

HAMPSHIRE COUNTY COUNCIL

Report

Committee/Panel:	Buildings, Land and Procurement Panel
Date:	9 October 2018
Title:	Managing Hampshire's Built Estate Update
Report From:	Director of Culture, Communities and Business Services

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1. Recommendations

That the Buildings, Land and Procurement Panel:

- i) Notes the progress being made against the 2018/19 planned and revenue repairs programme across the Maintained Schools and Corporate estates.
- ii) Notes the updated proposals for investment in the corporate office accommodation portfolio, to enable its increased utilisation as part of the wider strategy.
- iii) Supports the additional planned schools programme works contained within this report to be procured through an OJEU compliant procurement route.

2. Executive Summary

- 2.1 The purpose of this report is to provide an update on the County Council's Repair and Maintenance programmes and budget recommendations for 2018/19 which were set out in the March 2018 report to the Panel approved by the Executive Member for Policy and Resources.

3. Managing the County Council's Built Estate

- 3.1 The report to the Executive Member for Policy and Resources (EMPR) sets out the strategies that Property Services is adopting to address the maintenance challenges within the Estate. This builds on the context set out in the County Council's 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.
- 3.2 The projects and programmes of work in the March report total around £43 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.

- 3.3 The programme is being delivered and managed by Property Services through a series of effective and efficient procurement 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 Property Services deliver a co-ordinated and managed programme of revenue and capital works totalling some £210 million over the last four years.

4. Health, Safety and Risk Management Update

- 4.1 As set out in the Risk Management Update report to the Panel in March 2018, Property Services discharges its duties in relation to the management of health and safety risks in the physical estate within the County Council's Strategic Risk Management Framework and Health and Safety policy.
- 4.2 A significant proportion of the annual repairs and maintenance budgets for both the corporate and maintained schools' estate is allocated to undertaking the activities required to meet statutory health and safety requirements such as annual gas safety checks, delivering surveys and inspections that support the ongoing management of health and safety risks and completion of physical works that achieve a reduction in the level of risk associated with particular hazards.
- 4.3 During the last year, Property Services has particularly focused on addressing health and safety risks associated with fire and legionella in both the corporate and schools' estates. An update on progress with these programmes of work is provided below.
- 4.4 To ensure that health and safety risks in both the corporate and schools' estates continue to be identified, managed and addressed effectively in the future and to enable the appropriate allocation of the limited available budgets to the highest priority risks, Property Services is currently undertaking a review of the approach to the risk profiling of the estate, in line with the requirements of HSG65 'Managing for Safety and Health'.
- 4.5 The review, and resulting updated approach to risk profiling the estate, is being undertaken in consultation with the corporate Head of Health and Safety and will support the on-going engagement with Departments to ensure that the understanding of health and safety risks within the physical estate is used to inform and support local building management arrangements alongside the asset related work undertaken by Property Services.

Management of Fire and Arson

- 4.6 As noted in the March report, in response to the heightened awareness around fire safety since June 2017 (the Grenfell Tower Fire in London),

Property Services has undertaken a range of actions focused on the priority buildings in the Corporate and Schools' Estates, in particular residential care accommodation for adults and multi-storey SCOLA buildings. The work has included a programme of surveys followed by works to upgrade passive fire precautions, with additional funding prioritised for this work. Works to the residential care accommodation and higher risk office buildings, comprising over 300 individual items of work are now complete. Work to multi-storey SCOLA buildings is progressing well with works to three and four storey buildings mostly complete and a total of over 450 individual items of work completed.

- 4.6 The prioritisation of buildings is being considered for future survey and on-going improvement works as part of the overall review of the risk profiling of the estate, to ensure that it is proportionate to the risk. Communication and liaison with departments and local building managers is also being assessed to ensure that fire risk is managed holistically across the estate.
- 4.7 The Panel will be aware that the County Council and Hampshire Fire and Rescue Service (HFRS) established a Fire Safety Partnership in 2008 to support the joint objectives of reducing the risks from fire and arson across the corporate and schools' estate. A review of the Partnership is now being undertaken which will confirm the joint objectives of the arrangement and refresh the governance and engagement between the two organisations.
- 4.8 Property Services, in conjunction with the HFRS Fire Safety Partnership Officer, will continue to deliver the audit and inspection programme in line with the jointly agreed risk profile for the corporate and schools' estate. This work informs and complements, but does not replace, the County Council's own assessment and management of fire and arson risk in the estate.

Management of Legionella

- 4.9 As noted in the March 2018 report, following legislative changes and a review of the County Council's approach to the risk and local management arrangements in relation to the monitoring and control of legionella in water supplies, a one off capital investment is being made to improve the quality of data collection and management of legionella. The first of three contracts is currently underway to install modern fixed temperature monitoring points; the two remaining contracts will be placed in the autumn for completion early in 2019. In addition, a new online data recording system commenced roll-out early in the summer, and will be completed early by the end of the calendar year. This is all part of an on-going strategy to take advantage of modern technology to increase the efficiency and effectiveness of the management of the built estate.
- 4.10 This work will support a reduction in the risk of exposure to legionella by improving the accuracy of water temperature measurements and providing early warning of any measurements that fall outside of expected parameters so that these can be appropriately investigated and addressed in conjunction with local building managers.

5.0 Schools Estate - update on Key Projects

- 5.1 It is worth noting that there were over 100 planned projects on site at Hampshire schools over the summer period managed by Property Services, including maintenance projects such as external decorations, re-cladding, roof re-covering and window replacement maintenance projects together with a number of alteration and extension projects.
- 5.2 This work includes over 50 external decoration and repair projects, 11 major re-roofing schemes and 26 internal alteration and refurbishment schemes that have all been completed successfully. Some highlights include

The Westgate School, Crosswall Re-cladding and refurbishment	Work commenced on site, completion due early summer 2019
Southwood Infant School, roof replacement	Work complete
Mengham Junior School, flat roof replacement	Work on site, completion due Autumn 2018
Liphook Junior School, flat roof replacement	Work on site, completion due Autumn 2018

Timber Frame Buildings

- 5.3 As set out in the March 2018 report to the Panel, a funding strategy is being developed to address the remaining two storey timber frame buildings at Grange (Gosport) and Fryern Junior (Chandler's Ford) schools, which are the highest condition priorities within the maintained schools' estate. It is proposed to undertake complete replacement of these buildings to eliminate the liability. This will be achieved by forward funding the work from corporate resources to be recovered from annual SCA grant applications. A part land disposal will also make a capital contribution. Work has now commenced on the outline design of the proposed works and it is proposed to add the projects to the Capital Programme later in the year.

SCOLA recladding

- 5.4 Scola buildings represent 40% of the floor area in the Schools' Estate and as previously reported are a significant proportion of the maintenance liability. All Scola 1 buildings have been re-clad and good progress is being made on SCOLA 2/3 buildings with 53 buildings either complete or in progress. There does, however, remain over 240 SCOLA buildings to re-clad. As an update to the schools that are in the current programme of work the table below gives an update on their progress.

Alderwood School	Works on site with completion due early 2019
Applemore College	Works on site with completion due spring 2019
Test Valley School	Works completed summer 2018
Testbourne School	Detailed design commenced, expected on site February 2019
Wavell School	At initial feasibility
Whitchurch Primary School	Detailed design commenced, expected to commence on site February 2019

Priority Schools Building Programme 2 (PSBP2)

5.5 As noted in the March 2015 report, the County Council was successful with a bid for Priority Schools Building Programme (PSBP2) funding from the Education and Skills Funding Agency (ESFA) for SCOLA re-cladding at the following schools:

Wootey Junior School
 Talavera Infant School
 Overton Church of England Primary School
 Oliver's Battery Primary School

5.6 As previously reported, Property Services were appointed by the ESFA as a Pathfinder Authority for local delivery of these projects. Work has now commenced on site for all projects with a total investment of over £10million. Work at all four sites is progressing well and the programme is still on course to complete in January 2019.

5.7 Property Services has also been appointed as the local delivery partner by the ESFA for the PSBP2 projects on the Isle of Wight which is an investment of over £15m in re-cladding, re-roofing and refurbishment of 7 schools. These projects are currently in design with the first works due to start on site in summer 2019. This appointment reflects the knowledge and expertise of Property Services in this type of work and the success of the Hampshire Pathfinder projects.

Additional Works to be undertaken

5.8 As noted above, good progress has been made against the planned programme of works reported to the Panel in March and the scope and costs of the work have been finalised against a number of these schemes. As a result of this, it has become apparent that there is scope to plan some

additional works and the following schemes are proposed to be added to the Schools Planned Programme. These will be approved under Officer Delegation given the value.

Brighton Hill Community School	Bay Window Replacement
Frogmore Community College	Bay Window Replacement
Toynbee School	Bay Window Replacement

6.0 Corporate Estate – update on key projects.

Office Accommodation

- 6.1 The report to the Panel in March 2018 identified a carry forward budget allocation of £809,000 of Repairs and Maintenance funding for the corporate estate for investment in the corporate office accommodation portfolio in order to align repairs and maintenance works with the wider office accommodation strategy, which seeks to achieve savings across the portfolio through increased utilisation alongside the wider corporate initiative to introduce new technology and increase flexible working practices through the Enabling Productivity Programme (EPP). The report identified a further allocation of Repairs and Maintenance funding from the 2018/19 programme for improvements to Three Minsters House to maximise its efficient use on re-occupation following the fire in September 2017. This funding is in addition to the funding of changes within the office portfolio from the annual Policy and Resources capital budget for office accommodation.
- 6.2 Property Services continues to work with Departments to identify opportunities for rationalisation of the office portfolio through increased utilisation and the implementation of new ways of working. Alongside this, Property Services has undertaken a programme of survey work over the last 6 -9 months to review the infrastructure of a number of buildings in order to identify and, where possible, address constraints to their increased utilisation.
- 6.3 The surveys have identified a range of improvements to the physical fire precautions within a number of the office buildings which, once completed, would enable increased utilisation in line with the office accommodation strategy. Detail designs for these improvements to the fire precautions are now being developed in order for the works to be procured and delivered, where these align with the proposals under the wider strategy.
- 6.4 Where appropriate, the works will be procured as part of projects that are being delivered in support of the wider strategy. An update on key projects is provided below. Where required under the County Council's financial regulations, further detail on the larger schemes will be brought forward for approval by the Executive Member for Policy and Resources at the appropriate time.

Three Minsters House

- 6.5 The works to complete the reinstatement of the damage caused by the roof fire in September 2017 are now complete. The detailed design of the proposed improvement works reported to the Panel in the Major Programmes Update report in June 2018 and approved by the Executive Member for Policy and Resources in July 2018 is now well progressed and it is anticipated that the contract for these works will be let by the end of the year.

EII Court South

- 6.6 The refurbishment of the ground and first floors of EII South, which was delayed following the fire at Three Minsters House, is now well progressed and due for completion later this year. The Corporate Procurement Team, which was temporarily decanted to Sheridan House to enable the Three Minsters House roof works, has now been moved back into the building. Further fire precautions improvements, including lobbying of the main staircase, are now planned to facilitate the increased utilisation of the existing office areas in the building. Listed building consent is required for these works and it is therefore anticipated that the works will be undertaken during 2019.

EII Court East

- 6.7 Minor works, including changes to furniture and power and data are being implemented to provide additional capacity for Corporate Services in support of the successful continued growth of the service.

Castle Avenue

- 6.8 Works to undertake improvements to the fire precautions are being progressed to ensure that the utilisation of the building can continue to be maximised in support of the wider office accommodation strategy. The estimated cost of the works is £140,000.

Dame Mary Fagan House

- 6.9 Works are planned at Dame Mary Fagan House in Basingstoke to facilitate the release of additional space for leasing to a third party following confirmation of a reduction in the space leased by the current tenant, CDW. Works proposed at Dame Mary Fagan House include some improvements to the physical fire precautions together with some internal alterations and re-organisation of some of the internal spaces. The estimated cost for the works is £200,000.

Hampshire House

- 6.10 Proposals are being developed to relocate services from Enterprise House to Hampshire House during 2019 in order to facilitate the release of Enterprise House as part of the wider office accommodation strategy. Detailed proposals are currently being developed in order to confirm the scope of any works required at Hampshire House.

7.0 Digital and Smarter working

7.1 Over the course of the past year, Property Services has introduced a number of digital initiatives to save costs and improve customer service including:

- Rolling-out the Digital Asset Management System (PAMS) portal to schools and corporate sites, this allows building users to access information about the building and to follow the progress of faults and repairs they have reported to the maintenance contractor.
- Introducing an enhanced energy monitoring system allowing building users to keep track of their energy use and the new on-line Legionella Management System giving greater accuracy and control.

These new systems will improve efficiency, reduce costs and enhance customer knowledge and satisfaction. Property Services will continue to develop innovative digital methods which are a strong reflection of the wider improvements undertaken by the County Council.

7.2 Part of Property Services is an 'Early Adopter' as part of the wider County Council EPP initiative. Hybrid devices in particular are being used by Surveyors visiting schools and early signs are that these are saving money and time as well as enabling a better service to schools. The savings will contribute to the Service's T19 efficiencies as well as the cost reductions already delivered to the schools over recent years.

8.0 Service Delivery update

8.1 In previous reports to the Panel, it was noted that work had been undertaken to procure new Term Maintenance Contracts and a new Minor Works Framework, both of which commenced in 2017. These arrangements are now well established and are starting to demonstrate the benefits expected.

8.2 Work is now starting on procuring a new Decorations Framework to replace the existing arrangements and initial scoping is starting on new arrangements for Grounds Maintenance. Reports on progress will be brought to future meetings.

CORPORATE OR LEGAL INFORMATION:

Links to the Strategic Plan

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

Other Significant Links

Links to previous Member decisions:	
	<u>Date</u>
<u>Managing Hampshire's Built Estate- Report to BLAPP</u>	<u>29.03.2018</u>
<u>Strategic Asset Management – Risk Management Update 2017/18</u>	<u>29.03.2018</u>
<u>Property Services Major Programmes Update</u>	<u>20.06.2018</u>
<u>Executive Member for Policy and Resources Decision Day – Project Appraisal for Three Minsters House</u>	<u>24.07.2018</u>

Section 100 D - Local Government Act 1972 - background documents	
<p>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.)</p>	
<u>Document</u>	<u>Location</u>
None	

IMPACT ASSESSMENTS:**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 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:

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:

This report provides an update to the programmes reported in the March paper, these represent an expenditure of £42M on the estate (£34M Schools and £8M Corporate) which will address the highest priority condition and maintenance issues. This expenditure will lead to enhanced environments for a range of ages in Hampshire including Schools and Elderly Persons. For the full EIA assessment published with the March paper please see the following link: [EIA Statement](#)

3 Impact on Crime and Disorder:

- 3.1 The programme includes replacement of major building components such as windows and doors, SCOLA re-cladding. These improvements have a beneficial impact on the security of the County Councils Estate.

7 Climate Change:

- 4.1 The positive impact on Carbon reductions was detailed in the March report. A further report to this Panel in October 2018 details the current position.