley school will undergo extensive refurbishment works estimated at £800,000. Works are anticipated to commence in Spring of 2018 and running through into Autumn 2018. This work will be carried out in 2 phases and will include: Re-cladding with insulated render or brick slip panels; Re-insulation and re-felting of all flat roof areas and replacement of ceilings and lighting.
- 4.2. Hurst Community School, Replacement of windows – Hurst Community school will undergo replacement of the existing single glazed metal casement windows with new aluminium double glazed windows. Work is anticipated to be undertaken in Spring 2017 and the estimated cost is £200,000.
- 4.3. Warblington School, Renewal of the kitchen and recladding of the Hall and Gym block - Warblington School will undergo demolition and rebuild of the school meals kitchen and extensive refurbishment works to the Hall and

gym block estimated at £1.7M which will be procured by way of Competitive Tender. Works are anticipated to commence in Spring of 2017 and running through into Winter 2017. This work will be carried out in 2 phases and will include: Re-cladding with insulated render or brick slip panels; Re-insulation and re-felting of all flat roof areas and replacement of ceilings and lighting.

- 4.4. The Westgate School, Recladding of the 3 Storey Block - The Westgate school will undergo extensive refurbishment works estimated at £450,000 which will be procured by way of Competitive Tender. Works are anticipated to commence in Spring of 2018 and running through into Autumn 2018. This work will be carried out in a single phase and will include: Provision of new aluminium double glazed windows and Re-cladding with insulated render or brick slip panels.
- 4.5. Rowner Infant School, Re-cladding and improving thermal insulation - Rowner Infant school will undergo extensive refurbishment works estimated at £1.1M which will be procured by way of competitive tender. Works are anticipated to commence in summer of 2017 and running through into spring 2018. This work will be carried out in 5 phases and will include: Re-cladding with insulated render or brick slip panels; Re-insulation and re-felting of all flat roof areas, (which will include the removal of a redundant water tank housing plus a roof window lantern and replacement of all existing roof windows) and Formation of two small cloakroom extensions in lieu of an old conservatory. The cloakrooms will be funded the school. Installation of temporary classroom(s) may be required for the duration of the works if essential. Two relatively new conservatories in good condition will be retained.
- 4.6. North Waltham Primary School, Pitched roof thermal upgrade and refurbishment – North Waltham Primary will have work to the pitched roof to address the issue of ‘nail fatigue’ which is causing the roof tiles to slip off the roof. The works are estimated at £300,000. The work will be completed in a single phase and will include provision of new insulation, replacement of the felt, renewal of battens and re-use of existing tiles. Works are anticipated to be undertaken in Summer 2017
- 4.7. Red Barn Primary School, Pitched roof thermal upgrade and refurbishment – Red Barn Primary will have work to the pitched roof to replace leaking asbestos cement tiles. The works are estimated at £350,000. The work will be completed in a single phase and will include provision of new insulation, replacement of the felt, renewal of battens and provision of new tiles. Works are anticipated to be undertaken in Summer 2017
- 4.8. Southwood Infant School, Pitched roof thermal upgrade and refurbishment – Southwood infant school will have work to the pitched roof to replace a leaking composite metal pitched roof. The works are estimated at £400,000. The work will be completed in a single phase and will include provision of a new metal pitched roof with upgraded insulation. Works are anticipated to be undertaken in Summer 2017
- 4.9. Yateley School, Water supply pipework replacement and heating upgrade– The works include upgrading of the mains water supply, replacement of existing failing galvanised steel water pipework to a number of blocks in the school with plastic and copper pipework and the heating main pipework replaced in the sports hall. The works are estimated at £340,000 and are anticipated to be undertaken in Summer 2017.

- 4.10. Various Schools, Toilet Refurbishment – A prioritised programme at Various Primary schools will have pupil toilet refurbishment work undertaken. The programme has an anticipated cost of £350,000 and it is anticipated that work will be undertaken starting in Summer 2017 with completion in Spring 2018. The works will include replacement of all sanitary ware, cubicles and brassware, replacement of flooring and upgrading ventilation.
- 4.11. Various Schools, kitchen ventilation improvements. A prioritised programme at various schools will have kitchen ventilation improvements. The works will include the provision of new fixed ventilation canopies removing the need for opening windows. The programme has an anticipated cost of £950,000 and it is anticipated that work will commence in Summer 2017 with completion in Spring 2018.
- 4.12. Various Schools, Hard Landscaping and rainwater drainage improvements. A prioritised programme at various schools will have playground resurfacing, replacement of timber post retaining walls and upgrades to external area surface water drainage. The programme will have an anticipated cost of £450,000 and it is anticipated that work will commence in Summer 2017 with completion in Spring 2018.

Priority Schools Building Programme (PBSP2) Projects

- 4.13. Overton CoE Primary School. This project will be funded under the EFA PSBP2 programme and will delivery re-cladding with insulated render or brick slip panels; re-insulation and re-felting of all flat roof areas and replacement of ceilings and lighting. There will also be improvements to the mechanical and electrical engineering infrastructure of the building. The result of the works will bring the buildings as close as reasonably possible to compliance with the current EFA new build performance standards. The works are estimated at £3.04m inclusive of fees and temporary modular buildings necessary to facilitate the works. Subject to EFA approval of the tender returns works are due to commence on site during the summer 2017.
- 4.14. Wootey Junior School. This project will be funded under the EFA PSBP2 programme and will delivery re-cladding with insulated render or brick slip panels; re-insulation and re-felting of all flat roof areas and replacement of ceilings and lighting. There will also be improvements to the mechanical and electrical engineering infrastructure of the building. The result of the works will bring the buildings as close as reasonably possible to compliance with the current EFA new build performance standards. The works are estimated at £2.27m inclusive of fees and temporary modular buildings necessary to facilitate the works. Subject to EFA approval of the tender returns works are due to commence on site during the summer 2017.
- 4.15. Talavera Infant School. This project will be funded under the EFA PSBP2 programme and will delivery re-cladding with insulated render or brick slip panels; re-insulation and re-felting of all flat roof areas and replacement of ceilings and lighting. There will also be improvements to the mechanical and electrical engineering infrastructure of the building. The result of the works will bring the buildings as close as reasonably possible to compliance with the current EFA new build performance standards. The works are estimated at £2.480m inclusive of fees and temporary modular

buildings necessary to facilitate the works. Subject to EFA approval of the tender returns works are due to commence on site during the summer 2017.

- 4.16. Olivers Battery Primary School. This project will be funded under the EFA PSBP2 programme and will delivery re-cladding with insulated render or brick slip panels; re-insulation and re-felting of all flat roof areas and replacement of ceilings and lighting. There will also be improvements to the mechanical and electrical engineering infrastructure of the building. The result of the works will bring the buildings as close as reasonably possible to compliance with the current EFA new build performance standards. The works are estimated at £2.05m inclusive of fees. Subject to EFA approval of the tender returns works are due to commence on site during the summer 2017.

## 5. Opportunity for Improved Energy Performance of Buildings and Reduced Carbon Dioxide Emissions

- 5.1. As reported to the EMPR since 2009, around 80% of the County Council's built estate was constructed before thermal performance standards became part of the Building Regulations. Where possible, the investment of repairs and maintenance resources is being used to help improve the thermal performance of the building stock.
- 5.2. Table 2 below provides an indication of the potential opportunity for energy savings and reduced carbon dioxide emissions from the capital programme proposals in Appendices E and F:

Priority Category of Work	Maintenance Expenditure 2017/18		
	£'000	Indicative CO2 Reduction Tonnes	Indicative Energy Saving KWh
<b>Building</b> (SCOLA re-cladding/ window replacements / roofing)	£4,510,000	187.5	1,041,667
<b>Mechanical Services</b> (Boiler systems, heating systems and underground mains)	£401,000	16	88,889
<b>Electrical Services</b> (Lighting, power, and mains distribution)	£225,000	4.5	6,057
<b>Behavioural Changes</b>	£77,000	29	62,839
<b>TOTAL</b>	<b>£5,213,000</b>	<b>237</b>	<b>1,199,452</b>

**P&R Reactive and Planned Repairs 2016/17**  
Projected Commitment by 31 March 2017

	<b>Budget</b>	<b>Commitment</b>	
	£'000	£'000	%
<b>Budgets 2016/17</b>			
Policy and Resources Cash Limited Budget	7,270	7,270	100
Additional Resources (£4.5m for 2016-20) (3)	1,500	991	66
Flexible working, Dilapidations Carry Forward from 2015/16	1,165	1,165	0
Contingency	545	545	0
Childrens Centres SLA Contribution	129	129	100
<b>Total Budgets</b>	<b>10,609</b>	<b>8,390</b>	<b>79</b>

**Breakdown of Expenditure against Budgets Above**

Corporate Risk Assessment Priorities	4,036
Building Fabric Reactive Maintenance	1,223
Engineering Reactive Maintenance and Servicing	1,623
Planned Programmed Works	1,503
Flexible working, Dilapidations Carry Forward from 2015/16	1,165
Structural Inspections of the Estate	152
County Farms Support	137
External Works	18
Non-functional buildings	16
Historic Buildings	22
EDS Estate	54
Contingency	545
<b>Total</b>	<b>10,609</b>

Notes

1. All figures above are inclusive of fees which are charged at 12%
2. A balanced outturn position is projected for 31 March 2017 but any remaining balances will be carried forward to 2017/18.

**Schools Reactive and Planned Repairs 2016/17**  
All Projected Commitment are to 31 March 2017

<b>Budgets 2016/17</b>	<b>Budget</b>	<b>Commitment</b>	
	£'000	£'000	%
Schools Revenue Budget from SLA Contributions	8,670	8,670	100
Buy Back CERA via Schools SLA	6,035	6,035	100
CERA Budget	2,856	2,856	100
SCA Contribution to CRA Workstreams	4,777	4,777	100
<b>Total Budgets</b>	<b>22,338</b>	<b>22,338</b>	<b>100</b>

Breakdown of Expenditure against Budgets Above

Corporate Risk Assessment Priorities	5,665
Building Fabric Reactive Maintenance (TMC)	3,499
Engineering Maintenance and Servicing (TMC)	8,750
Modular Buildings	1,572
Structural Inspections of the Estate	529
Other priorities	2,323
<b>Total</b>	<b>20,015</b>

**Schools Condition Grant 2016/17**

<b>Budgets 2016/17</b>	<b>Budget</b>	<b>Commitment</b>	
	£'000	£'000	%
SCA Budget 16/17	17,800	17,800	100
SCA Grant Carried Forward from 15/16	9,602	9,602	100
<b>Total Budgets</b>	<b>27,411</b>	<b>27,411</b>	<b>100</b>

Notes

1. All figures above are inclusive of fees which are charged at 12% on SLA works and 16.5% on SCA funded works.
2. A balanced outturn position is projected for 31 March 2017 across revenue budgets and a full commitment against the SCA Grant.
3. This is the last year of CERA, from 2017/18 all Revenue budgets will be via Schools SLA contributions.

**Corporate Planned and Reactive Maintenance Budgets 2017/18 and  
Proposed Allocation**

	<b>Budget</b>
	£'000
<b>Budgets 2016/17</b>	
Policy and Resources Cash Limited Budget	7,565
Additional Resources (£4.5m for 2016-20)	1,500
Carry Forward from 2016/17	1,710
Contingency	545
<b>Total Budgets</b>	<b>11,320</b>

**Proposed Allocations against Budgets Above**

Corporate Risk Assessment Priorities	4,100
Building Fabric Reactive Maintenance	1,244
Engineering Reactive Maintenance and Servicing	1,651
Planned Programmed Works	1,555
Structural Inspections of the Estate	137
County Farms Support	267
External Works	18
EDS Non-functional buildings	16
Historic Buildings	22
EDS Estate	54
Carry Forward from 2016/17	1,710
Contingency	545
<b>Total</b>	<b>11,320</b>

Notes

1. All figures above are inclusive of fees which are charged at 12% on revenue works.
2. A balanced outturn position is projected for 31 March 2017 across most corporate revenue allocations but a projected carry forward of uncommitted funds is highlighted above. Any further uncommitted funds will be carried forward into 2017/18

**Schools Condition Allocation Grant Proposed Allocations 2017/18**

	<b>Budget</b>
<b>Budgets 2017/18</b>	£'000
SCA Budget 17/18	17,500
Total Budgets	<b>17,500</b>
<b>Proposed Allocation of Budget against Budgets Above</b>	
Support to the CRA Priorities for Local Authority Schools	3,561
Planned Programme of Works	6,237
Deferred Programme from 2016/17	7,587
External Works	115
<b>Total</b>	<b>17,500</b>

## Notes

1. The amounts are inclusive of fees at 16.5%.
2. The final value of the 17/18 SCA Grant has yet to be confirmed. The programmes are based on an estimated allocation of £17.5m. Programmes will be adjusted accordingly when the final grant value is known.

<b>Corporate Estate Planned Investment Programme 2017/18</b>	
<b>Property</b>	<b>Works</b>
<b>Schemes £0 to £50,000</b>	
36 Martins Close	Internal Redecoration
Argoed Lwyd	External Redecoration
Basing House	External Redecoration
Calshot	Access roadway surfacing
Calshot	Jetty remedial works
Castle Avenue	Cobbles ph 3 - pointing Gt Hall square
Fareham register office	External Redecoration
Forest Arts Centre	Window replacement entrance
Heol Seni	External Redecoration
Historic Buildings	Fort Nelson Masonry repairs
Manor Farm Country Park	Roof repairs - farmhouse roof
Manor Farm Country Park	Damaged drains café to main drain run + car park drains
Minstead Study centre	Dorm block and House - decorations
Orchard Close	Internal Redecoration
Park View	Internal Redecoration and floor covering renewal
Queen Elizabeth Country Park	Flat roof repairs - main building
Red House Museum	External Redecoration
Royal Victoria Country Park	Drainage repairs and septic tank works - gatehouse
Royal Victoria Country Park	Empire tea rooms - cedar shingle repairs
Royal Victoria Country Park	Empire tea rooms - windows replacement
Staunton Country Park	Roof repairs - 008
Staunton Country Park	Roof repairs general
Stubbington Study Centre	Boys dormitory roof covering
Stubbington Study Centre	Erie Junior Ranger sleeping accommodation (Asbestos slates)
The Mead Childrens Home	External Redecoration
Trospac Nursery	External Redecoration
Various sites	Repairs associated with decorations
Various sites	Maintenance contrib to Library projects
Winchester HQ	Offices and Winchester DC - Internal Decorations
<b>Schemes £50,000 to £100,000</b>	
Horndean Library	pitched roof repairs locally, replacement of flat roof covering, works to porch roof
Ringwood Library	replace insulated roof, replace roof lights / clerestory lights and detail up stands
Staunton Country Park	Brickwork repairs and repointing - walled garden
Stubbington Study Centre	Asbestos tile replacement - Block Rooms 26- 28
Fort Nelson	WWII Ammunitions sheds roofing

<b>Schemes £100,000 to £250,000</b>	
Bar End Unit 1	Rooflight replacement / repairs
Clarendon House	window replacement
Cranleigh Paddock	Window Replacement
Fareham Library	Low level roof and staircase windows
Fort Nelson	Flint curtain wall repairs
Royal Victoria Country Park	Chapel roof replacement - (with HLF works)
Various sites	Reactive Internal decorations Adults Services

Note: All schemes below £100,000 are to proceed under delegated Chief Officer Approval, but are shown here for information.

<b>Schools Planned Investment Programme 2017/18</b>	
<b>Property</b>	<b>Works</b>
<b>Schemes up to £50,000</b>	
Alton Infant School	Fire Precautions Improvements
Balksbury Infant School	External Redecoration
Beaulieu Village Primary School	External Redecoration
Belle Vue Infant School	External Redecoration
Berrywood Primary School	External Redecoration
Bishops Challoner	Replacement of rooflights
Bishops Waltham Infant	Replace boilers & pumps
Breamore Ce (c) Primary School	Fire Precautions Improvements
Brighton Hill	Resurfacing
Brookfield Community School	Roofing repairs
Calmore Infants	Replace domestic galvanised pipework
Clere School And Technology College	Fencing improvements
Cove School	Surfacing to 3 storey block quad
Cranbourne	Rural Studies Block
Crofton Anne Dale Infant School	External Redecoration
Crofton Anne Dale Junior School	External Redecoration
Crofton Hammond Infant School	External Redecoration
Crofton Hammond Junior School	External Redecoration
Crofton School	Replace and upgrade 4 obsolete gas proving systems
Denmead Junior	Swimming pool demolition
Elson Infant School	External Redecoration
Four Marks CE (C) Primary School	External Redecoration
Grange Infant School Gosport	External Redecoration
Great Binfields Primary School	External Redecoration
Halterworth Community Primary School	External Redecoration
Harrison Primary	Replace heating pipework in Hall
Harrow Way	Toilet Refurbishment
Hatch Warren Infant School	External Redecoration
Hatherden Primary	Pitched roofing repairs and thermal upgrading
Hatherden Primary School	Fire Precautions Improvements
Hollywater School	External Redecoration
John Keble CE (A) Primary School	External Redecoration
Kimpton Thruxton And Fyfield	External Redecoration

CE (A) Primary School	
Liphook Jnr	Upgrade sewage pumping station
Long Sutton Ce (C) Primary School	External Redecoration
Lydlynch Infant School	External Redecoration
Marlborough Infant	Window upgrading
Marlborough Infant	Fire Precautions Improvements
Marnel Community Infant School	External Redecoration
Marnel Community Junior School	External Redecoration
Micheldever Primary	Damp remedial works
New Milton Junior School	External Redecoration
Newport Junior School	External Redecoration
Northern Junior Community School	External Redecoration
Oakwood Infant School & Little Saplings Childrens Centre	External Redecoration
Old Basing Infant School	External Redecoration
Otterbourne Primary	Defective plastering
Padnell Infant School	External Redecoration
Purbrook Park School	Installation of double glazed windows to main block
Rowner Junior School	Fire Precautions Improvements
Samuel Cody	Drive surface
Smannell And Enham CE (A) Primary School	External Redecoration
South Baddesley Ce (c) Primary School	Fire Precautions Improvements
Springwood infant	Hall floor replacement
St Albans Primary	Installation of double glazed windows
St Bede CE (C) Primary School (Winchester)	External Redecoration
St James CE (C) Primary School (Emsworth)	External Redecoration
St John The Baptist C E (Controlled) Primary School, Waltham Chase	Fire Precautions Improvements
St Johns Ce (va) Primary School	External Redecoration
St Johns Ce (va) Primary School	Maintenance works
St Josephs RC (VA) Primary School	External Redecoration
St Marks CE (A) Primary School (Basingstoke)	External Redecoration
St Martins East Woodhay CE (A) Primary School	External Redecoration
St Mary Bourne Primary School	External Redecoration
St Mary Bourne Primary School	Fire Precautions Improvements

St Matthews CE (A) Primary School	External Redecoration
St Peters Farnborough	Pitched roofing repairs and thermal upgrading
St Peters RC (VA) Primary School (Waterlooville)	External Redecoration
Steep Ce (c) Primary School	Fire Precautions Improvements
Uplands Primary	Upgrade patent glazing
Various Primary Schools	Remedial works arising from the T&I programme
Various Secondary Schools	Remedial works arising from the T&I programme
Vyne Community School	Installation of Double Glazed windows
Waterloo School	External Redecoration
Waterside Primary School	Fire Precautions Improvements
Wellow Primary	Replacement of glazed link
Weyford Junior School	External Redecoration
Wherwell Primary School	External Redecoration
Wicor Primary School	Fire Precautions Improvements
William Gilpin Ce (a) Primary School	Fire Precautions Improvements
Woodlea Primary School (Bordon)	External Redecoration
Yateley School	Paving upgrading
Yateley School	Toilet Refurbishment
<b>Schemes £50,000 to £100,000</b>	
Applemore College	External Decorations and repairs
Bridgemary School	New thermal flat roofing system
Brighton Hill	New thermal flat roofing system
Calthorpe Park School	Drainage / paving
Church Crookham Junior	Pumping chamber replacement
Clere School And Technology College	External Redecoration
Connaught School	DT block installation of double glazed windows
Copythorne Infant	Installation of double glazed windows
Crestwood College For Business And Enterprise (Cherbourg)	External Redecoration
Crestwood College For Business And Enterprise (Shakespeare)	External Redecoration
Crofton Anne Dale Infant	New thermal flat roofing system
Fernhill School	DT block installation of double glazed windows
Foxhills Infant	Installation of double glazed windows
Guillemont Junior School	Boiler Replacement original plant room
Harestock Primary School	Boiler Replacement original plant room
Hayling College	Removal of Asbestos Soffitts
Manor Infant School,	Boiler Replacement

Farnborough	
Netley Abbey Infant	New Thermal Flat Roofing System
Samuel Cody	New thermal flat roofing system to Tech Block
Sarisbury Junior	New thermal flat roofing
St Michaels Infant School	Provision of new path retaining wall
St Peters RC (VA) Primary School (Waterlooville)	Cladding repairs linked to decorations
Swanmore College	Replace failed heating main
Testbourne Community School	External Redecoration
Various Primary Schools	Removal of asbestos
Various Primary Schools	Replace obsolete distribution boards and switchgear
Various Secondary Schools	Replace cistern fed water heaters with mains fed system & TMV
Various Secondary Schools	Upgrades to hot and cold water services infrastructure and plant
Various Secondary Schools	Replace obsolete distribution boards and switchgear
Various Secondary Schools	Lighting improvements
Waterloo school	Installation of double glazed windows
Waterloo School	Boiler replacement
Westfield Junior School	Replacement water pipework
<b>Schemes £100,000 to £150,000</b>	
Aldworth Science College	Bolton Block/Portsmouth installation of double glazed windows
Aldworth Science College	Heating / Ventilation improvements
Anstey Junior	Kitchen Flat roof and patent glazing improvements
Court Moor School	External Redecoration
Gomer Junior	Installation of double glazed windows
Hart Plain Junior	Crosswall recladding
Heatherside Infant	Installation of double glazed windows
Langrish Primary	New thermal flat roofing system
Longparish	Timber frame building recladding and thermal upgrade
Swanmore College of Technology	New thermal flat roofing system to Library block
Various Primary Schools	Upgrades to hot and cold water services infrastructure and plant
Various Primary Schools	Replacement of plaster ceilings
Various Primary Schools	Replace cistern fed water heaters with mains fed system & TMV
Various Schools	Landscaping improvements
Various Secondary Schools	Kitchen infrastructure improvements / upgrades
Vernham Dean	New Sewage Treatment plant
Westgate School	External Redecoration

<b>Schemes £150,000 to £250,000</b>		
Hurst Community	Installation of double glazed windows	
Liphook Junior	Flat roof	
Locks Heath Junior	Crittall Window replacement	
Mengham Junior	Flat roof	
Various Primary Schools	Lighting improvements	
Wildground Junior	Crosswall recladding	
<b>Schemes £250,000 to £500,000</b>		
North Waltham Primary	Pitched roof thermal upgrade and replacement	
Red Barn Primary	Pitched roof thermal upgrade and replacement	
Southwood infant	Pitched roof thermal upgrade and replacement	
Various Primary Schools	Kitchen infrastructure improvements / upgrades	
Various Primary Schools	Toilet refurbishment and upgrades	
Various Primary Schools	Drainage improvements and surfacing	
Various Secondary Schools	Various Larger scale works to support maintenance contract	
Westgate School	Recladding and replacement windows to 3 storey block	
Yateley School	Replace HWS & CWS pipework to Brunel block, B, C, D, Music and sportshall block. Replace Heating main to Sportshall	
<b>Schemes £500,000 to £1million</b>		
Test Valley School	ROSLA Block recladding and thermal upgrading	
Various Primary Schools	Various Larger scale works to support maintenance contract	
Various Primary Schools	Kitchen infrastructure improvements/upgrades.	
<b>Schemes Exceeding £1million including PSBP2 Works</b>		
		<b>Estimated Contract Value</b>
Rowner Infant School	Timber frame recladding & thermal upgrade	£1.2m
Warblington School	Recladding and thermal upgrading	£1.7m
Olivers Battery Primary School (PBPS2)	Recladding and thermal upgrading, replacement and upgrading of engineering services	£1.823m
Overton CofE Primary School (PSBP2)	Recladding and thermal upgrading, replacement and upgrading of engineering services	£2.702m
Talavera Infant School (PSBP2)	Recladding and thermal upgrading, replacement and upgrading of engineering services	£2.204m
Wootey Junior School (PSBP2)	Recladding and thermal upgrading, replacement and upgrading of engineering services	£2.018m

## **BLPP Chairman's Announcements**

**27 June 2017**

### **Grenfell Tower Fire**

I wish to inform Members of this Panel of the County Council's responses to enquiries from Government and any implications for our own estate following the devastating fire at Grenfell Tower in London.

Firstly, I am sure you would wish to join me in expressing our deepest sympathies to the victims and families of this tragic and terrible event and to congratulate the emergency services for their incredible response.

This Council has recently responded to urgent enquiries from Government Departments in relation to both residential towers and school buildings. The first was to confirm that Hampshire has no residential buildings over six storeys and, therefore, no actions are required. Members should be aware that the County Council is not a housing authority and, therefore, has no residential properties of the type impacted by the fire in London.

The school estate in Hampshire has a small number of three and four storey buildings but there are no parallels to the construction and fire safety arrangements at Grenfell Tower. Fundamentally, the strategy for life safety in schools is to evacuate first and all multi-storey buildings are fitted with modern fire alarms to facilitate this. Local managers have responsibility for fire evacuation and are encouraged to undertake regular fire safety drills. I can also confirm that the ongoing re-cladding programmes at schools do not use Aluminium Composite Materials (ACM) which is now the subject of much speculation in the media and a requirement for local authorities to survey residential towers in their ownership.

I would also like to take this opportunity to remind Members of the comprehensive approach the County Council takes to fire safety in our buildings:

- We understand the risk profiles of our buildings and actively audit our estate on a prioritised basis.
- We have a long-standing Partnership with Hampshire Fire and Rescue Service (HFRS) and both organisations jointly fund an Embedded Fire Officer who is co-located in the Property Team.
- We provide fire safety guidance to all local managers including schools and proactively support them in fire safety arrangements.
- All projects are independently reviewed by an experienced panel of officers, including representation from HFRS to ensure compliance with Regulations and best practice.
- All projects have a Fire Risk Assessment undertaken to decide whether additional safety measures should be implemented and if sprinklers are recommended for additional asset protection.

Notwithstanding our strong record of managing fire safety, we do recognise that the events in London are a reminder of the potential devastating impact of fire in buildings. Officers will continue to monitor the findings of the Grenfell Tower Enquiry as it becomes public and ensure that if there are any actions or implications for the Council, these are evaluated and any recommendations for improvement made.

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## HAMPSHIRE COUNTY COUNCIL

### Report

<b>Committee/Panel:</b>	Buildings, Land and Procurement Panel
<b>Date:</b>	3 October 2017
<b>Title:</b>	Energy and Carbon Management Activities Update
<b>Report From:</b>	Director of Culture, Communities and Business Services

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#### 1. Executive Summary

- 1.1 In October 2015, the Director of Culture, Communities and Business Services (CCBS) reported that the first phase of the Carbon Management Strategy had been successful in achieving a 22.8% carbon emissions reduction over the first five years against a 20% target.
- 1.2 In June 2016 the Panel supported the proposal from the Director of CCBS to focus Phase 2 of the carbon management strategy on carbon emissions reductions from the corporate estate, street lighting and officer travel.
- 1.3 In October 2016 the Director of CCBS reported that an excellent start had been made to Phase 2 of the Strategy. A 35.8% reduction had been achieved against the 40% target to 2025 – a saving of over 6,000 tonnes of carbon.
- 1.4 In the 2016-17 energy reporting year further steady progress has been made and is set out in this report. A further reduction to 38.1% (of 2010 levels) against the 40% has now been delivered. It is now certain that the Phase 2 target will be achieved which is good news.
- 1.5 Since 2010 the energy cost savings have been in the order of around £30m ( including schools in Phase 1). In addition Carbon Tax Charges have been reduced by £330,000 since the start of the programme.
- 1.6 The Director of CCBS now proposes to review the impact of recently approved Energy Performance Programmes and will report to a future meeting with a proposed revised target for 2025.
- 1.7 The Executive Member for Policy and Resources (EMPR) approved more investment in energy programmes in July 2017 allocating £2.72m of capital from available funds. This report now updates Members on progress against those new initiatives.

## **2. National reporting on Carbon Consumption**

- 2.1 The Council will continue to be part of the Carbon Reduction Commitment (CRC) Energy Efficiency Scheme until the scheme ends in March 2019 and must therefore pay its carbon tax and continue to publish data on its Greenhouse Gas (GHG) Emissions on an annual basis.
- 2.2 The success of Phase 1 of the carbon management strategy saved in excess of £200k in CRC charges and to date phase 2 of the strategy has realised a further £130k as the price of carbon credits has risen over the life of the scheme.
- 2.3 Each organisation in the CRC scheme must purchase sufficient carbon credits to meet its carbon emissions. This can be done by forecasting emissions and purchasing credits in advance or credits can be purchased in arrears to match actual emissions – so called ‘buy to comply’.
- 2.4 There has always been a cost differential in the purchase in advance price and the buy to comply price. In phase 1 of the CRC scheme this was a small difference, however in the current CRC phase the margin is increasing year on year. In order to take advantage of this the Council has purchased in advance the majority of credits calculated to be required for 17/18 and 18/19. This will realise a saving over a buy to comply strategy of £53k over the two year period in addition to the savings accrued due to the reduction in emissions.

## **3. Carbon Management Strategy Phase 2**

- 3.1 The carbon management strategy, phase 2, will concentrate on reducing carbon emissions from street lighting, buildings in the corporate estate and business travel by officers and will achieve the objective of a 40% reduction from 2010 levels by 2025. The table below shows a very positive start was made on the phase 2 emissions reduction programme in year 1. A further reduction of 2.3% has been achieved to 2017.
- 3.2 If the current trend continues the target will be achieved earlier than planned and greater reductions will be forthcoming by the 2025 end date for Phase 2. The Director of CCBS will review the impact of current and future programmes and come back to the Panel with further recommendations.

**Table of Carbon Emissions from 2010**

<b>Sector</b>	<b>2010 Emissions Tonnes</b>	<b>2015 Emissions Tonnes</b>	<b>2016 Emissions Tonnes</b>	<b>2017 Emissions Tonnes</b>	<b>2025 Target Emissions</b>
Corporate Buildings	21,000	19,060	16,829	16,830	-
Street Lighting	26,600	17,558	13,450	12,119	-
Officer Travel	6,600	4,889	4,534	4605	-
<b>Total</b>	<b>54,200</b>	<b>41,507</b>	<b>34,813</b>	<b>33,544</b>	<b>32,500</b>
% Reduction	-	-23.4%	-35.8%	-38.1%	-40%

3.3 Although there was no overall change to the emissions from corporate buildings further analysis of the data shows;

- Electricity emissions fell by 3.5% year on year. This reduction will be a combination of a number of factors including those achieved by the earlier energy performance programmes and better staff engagement through the Do Your Energy Bit programme raising awareness of energy use in the workplace and how to reduce it.
- Gas emissions however rose by 10% over the same period. The vast majority of our gas use is to provide heating for buildings and clearly this is weather dependant. The data shows 2016/17 was approximately 10% colder than 2015/16. This is an area to focus upon in 17/18 to ensure gas use is reduced.

3.4 Street lighting continues to show a reduction in emissions year on year. A number of initiatives have been rolled out since the major replacement programme concluded in 2015 including the dimming of some street lighting for specific periods overnight. Further work is being progressed by the Director of ETE to investigate additional dimming and switching regimes to further reduce energy use. The use of LED lamps to replace the conventional compact fluorescent type is also under review.

3.5 Officer travel shows a slight increase over last year's figure, but overall the trend is still a downward one since 2010; again this will be an area for focus in the staff engagement programme. It is anticipated that officer travel emissions will also reduce in the future as a result of the electric vehicles programme referred to later in this report.

3.6 In June 2017 the Panel supported the proposal from the Director CCBS to undertake two further phases of the Energy Performance Programme (EPP4 and EPP5). This was approved by EMPR in July 2017. Additional resources of £2.72m were approved as a total investment for the future planned phases.

#### Energy Performance Programme Phase 4;

- 3.7 This phase will entail the replacement of conventional lighting with low energy LED lighting and controls across the corporate estate. When complete it is anticipated that approximately 75% of the light fittings will have been replaced for an investment of £1.62m. This is expected to deliver a revenue saving of £240,000 per year in both energy and maintenance costs.
- 3.8 Where applicable Salix loans (a zero interest mechanism for borrowing) will be utilised to maximise the Council's investment in this programme of works. The Director CCBS has commenced the programming of these works which will be delivered in 2017/18 and 2018/19.
- 3.9 The second initiative in EPP 4 is the development of an Electric Vehicle (EV) charging point procurement framework for the public sector. On 3 July an open event was held in Winchester to publicise this initiative and to test the market response to the proposal. The event proved to be very successful with a number of attendees from both the public and private sector generating some positive and informative debate.
- 3.10 The Director of CCBS is continuing to develop the scope and details of the framework which will be procured toward the end of 2017. Further updates will be reported to this Panel in due course.
- 3.11 It is planned to make a step-change in provision of charging points across Hampshire and facilitate other public sector organisations procuring outlets in their areas. A charging network is an essential part of facilitating future expansion of the EV fleet for Hampshire County Council (referred to in Phase 5 below). The framework is expected to secure a revenue income of £24,000 per year and be fully self funding.

#### Energy Performance Programme - phase 5

- 3.12 EPP5 focuses on the deployment of electric vehicles for the HCC managed fleet and exploring the potential of battery storage technology for the built estate.
- 3.13 The Panel supported the proposal to the roll out of electric vehicles to replace conventional diesel and petrol models. The Director of CCBS has identified a number of potential 'early wins' and these are being progressed to provide EVs for client departments or business units. County Supplies are currently running an EV as their pool car and later this year the courier service will take delivery of an electric van. Hampshire Scientific Service are also trialling EVs in their business over the coming months. The EP programme is expected to save around £210,000 per year in the reduction of fuel costs (around 96%) by conversion from diesel to electric.
- 3.14 Sites suitable for battery storage trials are being investigated with a view to the development of a business case for 2 initiatives – battery storage for buildings with PV (Photo Voltaic) attached and bulk storage of grid electricity.

#### **4. Recommendation**

It is recommended that:

- i) The positive achievements of the Carbon Management Strategy Phase 2 are noted. This has produced a further reduction of 38.1% against a target of 40% by 2025. This equates to around £30m gross energy cost savings since 2010 for both schools and the County Council.
- ii) The further £130,000 of carbon tax reductions in Phase 2 is noted.
- iii) That the good progress in Energy Performance Programmes Phases 4 and 5 is noted.

**CORPORATE OR LEGAL INFORMATION:****Links to the Strategic Plan**

<b>Hampshire maintains strong and sustainable economic growth and prosperity:</b>	yes
<b>People in Hampshire live safe, healthy and independent lives:</b>	yes
<b>People in Hampshire enjoy a rich and diverse environment:</b>	yes
<b>People in Hampshire enjoy being part of strong, inclusive communities:</b>	yes

**Section 100 D - Local Government Act 1972 - background documents**

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

Document

Location

None

## **IMPACT ASSESSMENTS:**

### **1. Equality Duty**

1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

**Due regard in this context involves having due regard in particular to:**

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

### **1.2. Equalities Impact Assessment:**

An equalities impact assessment has not been considered in the development of this report as access requirements are always considered during the design stages of building projects and are often improved.

### **2. Impact on Crime and Disorder:**

2.1. The County Council has a legal obligation under Section 17 of the Crime and Disorder Act 1998 to consider the impact of all decisions it makes on the prevention of crime. The proposals in this report have no impact on the prevention of crime.

### **3. Climate Change:**

3.1. The Energy Strategy and Carbon Management Plan will have significant positive effect on the carbon emissions of the County Council. Climate change impacts are a driver in implementing reduction programmes.

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