

# Public Document Pack



## **EXECUTIVE DECISION DAY NOTICE**

Executive Lead Member for Children's Services Decision Day &  
Executive Member for Education Decision Day

**Date and Time** Tuesday 14th November 2023 at 2.00pm

**Place** Virtual Teams Meeting - Microsoft Teams

**Enquiries to** [members.services@hants.gov.uk](mailto:members.services@hants.gov.uk)

Carolyn Williamson FCPFA  
Chief Executive  
The Castle, Winchester SO23 8UJ

## **FILMING AND BROADCAST NOTIFICATION**

This decision day is being held remotely and will be recorded and broadcast live via the County Council's website.

## **AGENDA**

### **EXECUTIVE LEAD MEMBER FOR CHILDREN'S SERVICES**

#### **DEPUTATIONS**

To receive any deputations notified under Standing Order 12.

#### **KEY DECISIONS (NON-EXEMPT/NON-CONFIDENTIAL)**

None Applicable

#### **NON KEY DECISIONS (NON-EXEMPT/NON-CONFIDENTIAL)**

None Applicable

### **EXECUTIVE MEMBER FOR EDUCATION**

#### **DEPUTATIONS**

To receive any deputations notified under Standing Order 12.

#### **KEY DECISIONS (NON-EXEMPT/NON-CONFIDENTIAL)**

None Applicable

#### **NON KEY DECISIONS (NON-EXEMPT/NON-CONFIDENTIAL)**

**1. RESOURCED PROVISION AT GUILLEMONT JUNIOR SCHOOL,  
FARNBOROUGH (Pages 3 - 22)**

To receive a report from the Director of Universal Services seeking approval to spend for the project proposals for an extension at Guillemont Junior School for a new Resourced Provision for pupils with Autistic Spectrum Condition at the total cost of £940,000, conditional upon planning permission being secured.

**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 SESSION:**

**The press and public are welcome to observe the public sessions of the decision day via the webcast.**

## HAMPSHIRE COUNTY COUNCIL

### Decision Report

<b>Decision Maker:</b>	Executive Member for Education
<b>Date:</b>	14 November 2023
<b>Title:</b>	Resourced Provision at Guillemont Junior School, Farnborough
<b>Report From:</b>	Director of Universal Services

**Contact name:** Colin Jackson, Senior Delivery Manager

**Tel:** 0370 7796580

**Email:** colin.jackson@hants.gov.uk

#### Purpose of this Report

1. The purpose of this report is to seek spend approval to the project proposals for an extension at Guillemont Junior School for a new Resourced Provision for pupils with Autistic Spectrum Condition at the total cost of £940,000, conditional upon planning permission being secured.

#### Recommendation

2. That the Executive Member for Education gives approval to spend £940,000 on the project proposals for the extension of Guillemont Junior School for a new Resourced Provision for pupils with Autistic Spectrum Condition, conditional upon planning permission being secured.

#### Executive Summary

3. Guillemont Junior School currently provides education for up to 370 children aged between 7 and 11 years old, together with a Resourced Provision for up to a further 16 pupils with Speech, Language and Communication Needs (SLCN).
4. This project comprises an extension to provide a new Resourced Provision to provide an additional 8 places for pupils with Autistic Spectrum Condition (ASC), including a classroom, supporting accommodation and an external enclosed play space.
5. The project is included in the Children Services Capital Programme, approved at the Executive Lead Member for Children's Services Decision Day on 12 January 2023 with a budget of £940,000.
6. Hampshire County Council Development Management have confirmed that the proposed extension to the building is a Permitted Development and does not therefore require planning consent. A planning application was submitted in October 2023 for the proposed external courtyard and a decision is

expected in December 2023. The recommendation is therefore conditional upon planning permission being secured.

## Background

7. Guillemont Junior School currently provides education for up to 370 children aged between 7 and 11 years old, together with a Resourced Provision for up to a further 16 pupils with Speech, Language and Communication Needs.
8. The proposed extension to the school increases the capacity of the Resourced Provisions at the school by 8 pupils to 24 pupils, to meet the need for places in the local area for pupils with special educational needs.
9. Guillemont Junior School opened in 1976 and was federated with Pinewood Infant School in January 2023.
10. A private nursery, The Orchard Children's Nursery, operates from the site, with places for 15 pre-school aged children.
11. The project is included in the Children Services Capital Programme, approved at the Executive Lead Member for Children's Services Decision Day on 12 January 2023 with a budget of £940,000.

## Finance

Capital Expenditure:

12. The Capital Expenditure has already been approved in principle; the following table outlines the breakdown of its distribution across the project. The current estimate includes inflation to mid-point construction in May 2024 (2Q24).

Capital Expenditure	Current Estimate		Capital Programme	
		£'000		£'000
Buildings		807		807
Fees		133		133
<b>Total</b>		<b>940</b>		<b>940</b>

Sources of Funding:

Financial Provision for Total Scheme	Buildings	Fees	Total Cost
	£'000	£'000	£'000
1. From Own Resources			
a) Capital Programme (as above)	421	69	490
2. From Other Resources			
a) Developer Contributions	386	64	450
<b>Total</b>	<b>807</b>	<b>133</b>	<b>940</b>

### a) Building Cost:

Net Cost = not applicable due to the nature of the works

Gross Cost = £7,723/m<sup>2</sup>

Cost Per Pupil Place = £100,875/pupil (8 pupils in total)

Gross Internal Floor Area = 112m<sup>2</sup>

b) Furniture & Equipment:

Included in the above figures is an allocation of £75k for the provision of all loose furniture, fittings, specialist sensory equipment and I.T. (inclusive of fees).

c) School Balances:

The school has the following level of balances:

- Published revenue balance as of 31 March 2023: £324,158
- Devolved formula capital balance as at 31 March 2023: £30,690

Revenue Issues:

13. The revenue impact of this project was laid out in the report Additional Specialist Education provision for Hampshire and approved by the Executive Member for Education at the 11 May 2023 Decision Day. Overview of Revenue Implications:

	(a) Employees £'000	(b) Other £'000	(a + b) *Net Current Expenditure £'000	(c) Capital Charges £'000	(a + b + c) Total Net Expenditure £'000
Revenue Implications Additional +/ Reductions	0	0	0	19	19

### Details of Site and Existing Infrastructure

14. Guillemont Junior School is located off Sandy Lane in Farnborough.
15. A site plan of the school is included in Appendix 2.
16. The school is a single-story Scola Mark 3 system-built construction, built in 1976 with a flat roof, brick elevations and aluminium windows, set back from Sandy Lane within a site bounded by mature trees on all sides.
17. A staff car park is located to the front of the school along the east boundary with Sandy Lane and a further staff car park is located to the north.
18. The front of the school was extended in 1997 to provide a resource provision for children with special educational needs. In 2001 the rear of the school was extended to provide a nursery and hall extension and a community room was added in 2009.

19. External hard play areas are located to the south and west of the main building, with a grassed playing field to the south of the site.
20. The existing services infrastructure to the site are sufficient to accommodate the project proposals.

### **Scope of the Project**

21. The proposed project comprises a single storey extension to the existing resource provision at the front of the school, together with an associated enclosed external play area, as shown on the plans in Appendix 2.

### **The Proposed Building**

22. The proposed extension will comprise:

- One classroom for pupils with Autistic Spectrum Condition
- Sensory room
- Small group room
- Separate entrance foyer, including staff and pupil toilets.
- Minor alterations to and refurbishment of the existing resource provision classroom.

23. The proposed extension will be constructed from steel frame with facing brickwork and timber cladding, together with a high-performance low-pitched roof and aluminium double-glazed windows and doors.

### **External Works**

24. The proposed external works will comprise:

- An enclosed courtyard for the resource provision
- Soft landscaping, including new trees
- Improvements to cycle storage

25. There are no changes proposed to the current parking arrangements, which have sufficient capacity to include the requirements of the proposed extension in accordance with Hampshire County Council On-Site School Parking Policy. The current arrangements for pedestrian and vehicular access will also remain unchanged.

### **Planning**

26. Hampshire County Council Development Management have confirmed that the proposed extension to the building is a Permitted Development and does

not therefore require planning consent. A planning application was submitted in October 2023 for the proposed external courtyard and a decision is expected in December 2023.

### **Construction Management**

27. The school site will remain in use during the construction period and local management arrangements will be put in place to manage the health and safety impact for all school users. The contractor will access the school site via the staff car park off Sandy Lane. The contractor's working area will be established on part of the playground to the south of the school, adjacent to the proposed extension to the resource provision and segregated from the school users.
28. A temporary pedestrian access will be provided to the school playground around the contractor's working area, as shown on the plans in Appendix 2.
29. No deliveries or movements of vehicles will take place at the start or end of the school day, in order to avoid traffic conflict when pupils are arriving at or departing from the school.
30. The works will be procured through the Minor Works Framework and are anticipated to commence on site during early 2024 with the extension completing in summer 2024.

### **Building Management**

31. The existing building management arrangements will remain in place.

### **Professional Resources**

32.

Architectural	Universal Services – Property Services
Landscape	Universal Services – Property Services
Mechanical and Electrical	Universal Services – Property Services
Structural Engineering	Universal Services – Property Services
Quantity Surveying	Universal Services – Property Services
Principal Designer	Universal Services – Property Services

Drainage Engineering	Universal Services – Hampshire Engineering Services
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## Consultation and Equalities

33. The local HCC Member, Cllr Roz Chadd, Member for Farnborough North has been consulted throughout the process and is fully supportive of the proposal.
34. A principle of enlargement consultation was undertaken in February 2023 and a pre-planning application consultation in September 2023.
35. The following have been consulted during the development of this project.
- Headteacher and School Staff;
  - School Governors;
  - Parents of Current Pupils;
  - Local Residents;
  - Children’s Services;
  - Executive Lead Member for Children’s Services;
  - Local County Councillor; Cllr Roz Chadd
  - District Council and District Councillors
  - Fire Officer;
  - Access Officer;
  - Ecology Officer;
  - Arboriculture Officer;
  - HCC Strategic Transport Team
  - HCC School Travel Planning Team
  - HCC Development Management;
36. An Equalities Impact Assessment has been carried out and is included in Appendix 1.

## Risk & Impact Issues

### Fire Risk Assessment

37. Sprinkler systems shall be installed in new and refurbished buildings where appropriate, based upon a risk assessment methodology.
38. With respect to fire safety and property protection, the proposals have been risk assessed in line with the agreed Property Services procedures and it is confirmed that the provision of sprinklers is not required in this instance.



## **Health and Safety**

39. Design risk assessments, pre-construction health & safety information and Health & Safety File will be produced and initiated in accordance with the Construction Design and Management Regulations for the proposed scheme.

## **Climate Change Impact Assessments**

40. Hampshire County Council utilises two decision-making tools to assess the carbon emissions and resilience of its projects and decisions. These tools provide a clear, robust, and transparent way of assessing how projects, policies and initiatives contribute towards the County Council's climate change targets of being carbon neutral and resilient to the impacts of a 2°C temperature rise by 2050. This process ensures that climate change considerations are built into everything the Authority does.

## **Climate Change Adaptation**

41. Along with the existing school building, the proposed extension will be vulnerable to the future extreme heat, rain and wind events that will occur with the climate consequences of a global average 2°C temperature rise by 2050. Such events could cause significant disruption to the use of the school, like many schools and buildings across the Council's estate.
42. The project will incorporate the following climate change adaptation measures to improve resilience to summer overheating and flooding:
  - A highly insulated building envelope, together with naturally ventilating louvred panels to the classroom to enable night-time cooling
  - Limited areas of glazing to the south elevation, with a canopy roof to shade the south-east elevation to the courtyard
  - Surface water drainage scheme designed to rainfall intensity weather data for 2070.

## **Carbon Mitigation**

43. Carbon emissions from this project arise during the supply of its raw materials manufacture and construction, together with the operational emissions from its heating and power consumption throughout its use.
44. The project will incorporate the following measures to reduce the operational carbon emissions and those embodied in its construction process:
  - A highly insulated building envelope with high performance windows, doors and roof lights to minimise heating demand
  - Provision of good levels of day lighting to the classroom to reduce the need for artificial lighting
  - Energy efficient lighting and heating controls
  - The use of timber from sustainable sources

- A site waste management plan will be developed to ensure that during construction the principles of minimising waste are maintained.

**REQUIRED CORPORATE AND 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

## **EQUALITIES IMPACT ASSESSMENT:**

### **1. Equality Duty**

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 by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) and persons who do not share it.

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

- The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- 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.

### **2. Equalities Impact Assessment:**

2.1 An Equalities Impact Assessment has been carried out and is included in Appendix 1 below.



## Equality Impact Assessment

### What is an Equality Impact Assessment (EIA) and why does the County Council do them?

The [Public Sector Equality Duty](#) (PSED) is an obligation within the [Equality Act 2010](#) ("the Act"), which asks public authorities, like Hampshire County Council, to give 'due regard' to equality considerations, in particular to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

This includes assessing the impact of policies and practices on individuals and communities with a protected characteristic, as defined in the Act and some other specific groups. The County Council uses EIAs to ensure it has paid 'due regard' to equalities considerations when there are changes to a service or policy, a new project or certain decisions.

EIA author	Position & Department	Contact
Amy Chambers	Assistant Strategic Development Officer  Children's Services	amy.chambers@hants.gov.uk  Tel:03707 798802

Title:	Guillemont Junior School - New Resourced Provision
Related EIAs:	None

EIA for Savings Programme:	No
Service affected	Guillemont Junior School
Description of the service/policy/project/project phase	<p>Guillemont Junior School is a mainstream school in Farnborough for children aged between 7-11 years old. The school currently has a 12 space resourced provision (RP) for pupils with speech, language and communication needs. Places in the resourced provision are offered by the local authority to children who have an Educational Health Care Plan (EHCP) identifying speech and / or language disorders as their prime presenting need. It has been identified that there are an increasing number of children in the county who are being diagnosed with Autism and we are working towards expanding our offer of support to these children. The proposed additional SEND provision outlined within this EIA will help manage some of the school place pressures generated by the increase in the number of Education, Health and Care Plans (EHCPs) maintained by the Local Authority. On 31st March 2022 in Hampshire there were 13,178 children with EHCPs. An increase of 428 from January of the same year.</p>
New/changed service/policy/project	<p>The proposal is to create a new 8-place resourced provision for pupils with autism at Guillemont Junior School from September 2024 - this would sit alongside their already established resourced provision for children with speech, language and communication needs. The pupils who would attend this new provision would generally be from the local area. They would be on roll at Guillemont Junior School and the school would receive additional resources to ensure that the children's needs are well supported so that they can successfully access the mainstream environment and curriculum, when appropriate. The County Council is proposing to build a new classroom, sensory room, group room and associated toilets together with establishing a secure outdoor space to create designated areas for this new resourced provision. These works will allow the school to add a resourced provision which will add an additional up to 8 places over 2 years starting from September 2024. The proposed cost of the works is in the region of £1,000,000. The RP will open across 2 years – 4 pupils in first year and then 4 in second – this is to allow the resourced provision to get established and to get fully staffed. They will be moving up from Pinewood Infant School who also have an ASC resourced provision. Costs will be finalised after tenders are received and be outlined in the Children's Services Capital Programme that goes to</p>

Executive Lead Member for Children's Services in January 2024 – costs include all capital works, IT and fixed furniture and equipment.

## Engagement

This consultation ran from Monday 16 January to Monday 13 February 2023. The proposal was also included on the Hampshire County Council's (HCC) consultation website: <http://consultations.hants.gov.uk/active.aspx>

Letters were sent to; Parents of children at the school (via the school) • Headteacher • Chair of Governors • Schools within 2 miles • Staff union representatives • MP – Kit Malthouse • HCC Elected member – Cllr Roz Chadd • Local District Council • Other relevant HCC Officers •

A drop-in session was held at Guillemont Junior School on Wednesday 1 February between 3:30pm and 6pm enabling members of staff and the public to discuss the proposal with Hampshire County Council officers. A website was also set up with the details of the consultation which included some 'Frequently Asked Questions' that may address any queries. The initial consultation drop in event was attended by a number of parents who wanted to understand how the resourced provision would work and be integrated with the junior school. There was positivity about the need for such provision and specialist support. This was a 4 week consultation period followed by 4 weeks public notice period consultation – no objections were received. Detailed plans and drawings will be shared in the pre-planning consultation in autumn 2023.

Pre-planning consultation will take place in Autumn 2023.

## Equalities considerations - Impact Assessment

### Age

Impact on public	Positive
Impact on staff	Positive
Rationale	The new resourced provision will support junior aged pupils with special education needs, specifically Autistic Spectrum Condition (ASC) and enable them to thrive in an inclusive, and supportive specialist environment. The expansion to the school will provide accommodation to meet the needs of up to 8 junior aged pupils with ASC. The staff of Guillemont Junior

	School will also benefit from working alongside; developing their skills, knowledge and training within the area of ASC Special Educational Needs
Mitigation	

## Disability

Impact on public	Positive
Impact on staff	Positive
Rationale	The County Council is proposing to build a new classroom, sensory room, group room and associated toilets together with establishing a secure outdoor space to create designated areas for this new resourced provision. This project will provide accommodation to meet the needs of up to 8 junior aged pupils with Autistic Spectrum Conditions (ASC) and allow more pupils to attend schools in their respective local communities and alongside their peer groups; have access to trained staff and specialist resources, in order to support their needs, and in an environment that can adapt accordingly in an inclusive setting.
Mitigation	

## Gender Reassignment

Impact on public	Positive
Impact on staff	Positive
Rationale	As part of the planned proposal, the pupil and staff toilets will both be unisex which makes them more accessible to any individuals that may share gender reassignment as a protected characteristic.



Mitigation	
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### Pregnancy and Maternity

Impact on public	Neutral
Impact on staff	Neutral
Rationale	There will be no change in benefits to this protected characteristic group, over and above the current circumstances and over other protected characteristics groups, therefore the impact has been assessed as neutral for both staff, children and young people.
Mitigation	

### Race

Impact on public	Neutral
Impact on staff	Neutral
Rationale	There will be no change in benefits to this protected characteristic group, over and above the current circumstances and over other protected characteristics groups, therefore the impact has been assessed as neutral for both staff, children and young people.
Mitigation	

### Religion or Belief

Impact on public	Neutral
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Impact on staff	Neutral
Rationale	There will be no change in benefits to this protected characteristic group, over and above the current circumstances and over other protected characteristics groups, therefore the impact has been assessed as neutral for both staff, children and young people.
Mitigation	

## Sex

Impact on public	Positive
Impact on staff	Positive
Rationale	As part of the planned proposal, the pupil and staff toilets will both be unisex which makes them more accessible to any individuals that may share sex as a protected characteristic.
Mitigation	

## Sexual Orientation

Impact on public	Neutral
Impact on staff	Neutral
Rationale	There will be no change in benefits to this protected characteristic group, over and above the current circumstances and over other protected characteristics groups, therefore the impact has been assessed as neutral for both staff, children and young people.

Mitigation	
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## Marriage and Civil Partnership

Impact on public	Neutral
Impact on staff	Neutral
Rationale	There will be no change in benefits to this protected characteristic group, over and above the current circumstances and over other protected characteristics groups, therefore the impact has been assessed as neutral for both staff, children and young people.
Mitigation	

## Poverty

Impact on public	Positive
Impact on staff	Positive
Rationale	<p>Guillemont Junior School is located in an area of high deprivation and currently pupils have to travel outside of the area to access this type of specialist provision. It will provide a local provision for local children who require it, thus preventing them from potentially having to travel a long distance to receive a specialist education.</p> <p>The new resource provision will provide job opportunities within the area for teaching and support staff.</p>
Mitigation	

## Rurality

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Impact on public	Neutral
Impact on staff	Neutral
Rationale	There will be no change in benefits to this protected characteristic group, over and above the current circumstances and over other protected characteristics groups, therefore the impact has been assessed as neutral for both staff, children and young people.
Mitigation	

Geographical Impact:Hart, Rushmoor

## Equality Statement

### Additional information:

Hampshire County Council has a statutory duty to provide school places for all children including those who have special educational needs and/or a disability. The County Council is committed to further developing successful provision to meet this demand within the Special Education Needs and Disability (SEND) sector within the County of Hampshire to reduce using the more expensive private and independent school sector. This is part of an ongoing drive to seek opportunities in Hampshire Schools to expand, develop or re-designate themselves. or increase their pupil numbers, in order to meet the increasing need for SEN places.

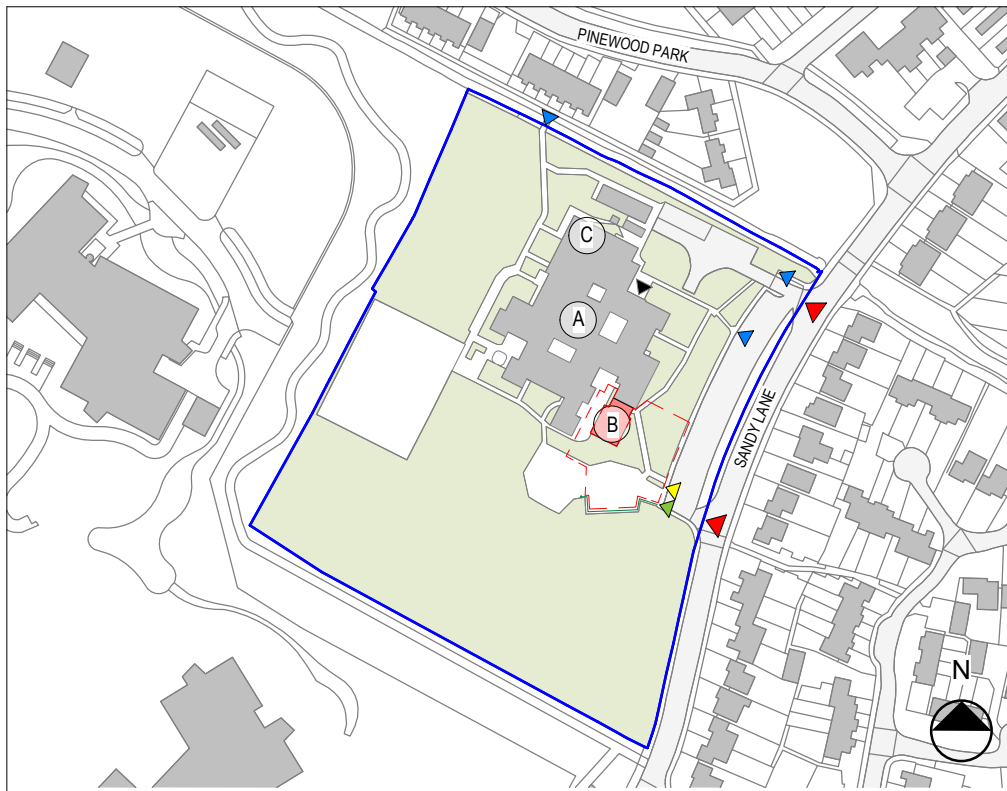
Staff at the school will have opportunity for specialist training in supporting pupils with autism and specialist teachers will also be employed.

### Overview Statement:

A summary assessment to show that due regard to the Public Sector Equality Duty has been paid, which is undertaken when a full EIA is not needed:

EIA reference number: 00370

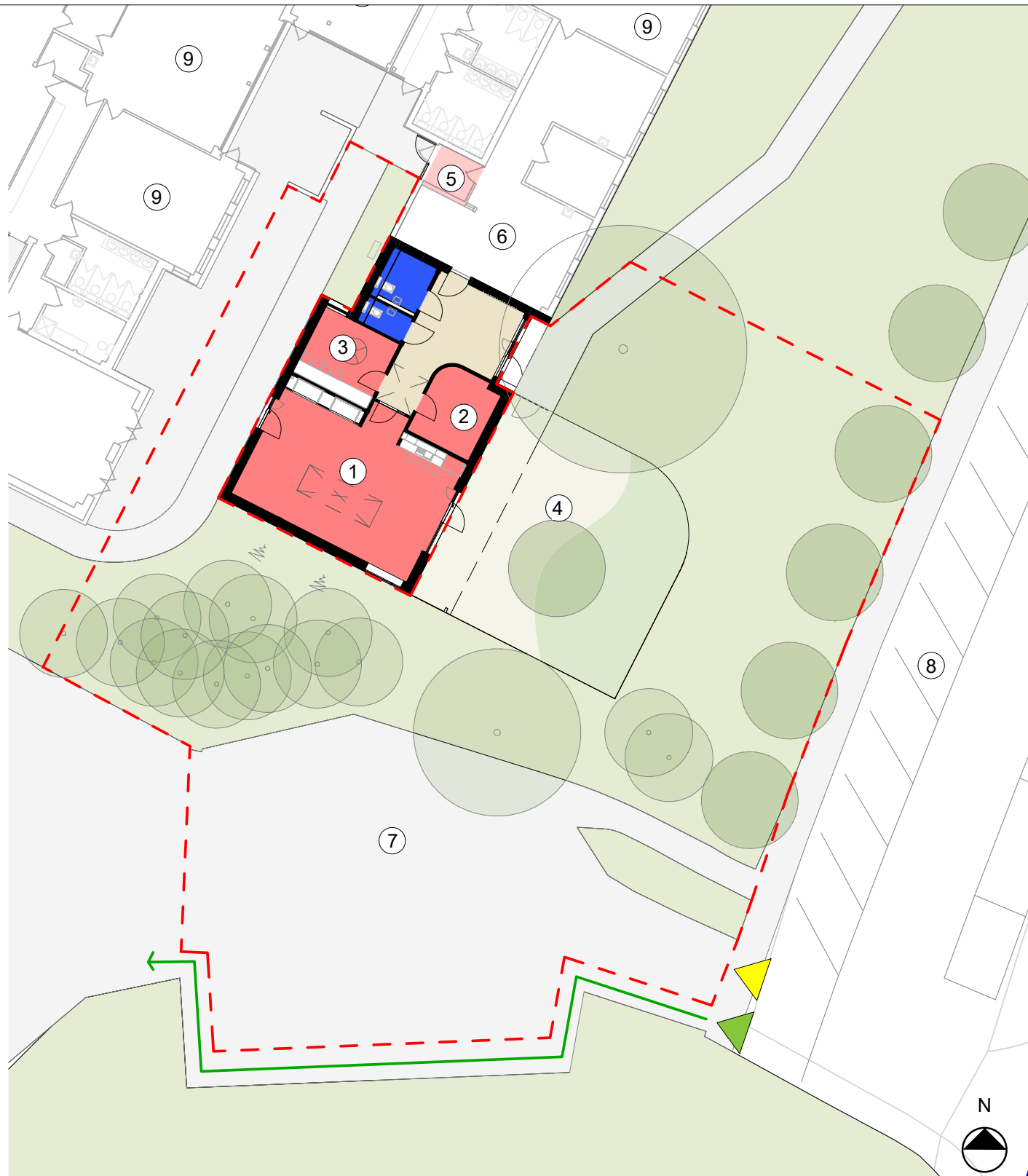
Date of production of EIA for publication: 18/09/2023



Site Location Plan



3D View of Proposals (roof removed)



Proposed Ground Floor Plan

# Guillemont Junior School, Sandy Lane, Farnborough GU14 9ES

## Guillemont Resource Provision (RP) Extension

### Project Appraisal

#### Plan Key

- A Guillemont Junior School
- B Resource Provision Extension
- C Orchard Children's Nursery
- ▶ Vehicular Access
- ▶ Main School Entrance
- ▶ Pedestrian Access
- ▶ Contractor's Access
- ▶ Temporary Pedestrian Access
- Site Boundary
- - Contractor's Compound
- Temporary Pedestrian Route
- 1 Proposed classroom
- 2 Proposed sensory room
- 3 Proposed small group room
- 4 Proposed courtyard external play
- 5 Demolition of existing partitions
- 6 Existing SLCN RP classroom
- 7 Existing playground
- 8 Existing staff car park
- 9 Existing classroom

- Circulation
- Non - Teaching New Build
- Teaching - New Build
- Teaching - Refurbishment

HCC Property Services,  
Three Minsters House,  
76 High Street, Winchester SO23  
8UL



Property Services

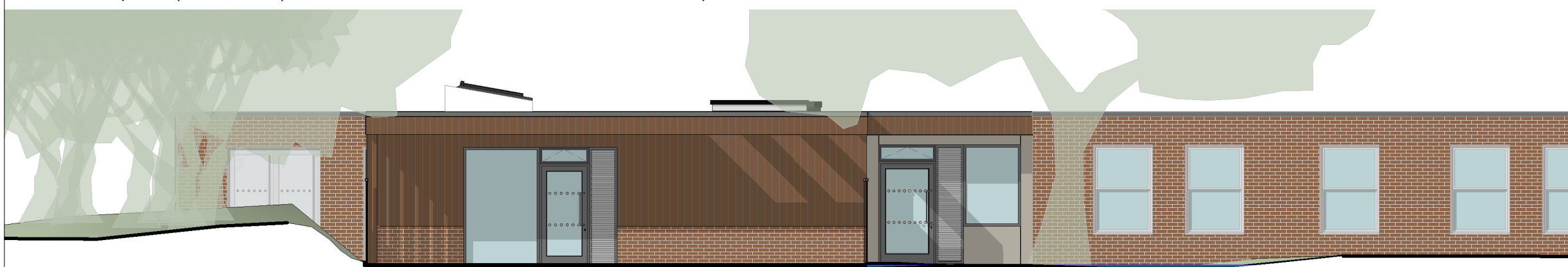
Guillemont Junior RP Extension  
HCC

Project Appraisal Drawing

SCALE	DRAWN	CHKD	APRV
As indicated @ A3	ET	NY	HCC

DRAWING No.	revisio	versio
project code - originator - volume - level - type - role -		
P13118-HCC-00-XX-DR-A-2301		.1

SUITABILITY	code	description



Existing landscaping  
Proposed South East Elevation

Proposed building

Existing building

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