



NOTICE OF MEETING

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| Meeting | Buildings, Land and Procurement Panel |
| Date and Time | Tuesday, 24th March, 2020 at 10.00 am |
| Place | Mountbatten Room, Ell Court, The Castle, Winchester |
| Enquiries to | 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 5 - 10)

To confirm the minutes of the previous meeting held on 8 October 2019.

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. PROPERTY SERVICES: MAJOR PROGRAMMES UPDATE (Pages 11 - 20)

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

7. MANAGING HAMPSHIRE'S BUILT ESTATE (Pages 21 - 90)

To consider a report of the Director of Culture, Communities and Business Services setting out proposals for the County Council's repair and maintenance programmes for the budget allocations for 2020/21.

8. CARBON AND ENERGY PROGRESS REPORT (Pages 91 - 98)

To consider a report of the Director of Culture, Communities and Business Services with an update on carbon and energy matters.

9. EXCLUSION OF THE PRESS AND PUBLIC

To resolve that the public be excluded from the meeting during the following item of business, as it is 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 these items there would be disclosure to them of exempt information within Paragraph 3 of Part 1 of 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 outweighs the public interest in disclosing the information, for the reasons set out in the report.

10. BUSINESS SERVICES GROUP - BUSINESS PLANS 2020/21 (Pages 99 - 334)

To consider an exempt report of the Director of Culture, Communities and Business Services seeking approval to the 2020/21 business plans for the Business Services Group.

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 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.

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AT A MEETING of the Buildings, Land and Procurement Panel of HAMPSHIRE
COUNTY COUNCIL held at The Castle, Winchester on Tuesday, 8th October,
2019

Chairman:

* Councillor Stephen Reid

- * Councillor Bill Withers Lt Col (Retd)
- * Councillor Adrian Collett
- Councillor Andrew Gibson
- * Councillor Keith House
- * Councillor Rhydian Vaughan MBE

*Present

74. **APOLOGIES FOR ABSENCE**

No apologies were received for this meeting.

75. **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 4 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.

76. **MINUTES OF PREVIOUS MEETING**

The minutes of the last meeting were reviewed and agreed.

77. **DEPUTATIONS**

No deputations had been received for this meeting.

78. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman announced that he had recently visited Oakmoor Academy in Bordon, the excellent replacement new secondary school building will house 900 students, with the capacity to expand to 1,200.

He reported on the impressive building and facilities which was testimony to the County Council's expertise designing and delivering schools that are excellent learning environments both inside and out.

79. **PROPERTY SERVICES BUSINESS REVIEW**

The Panel received and considered a report and presentation (Item 6 in the Minute Book) from the Director of Culture, Communities and Business Services on the County Council's Property Services' performance and financial outturn for 2018/19 and priorities for 2019/20 and beyond.

Members were shown a presentation including images which detailed the achievements to date, including completed projects such as the Lookout at Lepe.

It was reported that Property Services had had another successful year in 2018/19, achieving a balanced budget position across more than £40m of expenditure within the Property and Facilities function. The Service also delivered in excess of £50m of repairs and maintenance expenditure across schools and the County Council's corporate estate.

A number of questions were answered including:

- The impact the current economic uncertainty could have on the public sector
- Making our buildings more energy efficient
- The cyclical trend in the number of primary and secondary places required over time

RESOLVED:

That the Panel notes the successful outturn for Property Services in 2018/19 and the implementation of its new operating model as part of the Property Futures transformation programme. This ensures that the service continues its strong performance and has the ability to:

- respond to ongoing and emerging County Council priorities;
- deliver effective services to schools, Police and Fire under the respective shared services arrangements;
- generate external income to maintain capacity and skills and make a substantial contribution to overheads.

80. **MANAGING HAMPSHIRE'S BUILT ESTATE**

The Panel considered a report of the Director of Culture, Communities and Business Services (Item 7 in the Minute Book) giving an update on progress made in managing Hampshire's Built Estate.

The report outlined how Property Services is managing the County Council's estate to ensure statutory compliance and the steps it takes to address the high level priorities of health, safety and risk management.

It was noted that a total of around £43 million of capital and revenue investment is spent in the repair and maintenance of schools and HCC corporate buildings in Hampshire.

The Panel were made aware of the increased risk to the health of trees as a result of ash dieback on the corporate and maintained school's estate. It was reported that a collaborative approach to responding to this was being undertaken across all relevant services of the Council.

The Schools Funding programme was also discussed and it was agreed that the Chairman would write to the Schools Minister at the appropriate time regarding the level of funding received by the County Council for schools maintenance and in particular the high liability of system buildings in the Hampshire estate.

RESOLVED:

That the Panel notes:

1. progress made against the 2019/20 Planned and Revenue Repairs programme across the corporate and maintained schools estates.
2. the additional schemes to be added to the 2019/20 programme for the corporate estate.
3. the progress made to reduce health and safety risks and the maintenance liability in the corporate estate in the context of the available budgets.
4. the progress in addressing the health and safety risks and condition liabilities in the school estate and the continuing maintenance pressures arising from system buildings of the 1960s and 1970s.

81. PROPERTY SERVICES: MAJOR PROGRAMMES UPDATE

The Panel considered a report of the Director of Culture, Communities and Business Services (Item 8 in the Minute Book) giving an update on major programmes being progressed through Property Services.

The Director highlighted the major programmes being progressed which included:

- Construction Framework and Category Management
- Corporate Office Accommodation
- Adult Health and Care
- Children's Services Capital Programme
- Isle of Wight Priority Schools Building Programme (PSPB2)

RESOLVED:

The Panel noted the progress of each of the programmes of work.

82. ENERGY AND CARBON MANAGEMENT ACTIVITIES UPDATE

The Panel considered a report of the Director of Culture, Communities and Business Services Department (Item 9 in the Minute Book) giving an update on progress made in reducing the County Council's carbon emissions and the ongoing programmes of work to achieve this.

The Director highlighted the main points of the report including excellent progress towards meeting the 2025 carbon emission target; the ongoing success

of the many energy reduction programmes and the changes to the Climate Change Levy (replaced the Carbon Reduction Commitment (CRC) scheme) which will be charged on all energy used by all consumers, unlike CRC which applied only to large consumers of energy in the public and private sectors like the County Council.

A number of questions were answered in relation to Carbon emissions for staff travel and street lighting shown in paragraph 25 of the report.

It was noted that a number of school sites were being considered with regard to electric vehicle charging points to ensure a network of suitable locations for Council Services and staff for business use.

RESOLVED:

That:

1. The positive achievements of the Carbon Management Strategy Phase 2 reduction of 3.1% year on year, with an overall reduction of 43.3% against the 2025 target of 50% be noted.
2. The further £230,000 of carbon tax reductions in Phase 2 be noted.
3. A further saving of £300,000 in energy costs over the past year be noted.
4. The good progress in Energy Performance Programmes Phases 4 and 5 be noted.
5. The positive engagement with schools be noted.
6. The Panel recommends to the Executive Member for Policy and Resources that projects totalling £610,000 be added to the capital programme funded from the remaining £1.11 million of the previously identified £7m capital funding identified for green energy and energy saving initiatives. The projects would support the further expansion and development of the electric vehicle infrastructure, further Solar PV and battery storage in support of the carbon reduction and energy saving targets for HCC's corporate estate.
7. The Panel recommends to the Executive Member for Policy and Resources that approval be sought from Cabinet to use the remaining £0.5 million of this investment to create a £1million De-Carbonisation Clean Growth energy recycling fund with 50:50 match funding basis through Salix Finance.
8. The Panel endorses the commitment made to sign up to the Department of Business, Energy and Industrial Strategy's (BEIS) Emissions Reduction Pledge 2020.

83. **BUSINESS SERVICES GROUP - 2018/19 ANNUAL REPORT AND ACCOUNTS**

The Panel considered a report of the Director of Culture, Communities and Business Services regarding the annual report and accounts for 2018/19 for the Business Services Group (Item 10 in the Minute Book).

Members were made aware that despite trading pressures, the three self-funding business units ((HC3S, HTM and County Supplies) continued to perform well against their competitors in the local area, with HC3S receiving several accreditations and awards for the quality and sustainable sourcing of its meals.

A number of questions were answered including:

- The reasons for the reduction in the take up of school meals and
- The promotion of pooled vehicles for staff

RESOLVED:

That the Panel make the following recommendation to the Executive Member for Commercial Strategy, Human Resources and Performance that:

The 2018/19 annual report and accounts for the Business Services Group be approved.

Chairman,

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HAMPSHIRE COUNTY COUNCIL

Report

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|--------------------------|--|
| Committee/ Panel: | Buildings, Land and Procurement Panel |
| Date: | 24 March 2020 |
| Title: | Property Services: Major Programmes Update |
| Report From: | Director of Culture, Communities and Business Services |

Contact names: Steve Clow

Tel: 01962 847858

Email: steve.clow@hants.gov.uk

Purpose of this Report

1. The purpose of this report is to update the Buildings, Land and Procurement Panel on a number of key programmes of work being undertaken by Property Services.

Recommendations

2. That the Buildings, Land and Procurement Panel notes the progress of each of the programmes of work.
3. That the Buildings, Land and Procurement Panel notes the intention to seek the approvals required to progress the proposed refurbishment schemes at Capital House and Fareham Parkway in support of the corporate office accommodation programme.

Executive Summary

4. The purpose of this report is to provide an update on the major programmes, project and issues currently being progressed relating to:
 - Children's Services Programme
 - Office Accommodation
 - Contract and Category Management

Children's Services Programme

5. Property Services are continuing to progress the design and delivery of new schools, school extensions, new modular classrooms and work to improve existing school buildings and their settings. There are a significant number of projects which will provide additional school places across Hampshire.

6. Works were successfully completed as planned in the autumn 2019 to relocate Mill Chase Academy to a new school building and site, now named Oakmoor School, as part of the investment in Whitehill and Bordon regeneration plan, for which there is a significant one-off capital investment of £10m by the County Council.
7. There has also been ongoing work and good progress to secure funding and develop proposals for other new schools with the Department for Education and academy sponsors.
8. The new Free School, Boorley Park Primary School at Boorley Green, Hedge End was completed and opened in the autumn 2019. This is to be operated by Wildern Academy Trust. There are two more new academy primary schools currently in construction on site and due for completion this summer, at Kings Barton Winchester and Chestnut Avenue, Eastleigh. These are to be operated as Academies by the University of Winchester.
9. The new special school Austen Academy at Chineham, Basingstoke has started on site and is due for completion and opening in 2021. The new academy secondary Deer Park School at Botley has started on site and is due to open in 2021 is to be operated by the Wildern Academy Trust. Deer Park School is being built on land owned by the County Council and is to provide additional secondary school capacity in the Botley area.
10. The new school for Cornerstones Primary School, North Whiteley is due for a start on site this spring and is planned to be completed in the summer of 2021.
11. These new school projects provide a further £95m investment into improving school facilities and contribute significantly to the total of 12,765 school places added in the period 2013-19 across Hampshire.
12. Feasibility work continues on plans to provide future new schools places to accommodate the longer term need for additional primary and secondary pupil numbers projected across Hampshire. The design of these schools will seek to maintain appropriate standards and quality at lower cost in response to continued reductions in public spending. There is ongoing dialogue with District and Borough Councils and negotiations with developers to agree suitable sites and funding contributions for these schools in relation to planned new housing developments across Hampshire. These include significant development proposals for Manydown and Hounsme Fields in Basingstoke, Welborne in Fareham, Hartland Park and Shapley Heath Garden Village near to Fleet, and a new secondary school for North Whiteley and a second primary school for West of Waterlooville near Havant.
13. The design is progressing well for the extension to Calthorpe Park School to provide 300 additional secondary school places and the planning application has been submitted. The design proposals are also progressing well for improvement works to Fair Oak Infant and Junior Schools and for the addition of a synthetic

turf pitch at Wyvern College as part of the wider investment into the school's campus in Fair Oak, Eastleigh.

14. There has also been good progress on much needed work to improve facilities and capacity for SEND (special educational needs and disability) provision across Hampshire. In addition to the new Austen Academy noted in section 4.2 above, the first phase of the improvement works to St Francis School, Fareham have been completed on site, with further works planned to be on site later this year. The design proposals for improvement and extension works to Shepherds Down School, Winchester are at planning application stage as are the proposals to create a Waterloo School satellite SEND provision on the Woodcote Primary School site in Gosport, and an Osborne School satellite SEND provision on the Kings School site in Winchester.
15. There have been significant remodelling and improvement works completed on site recently for Swanwick Lodge, a secure facility that provides a safe and child centred environment for children and young people.
16. Design work and contractor procurement are underway for the replacement of the existing school buildings at Fryern Junior School, Chandler's Ford and Grange Junior School, Gosport. The total cost estimate for full replacement of these two schools is in the order of £15m. Value for money will be achieved through the economies of scale in adopting a common approach to the design and delivery.
17. Children's Services has identified funding of £5m over three years (2019/20-2021/22) to address the suitability of school learning environments. Key workstreams have been identified and are to be prioritised within the provisional funding allocations; these have been themed around teaching spaces, lighting, pupil toilet provision, food technology classrooms and science laboratories. The first phase of expenditure of £1m of this funding has been committed this year for toilet refurbishments, lighting and classroom ventilation, with further phases of £2m per year to follow. Details will be reported to a future Executive Lead Member for Children's Services Decision Day.
18. Currently, the basic need programme for temporary modular classrooms for this year comprises of 4 schemes with a total value of £1.4m. This includes the relocation of a single classroom unit from a primary school to a junior school, the demolition of a double classroom unit and replacement with enhanced facilities at a SEND secondary school and the relocation of single classroom from an infant school to a junior school to meet the demands of a bulge in pupil numbers.

Isle of Wight Priority Schools Building Programme 2 (PSBP2)

19. As previously reported to the Panel, Property Services has been appointed as the local delivery partner by the DfE for the PSBP2 projects on the Isle of Wight. This appointment reflects the knowledge and expertise of Property Services in this type of work.

20. The programme is an investment of £18.5m for re-cladding, re-roofing and refurbishing buildings across 8 school sites with 1 further project identified for which funding approval is being sought directly from the DfE. The projects are progressing well and the first 5 are currently on site and due for completion later this year. The remaining projects will commence on site during 2020 with staged completions through to the end of 2021.

Office Accommodation

21. An update on the implementation of the corporate office accommodation programme was provided to the Panel in October 2019. This made reference to the formation of the Corporate Office Accommodation Board (COAB) which provides a cross-department focus on driving the strategy and, importantly, bring rigour and challenge to the varying demands on the office estate. There is an ongoing focus on ensuring the Council makes most efficient use of its accommodation and that it reflects the corporate priorities while being sufficiently flexible to accommodate the changing workforce requirements. Some services are expanding due to increased business and others are changing as a result of new operating models. There is also a strategic objective to accommodate public sector partners where service synergies exist and this is done on the basis of a charge for the cost of occupation where appropriate.
22. Through the Board, departments now have visibility of the demand and requests across the organisation, allowing dependencies to be identified and managed appropriately. This has led to Property Services working much more closely with each department to help shape their asset strategies to meet the developing service needs, as well as responding to emerging new ways of working with technology.
23. With the increased visibility provided by the work of the COAB, it is clear that growth and the need for flexibility continue to put pressure on the available accommodation and run counter to the original T19 draft strategy to reduce accommodation and let surplus space.
24. To provide further evidence on the capacity of the corporate office estate, a full utilisation survey is being undertaken. Surveys were completed in the Winchester headquarters offices in January 2020 with surveys of the area hub offices planned for March 2020. The quantitative data from the utilisation surveys will be supplemented by qualitative data from a staff survey, also planned for March 2020.
25. The surveys will provide an accurate measure of space use and facilitate a review of the current office accommodation strategy and an updated assessment of the opportunities for further savings.
26. In parallel with the utilisation surveys, the Property Services' programme team continues to facilitate office moves to support departmental service strategies. This includes works to create four 'Local Access Points' (LAPs) for integrated service teams comprising staff from adult health and care (AHC) and Southern

Health Foundation Trust (SHFT), the reorganisation of teams as part of the AHC “working differently” programme and moves relating to the cross-departmental contact strategy.

27. Projects are also planned to improve the capacity and standard of accommodation in a number of key offices. Proposals for fire precaution improvements to E11 South were reported to Cabinet in December 2019 and added to the Policy and Resources capital programme. It is anticipated that these works will commence in Spring 2020. Fire precaution improvements are also planned at Capital House, funded from the Policy and Resources Landlord’s additional repairs and maintenance budget. Both projects support the increased utilisation of these buildings in line with the corporate office accommodation strategy. Two further refurbishment projects are also being developed to improve the standard of accommodation in two key offices – Capital House and Fareham Parkway.

Capital House Refurbishment

28. It is proposed to undertake a refurbishment of Capital House to address a number of long-term maintenance issues and improve the standard of internal accommodation. The proposed works will ensure that the capacity and facilities in Capital House can be fully utilised to support further organisational growth or, in the event that the capacity becomes surplus to the County Council’s requirements, enable the letting of the space to third parties to generate additional income.
29. It is proposed to fund the schemes from the corporate office allocation in the Policy and Resources capital programme, the capital receipt from the sale of Aldershot Old Town Hall and a contribution from the Energy Performance Programme. Following completion of feasibility work, the project will be brought forward for addition to the County Council’s capital programme and a project appraisal will be completed.

Fareham Parkway Refurbishment

30. Investment is also planned at Fareham Parkway to improve the working environment for staff in the building and address a number of condition issues. Feasibility work is being undertaken to confirm an appropriate scope of work and the associated costs and funding sources. Once this work is complete, the scheme will be brought forward for addition to the County Council’s capital programme and a project appraisal will be completed.

Contract and Category Management – Efficiencies and Income Generation

31. A new function called Category Development was established in Property Services following the Property Futures change programme. It was introduced to manage the diverse procurement arrangements across consultancy, construction, utilities and Facilities Management (FM) in the service. The prime objective of the team is to deliver greater coordinated buying, efficiencies and

value for money across the whole portfolio of services. The total spend across the service is over £80m on contractors, goods and services.

32. The role of the team is to ensure all the arrangements meet the current needs of the business, drive efficiencies, plan future spend strategies, and to manage relationships with suppliers. Bringing the management of all these arrangements into one team will ensure a joined up and consistent approach. We have identified around fifty different procurement arrangements such as frameworks, term agreements or long-term contracts across the portfolio, and have categorised them into:
- Consultancy
 - Construction
 - Utilities
 - Hard FM
 - Soft FM
33. For some of these arrangements, the service has entered into Joint Working Agreements (JWA) with other authorities to procure on a regional basis in order to share procurement costs and to benefit from large scale aggregation. This methodology lends itself to larger scale work such as construction and consultancy. Property has a JWA with Devon County Council to procure and manage a regional construction framework for major projects which was launched in April 2015 and was re-procured in 2019. This consistently delivers in excess of £500m construction work a year for any public authority in the South of England and London.
34. Property Services plan to procure a framework for public sector house building later in 2020 to meet demand which the construction framework is unable to deliver. A JWA with Devon County Council and Manchester City Council is in place to procure a consultancy framework covering all Property Asset Consultancy work in the South of England, London, the North West and West Midlands. This is currently in procurement. All of this work includes a levy on the underlying contracts which provides an income stream to cover costs and provide a surplus to contribute to T19 and T21 targets in the service.
35. Utilities includes our estate power requirements and provision for schools, Police and Fire Authorities. Gas and Electricity spend alone amounts to £20m per annum and work involves continuous review to deliver efficiencies in spend and invoicing procedures. We are also investigating renewable energy options to potentially contribute to the Council's Climate Change Action Plan. This will be subject to decisions made by Cabinet in the future.
36. "Hard" FM includes our term maintenance arrangements for around 7,500 Council buildings on approximately 1,000 sites. Total spend is around £15m per annum and a review is under way to ensure the arrangement is maximising efficiencies. Soft FM is the most varied category including arrangements such as cleaning, security, grounds maintenance, printing services and waste collection. However, spend is still significant in excess of £5m per annum. The service

arranges contracts for the corporate estate and also make them available to schools and other public sector partners such as District Authorities, Fire and Police. Our key role is to ensure that the suppliers deliver best value for money and an efficient, good quality service. By aggregating spend by category and actively managing contractors and suppliers throughout the lifetime of contracts robust assurance is in place that objectives are being met. The budget pressures the Council is under demand this.

37. Our work on regional frameworks has been replicated throughout England and Wales and the lead authorities in these regions have come together to form a body supported by the Local Government Association called the National Association of Construction Frameworks (NACF) and has as its mission to drive quality, efficiency, social value and innovation in publicly funded construction projects. The body is chaired a member of the Property Service who also leads the Category Development team.

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 |

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 protected characteristic that are connected to that characteristic;
- Take steps to meet the needs of persons sharing a relevant protected characteristic that are 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 in which participation by such persons is disproportionately low.

2. Equalities Impact Assessment:

- 2.1 An equalities impact assessment is not considered relevant in relation to the contents of this report.

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HAMPSHIRE COUNTY COUNCIL

Report

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|-------------------------|--|
| Committee/Panel: | Buildings, Land and Procurement Panel |
| Date: | 24 March 2020 |
| Title: | Managing Hampshire's Built Estate |
| Report From: | Director of Culture, Communities and Business Services |

Contact name: Steve Clow

Tel: 01962 847858

Email: steve.clow@hants.gov.uk

Purpose of Report

1. The purpose of this report is to set out the County Council's repair and maintenance programmes for 2020/21 for the corporate and schools' estates in line with the approved and anticipated budgets.
2. The report also provides a forecast outturn position for the 2019/20 repairs and maintenance budgets and provides an update on progress on key health and safety and maintenance priorities.

Recommendations

3. That the Buildings, Land and Procurement Panel recommends to the Executive Member for Commercial Strategy, Human Resources and Performance to approve the proposal to carry forward to 2020/21 the balance of the landlord repairs and maintenance and School Condition Allocation (SCA) budgets that are not expended by the end of 2019/20, to meet the commitments made against these budgets.
4. That the Buildings, Land and Procurement Panel recommends to the Executive Member for Commercial Strategy, Human Resources and Performance to approve the corporate estate repair and maintenance programme for 2020/21 as set out in Appendix E.
5. That the Buildings, Land and Procurement Panel recommends to the Executive Member for Commercial Strategy, Human Resources and Performance to approve the schools repair and maintenance programme for 2020/21 including the allocation of the Schools Condition Allocation (SCA) grant as set out in Appendix F.

6. That the Buildings, Land and Procurement Panel recommends to the Executive Member for Commercial Strategy, Human Resources and Performance to approve the project appraisals set out in Appendix C for the following projects included in the Policy and Resources capital programme for 2019/20 and 2020/21:
 - Bar End Warehouse - Roof Replacement and Improvement
 - Marnel Junior School - SCOLA Reclad
 - Marchwood Junior School - Re-roofing
 - Hatch Warren Junior School – Re-roofing
 - Petersfield Infant School - Window Replacement
 - Wavell School – SCOLA Reclad
 - Cove School – Curtain Wall Upgrade
 - Crestwood School (Shakespeare Site) – Upgrade Atrium Roof
 - Swanmore School – Window Replacement
7. That the Buildings, Land and Procurement Panel notes the progress made in 2019/20 to address health and safety risks and the maintenance liability in the corporate estate through the repairs and maintenance programmes.
8. That the Buildings, Land and Procurement Panel notes the progress made in 2019/20 to address the health and safety risks and condition liabilities in the schools' estate and the continuing maintenance pressures arising from of the system buildings of the 1960s and 1970s.
9. That the Buildings, Land and Procurement Panel notes the projected 2019/20 budget outturn position for the repairs and maintenance budgets.

Executive Summary

10. This report sets out the County Council's repair and maintenance programmes for 2020/21 for the corporate and schools' estates.
11. The report provides a forecast outturn position for the repairs and maintenance budgets for the current financial year (2019/20) and identifies known and provisional budgets available for the next financial year (2020/21) based on anticipated levels of funding.
12. The report identifies the high-level priorities across the estate and sets out how the available budget is allocated against these priorities. This includes a proposed schedule of planned programmes of work in Appendices E and F.

13. As not all the budgets are currently confirmed, the final programmes of work will be adjusted from those proposed in Appendices E and F to match the available funding. 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 Panel meeting.

Managing the County Council's Built Estate

14. The April 2015 [report](#) to the Executive Member Policy and Resources (EMPR) set out the strategies that Property Services adopts to address the maintenance challenges within the corporate and maintained schools estate. These strategies continue to deliver sound outcomes within the available budgets. The strategies take account of the two distinct portfolios within the estate which have different pressures and challenges – the 'schools' and the 'corporate' estates.
15. The projects and programmes of work set out in this report represent £41 million of further revenue and capital investment in the repair and maintenance of corporate and school buildings in Hampshire in 2020/21. When combined with the anticipated carry forward of funding from 2019/20, the total value of the anticipated programme for delivery in 2020/21 is £47 million. This continues to be one of the largest local authority led building maintenance programmes nationally.
16. Funding for the maintenance of the corporate estate (offices, adult and children's residential homes, libraries etc.) is provided within the County Council's Policy and Resources revenue budget.
17. In the case of schools, funding is from the following sources:
 - government grant for school condition improvement (Schools Condition Allocation (SCA));
 - schools' revenue funding contributions to Property Services' Service Level Agreement (SLA) arrangement;
 - County Council funding to support key landlord responsibilities for health and safety and repair and maintenance priorities;
 - retained funding from the Dedicated Schools Grant (DSG) in consultation with the schools' forum to support the County Council's statutory responsibilities for schools.
18. The primary objective of the repairs and maintenance programmes is to maintain the County Council's operational estate in a safe and useable condition. This includes ensuring compliance with statutory requirements and prioritising those repairs that represent the highest risks in terms of health and safety and service continuity.
19. Beyond the essential maintenance work, the programme seeks to achieve the best possible standards of maintenance and repair within available

budgetary restraints. This includes improvements that enhance service delivery and the wellbeing of building users and contribute to the County Council's energy and carbon reduction targets.

20. The repairs and maintenance programme is managed and delivered by Property Services' in-house team of building professionals supported by established supply chain arrangements with contractors and suppliers.

Management of Health and Safety

21. As set out in the County Council's [corporate health and safety policy](#), Property Services is responsible for:
 - fulfilling the specific health and safety responsibilities set out in the corporate health and safety procedures;
 - providing assurance on statutory compliance in the Council's built estate; and
 - ensuring effective systems are in place to appoint, manage and monitor contractors working on the Council's built estate.
22. Property Services discharges these responsibilities through a comprehensive suite of operational procedures and processes. It is currently completing a detailed review of these against the 'Plan, Do Check, Act' approach set out in the Health and Safety Executive's "Managing for Health and Safety" (HSG 65) document. This is in line with the corporate Health and Safety Policy approach.
23. Health and safety risks in the built estate are managed jointly by Property Services and the department in control of each individual site. Roles and responsibilities are set out in the relevant corporate procedures, but effective risk management requires good communication and sharing of knowledge between the two parties which is achieved through regular liaison and reporting.
24. Key health and safety risks within the built estate are managed in accordance with the relevant corporate procedures. This includes risks associated with fire and legionella, building services, building fabric, trees and pollution. Property Services also works closely with the Hampshire Asbestos Management Team to support the effective management of asbestos across the estate.
25. There are a range of statutory requirements that relate to the physical built estate. A significant proportion of these are addressed through scheduled

servicing, testing and inspection regimes managed by Property Services and delivered through contracts with a number of key suppliers.

26. Property Services also works closely with the corporate health and safety team to identify and address the most significant health and safety risks across the built estate through programmes of inspections, surveys and improvement works. This informs the priorities for allocation of the repair and maintenance budgets across both the corporate and schools estates

Management of Fire Safety

27. Property Services delivers an ongoing programme of fire surveys across the built estate and undertakes repair and improvement works to maintain the integrity of the physical fire precautions in the buildings. Surveys of the buildings assessed as highest risk, due to their construction, condition and the use of the building, are prioritised. The programme also includes a sample of other buildings across the estate. This approach provides improved assurance on the safety of the highest risk buildings while also informing the understanding of the improvement work that may be required elsewhere in the estate, so that future funding requirements can be assessed.
28. During 2019/20, surveys of buildings which are used for overnight accommodation have been prioritised. The majority of these are adult health and care sites and surveys of these are due to be completed by the end of 2019/20. Surveys of all remaining buildings that provide overnight accommodation will be completed as part of the 2020/21 survey programme.
29. Repair and improvement works are undertaken where identified as necessary through the surveys. During 2019/20, improvements have been completed at a number of adult health and care residential buildings and corporate offices with further packages of work planned for delivery in 2020/21. This includes fire precaution improvements to EII South and Capital House to support the increased utilisation and flexibility of the corporate office portfolio.
30. Funding has been allocated from the 2020/21 budgets to fund the ongoing fire survey programme and the resulting repair and improvement works.

Management of Legionella

31. During 2019/20 Property Services has continued to lead the roll out of the online legionella data management and reporting system across the corporate and schools' estates. The on-line system records water temperatures and water management actions taken at each site. Through

review of the data, Property Services is able to identify where further action is required to manage the risk of legionella colonisation.

32. The improved intelligence provided by the on-line system has led to further improvement works at a number of adult health and care sites where the risks presented by legionella are greatest. Water treatment systems are also being installed at two sites at highest risk of legionella colonisation to provide increased assurance while further investigation and improvement works are undertaken.

Management of Asbestos

33. Property Services works closely with the Hampshire Asbestos Management Team to address risks associated with asbestos containing materials within the built estate. Allowance is made in the 2020/21 budgets for the continued funding of statutory surveys and reinspection programmes together with the remedial works arising from these. Where appropriate, allowance is made within the scope of maintenance and refurbishment projects for the permanent removal of asbestos containing materials in order to continue to reduce the risk from asbestos across the estate.

Management of Trees

34. Property Services is responsible for the surveying and management of trees on the corporate and maintained schools' estates, with the exception of trees on highways land and the Countryside estate which are managed by those services. Periodic surveys are undertaken for all trees on a risk assessed basis.
35. Property Services has worked with colleagues in the Countryside and Highways services to agree a common strategy for the management of the risks presented by Ash Dieback and will implement the agreed approach across the schools and corporate estate. One off funding of £830,000 was approved by Cabinet in respect of Ash Dieback and will be included in the 20/21 Council budget. This funding allocated for tree surveys and arboriculture works reflects the increased activity anticipated during 2020/21 to manage this risk.

Management of Building Services

36. Scheduled servicing to meet statutory requirements is undertaken through the mechanical and electrical term contract arrangements across all sites. Specific testing and inspection of electrical infrastructure is undertaken across all buildings on a rolling programme.

Management of Building Structure and Fabric

37. Funding is allocated in the 2020/21 budget to support ongoing structural inspections and condition surveys to assess health and safety risks arising from the condition of the building structure and fabric and to undertake essential repairs identified. Data captured from the surveys and inspections is also used to inform future maintenance and investment programmes.
38. The external redecorations programme continues to play an important part in Property Services' approach to the maintenance of buildings, as the condition of the external fabric plays a significant role in preventing their deterioration.

Corporate Estate

39. The corporate estate comprises all the non-school properties within the County Council's building portfolio.
40. The annual Landlord's repair and maintenance revenue budget is used to fund statutory compliance and risk management activities across the corporate estate. As outlined above, this includes comprehensive programmes of scheduled servicing, surveys, inspections and testing and the essential repairs arising from these. It also funds reactive maintenance for building services and fabric delivered through the term maintenance contract arrangements.
41. The overall maintenance liability in the corporate estate is estimated to be over £50m based on periodic survey work. Since 2016/17, the County Council has provided additional landlord's repair and maintenance funding to address the backlog of repairs and reduce the maintenance liability. Most recently, funding of £3 million was approved by the Council for commitment in 2019/20 and 2020/21. This funding is being used to deliver planned maintenance works that address the highest priorities across the estate to deliver a reduction in health and safety risk and provide an improved operational environment.
42. There continues to be significant changes in some parts of the estate, driven by evolving operational service strategies in response to changes in demographics, service demand levels and transformation of service delivery models. Property Services continues to work closely with colleagues in all departments to develop asset strategies that align with and enable service transformation. Maintenance investment in the corporate estate takes account of the longer-term plans for the buildings alongside current health and safety priorities and operational needs.

43. A schedule of proposed projects for 2020/21 is provided at Appendix E of this report.

Office Accommodation Investment

44. During 2019/20 repairs and maintenance funding was invested in improvements to the corporate office portfolio to support the strategy to increase its utilisation. This included fire precaution improvements in Castle Avenue and Three Minsters House to support their increased utilisation and essential maintenance works at Fareham Parkway to address health and safety risks. Funding was also allocated for fire safety improvements in EII South which will be delivered during 2020.
45. The 2020/21 repairs and maintenance programme includes a further allocation of funding for fire precaution works at Capital House which will allow its capacity to be fully utilised either for growth in the County Council's services or for leasing to generate income in line with the corporate office accommodation strategy.

Schools' Estate

46. Schools represent 80% of the County Council's total portfolio of buildings. Property Services offers a service level agreement (SLA) that operates on the basis of each school making a fair contribution to a pooled fund based on their number on roll and floor area. The pooled fund is used to manage the statutory compliance, health and safety risks and day to day maintenance requirements on a priority basis for those schools. The Property Services SLA continues to attract a high level of support amongst schools, with 96% of community and aided schools participating in it.
47. The overall condition liability in the schools' estate is estimated from surveys to be over £400m. In 2014 the Department for Education (DfE) published a "condition dashboard" for Hampshire schools which reflected the relatively high need in this county. This was consistent with our own understanding of the school estate and resulted in Hampshire receiving a higher Schools Condition Allocation (SCA) grant in recent years than would otherwise be the case.
48. Since early 2017, the DfE has been undertaking a national programme of condition data collection (CDC) surveys at all schools. This work was due to for completion in Autumn 2019 but the outcome has not yet been published. It is expected these surveys will inform future funding allocations for SCA grant.

49. The SCA grant for 2020/21 has not been announced yet by the DfE. For the purposes of planning, a grant in the region of £17 million has been assumed for 2020/21, in line with the allocation for previous years. The final programme of work will be adjusted on a priority basis to fit within the available funding once this has been confirmed.
50. Positive progress has been made to reduce the maintenance backlog liability in schools over two decades of targeted risk-based investment and this is the result of sound maintenance strategies. The most significant maintenance challenge in the schools' portfolio is the high proportion of 'system buildings' including the SCOLA and timber frame systems used extensively in the 1950s, 60s and 70s.

SCOLA buildings

51. SCOLA buildings represent 40% of the floor area of the school estate in Hampshire. All SCOLA Mark 1 buildings have been re-clad and steady progress has been made in modernising Scola Mark 2/3 buildings.
52. The recladding undertaken to SCOLA schools gives the building a new lease of life, not only addressing maintenance backlog issues but also significantly improving the internal building environment and contributing towards energy savings and a resulting reduction in carbon emissions.
53. Two further SCOLA recladding schemes are proposed in the 2020/21 programme at Wavell School and Marnell Junior School.

Management of Timber Frame Buildings

54. As reported previously, the highest condition priorities in the maintained schools' estate are two remaining 2-storey timber buildings at Grange Junior (Gosport) and Fryern Junior (Chandlers Ford) Schools. Funding for both these schemes was allocated from the 2018/19 and 2019/20 SCA grant provisions and the schemes were added to the 2019/20 Children's Services capital programme.
55. The project appraisal for the proposals at Fryern Junior School was approved at the Executive Member for Education and Skills decision day on 10 January 2020. The appraisal for Grange Junior School will be presented at the Executive Member for Education and Skills decision day on 18 March 2020. The planning application for Fryern Junior School was submitted in February 2020 and Grange Junior School will be submitted in April 2020.
56. The works for both sites will be procured through the Southern Modular Building Framework and are anticipated to commence during late Summer 2020 with the new buildings completing in Spring 2021. Demolition of the

existing buildings and landscape reinstatement works will follow. These projects will realise much needed improvements at both sites and remove a significant condition liability from the school estate.

57. The proposed allocation of repairs and maintenance funding for the schools' estate, including a scheduled of planned schemes, is provided in appendices E and F. Project appraisals for capital schemes with a value >£250k are provided in appendix 3.

Academy Joint Working Agreement (JWA)

58. As reported to the Panel last year, Property Services has been working with its academy partners to determine the future viability of the joint working agreement (JWA). During 2019, Property Services, in consultation with the remaining academy partners, undertook detailed analysis of a number of options for the continuation of the JWA. Following careful consideration, this review has concluded that it is not possible to continue to provide an appropriate level of service that offers the academies financial certainty within the level of pooled funding contributions that the academy partners are able to make.
59. The JWA will come to an end on 31 March 2020. To provide sufficient time for the remaining academy partners to transition to new arrangements, services will continue to be provided on an individual basis up to 31st August 2020. Property Services will provide all relevant information to support these academies to procure new arrangements.

Climate Change and the Built Estate

60. Progress on the work to deliver carbon reduction and energy savings across the corporate estate is presented in the separate report to the Panel. The proposed programmes of planned maintenance set out in this report make an important contribution to achieving the County Council's targets to reduce carbon emissions from its corporate estate and streetlighting by 50% by 2025 and to achieve carbon neutrality by 2050.
61. Re-cladding and re-roofing projects provide opportunities to improve the thermal performance of buildings through improved insulation, reducing energy use and carbon emissions and providing increased resilience against extremes of temperature.
62. Maintenance works to building services provide opportunities to replace older plant with more energy efficient models and install improved controls to deliver energy savings.

63. By incorporating additional energy saving measures, such as LED relighting schemes, into planned maintenance projects Property Services is able to deliver these programmes of work cost effectively using external invest to save funding sources such as Salix together with one-off corporate capital funds to supplement the County Council's existing repair and maintenance budgets.

Property Services' Delivery Model

Supplier Arrangements

64. Repair and maintenance works and services are delivered through a combination of in-house teams, private sector partner resource and contractors. Property Services has comprehensive supply chain arrangements in place which include term contracts for scheduled servicing and reactive maintenance, specialist suppliers to undertake technical inspections and testing and framework arrangements to deliver planned maintenance projects and programmes of work.
65. Effective management of suppliers and contractors is essential to ensure that services and works are delivered safely, to the required quality standards, and represent value for money. Use of term contracts and frameworks provides the opportunity to establish longer term relationships with suppliers and develop effective operational processes that deliver the required outcomes.
66. These arrangements are used to provide maintenance services and programmes of works for the school and corporate estates as well as the Police and Fire estates under the shared service arrangements. This common delivery model maximises the County Council's purchasing power in the market to achieve value for money.

Digital and Smarter Working

67. The Property Asset Management System (PAMS) supports the capture of key asset data across the corporate, schools' police and fire estates. The software product currently used requires replacement and this provides the opportunity to extend the scope and functionality provided by PAMS.
68. A key objective for a replacement system is the capability to support an integrated FM helpdesk for reactive maintenance and the scheduling of statutory servicing, inspections and testing. This will provide improved customer service and a more efficient approach to evidencing statutory compliance.

69. Work on the procurement of a new system has commenced with the capture of current and future requirements and soft market testing of available software products. It is currently anticipated that the new asset management system will be implemented during 2020/21 with a programme of further development in 2021/22 and beyond.
70. With the roll out of mobile technology under the corporate Enabling Productivity Programme, Property Services staff are also able to adopt new ways of working that make efficient use of resources to capture asset intelligence and plan and deliver maintenance services and projects across the estate.

Conclusions

71. This report sets out the repairs and maintenance funding and proposed programmes of work for the County Council's corporate and schools' estates for 2020/21.
72. The funding for the corporate estate is a combination of the annual Policy and Resources revenue budget for repairs and maintenance with additional Landlord's funding of £3 million across 2019/20 and 2020/21 and a further funding allocation for the management of legionella risks.
73. The funding for the school estate is from a combination of schools' revenue contributions to the SLA pooled fund, SCA grant allocation and retained dedicated schools grant (DSG) funding. Additional corporate funding has been allocated to support the ongoing support to the on-line legionella management system for maintained schools.
74. There continues to be a significant maintenance backlog liability across the County Council's estates. To ensure that the key health and safety and maintenance risks are addressed, this funding is prioritised to achieve the following key outcomes:
 - Statutory compliance and management of health and safety risks through appropriate servicing, survey, inspection and testing regimes and remedial works;
 - An effective reactive maintenance service that minimises the disruption to operational services caused by unexpected failures and faults;
 - Reduction in health and safety risks through improvement works targeted at the highest priority issues on a risk assessed basis;

- Ongoing investment in planned maintenance works so that core buildings are retained fit-for-purpose, in good condition and contribute to the County Council's targets for carbon reduction, energy saving and climate change resilience and adaptation;
- Targeted investment in planned improvements to buildings which will be retained in the long term.

75. Property Services continues to work closely with the departments and services that occupy the buildings to ensure that maintenance investment is aligned with operational strategies and priorities wherever possible.
76. Through ongoing review of its service delivery model and supplier arrangements, Property Services also continues to maximise its buying power and capitalise on new ways of working and digital technology to deliver value for money, increase efficiency, capture and make best use of asset intelligence and improve customer service.

Appendices

| | |
|-------------|--|
| Appendix 1: | Corporate and Legal Information |
| Appendix 2: | Impact Assessments |
| Appendix 3: | Repair and Maintenance Budget Report 2019/20 and Programmes for 2021/21. |
| Appendix A: | P&R Reactive and Planned Repairs 2019/20 (expenditure on the corporate estate excluding schools) |
| Appendix B: | Schools Reactive and Planned Repairs 2019/20 |
| Appendix C: | Corporate Planned and Reactive Maintenance Budgets 2020/21 and Proposed Allocation |
| Appendix D: | Schools Condition Allocation Grant Proposed Allocations 2020/21 |
| Appendix E: | Corporate Estate (excluding schools) Planned Investment Programme 2020/21 |
| Appendix F: | Schools Planned Investment Programme 2020/21 |

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: | |
| Managing Hampshire's Built Estate - Report to EMPR | Date 25.04.2019 |

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 protected characteristic that are connected to that characteristic;
- Take steps to meet the needs of persons sharing a relevant protected characteristic that are 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 in which participation by such persons is disproportionately low.

2. Equalities Impact Assessment:

- 2.1 The programmes represent anticipated expenditure of £47m on the estate in 2020/21 (£35m Schools and £12m 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 older persons. For the full EIA assessment please see below [Equality Impact Assessment](#)

Repair and Maintenance Budget Report 2019/20 and Programmes for 2020/21

1. Budget Context in Planning for the 2020/21 Financial Year

- 1.1 The School Condition Allocation (SCA) grant for 2020/21 has not been confirmed, however the DfE has stated that the methodology for calculating the grant will stay the same as in 2019/20 and therefore the County Council should anticipate a grant of just over £17m.
- 1.2 The DfE has indicated that there will continue to be condition funding in future years but it is reviewing the methodology for the allocation of grants to responsible bodies. It is not yet known how this will impact on Hampshire County Council.

2. Total Repair and Maintenance budgets 2020/21

- 2.1 The repair and maintenance budgets for 2020/21 are set out in Table 1. The values in the table are base gross budgets without inclusion of carry forwards reported elsewhere in this report.

Table One

| Budget | 2020/21 (assumed) | Comments |
|--|----------------------|---|
| | £'000 | |
| Landlord Repair and Maintenance | 7,896 | Annual P&R revenue budget |
| Additional Landlord Repair and Maintenance allocation (£3m for period 2019/20 - 2020/21) | 1,500 | Second year allocation against the total 2 year funding |
| R&M Reserve | 566 | To support improvements and dilapidations in the corporate office portfolio |
| R&M reserve 2019/20 contribution | 545 | Annual allocation |
| Schools SLA pooled revenue contributions | 13,500 | Estimate only - to be confirmed when 2020/21 contributions are finalised |
| School Condition Allocation (SCA) grant | 17,000 | Estimate only - to be confirmed when grant allocation is confirmed by the DfE |
| Total | 41,007 | |

- 2.2 Property Services has agreed the schools' programmes proposed within this report with the Children's Services department to ensure a coordinated approach with the Basic Need Capital Programme.

3. Landlord's Capital Repairs and Schools Planned Maintenance Programmes 2020/21

- 3.1 Landlord's Planned Repairs Programme: A Landlord's programme of planned repairs investment for 2020/21 is set out in Appendix E.
- 3.2 Schools Planned Maintenance Programme: A Schools Planned Maintenance programme of investment for 2020/21 is set out in Appendix F. This incorporates both the planned revenue works funded from the Schools' SLA and the Schools Capital Allocation (SCA) 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 secure the best response from the construction market.
- 3.4 The maintenance and 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 planned programmes of works are used to support a planned approach to investment. The available budgets are focused on addressing the health and safety priorities identified through a risk assessment process across the built estate. Alongside the health and safety priorities other key objectives for the maintenance and repair budgets are:
- Undertaking regular cyclical maintenance including external redecoration in accordance with good property management principles
 - Reducing known maintenance issues across the estate, the associated breakdowns and cost of reactive maintenance
 - Reducing risks and improving the health and safety performance of buildings.
 - Improving energy efficiency and reducing carbon emissions in support of the County Council's wider response to the Climate Emergency
 - Reduce running costs.
 - Improving the quality of the built environment for communities and future generations.
 - Modernising buildings so they meet the needs of their users

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 school estate

3.5 As noted above Property Services and Children's 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:

- External decoration and internal decoration of school kitchens
- 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 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 2020/21

Corporate Estate

Bar End Unit 1 Warehouse, Winchester - Roof Replacement and Improvement

- 4.1 Unit 1 Bar End is a purpose-built warehouse located on Bar End Industrial Estate in Winchester with a floor area of approximately 2,000m². The warehouse freehold is owned by Hampshire County Council and is currently leased to County Supplies and further occupied by Hampshire Transport Management, and Library Services. The warehouse was believed to have been constructed in the late 1950's and is a conventional brick construction with double pitch steel truss roof frame with an asbestos cement sheet roof covering.
- 4.2 The warehouse roof being the original roof since its construction, has and continues to deteriorate although has previously benefited from some roof light replacement and ongoing patch repairs. The roof condition has further deteriorated and now has multiple (over 20) significant leaks and has become porous resulting in restricted warehouse storage space.

- 4.3 An options appraisal for roof repairs or replacement considered the operational risk and any future warehousing strategy, concluding that a full roof replacement is required to maintain operation and minimise future disruption to the service, and to secure low maintenance warehousing for the Council and future of the service. The scheme will also reduce on-going revenue building operational and maintenance costs, enable full utilisation of warehouse space reducing stock write-off due to water ingress damage. The scheme will assist County Supplies in continuing to be a financially viable self-funding trading unit and to meet its business development targets.
- 4.4 The roof replacement also offers the potential to install solar photovoltaic panels which will generate power for the building to use and support the HCC fleet electric vehicle charge points supporting the Council's carbon reduction ambitions.
- 4.5 The project is required to be delivered ideally before the winter of 2020 to avoid further disruption and reduction of warehouse space and business operation disruption.
- 4.6 This estimated project budget of £750,000 will be funded from the Property Services Corporate Estate Repairs and Maintenance budget to the value of £250,000, with further funding of £500,000 provided by County Supplies from the CCBS Business Services Group Accumulated Surplus. Both figures include for the professional fee of 16.5% to deliver the project.

| Financial Provision for Total Scheme | Buildings £ | Fees £ | Total Cost £ |
|---|----------------|-----------|-----------------|
| Property Services Capitalised R&M | 215,000 | 35,000 | 250,000 |
| CCBS Business Services Group Accumulated Surplus | 429,000 | 71,000 | 500,000 |
| Total | 644,000 | 106,000 | 750,000 |

Schools Estate

Marnel Junior School, Basingstoke - SCOLA Re-cladding

- 4.7 Marnel Junior school in Basingstoke was originally constructed as two separate buildings with a link corridor comprising a 2-storey teaching block and a single storey school hall, kitchen and admin block. The buildings are constructed using the 'SCOLA 2' system which comprises a steel frame, single glazed 'crittall' type windows and an uninsulated flat roof.
- 4.8 The school was originally built as a 2FE school (240 children), however in recent years has been expanded to be a 4FE school. The proposed work will be designed in a way to link visually with the more recent buildings on site.

- 4.9 The project comprises proposals for the external recladding of the existing SCOLA buildings and are proposed as a number of the building components are reaching the end of their useful life. The works will significantly improve the building performance and the quality of the internal environment and comfort in the teaching spaces.
- 4.10 It is proposed that the existing system built SCOLA blocks are reclad with an insulated cladding system including double glazed windows; the roof covering is renewed incorporating additional insulation; the internal accommodation is refurbished including replacing ceilings and lighting; asbestos is removed and the physical fire precautions are improved.
- 4.11 Temporary classrooms will be installed on site to facilitate the project and ensure the school can continue to teach a full curriculum. The existing mains services (water, gas and electricity) and drainage infrastructure at the site are sufficient and will be unaffected by the works.
- 4.12 A planning application for the work will be submitted in Summer 2020. It is anticipated that works will commence on site during Spring 2021 and complete in Spring 2022.
- 4.13 It is proposed that the works be procured through the Minor Works Construction Framework, SCOLA recladding lot.
- 4.14 With respect to fire safety and property protection, the design will follow a standard arrangement which has been risk assessed in line with the agreed Property Services procedures and confirmed that the provision of sprinklers is not required. Detailed final scheme proposals will be taken to the Fire Safety Review Group at a later date.
- 4.15 The proposals will meet the requirements of the Building Regulations (BB100 Fire Safety in Schools), including enhancements beyond minimum provision, and are consistent with current fire safety legislation, the partnership arrangement with Hampshire Fire and Rescue Services, and are in line with the County Council's policy to manage corporate risk.
- 4.16 Design risk assessments, pre-construction health and safety information and a Health and Safety File will be produced and initiated in accordance with the Construction Design and Management Regulations for the proposed scheme.
- 4.17 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 to all users.
- 4.18 The project will incorporate the following sustainability features: a highly insulated building envelope including high performance windows, doors and roof lights to reduce energy consumption; energy efficient lighting; external lighting to provide safe access and emergency escape routes that will be carefully designed to prevent light pollution to avoid nuisance to residential

properties; provision of good levels of day lighting to all teaching areas to reduce the need for artificial lighting and energy use and the use of timber from sustainable sources.

4.19 The anticipated costs and funding for this scheme are as follows:

| Financial Provision for Total Scheme | Buildings £ | Fees £ | Total Cost £ |
|---------------------------------------|----------------|-----------|-----------------|
| P&R School Condition Allocation (SCA) | 1,202,000 | 198,000 | 1,400,000 |
| Total | 1,202,000 | 198,000 | 1,400,000 |

Marchwood Junior School - Re-roofing

4.20 Marchwood Junior School was originally constructed in traditional load-bearing masonry under a pitched roof incorporating single glazed patent glazing.

4.21 The re-roofing works are necessary as a number of the components are reaching the end of their useful life and the building suffers from regular leaks that cannot be patch repaired.

4.22 The project comprises the re-roofing of the main school building and it is proposed that the re-roofing works will include: stripping off the existing tiles and setting aside for re-use; replacement of the felt and battens; provision of new insulation to current building regulations standards and replacement of patent glazing as necessary.

4.23 The existing mains services (water, gas and electricity) and drainage infrastructure at the site are sufficient and will be unaffected by the works.

4.24 It is not anticipated that a planning application will be needed for the work and works are proposed to commence on site during Summer 2020 and complete in Autumn 2020.

4.25 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 to all users.

4.26 It is proposed that the works be procured through the Minor Works Construction Framework, major buildings lot.

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

4.28 The project will incorporate the following sustainability features: a highly insulated roof with new double-glazed patent glazing.

4.29 This report therefore requests that the scheme is added to the Schools Capital Programme, funded by the Schools Capital Allocation (SCA) and approval to spend in 2020/21 is granted.

| Financial Provision for Total Scheme | Buildings £ | Fees £ | Total Cost £ |
|---------------------------------------|----------------|-----------|-----------------|
| P&R School Condition Allocation (SCA) | 451,000 | 74,000 | 525,000 |
| Total | 451,000 | 74,000 | 525,000 |

Hatch Warren Junior School, Basingstoke - Re-roofing

4.30 Hatch Warren Junior School in Basingstoke was originally constructed in traditional load-bearing masonry under a pitched roof incorporating patent glazing and a shallow pitched standing seam metal roof.

4.31 The reroofing works are necessary as a number of the components are reaching the end of their useful life and the building suffers from a number of regular leaks that cannot be patch repaired.

4.32 It is proposed that the re-roofing works will include: Stripping off and re-using the existing roof tiles, replacement of the felt and battens; replacement of the standing seam metal pitched roof and provision of new insulation to current building regulations standards.

4.33 The existing mains services (water, gas and electricity) and drainage infrastructure at the site are sufficient and will be unaffected by the works.

4.34 It is not anticipated that a planning application will be needed for the work. However detailed scoping work will be required to progress the project in the 2020/21 financial year with associated fee drawn down against this activity.

4.35 Work is anticipated to commence on site in Summer 2021 and complete in Autumn 2021. Any additional funding requirement (once the scope is more fully understood) would be requested in the 2021/22 BLAPP and EMCHRP cycle.

4.36 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 to all users.

4.37 It is proposed that the works be procured through the Minor Works Construction Framework, major buildings lot.

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

4.39 The project will incorporate the following sustainability features: a highly insulated roof.

4.40 This report therefore requests that the scheme is added to the Schools Capital Programme, funded by the Schools Capital Allocation (SCA) and approval to spend in 2020/21 is granted.

| Financial Provision for Total Scheme | Buildings £ | Fees £ | Total Cost £ |
|---------------------------------------|----------------|-----------|-----------------|
| P&R School Condition Allocation (SCA) | 600,858 | 99,142 | 700,000 |
| Total | 600,858 | 99,142 | 700,000 |

Petersfield Infant School, Petersfield - Window Replacement

4.41 Petersfield Infant School was originally constructed in 1894 and had two major extensions in the 1980s and early 2000s, built in traditional load-bearing masonry under a pitched roof.

4.42 The windows to the original building were replaced in the 1950s using a single glazed 'Crittall' steel system and it is proposed to replace them as they are reaching the end of their useful life.

4.43 The project comprises the replacement of the Crittall windows in the main school building with powder coated, thermally broken double-glazed windows.

4.44 The existing mains services (water, gas and electricity) and drainage infrastructure at the site will be unaffected by the works and are sufficient.

4.45 It is anticipated that a planning application will be needed for the work that will be submitted in Spring 2020. Subject to approval the commencement on site is proposed to be during Summer 2020 with completion in Autumn 2020.

4.46 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 to all users.

4.47 It is proposed that the works be procured through the Minor Works Construction Framework, Window Replacement lot.

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

4.49 The project will incorporate the following sustainability features: a highly insulated double-glazed window and door system.

4.50. This report therefore requests that the scheme is added to the Schools Capital Programme, funded by the Schools Capital Allocation (SCA) and approval to spend in 2020/21 is granted.

| Financial Provision for Total Scheme | Buildings £ | Fees £ | Total Cost £ |
|---------------------------------------|----------------|-----------|-----------------|
| P&R School Condition Allocation (SCA) | 253,000 | 42,000 | 295,000 |
| Total | 253,000 | 42,000 | 295,000 |

Wavell School, Farnborough – SCOLA Re-cladding Block B

4.51. Block B at the Wavell School, Farnborough, is a SCOLA block constructed in the early 1970's and is predominantly 2-storey with a single storey area accommodating the technology teaching spaces.

4.52 The block provides teaching accommodation for technology, IT, drama, art/textiles and modern languages. And in total there are 11 general teaching spaces and a further 9 specialist teaching spaces with the associated staff offices, ancillary rooms and staff and pupil toilets. There are no plans to change the use of the building.

4.53 This block has had minimal investment over the years except for regular servicing and repairs of the engineering services and building fabric. The boilers serving this block were replaced a number of years ago and are still serviceable and a number of areas have had the original fluorescent lighting replaced with modern LED fittings. The remaining building fabric is the original construction with single glazed windows and panels below, a poorly insulated flat roof and in most areas inefficient light and old ceiling tiles. The pupil toilets are also in very poor condition.

4.54 As would be expected the building has very poor thermal performance, being cold in the winter and suffering from overheating in the summer. Some of the opening windows have been fixed in the closed position as they are unsafe to operate and present a health and safety risk. Other windows fail to close properly, exacerbating the lack of heating in the winter. Neither the thermal performance nor the ventilation of the classrooms complies with current regulations or best practice, something the proposals will address.

4.55 The work will comprise of re-cladding the building with high performance insulation and an outer covering of render or brick slip panels and replacing the existing glazing with double glazed windows. The flat roofs will be upgraded with thermal insulation to improve the thermal performance of the building.

- 4.56 The colour of the windows/doors, the render and brick proportions will be developed to ensure they are in keeping with the other blocks on the school site.
- 4.57 Internally the boy's and girl's toilet accommodation will be refurbished and where the original lighting and ceilings are still present these will be replaced with new high efficiency LED lighting and modern ceiling tiles.
- 4.58 It is anticipated that a planning application will be needed for the work and will be submitted in the early summer of 2020. The commencement on site is proposed to be late 2020 with completion in academic year 2021/2022.
- 4.59 Temporary classrooms will be installed on site to facilitate the project and ensure the school can continue to teach a full curriculum. 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 to all users.
- 4.60 Re-cladding SCOLA blocks has proved to provide a considerable improvement in the thermal performance and efficiency of the building as well as being a cost-effective way to provide good quality teaching spaces when combined with internal refurbishment such as new lighting and ceilings. The re-clad building will comply with the thermal performance requirements of the Building Regulations as well as BB101 ventilation standards.
- 4.61 This report therefore requests that the scheme is added to the Schools Capital Programme, funded by the Schools Capital Allocation (SCA) and approval to spend £1.368m in 2020/21 is granted with £932,000 previously approved from the 2019/20 budget.

| Financial Provision for Total Scheme | Buildings £ | Fees £ | Total Cost £ |
|---|----------------|-----------|-----------------|
| 2019/20 SCA Budget (approved) | 800,000 | 132,000 | 932,000 |
| 2020/21 P&R School Condition Allocation (SCA) | 1,174,000 | 194,000 | 1,368,000 |
| Total | 1,974,000 | 326,000 | 2,300,000 |

Cove School, Farnborough – Upgrade Curtain Walling on 3 Storey Block

- 4.62 The 3-storey block at Cove School, Farnborough was constructed in the early 1970's and is of SCOLA construction. The block is toward the rear of the school and is of brickwork construction with curtain walling of single glazed windows and opaque coloured panels beneath.
- 4.63 The block has had some investment in recent years, in particular the curtain walling to the rear elevation was replaced and upgraded with double glazing and insulated panels. The classrooms to the front elevation suffer from poor

environmental conditions, being cold in the winter and overheating in the summer; ventilation is also poor with a number of the windows having been sealed closed as they had become difficult to open and were potentially unsafe.

- 4.64 The block provides general teaching across 11 classrooms and associated ancillary spaces.
- 4.65 The proposed work is to upgrade the curtain walling and is designed to address the poor thermal performance. It will improve the learning environment in the affected classrooms by reducing heat loss in the winter and thermal gains in the summer.
- 4.66 The new curtain walling will be designed consolidate the appearance of the block and will match the colour and appearance to the system at the rear of the block.
- 4.67 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 to all users.
- 4.68 This report therefore requests that the scheme is added to the Schools Capital Programme, funded by the Schools Capital Allocation (SCA) and approval to spend £372,000 in 2020/21 is granted with £93,000 previously approved from the 2019/20 budget.

| Financial Provision for Total Scheme | Buildings £ | Fees £ | Total Cost £ |
|---|----------------|-----------|-----------------|
| 2019/20 SCA Budget (approved) | 80,000 | 13,000 | 93,000 |
| 2020/21 P&R School Condition Allocation (SCA) | 319,000 | 53,000 | 372,000 |
| Total | 399,000 | 66,000 | 465,000 |

Crestwood School (Shakespeare site), Eastleigh – Upgrade to Atrium Roof

- 4.69 Crestwood School was constructed in the early 1980's and comprises two, 2-storey, brick built, curved teaching blocks linked by an external atrium. The atrium roof spans both teaching blocks to create a sheltered external area where children are able to congregate at break times.
- 4.70 The roof is a lightweight structure comprising a steel framework covered in polycarbonate sheeting and was originally designed to shelter the area from rain and wind, but without creating an internal environment, in effect the atrium space was designed to create the effect of a covered external street.
- 4.71 When the school was constructed, the intention was that atrium would be used as a covered thoroughfare for staff and pupils to transit between the two

teaching blocks. Over the years however, as the curriculum has changed and the school has been opened to the community, the atrium is being used for more curriculum and community-based activities, including out of hours use.

- 4.72 Over recent years the roof has started to deteriorate and leaks badly during periods of heavy rain. Birds are able to gain access to the atrium through the ventilated ridge because the netting across the opening has failed. As pupils often eat lunch in the atrium, the presence of birds is a concern in terms of hygiene.
- 4.73 More recently the school have reported a number of incidences where small pieces of rust/paint have fallen from the steelwork of the roof structure onto the floor of the atrium which raises a health and safety concern.
- 4.74 Close up examination of the steelwork has revealed that whilst some corrosion is present the structural safety has not been compromised. Although remediation works has taken place to remove the loose material on the steelwork and make the area safe, a more permanent solution is required to address the corrosion, the ingress of rainwater and to keep out birds and other wildlife from the atrium.
- 4.75 The proposed work is to remove the existing polycarbonate roof covering, recover in a modern lightweight composite polycarbonate material, install a tempered air ventilation system and upgrade the lighting.
- 4.76 This work will improve the thermal performance of the roof and make the atrium a more useable space for curriculum, extra-curriculum and community activities.
- 4.77 It is anticipated that a planning application will be needed for the work and will be submitted in the spring of 2020. The commencement on site is proposed to be during the summer of 2020 with completion at the end of 2020.
- 4.78 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 to all users.
- 4.79 This report therefore requests that the scheme is added to the Schools Capital Programme, funded by the Schools Capital Allocation (SCA) and approval to spend in 2020/21 is granted.

| Financial Provision for Total Scheme | Buildings £ | Fees £ | Total Cost £ |
|---------------------------------------|----------------|-----------|-----------------|
| P&R School Condition Allocation (SCA) | 1,502,000 | 248,000 | 1,750,000 |
| Total | 1,502,000 | 248,000 | 1,750,000 |

Swanmore School, Swanmore - Window Replacement of M block and N block

- 4.80 The M block at Swanmore School, Swanmore is a 2-storey block constructed in the early 1970's and is of SCOLA construction. The block houses the library and general teaching spaces and is of brickwork construction with single glazed windows and.
- 4.81 Because of the single glazing, the classrooms suffer from poor environmental conditions, being cold in the winter and overheating in the summer; ventilation is poor with a number of the windows having been fixed in the closed position as they had become difficult to open and were potentially unsafe. All of the windows on the first floor and the classroom windows on the ground floor will be replaced as part of this project.
- 4.82 Block N is a single storey block of the same construction as M block and suffers from the same problems of poor thermal performance resulting in a poor learning and teaching environment. All of the windows will be replaced in this block will be replaced as part of this project.
- 4.83 The windows in both blocks will be upgraded with modern double glazed units to improve the thermal performance and provide more secure opening for better ventilation.
- 4.84 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 to all users.
- 4.85 The proposed upgrading and replacement is designed to address the poor thermal performance and will improve the learning environment in the affected classrooms.

Funding will be from the Developers Contribution.

| Financial Provision for Total Scheme | Buildings £ | Fees £ | Total Cost £ |
|---------------------------------------|----------------|-----------|-----------------|
| From Developers Contribution | 275,000 | 45,000 | 320,000 |
| P&R School Condition Allocation (SCA) | 0 | 0 | 0 |
| Total | 275,000 | 45,000 | 320,000 |

Various Schools, Distribution Board Upgrades

- 4.86 It is proposed to continue with a programme of electrical services improvements including the provision of upgraded distribution boards at various Primary Schools. The programme has an anticipated cost of £290,000 and works will be ongoing throughout the year. The programme

with be prioritised using information from the electrical fixed wiring test and inspection programme

Various Schools, Kitchen Ventilation Upgrades

4.87 It is proposed to continue with a programme of kitchen ventilation improvements at various primary schools. The programme has an anticipated cost of £290,000 and works will be ongoing throughout the year. The programme with be prioritised using information from the test and inspection programme and will include the provision of new extract systems linked to gas safety system improvements.

Various Schools, Fire Precaution Improvements

4.88 It is proposed to continue with a programme of fire precautions improvements at various primary and secondary schools. The programme has an anticipated cost of £1,340,000 and works will be ongoing throughout the year. The programme with be prioritised in high risk buildings and across a sample of the schools' estate and will include improvements to fire barriers in ceiling voids, upgrading of doors and walls and installation of fire alarm systems.

Various Schools, Toilet Refurbishments

4.89 A prioritised programme at various primary and secondary schools will have pupil toilet refurbishment work undertaken. The programme has an anticipated cost of £640,000 and works will be ongoing throughout the year. The works will include replacement of all sanitary ware, cubicles and brassware, replacement of flooring and upgrading ventilation.

P&R Reactive and Planned Repairs 2019/20
(Expenditure on the Corporate Estate - excluding schools)
 Projected Commitment by 31 March 2020

| | Budget | Commitment | |
|--|---------------|-------------------|-----------|
| | £'000 | £'000 | % |
| Budgets 2019/20 | | | |
| Policy and Resources Cash Limited Budget | 7,643 | 7,643 | 100 |
| Legionella | 150 | 150 | 100 |
| Additional Resources (£4.5m for 2016-19) | 973 | 973 | 100 |
| Additional Resources (£3m for 2019-21) | 1,500 | 863 | 58 |
| Accumulated R&M Reserve (carry forward from 2018/19) | 566 | 0 | 0 |
| R&M Reserve | 545 | 545 | 100 |
| Total Budgets | 10,832 | 10,174 | 94 |

Breakdown of Expenditure Against 2019/20 Budgets

| | |
|--|---------------|
| Engineering reactive maintenance and servicing | 3,848 |
| Health and safety risk management priorities | 1,078 |
| Planned programmed works | 2,602 |
| Building fabric reactive maintenance | 1,863 |
| Accumulated R&M Reserve (carry forward from 2018/19) | 0 |
| Estates and County Farms support | 45 |
| Structural inspections of the estate | 137 |
| Historic buildings | 34 |
| External works | 22 |
| R&M Reserve | 545 |
| Total | 10,174 |

Notes:

1. All figures above are inclusive of professional fees.
2. A balanced outturn position is projected for 31 March 2020 but any remaining balances will be carried forward to 2020/21

Schools Reactive and Planned Repairs 2019/20

All Projected Commitments are to 31 March 2020

| Budgets 2019/20 | Budget | Commitment | |
|--|---------------|---------------|------------|
| | £'000 | £'000 | % |
| Schools revenue budget from SLA contributions | 14,437 | 14,437 | 100 |
| SCA contribution to health and safety priorities | 2,749 | 2,749 | 100 |
| Legionella | 530 | 530 | 100 |
| Total Budgets | 17,716 | 17,716 | 100 |

Breakdown of Expenditure Against 2019/20 Budgets

| | |
|---|---------------|
| Health and safety risk priorities | 2,868 |
| Building fabric reactive maintenance (TMC) | 3,953 |
| Engineering maintenance and servicing (TMC) | 7,460 |
| Planned works | 2,976 |
| Modular buildings | 170 |
| Structural Inspections of the Estate | 289 |
| External Works | 0 |
| Total | 17,716 |

Schools Condition Allocation (SCA) Grant 2019/20

| Budgets 2019/20 | Budget | Commitment | |
|--------------------------------------|---------------|---------------|-----------|
| | £'000 | £'000 | % |
| SCA Budget 19/20 | 17,400 | 12,826 | 74 |
| SCA Grant Carried Forward from 18/19 | 0 | 0 | 0 |
| Total Budgets | 17,400 | 12,826 | 74 |

Notes:

1. All figures above are inclusive of professional 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 2020 across revenue budgets and a full commitment against the SCA Grant.

**Corporate Buildings Planned and Reactive Maintenance Budgets 20/21 and
Proposed Allocation (excludes schools)**

| | Budget |
|--|---------------|
| | £'000 |
| Budgets 2020/21 | |
| Policy and Resources Cash Limited Budget | 7,896 |
| Additional Resources (£3m for 2019/21) | 1,500 |
| Carry Forward from 2019/20 | 637 |
| Accumulated R&M Reserve | 1,184 |
| R&M Reserve 20/21 contribution | 545 |
| Total Budgets | 11,762 |

Proposed Allocations against Budgets Above

| | |
|--|---------------|
| Planned inspections of the estate | 373 |
| Building fabric reactive maintenance | 1,680 |
| Engineering reactive maintenance and servicing | 2,800 |
| Engineering breakdown repairs | 874 |
| Compliance monitoring | 468 |
| Health and safety risk management priorities | 614 |
| Planned programmed works | 2,587 |
| Carry forward from 2019/20 | 637 |
| Accumulated R&M reserve (carried forward) | 1,184 |
| R&M reserve 20/21 contribution | 545 |
| Total | 11,762 |

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 2020 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 2020/21.

Schools Revenue and Planned Maintenance Proposed Allocations
2020/21

| | Budget |
|---------------------------|---------------|
| Budgets 2020/21 | £'000 |
| SLA funding contributions | 13,500 |
| SCA grant 20/21 | 17,000 |
| C/F SCA grant 19/20 | 4,574 |
| Total Budgets | 35,074 |

Proposed Allocation of Budget against Budgets Above

| | |
|--|---------------|
| Planned inspections of the estate | 1,006 |
| Building fabric reactive maintenance | 3,679 |
| Engineering reactive maintenance and servicing | 5,090 |
| Engineering breakdown repairs | 3,282 |
| Compliance monitoring | 702 |
| Health and safety risk management priorities | 1,721 |
| Planned programmed works | 18,808 |
| Deferred programme from 2019/20 | 786 |
| Total | 35,074 |

Notes:

1. *The amounts are inclusive of professional fees*
2. *The final value of the 20/21 SCA Grant has yet to be confirmed. The programmes are based on an estimated allocation of £17.0m. Programmes will be adjusted accordingly when the final grant value is confirmed.*

| Corporate Estate (excludes schools) Planned Investment Programme 2020/21 | |
|---|---|
| Property | Works |
| Schemes £0 to £50,000 | |
| Gosport Family Centre | Window Replacement |
| Empire Tea Rooms | Cedar Shingle Repairs |
| Empire Tea Rooms | Window Repairs |
| Staunton Country Park | Pigsty Drainage Repairs |
| Hamble Harbour Masters | Sea Wall Repairs |
| Castle Hill Council Chambers | Refresh and AV Repairs |
| Chilcomb House - County Museum HQ | Intruder Alarm |
| Lime Tree Way, Basingstoke | Waterway Retaining Wall Repairs |
| Calshot Activity Centre | Sea Wall Repairs |
| Various Corporate Properties | Hot & Cold Drinking Water Dispenser Replacements |
| Various Corporate Properties | Hard Landscape & Fencing |
| Various Corporate Properties | Oil tank and LPG storage repairs |
| Schemes £50,000 to £100,000 | |
| Andover Museum | Window Replacement |
| Northfield House | Localised Window Replacement |
| Schemes £100,000 to £150,000 | |
| Calshot Outdoor Centre Hanger | Phased Window Remedial Works |
| Various Corporate Properties | Display Energy Certificates Re-procurement |
| Various Corporate Properties | AC Energy Inspection - TM44 Compliance requirement |
| Various Corporate Properties | Internal Decorations |
| Various Corporate Properties | Kitchenette Upgrades |
| Various Corporate Properties | Vehicle/Pedestrian access works |
| Various Corporate Properties | Boiler Repairs & Replacement |
| Schemes £150,000 to £250,000 | |
| West End Art Centre | Roof Replacement |
| Royal Victoria Country Park, Osbourne Close | Electrical Supply to Building |
| Monarch Way | Heating and Boiler Upgrade |

| | |
|---------------------------------------|--|
| Staunton Country Park | Glasshouse Repairs |
| Tower Street Car Park | Rainwater Ingress Repairs |
| Law Courts Car Park | Rainwater Ingress Repairs |
| Manor Farm | Barn Structural and Cladding Repairs |
| Various Corporate Properties | Toilet Upgrade Works |
| Various Corporate Properties | Septic & cesspit tank repair & maintenance |
| Schemes £250,000 to £1,000,000 | |
| Bar End Unit 1 Warehouse | Roof Replacement and Improvement |
| Various Corporate Properties | External decorations |
| Various Corporate Properties | Unplanned Building Works |
| Schemes Exceeding £1million | Estimated Value £ |
| None | |

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

| Schools Planned Investment Programme 2020/21 | |
|---|---|
| Property | Works |
| Schemes up to £50,000 | |
| Beaulieu Primary School | Upgrade Boiler Plant |
| Mill Hill Early Years/Children's Centre | Upgrade Boiler Plant |
| Applemore College | |
| Brookfield Community School and Language College | Fascia/window panels, drainage, surfacing car park/kitchen entrance |
| Clere School | Resurfacing the service yard and pipework removal |
| Hurst Community College | Courtyard Paving |
| Portchester Community School | Surfacing Repairs |
| Test Valley School | Footpath improvements/Visual Impairment Improvements |
| Toynbee School | Upgrade Windows to Food Tech Block |
| Wavell School | Drainage to Rear Access Path |
| Catherington Infant School | External Decorations and Repairs |
| Chawton Ce (c) Primary School | External Decorations and Repairs |
| Kings Somborne Ce (c) Primary School | External Decorations and Repairs |
| Hale Primary School, Fordingbridge | External Decorations and Repairs |
| Burley Primary School | External Decorations and Repairs |
| Curdrige Primary School | External Decorations and Repairs |
| Forest Park School - Secondary Site | External Decorations and Repairs |
| Binsted CE (C) Primary School | External Decorations and Repairs |
| Oakley Infant School | External Decorations and Repairs |
| Droxford Junior School | External Decorations and Repairs |
| Eling Infant School | External Decorations and Repairs |
| Norman Gate School | External Decorations and Repairs |
| Fordingbridge Infant School | External Decorations and Repairs |
| Orchard Infant School | External Decorations and Repairs |
| Stockbridge Primary School | External Decorations and Repairs |
| Kings Copse Primary School | External Decorations and Repairs |
| St Michael And All Angels Ce (a) Infant School | External Decorations and Repairs |
| Hatherden CE (A) Primary School | External Decorations and Repairs |
| Saxon Wood School | External Decorations and Repairs |
| Itchen Abbas Primary School | External Decorations and Repairs |
| Freegrounds Infant School | External Decorations and Repairs |
| Maple Ridge School | External Decorations and Repairs |
| Mengham Infant School | External Decorations and Repairs |
| Liphook Ce (c) Junior School | External Decorations and Repairs |
| Butts Primary School | External Decorations and Repairs |

| | |
|--|----------------------------------|
| St Lukes Ce (c) Primary School | External Decorations and Repairs |
| St Thomas Infant Ce (c) School | External Decorations and Repairs |
| Alver Valley Infant and Nursery School | External Decorations and Repairs |
| Waterside Primary School | External Decorations and Repairs |
| South Farnborough Infant School | External Decorations and Repairs |
| Liphook Infant School | External Decorations and Repairs |
| Leesland Ce (c) Infant School | External Decorations and Repairs |
| Nursling Ce (c) Primary School | External Decorations and Repairs |
| Fordingbridge Junior School | External Decorations and Repairs |
| Orchard Junior School | External Decorations and Repairs |
| Wellow Primary School | External Decorations and Repairs |
| Ranvilles Infant School | External Decorations and Repairs |
| Ranvilles Junior School | External Decorations and Repairs |
| Wallisdean Infant School | External Decorations and Repairs |
| Nightingale Primary School | External Decorations and Repairs |
| Limington House School | External Decorations and Repairs |
| Buryfields Infant School | External Decorations and Repairs |
| Padnell Junior School | External Decorations and Repairs |
| Hythe Primary School (Southampton) | External Decorations and Repairs |
| Cliddesden Primary School | External Decorations and Repairs |
| Emsworth Primary School | External Decorations and Repairs |
| Herne Junior School | External Decorations and Repairs |
| Ringwood Junior School | External Decorations and Repairs |
| Alver Valley Junior School | External Decorations and Repairs |
| St James Ce (c) Primary School | External Decorations and Repairs |
| Newtown Ce (c) Primary School | External Decorations and Repairs |
| Newtown Ce (c) Primary School | External Decorations and Repairs |
| Romsey Primary School | External Decorations and Repairs |
| Burnham Copse Primary School | External Decorations and Repairs |
| Purbrook Junior School | External Decorations and Repairs |
| Oakridge Infant and Junior | External Decorations and Repairs |
| Forest Park School - Primary Site | External Decorations and Repairs |
| Shepherds Down Special School | External Decorations and Repairs |
| Castle Primary School | External Decorations and Repairs |
| Church Crookham Junior School | External Decorations and Repairs |
| Elson Junior School | External Decorations and Repairs |
| Various Schools | Security Patrols |
| Schemes £50,000 to £100,000 | |
| St James Primary School | Glazed Atrium Renewal |
| Maple Ridge Special School | Replace Galvanised Pipework |
| Fordingbridge Junior School | Upgrade Boiler Plant |
| Osbourne School | Upgrade Boiler Plant |

| | |
|---|--|
| Ecchinswell And Sydmonton CofE Primary School | Upgrade Boiler & Hot Water Plant |
| Potley Hill Primary School | Upgrade Boiler Plant |
| Peel Common School | Upgrade Boiler Plant |
| Droxford Primary School | Upgrade Boiler Plant |
| Cove School | Upgrade Sports Hall Flooring |
| Cranbourne Business and Enterprise College | Covered Walkways Repairs |
| Fernhill School & Language College | Phase 2 Windows (Design Technology) |
| Harrow Way Community School | Fascia Panels |
| Kings School Reception Building | Ridge Rooflight Renewal |
| Vyne Community School | Phase 1 Upgrade Windows Main 3 Storey Block |
| Morelands Primary School | External Decorations and Repairs |
| Fairfields Primary School | External Decorations and Repairs |
| St Francis Ce (a) Primary School | External Decorations and Repairs |
| Brockhurst Primary School | External Decorations and Repairs |
| Schemes £100,000 to £150,000 | |
| Petersgate Infant School | Upgrade Boiler Plant |
| St John The Baptist Ce (c) Primary School (Waltham Chase) | External Decorations and Repairs |
| Schemes £150,000 to £250,000 | |
| Barncroft Primary School | Swimming pool upgrade |
| Trosnant Infant / Junior School | Window replacement |
| Shepherds Down Special School | Upgrade Boiler Plant |
| Frogmore Community College | Science labs Refurb x2, pipe work replacement scheme |
| Samuel Cody School | F Block Roof Upgrade |
| Kings School | External Decorations and Repairs |
| Various Schools | Legionella Works |
| Various Schools | Health & Safety Works |
| Various Schools | Hard Landscaping |
| Various Schools | Management Partnership Fund |
| Various Schools | Display Energy Certificate re-procurement |
| Schemes £250,000 to £1,000,000 | |
| Cove School | Upgrade Curtain Walling on 3 Storey Block |
| Petersfield Infant School | Window Replacement |
| Marchwood Junior School | Re-Roofing |
| Hatch Warren Junior School | Re-Roofing |
| Portchester Community School | Science Lab Refurbishment |
| Various Schools | Distribution Board Upgrades |
| Various Schools | Kitchen Ventilation Upgrades |
| Various Schools | Fire Precaution Upgrades |
| Various Schools | Toilet Refurbishments |

| Schemes Exceeding £1million | | |
|---|------------------------|--------------------------|
| | | Estimated Value £ |
| Wavell School | SCOLA Recladding | £1,400,000 |
| Marnell Junior School | SCOLA Recladding | £1,400,000 |
| Crestwood College for Business and Enterprise (Shakespeare Road Site) | Upgrade to Atrium Roof | £1,750,000 |

Buildings, Land and Procurement Panel

24 March 2020

Managing Hampshire's Built Estate

Rebecca Thompson – Strategic Manager

Susan Thornton – Senior Manager, FM and Maintenance

Content

The 'Managing the Built Estate' report sets out:

- The repairs and maintenance programmes for 2020/21 for the HCC corporate and schools' estates
- Identifies known and provisional budgets for 2020/21 including carry forward of 2019/20 budgets
- Identifies the key priorities and allocation of budget to these for corporate and schools' estates
- Provides project appraisals for schemes >£250k

Programme Overview



Hampshire
County Council

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Key Objectives

- Ensure statutory compliance and management of health and safety risks
- Support business continuity through effective servicing and reactive maintenance provision
- Reduce highest priority health and safety risks through targeted improvement works
- Contribute to the County Council's energy and carbon reduction targets
- Invest in planned improvements in line with longer term asset strategy









Repairs & Maintenance Funding

| Corporate Estate Budgets | £'000 | %age |
|--|---------------|---------------|
| Policy and Resources Cash Limited Budget | 7,896 | 67.1% |
| Additional Resources (£3m for 2019/21) | 1,500 | 12.8% |
| Carry Forward from 2019/20 | 637 | 5.4% |
| Accumulated R&M Reserve | 1,184 | 10.1% |
| R&M Reserve 20/21 contribution | 545 | 4.6% |
| Total Funding | 11,762 | 100.0% |

| Schools' Estate Budgets | £'000 | %age |
|--|---------------|---------------|
| Service Level Agreement (SLA) funding contributions | 13,500 | 38.5% |
| Schools Condition Allocation (SCA) grant 20/21 (assumed) | 17,000 | 48.5% |
| Carry forward SCA grant from 19/20 | 4,574 | 13.0% |
| Total Funding | 35,074 | 100.0% |

Total 2020/21 Repairs & Maintenance Funding £46.8m

Priority activities

| Activity | Examples |
|---|---|
|  Statutory compliance | <ul style="list-style-type: none"> • Gas safety • Sprinkler testing |
|  Risk management surveys and inspections and repair work | <ul style="list-style-type: none"> • Fire surveys • Structural inspections |
|  Cyclical maintenance | <ul style="list-style-type: none"> • Plant servicing • External re-decoration |
|  Reactive maintenance | <ul style="list-style-type: none"> • Roof leaks • Heating failures |
|  Lifecycle replacement | <ul style="list-style-type: none"> • Boiler replacement • Re-roofing |
|  Improvement and upgrades | <ul style="list-style-type: none"> • Re-cladding • Toilet refurbishment |

Management of Health & Safety Risks

Health & Safety Responsibilities

Under the Corporate Health & Safety Policy, Property Services is responsible for:

- Fulfilling its responsibilities under the relevant corporate procedures
- Providing assurance on statutory compliance
- Effective management of contractors

Key health and safety risks



Fire - management of the building fabric to maintain a safe environment and support the management procedures under the Fire Safety Order



Building Services – management of condition and maintenance of electrical and mechanical services, incl. auto doors, lifts, hot surfaces, pressure systems etc



Legionella – maintenance and operation of plant and equipment to minimise the risk of Legionella colonisation



Building Fabric – management of building condition to provide safe environments for building occupiers and members of the public.



Asbestos – management of asbestos containing materials



Pollution – prevention of water contamination and release of pollutants to water courses and land



Trees – Primarily management of H&S risks associated with trees, due to disease, age, storm damage etc

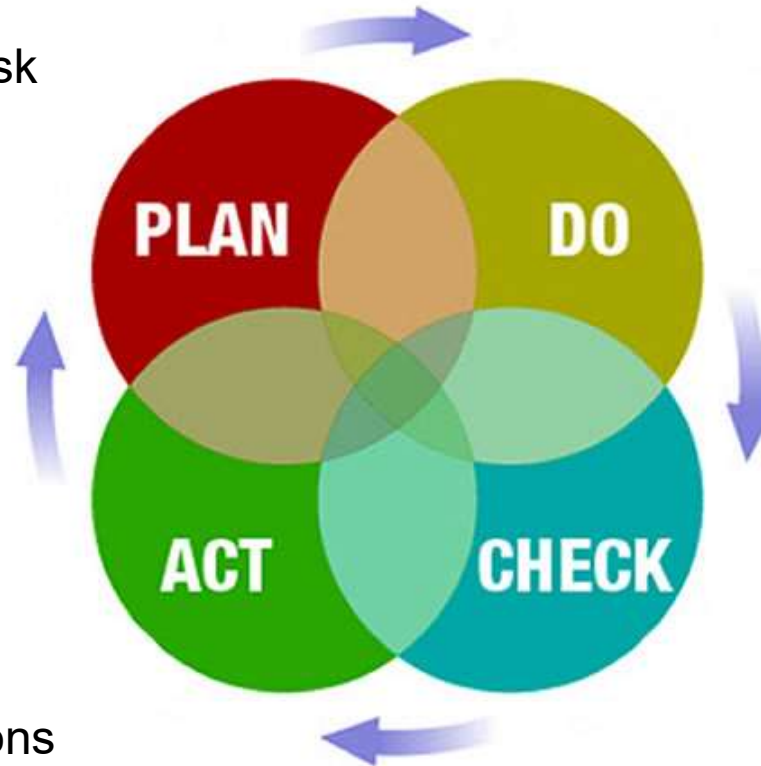


Contractor Management – management of construction activities to ensure work is undertaken safely and does not leave residual H&S risks



HSG 65: Plan, Do, Check, Act

- Portfolio level risk assessments
- Corporate procedures



- Undertake surveys, inspections and testing
- Complete essential repairs & improvement works

- Measure performance
- Implement lessons learned

- Capture data & evidence
- Investigate incidents

Health & Safety Priorities 2020/21

Fire

- Surveys of 'sleeping risk' properties and single staircase school buildings
- Fire precaution improvements to corporate offices
- Sample surveys across remaining estate

Legionella

- Continued implementation of online data system
- Water system improvements to older persons homes

Trees

- Implementation of corporate strategy for ash die back

Corporate Estate



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Key Issues

- Diverse building types and usage
- Estimated maintenance liability
>£50million
- Continued significant change due to
evolving operational requirements



Funding Allocation

Total allocated funding: £10.03m



- Approximately two-thirds of expenditure on essential maintenance and risk management activities
- One-third on planned replacements and improvements



Key Projects

Completed in 2019/20:

- Three Minsters House improvements
- Castle Avenue fire precaution upgrades



Planned for 2020/21:

- Ell South and Capital House fire precaution upgrades (carry forward from 2019/20)
- Calshot Outdoor Centre essential maintenance works
- West End Arts Centre roof replacement
- Bar End Warehouse roof replacement



Schools' Estate



Key Issues

- 80% of total building portfolio
- Estimated condition liability >£400m
- High proportion of SCOLA and timber frame 'system buildings'
- Continued high level of support for Property Services SLA

SCOLA Buildings

- 40% of school estate floor area
- All SCOLA Mark 1 buildings have been re-clad
- Steady progress on SCOLA Mark 2 and 3 buildings on a priority basis:
 - Testbourne School and Bishops Waltham Junior School in progress under 2019/20 programme
 - Wavell School and Marnell Junior School planned in the 2020/21 programme



Whitchurch School

Timber Frame Buildings

- Highest condition priority in school estate
- Two remaining 2-storey timber framed buildings: Grange Junior (Gosport) & Fryern Junior (Chandler's Ford)
- SCA-funded rebuild schemes well progressed
- Due to start on site in summer 2020



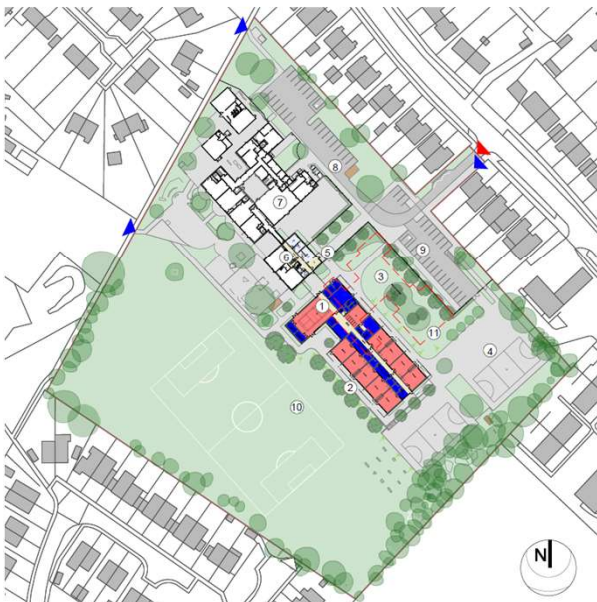


**Grange Junior School,
Gosport**



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**Fryern Junior School, Chandlers
Ford**



Hampshire
County Council

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Funding Allocation

Total allocated funding: £35m



- SLA pooled fund addresses annual compliance and essential maintenance costs
- SCA funds investment for risk reduction, lifecycle replacement and condition improvement works

Key Projects

Completed or in progress 2019/20:

- Re-roofing of St Michael's Junior and Stoke Park Infant schools
- Re-cladding of Testbourne and Bishops Waltham Junior Schools

Planned for 2020/21:

- Marchwood Junior School – Re-roofing
- Hatch Warren Junior School – Re-roofing
- Petersfield Infant School – Window replacement
- Swanmore School – Window replacement
- Marnel Junior School – SCOLA re-cladding
- Wavell School – SCOLA re-cladding
- Cove School - Curtain walling upgrade
- Crestwood School – Atrium roof upgrade

Other maintenance priorities



Fire precautions and fire alarm systems

Asbestos removal



External decoration

Roof replacement



Toilet refurbishment

Boiler & heating system replacement



Water supply pipework replacement



Lighting replacement and ceiling renewal



School kitchen ventilation upgrades and decoration

Climate Change

Maximise contribution of programme to carbon emission reduction and energy savings through:

- Improved insulation incorporated in re-cladding and re-roofing schemes
- Replacement of plant with energy efficient models and improved controls
- Incorporation of Salix-funded solar PV and LED lighting replacement in maintenance schemes



Asset Management System



- FM helpdesk
- Maintenance scheduling
- Estates management
- Health & safety risk management
- Mobile working functionality
- Improved customer interface



Conclusions

- Total funding of £47m for 2020/21 including £6m carry forward from 2019/20
- Allocation prioritised to:
 - Ensure statutory compliance
 - Maintain a safe estate
 - Support business continuity and evolving operational strategies
 - Address legacy condition issues
 - Support the climate change targets
- Continuous improvement approach to delivery model to achieve best possible outcomes.



Recommendations

That the Panel recommends:

- Approval of the carry forward of 2019/20 budget balances to 2020/21.
- Approval of the repairs and maintenance programmes for 2020/21.
- Approval of the project appraisals for capital schemes >£250k.

and

- Notes progress made to address health and safety risks and condition liabilities across the estate.

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HAMPSHIRE COUNTY COUNCIL

Report

| | |
|------------------------|--|
| Committee/Panel | Buildings Land, and Procurement Panel |
| Date: | 24 March 2020 |
| Title: | Carbon and Energy Progress Report |
| Report From: | Director of Culture, Communities and Business Services |

Contact name: Steve Clow

Tel: 01962 847858

Email: steve.clow@hants.gov.uk

Purpose of the Report

1. This report updates the Panel on further good progress on the reduction of the County Council's carbon emissions and details the ongoing programmes of work to achieve this. In the context of the Climate Change Emergency announced by the County Council in July 2019, it also makes a recommendation for further support to develop and invest in further energy saving initiatives and programmes from the existing capital budget.

Recommendations

2. The positive achievements of the Carbon Management Strategy Phase 2 against the 2025 Carbon reduction target of 50% are noted.
3. The good progress made and achieved in the Energy Performance Programmes (EPP) 4, 5 and 6 is noted.
4. The £1m Corporate Estate Salix¹ Decarbonisation fund to be established in financial year 2020/21 is noted following approval by Cabinet and County Council.
5. That the energy supply contract for Electricity and Gas will include the option to purchase electrical energy certified as renewable is noted.

¹ <https://www.salixfinance.co.uk>

Executive Summary

6. The purpose of this paper is to provide an update on the good progress on the reduction of the County Council's Carbon emissions and the ongoing programmes of work to support and achieve this.
7. The County Council at its meeting in July 2019 formally declared a Climate Change Emergency. This now provides the overall context for the current phase of the Carbon Management Strategy. The Council was appraised of the excellent progress made to date and the contribution programmes have already made to a reduction in emissions. Any future recommendations for investment and the delivery of future programmes of work will dovetail with the proposed action plan for Climate Change which will be considered by Council at a future date.
8. The Carbon Reduction programmes have delivered other wider benefits in addition to cost savings including reduced reliance on grid energy and cleaner air quality in the County.
9. To date £6m of up-front capital investment has been committed over the last 9 years, all of which will be paid back through energy savings over a relative short period of time – typically between 5 and 8 years. This has been committed based on a robust business case in several phased Energy Performance Programmes.

Contextual Information

Carbon Management Plan Phase 2

10. The Council has taken an innovative and long-term approach to reducing carbon emissions from its estate and assets since Cabinet approved a strategic plan in July 2010. The original targets set for the Council's buildings, street lighting and business travel at that stage were:
 - Phase 1 20% reduction by 2015
 - Phase 2 40% by 2025
 - Carbon Neutral by 2050
11. Over the last 9 years a significant reduction of over 43% has been achieved. The first phase target was exceeded, and the second phase target achieved in 2018 – 7 years early. Members have approved a new stretching target of 50% by 2025. Progress to date would indicate confidence that this can be achieved.
12. Carbon emission savings of 21,800 tonnes of carbon have been delivered to date – equivalent to planting a forest of trees covering 8,700 acres or 4,300 football pitches.

13. The Carbon Management Strategy Phase 2 shows a positive achievement of a reduction of 3.1% year on year, with an overall reduction of 43.3% against the 2025 target of 50% as illustrated in the table below.

Table of Carbon Emissions from 2010 to current

| Sector | 2010 Emissions Tonnes | 2015 Emissions Tonnes | 2016 Emissions Tonnes | 2017 Emissions Tonnes | 2018 Emissions Tonnes | 2019 Emissions Tonnes | 2025 Target Emissions |
|---------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Corporate Buildings | 21,000 | 19,060 | 16,829 | 16,830 | 16,425 | 14,924 | - |
| Street Lighting | 26,600 | 17,558 | 13,450 | 12,119 | 11,560 | 11,233 | - |
| Officer Travel | 6,600 | 4,889 | 4,534 | 4,605 | 4,420 | 4556 | - |
| Total | 54,200 | 41,507 | 34,813 | 33,544 | 32,405 | 30,717 | 27,100 |
| % Reduction | - | -23.4% | -35.8% | -38.1% | -40.2% | -43.3% | -50% |

Energy Programmes and Initiatives

Energy Performance Programme (EPP) Phase 4 – Light Emitting Diode (LED) Lighting Replacement

14. The EPP 4 initiative for LED replacement lighting is nearing the end of its two year programme. 39 projects will have been completed by the end of March 2020 giving a saving of 610 tonnes of carbon and £210,000 energy cost reduction through the programme per annum. The average pay back for this investment is under 8 years.
15. Further scoping of buildings to commit the residual budget are ongoing including opportunities to replace older lights with new LED. This produces both energy savings and a reduction in maintenance costs. Lighting replacement is currently one of the most efficient investments in terms of carbon savings and value for money.

Energy Performance Programme Phase 4 – Electric Vehicle Charging Points (EVCP) Public Facing

16. Public facing electric vehicle charging points have now been installed at five Country Parks (Queen Elizabeth, Royal Victoria, Lepe, Sir George Staunton and River Hamble), and Calshot Activity Centre being pay as you go at a usage charge based on an industry benchmark rate.
17. A further public facing charge point will be completed in March 2020 at the Sir Harold Hillier Gardens, and feasibility is ongoing for locations such as park and ride car parks and other public facing facilities to ensure the Council's assets are inclusive for electric vehicle drivers.

Energy Performance Programme Phase 5 – Electric Vehicle Charging Points (EVCP) Fleet

18. There are currently 40 electric vehicles in the Hampshire County Council (HCC) fleet and up to 190 vehicle replacements within overall scope.
19. The fleet vehicle charge point infrastructure has been built over the last two years in conjunction with operational business requirements and has been delivered to support the Hampshire small vehicle fleet transition.
20. At the end of Quarter 3 (October to December 2019), HCC had installed 118 EVCPs to support the HCC fleet vehicles.
21. The provision of “on-street” EVCP’s is being explored by Property Services’ Energy Team in conjunction with the Economy, Transport and Environment (ETE) team in response to interest from residents and consideration from other local councils in Hampshire. A guidance document has been produced by ETE for Hampshire residents for “on street” charging, outlining the interim action that can be taken and the associated responsibilities whilst the longer-term solutions are explored.

Energy Performance Programme Phase 5 – Battery Storage

22. Two battery storage feasibility contracts at Ell Court and Dame Mary Fagan House are being progressed, where the viability is being explored to understand how the buildings may become carbon or electrical energy neutral. By combining more solar photovoltaic (PV) with battery storage and other on-site generation the intention is to develop a solution and proposal for the opportunity to become majority “off grid” requiring little or no mains energy use. Further updates will be presented to the Panel following the detailed analysis and the production of business cases.

Energy Performance Programme Phase 6 – Further Electric Vehicle Charging Points (EVCP)

23. Following approval of £410,000 in October 2019 for the further expansion of the electric vehicle charging infrastructure, Property Services’ Energy team continue to work with Hampshire Transport Management (HTM) to enlarge the EVCP fleet network. Orders are in the process of being placed for new EVCPs at Appletree Centre, Basing House and the Basingstoke Canal Centre linked to support the replacement of fossil fuel vehicles with new electric vehicles as part of the ongoing vehicle upgrade programme. This initiative is ongoing and contributing to the carbon reduction and air quality improvements associated with business mileage.

The Central Southern Regional Electric Vehicle Charging Framework

24. The framework was created by the Property Services’ Energy team in 2018 to provide an easy method for the public sector to procure electric vehicle

charging points in a challenging and complex market. This framework has been in existence for 2 years and is to be extended for a further 2 years from April 2020. This is an efficient route to market which gives access to a private sector installer offering a consistent open network solution for any authorities for public and fleet electric vehicle charging needs. To date over 50 organisations have accessed the framework and are currently installing EV charging infrastructure across Hampshire and the central Southern region. By the end of Quarter 3 (October to December 2019), a total of 345 EVCPs will have been installed through the framework, and approximately a further 250 have been approved for installation.

25. As part of a joint working arrangement with Southampton City Council, HCC provides direct support and expertise for the deployment of EVCPs across the city, as well as facilitation support through the framework.

Corporate Salix² Decarbonisation Fund

26. Salix Finance is an agency of Department for Business, Energy and Industrial Strategy – BEIS, offering 0% interest funding for energy projects. Salix have a new Decarbonisation Fund which is a financial re-cycling initiative to support delivery of further invest to save energy initiatives.
27. In January 2020 a report to Cabinet approved the establishment of a £1m Salix decarbonisation fund for the Corporate Estate for 2020/21. This is to enable a focus on more energy and carbon saving projects previously not in scope for earlier phases of Salix funding. Using energy saving technologies and initiatives it will provide flexibility to respond to changes and opportunities in the corporate estate. The fund is made up of £0.5m Salix 0% interest contribution match funded by HCC.
28. The decarbonisation fund will be deployed across the corporate estate to implement further energy performance measures, linking with new technologies and carbon reduction initiatives such as; solar PV where asset certainty and roof condition is improved (31 PV Installations already on roofs), battery storage for suitable buildings, LED lighting installation, building insulation and draft proofing programmes, heating system improvements through optimisation and controls upgrades, valve and pipe insulation and heating equipment replacement by either stand-alone activity or combined into planned maintenance programmes.
29. The cost of officer time for delivery of all programmes is included within the project costs therefore has no revenue cost to the Council, only a positive savings impact.

² <https://www.salixfinance.co.uk>

Schools Solar PV Business Case

30. In addition to these programmes, schools continue to request opportunities to install Solar PV systems. The energy team have developed a proposal and business case for Schools Solar PV and energy performance to enable the County Council to offer a Solar PV programme for schools in Hampshire. The business case has been developed and the Director of Culture, Communities and Business Services (CCBS) is in consultation with the Head of Finance. This will also be considered as part of the wider Climate Change action plan and further reported to the Panel. PV will be installed on new schools and extensions where it is technically feasible to do so.

Energy Supply Contracts

31. The renewal and take-up of the new energy supply contracts for Electricity and Gas through the Laser Procurement framework for the period 2020 to 2024 is progressing well. The framework is for external and internal public sector customers, including HCC's partners and schools as well as external Authorities, and will include the option to purchase electrical energy certified as fully renewable later within this calendar year. This a further opportunity to work towards the Councils carbon reduction targets and support other Authorities and schools achieve carbon savings and positive carbon credentials.

External Engagement

32. The Property Services' Energy Team have regular engagement with Government departments, the Carbon Trust and the industry advising on best practice and Hampshire is seen as a leading Council in this field. The team continues to expand its offer to include partners such as Hampshire Fire and Rescue Service and Hampshire Constabulary as well as schools, academy trusts and other local and county councils.
33. With the developed expertise and knowledge, the Energy Team is being requested by other public sector organisations and schools to support their carbon and energy reduction objectives. A recent example being the Bohunt Academy Trust, who commissioned professional services to undertake energy surveys and provide solutions and ideas to help support carbon and energy reduction.

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 |

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 protected characteristic that are connected to that characteristic;
 - Take steps to meet the needs of persons sharing a relevant protected characteristic that are 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 in which participation by such persons is disproportionately low.

2. Equalities Impact Assessment:

- 2.1 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.

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of the Local Government Act 1972.

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