

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Executive Member for Education and Skills, Human Resources and Performance
Date:	27 March 2019
Title:	Norman Gate School Internal Alterations
Report From:	Director of Culture, Communities and Business Services

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1. Recommendations

- 1.1. That the Executive Member for Education and Skills, Human Resources and Performance gives approval to the project proposals for the internal alterations at Norman Gate School for pupils with Special Education Needs (SEND), at an estimated total cost of £600,000.
- 1.2. That the Executive Member for Education and Skills, Human Resources and Performance grants spend approval for contracting activity associated with the project as outlined in Section 5.2 of this report.

2. Executive Summary

- 2.1 This report seeks approval to the project proposals for the internal alterations of Norman Gate School in Andover, at an estimated total cost of £600,000.
- 2.2 The purpose of this paper is also to obtain spend approval for contracting activity associated with the project.

3. Scope of Work

- 3.1 The proposals are to undertake work to reconfigure the existing school building and provide remodelled accommodation that will increase the school's capacity from 75 pupils to 93 pupils (an increase of 18 Special Education Needs (SEND) pupil places). This is as a result of rising demand in the area for pupils requiring appropriate support and learning.
- 3.2 The proposed works will create the provision of two new classrooms, breakout, meeting and sensory areas together with refurbishment of existing classrooms and existing offices and circulation areas.

4. Contextual Information

- 4.1. Norman Gate is a special school for 2-11 year olds with moderate learning difficulties and autistic spectrum disorder in Andover, Hampshire.
- 4.2. The project is required to provide additional accommodation in response to increased pupil numbers and new housing development in the local area.
- 4.3. Capital funding for the project was approved at the Executive Lead Member for Children's Services Decision Day on 17 January 2019 and this report outlines the available budget from within which the project must be designed and delivered.

5. Finance

5.1. Capital Expenditure:

The Capital Expenditure has already been approved; the following tables outline the breakdown of its distribution across the project:

Capital Expenditure	Current Estimate £'000	Capital Programme £'000
Buildings	516	516
Fees	84	84
Total	600	600

5.2. Sources of Funding:

Financial Provision for Total Scheme	Buildings £'000	Fees £'000	Total Cost £'000
1. From Own Resources			
a) Capital Programme (as above)	516	84	600
2. From Other Resources			
Total	516	84	600

a) *Building Cost:*

Net Cost = Not applicable as this is a refurbishment project

Gross Cost = £1,115/M²

Cost Per Pupil Place = £25,899

b) *Furniture & Equipment:*

Included in the above figures is an allocation of approximately £57,600 for the provision of all loose furniture, fittings, equipment and I.T. (inclusive of fees).

c) *School Balances:*

The school has the following level of balances:

Published revenue balance as at 31 March 2018: £154,805.54

Devolved capital as at 31 March 2018: £23,621.36

5.3. Revenue Issues:

a) *Overview of Revenue Implications:*

	(a) Employees £'000	(b) Other £'000	(a+b) *Net Current Expenditure £'000	(c) Capital Charges £'000	(a + b + c) Total Net Expenditure £'000
Revenue Implications Additional + / Reductions	0	0	0	33	33

6. Details of site and existing infrastructure

- 6.1. Norman Gate School is located off Vigo Road, Andover, and shares a site with Vigo Primary School.
- 6.2. Norman Gate School was built in 1970 and the existing building is single storey. The original building is of SCOLA system build construction with masonry and insulated panels together with painted metal windows. The school was last extended in 2010.
- 6.3. The existing mains services and drainage infrastructure at the site will be sufficient to accommodate the project proposals.

7. Scope of the Project

7.1. The works at Norman Gate School will include:

- The provision of two new classroom spaces.
- Two new WC and an accessible WC
- Several new breakout and sensory areas.
- A new changing room (2 beds).
- New meeting room and office spaces.

- Refurbishment and remodelling of classrooms, breakout areas and office and circulation areas.
 - Remodelling of existing blockwork garage to provide a meeting space.
- 7.2. It is proposed that the works be procured through the Hampshire Minor Works Building Framework.
- 7.3. It is anticipated that works will commence on site during Spring 2019 and complete during the 2019 Autumn term.

8. The Proposed Building

- 8.1. The remodelling of the existing buildings is to provide an additional two classrooms, associated breakout spaces and a new meeting room. The areas will be fully refurbished, with new ceilings, floor coverings, lighting and decoration.
- 8.2. It is proposed that the contractor will access the school site by the main school vehicular entrance off Vigo Road. The contractor's compound will be located within the existing staff car park.
- 8.3. No deliveries or movements of vehicles will take place at the start or end of the school day, in order to avoid traffic conflict when pupils are arriving at or departing from the Norman Gate and the Vigo Schools.
- 8.4. The school site will remain in use during the refurbishment period and local management arrangements will be put in place to manage the health and safety impact to all users.

9. External Works

- 9.1. The Norman Gate School site is shared with Vigo Primary School. The schools are segregated by appropriate fencing. The schools share the main access road, the existing car park will continue to be used by the school and will be segregated from the contractor compound and parking.
- 9.2. There are currently 44 car parking spaces on site; this is in line with the Hampshire County Council On-Site School Parking Policy. No additional parking spaces are needed to meet the extended school's capacity.

10. Planning

- 10.1. A planning application is not required for these works as there is no impact on the external appearance of the building.

11. Building Management

- 11.1. The existing building management arrangements will remain in place.

12. Professional Resources

Architectural	- Culture, Communities & Business Services
Landscape	- Culture, Communities & Business Services
Mechanical & Electrical	- Culture, Communities & Business Services
Structural Engineering	- Culture, Communities & Business Services

Quantity Surveying	- Culture, Communities & Business Services
Principal Designer	- Culture, Communities & Business Services
Drainage	- Economy, Transport and Environment

13. Consultations

13.1. The following have been consulted during the development of this project and feedback can be seen in overview in Appendix C:

Headteacher
School Governors
Children's Services
Executive Lead Member for Children's Services
Local County Councillor
Local Residents
Fire Officer
Access Officer
Planning Department

14. Risk & Impact Issues

14.1. Please see Appendix B for a summary of the risk and impact issues considered in relation to the design of this project.

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

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

Other Significant Links

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

Section 100 D - Local Government Act 1972 - background documents

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

DocumentLocation

None

RISK & COMBINED IMPACT ASSESSMENT:

1. Equality Duty

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

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

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

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

1.2 Equality Impact Assessment – Please see below.

2. Crime Prevention Issues:

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

3. Fire Risk Assessment

3.1 Sprinkler systems shall be installed in new and refurbished buildings where appropriate, based upon a risk assessment methodology.

3.2 With respect to fire safety and property protection, the proposals have been risk assessed in line with the agreed Property Services procedures, and confirmed that the provision of sprinklers is not required in this instance.

3.3 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.

3.4 The project proposals include the following fire safety and enhanced features:

Additional automatic fire protection, with full (24/7) remote monitoring.

External finishes specified as fire resistant.

Reduced fire compartment sizes.

Consideration of secure by design principles including specific site security, bin storage away from building, external lighting etc.

4. Health and Safety

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

5. Climate Change:

5.1 The project will incorporate the following sustainability features:

High performance windows, doors and roof lights to reduce energy consumption.

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

Energy efficient lighting and heating controls, as each light fitting will be day-light linked with absence detection to ensure the minimum energy is used.

External lighting to provide safe access and emergency escape routes that will be carefully designed to prevent light pollution.

Low water-consumption sanitary installations.

Natural ventilation to main spaces.

Provision of good levels of day lighting to all teaching areas to reduce the need for artificial lighting and energy use.

Solar controlled glass will be installed to south facing windows to assist in the control of solar gain.

The use of timber from sustainable sources.

Equality Impact Assessment



Hampshire
County Council

Norman Gate School – capacity increase

Accountable officer: Troy Hobbs

Email address: lily.corner@hants.gov.uk

Department: Children's Services

Date of assessment: 04/03/2019

Description of current service/policy

Norman Gate School is currently a 75 place special school for 2-11 year olds with moderate learning difficulties and Autistic Spectrum Disorder.

Hampshire County Council is committed to expanding successful provision where possible to meet demand. Currently there is an increased need to provide support for pupils with moderate learning difficulties and Autistic Spectrum Disorder in the Andover area.

Geographical impact: Test Valley

Description of proposed change

The County Council is proposing to increase the capacity of the school by adding an additional 18 places through a phased increase over the coming 2-3 years. This will give a final overall capacity of 93 places at Norman Gate School.

To accommodate the increased number of places, it is proposed that existing spaces on site at Norman Gate School will be converted into teaching accommodation to enable more children to attend.

Impacts of the proposed change

This impact assessment covers Service users

Engagement and consultation

FEEDBACK FROM CONSULTEES:**OTHER EXECUTIVE MEMBERS:**

Executive Member & Portfolio	Reason for Consultation	Date Consulted	Response:
Councillor Keith Mans, Executive Lead Member for Children's Services	Portfolio Holder		

OTHER FORMAL CONSULTEES:

Member/ Councillor	Reason for Consultation	Date Consulted	Response:
Councillor North	Local Member for Andover North		