

# HAMPSHIRE COUNTY COUNCIL

## Decision Report

<b>Decision Maker:</b>	Executive Member for Education and Skills
<b>Date:</b>	26 February 2020
<b>Title:</b>	Waterloo School, Waterlooville
<b>Report From:</b>	Director of Culture, Communities and Business Services

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### Purpose of this Report

- 1 Following a public consultation between September and October 2019 to expand Waterloo School by 8 places. This report seeks approval to the project proposals for the expansion of The Waterloo School in a new provision on the site of Woodcot Primary School, Gosport.

### Recommendations

- 2 That the Executive Member for Education and Skills grants spend approval to the project proposals for The Waterloo School at an estimated total cost of £310,000.

### Executive Summary

- 3 The Waterloo School is a maintained special school for pupils with special educational needs aged between 5 and 11 years old, with a capacity for 75 pupils, located in Waterlooville. These proposals will increase its capacity by 8 places to 83 pupils, through the provision of a separate facility for The Waterloo School pupils located on the site of Woodcot Primary School, Gosport. These proposals will create additional capacity for pupils with special education need closer to the homes of pupils.
- 4 The project proposals provide a new teaching block for 8 primary aged pupils with special educational needs on the Woodcot Primary School site through the refurbishment of an existing former community building.
- 5 The project is included in the Children Services Capital Programme, approved at the Executive Lead Member for Children's Services and Young People Decision Day on 10 January 2020, with a budget of £310,000.

## Background

- 6 The Waterloo School is a maintained special school for pupils with special educational needs aged between 5 and 11 years old, with a capacity for 75 pupils, located in Waterlooville. These proposals will increase its capacity by 8 primary aged places to 83 pupils, through the provision of a separate facility for The Waterloo School pupils located on the site of Woodcot Primary School, Gosport. This creates additional places close to the area of need.
- 7 An available vacant building on the site of Woodcot Primary School is the proposed location for the provision. The building was previously used for community use. There is no foreseeable planned use by the school.
- 8 The project is included in the Children Services Capital Programme, approved at the Executive Lead Member for Children's Services and Young People Decision Day on 10 January 2020, which outlines the available budget for the project.
- 9 Woodcot Primary School was originally built in the 1950's and has been extended over the years. A standalone building on the school site has previously been in community use and is now currently vacant. Refurbishment, minor alterations and external works are proposed to this building to create a special educational needs teaching provision to accommodate 8 pupils and 3 staff.

## Finance

### 10 Capital Expenditure:

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

Capital Expenditure	Current Estimate	Capital Programme
	£'000	£'000
Buildings	266	266
Fees	44	44
	310	310

### 11 Sources of Funding:

<b>Financial Provision for Total Scheme</b>	<b>Buildings £'000</b>	<b>Fees £'000</b>	<b>Total Cost £'000</b>
1. From Own Resources			
a) Capital Programme (as above)	266	44	310
<b>Total</b>	<b>266</b>	<b>44</b>	<b>310</b>

*i. Building Cost:*

The net cost metric is not applicable as the works are refurbishment and small scale and would not give a true comparator.

Gross Cost = £3,369 per m2.

Cost Per Pupil Place = £38,750.

*ii. Furniture & Equipment:*

Included in the above figures is an allocation of £25,500 for the provision of all loose furniture, fittings, equipment and I.T. (inclusive of fees).

*iii. School Balances:*

The school has the following level of balances:

*Published revenue balance as at 31 March 2019: £123,981.19*

*Devolved capital as at 31 March 2019: £41,208.20*

Revenue Issues:

*iv. Overview of Revenue Implications:*

	<b>(a) Employees £'000</b>	<b>(b) Other £'000</b>	<b>(a+b) *Net Current Expenditure £'000</b>	<b>(c) Capital Charges £'000</b>	<b>(a + b + c) Total Net Expenditure £'000</b>
Revenue Implications Additional + / Reductions	0	0	0	17	17

## **Details of site and existing Infrastructure**

- 12 Woodcot Primary School site is located off Tukes Avenue, Gosport and shares a pedestrian and vehicular entrance with the adjacent Key Education Centre, a secondary aged special educational needs education centre.
- 13 The standalone former community building is located to the east of the existing primary school, towards the rear of the campus. It is a single storey building of load-bearing brickwork and a pitched tiled roof.
- 14 The existing services infrastructure to the site is sufficient to accommodate the project proposals.

## **Scope of the Project**

- 15 The proposed works comprise the refurbishment and alterations to the existing former community building, with associated external areas for the pupils, new fencing and adjustments to the existing car park.

## **The Proposed Building Works**

- 16 The proposed alteration works to the existing building are relatively modest and include,

- An open plan teaching space
- A 'life skills' kitchenette facility
- Staff and pupils toilets
- A secure lobby
- Staff office and support areas

- 17 The refurbishment works will be of durable construction to provide a suitable modern learning environment appropriate for primary aged pupils with special educational needs.

## **External Works**

- 18 The external works will comprise:
- Provision of vehicle control barriers to the main entrance and exit, with access control back to Waterloo School, Woodcot Primary School & the Key Education Centre.
  - Minor car park works to create a dedicated drop off bay for minibuses & taxi's together with additional parking for Waterloo School staff and new line markings to create a safe pupil walkway across the car park.

- Installation of robust secure fencing and gates around the external play space of new Waterloo School provision.
- External landscaping works to the external play space of new Waterloo School provision to create an enhanced external space for pupil use.

19 The new secure fencing will provide segregated access for pupils and safe access to the provision. The proposed external improvements to the garden area will provide a safe secure space for pupils together with works to the existing car park which will provide a safe pupil drop off & pick up.

20 New vehicular entrance barriers and gates will control vehicle movements on site. The existing car park layout will be rationalised with three additional parking bays provided.

### **Planning**

21 A planning application is not required for these proposals as they consist of internal alterations and minimal external works.

### **Construction Management**

22 Both Woodcot Primary School and the adjacent Key Education Centre will remain in use during the construction period and local management arrangements will be put in place to manage health and safety for all school & community users. It is proposed that the contractor will access the school site via the existing shared vehicular entrance. The contractor's working areas will be segregated from school users and appropriate risk assessments and safe methods of working will be in place.

23 No deliveries or construction vehicle movements 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 site.

24 The works will be procured through the Hampshire County Council's Minor Works Framework. It is anticipated that site works will commence on site in late March 2020 and complete mid May 2020.

### **Building Management**

25 A new building management regime will be drawn up by The Waterloo School for the new facility and appropriate adjustments made to include these new arrangements into the existing school management arrangements.

### **Professional Resources**

26. Architectural	Culture, Communities & Business Services
Landscape	Culture, Communities & Business Services
Mechanical & Electrical	Culture, Communities & Business Services

Quantity Surveying  
Principal Designer

Culture, Communities & Business Services  
Culture, Communities & Business Services

### **Consultation and Equalities**

27. A consultation took place involving key stakeholders and parents of Woodcot Primary School between the 9<sup>th</sup> September and the 7<sup>th</sup> October including a drop-in event on 25<sup>th</sup> September 2019. This explained the proposal and a number of people attended the drop-in event. Following this consultation, a Public Notice was issued on 8<sup>th</sup> November for 4 weeks and no objections were received. The decision to agree to the proposal was made The Executive Member for Education and Skills on 7<sup>th</sup> January 2020.

28. The following have been consulted during the development of this project:

- Waterloo School Senior Leadership Team
- Woodcot Primary School Headteacher
- Woodcot Primary School Governors
- Key Education Centre Senior Leadership Team
- Children's Services
- Local Residents
- Fire Officer
- Access Officer
- Planning Department
- Property Management
- HCC Local Member

### **Risk & Impact Issues**

#### **Fire Risk Assessment**

29 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.

30 The proposals will meet the requirements of the Building Regulations (BB100 Fire Safety in Schools) 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.

#### **Health and Safety**

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

#### **Climate Change**

32 The project will incorporate the following features to reduce energy consumption and mitigate the impact of climate change:

- Provision of good levels of day lighting to all teaching areas to reduce the need for artificial lighting and energy use.
- Energy efficient lighting and heating controls.
- The use of timber from sustainable sources.
- A site waste management plan to ensure the principles of minimising waste are maintained during construction.

**REQUIRED CORPORATE AND LEGAL INFORMATION:**

**Links to the Strategic Plan**

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

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

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

Document

Location

None



## **EQUALITIES IMPACT ASSESSMENT:**

### **1. Equality Duty**

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

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

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

- The need to remove or minimise disadvantages suffered by persons sharing a relevant 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: Please see Appendix B**

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

<b>Executive Member &amp; Portfolio</b>	<b>Reason for Consultation</b>	<b>Date Consulted</b>	<b>Response:</b>
Councillor Keith Mans, Executive Lead Member for Children's Services	Portfolio Holder		

**OTHER FORMAL CONSULTEES:**

<b>Member/ Councillor</b>	<b>Reason for Consultation</b>	<b>Date Consulted</b>	<b>Response:</b>
Councillor Stephen Philpott	Local Member for Bridgemaury		

# Equality Impact Assessment



Hampshire  
County Council

## Expansion of The Waterloo School by providing satellite provision at Woodcot Primary School

Accountable officer: Claire Campling

Email address: [strategicplanningunit@hants.gov.uk](mailto:strategicplanningunit@hants.gov.uk)

Department: Children's Services

Date of assessment: 15/10/2019

### Description of current service/policy

The Waterloo School is currently a 74 place special school for 5-11 year olds with social, emotional and mental health difficulties.

Hampshire County Council is committed to expanding successful provision where possible to meet demand. Currently there is an increased need to provide support for children with social, emotional and mental health difficulties in the Gosport and Fareham area. The Waterloo School has insufficient space on site and therefore the proposal is to provide satellite provision at Woodcot Primary School. This proposal will provide much needed specialist educational capacity to meet this increased need.

Geographical impact: Fareham, Gosport

### Description of proposed change

The County Council is proposing to increase the capacity of the school by adding an additional 8 places. This will give a final overall capacity of 82 places at The Waterloo School. This proposal will provide much needed specialist educational capacity to meet this increased need by providing satellite provision of 8 places at Woodcot Primary School.

### Impacts of the proposed change

This impact assessment covers Service users

### Engagement and consultation

Has engagement or consultation been carried out? Yes

The following have been consulted during the development of this project:

Headteacher  
School Governors  
Neighbouring schools and governors  
Children's Services  
Local County Councillor  
Local District Councillors  
Local Residents  
Local Member of Parliament  
Local Dioceses  
Trade Union Representatives

5 responses were received in total regarding the proposal to enlarge the school. The responses were mainly concerning the impact on Woodcot Primary School pupils. In considering the responses received the County Council felt that the provision of additional school places was necessary, and that comments received did not represent sufficient concern to prevent proceeding with the enlargement.

<b>Statutory considerations</b>	<b>Impact</b>	<b>Mitigation</b>
<b>Age:</b> Positive	By increasing the capacity at The Waterloo School will allow more opportunities for 5-11 year olds with social, emotional and mental health difficulties to gain a place at the school.	
<b>Disability:</b> Positive	By increasing the capacity at The Waterloo School will allow more opportunities for 5-11 year olds with social, emotional and mental health difficulties to gain a place at the school.	
<b>Sexual orientation:</b> Neutral		

<b>Race:</b> Neutral		
<b>Religion and belief:</b> Neutral		
<b>Gender reassignment:</b> Neutral		
<b>Gender:</b> Neutral		
<b>Marriage and civil partnership:</b> Neutral		
<b>Pregnancy and maternity:</b> Neutral		
<b>Other policy considerations</b>	<b>Impact</b>	<b>Mitigation</b>
<b>Poverty:</b> Neutral		
<b>Rurality:</b> Neutral		

**Neutrality statement (if all considerations have a neutral impact)**

**Any other information**