

## HAMPSHIRE COUNTY COUNCIL

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| <b>Committee/ Panel:</b>   | Buildings, Land and Procurement Panel                  |
| <b>Date of Decision:</b>   | 13 March 2012  |
| <b>Decision Title:</b>     | Stubbington Study Centre, Fareham                      |
| <b>Decision Reference:</b> | 3451   |
| <b>Report From:</b>        | Director of Culture, Communities and Business Services |

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### 1. Executive Summary

- 1.1. This report seeks approval to the project proposals for the expansion and replacement of the existing dormitory accommodation and learning spaces at Stubbington Study Centre, Fareham, at an estimated total cost of £1,300,000.
- 1.2. The project is required to provide new learning facilities and dormitory provision with increased capacity and flexibility to meet the needs of a wider range of users groups that will include youth and adult groups. The improvement and expansion will assist in meeting demand and will help ensure the continued financial viability of the centre.

### 2. Scope of Work

- 2.1. It is proposed to remove one existing dormitory block and a pair of double temporary classrooms that are nearing the end of their useful life. New dormitory accommodation will be provided in new purpose built facilities. This will allow new learning spaces and washroom facilities to be re-provisioned in existing buildings, which are to be retained and refurbished for this purpose. The proposed new accommodation and facilities will be fully accessible and flexible in their use.
- 2.2. Other options were tested and this solution is proposed as it is the most cost effective and least disruptive. It allows the centre to continue to operate during the proposed works. These proposals will provide modern facilities and will reduce significant building liabilities for future years.
- 2.3. Funding for the project was approved at the Executive Lead Member for Children's Services Decision Day on 18 January 2012 and this report outlines the available budget from within which the project must be designed and delivered.
- 2.4. Any significant issues from the Impact Assessments will need to have specific attention in the design and implementation of this project.

**3. Contextual Information**

- 3.1. Stubbington Study Centre is located off Stubbington Lane in Fareham. It is currently a residential study centre for Key Stage 2 school groups on short breaks during term time and youth activities during the summer holidays. The centre is a business unit managed by Children’s Services and is wholly self-funded. These proposals will help ensure the continued financial viability of the centre.
- 3.2. The existing centre can accommodate up to 104 children in four dormitories and the project proposals will increase this capacity to 124 children and 13 teaching staff. The new accommodation is designed to best fit the centre’s business model, maximising occupancy around a variety of group sizes. This in-built flexibility is essential to meet with the ongoing business viability of the Centre.
- 3.3. It is proposed that the works be procured through a traditional tender process using specialist suppliers from Hampshire County Council’s register of approved contractors. It is anticipated that works will commence on site during Autumn 2012 and complete early in 2013.
- 3.4. A phased approach to the construction works will be adopted. Due to the particularly repetitive nature of the dormitory blocks a modular prefabricated construction is proposed, allowing for off-site construction to be transported to site in a sequential operation, in order to minimise disruption and allow the centre to continue to operate during construction. This will also shorten the period of construction on site. The demolition of the redundant existing buildings will be undertaken at the end of the construction period. Local management arrangements will be put in place to manage the health and safety impact to all users during the construction period.
- 3.5. It is proposed that the contractor will access the site off Stubbington Lane. The contractor’s compound and working area will be segregated at all times and located immediately adjacent to the proposed new dormitory block. No deliveries or movements of vehicles will take place when school groups are arriving at or departing from the centre.

**4. Finance**

4.1. Capital Expenditure:

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

| <b>Capital Expenditure</b> | <b>Current Estimate</b> | <b>Capital Programme</b> |
|----------------------------|-------------------------|--------------------------|
|                            | <b>£’000</b>            | <b>£’000</b>             |
| Buildings                  | 1,161                   | 648                      |
| Fees                       | 139                     | 77                       |
| Total                      | 1,300*                  | 725*                     |

\* The means by which the difference between the Current Estimate and the Capital Programme allocation is to be met are shown in the table overleaf:

4.2. Sources of Funding:

| <b>Financial Provision for Total Scheme</b>      | <b>Buildings<br/>£'000</b> | <b>Fees<br/>£'000</b> | <b>Total Cost<br/>£'000</b> |
|--|----------------------------|-----------------------|-----------------------------|
| 1. From Own Resources                            |                            |                       |                             |
| a) Capital Programme (as above)                  | 648                        | 77                    | 725                         |
| b) Short Breaks for Disabled Children            | 89                         | 11                    | 100                         |
| 2. From Other Resources                          |                            |                       |                             |
| Stubbington Study Centre – Business Unit Reserve | 424                        | 51                    | 475                         |
| <b>Total</b>                                     | <b>1161</b>                | <b>139</b>            | <b>1,300</b>                |

a) *Building Cost:*

Net Cost = £1,336 per m<sup>2</sup>  
Gross Cost = £1,565 per m<sup>2</sup>

b) *Furniture & Equipment:*

No allocation has been made for the provision of loose furniture, fittings, equipment and I.T as the centre will be re-using it's existing provision.

4.4 Revenue Issues:

a) Overview of Revenue Implications:

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

b) *Energy Costs:*

The estimated annual energy consumption for the new accommodation will meet that required by current Building Regulations.

## **5. Risk & Impact Issues**

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

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

- 6.1. The study centre occupies a level site of 14 acres in Fareham and consists of several diverse habitat areas including a conservation area, several ponds, a large playing field and two hides.
- 6.2. The centre currently accommodates school groups in four, 26 bed open plan dormitories. The existing arrangements are far from ideal and impose significant constraints on the size and number of the user groups and the management of the centre.
- 6.3. The majority of the existing dormitory accommodation is of timber framed construction and dates back to the 1930's. The blocks are poorly insulated and elevated above ground level with a detrimental effect on their running costs and accessibility.
- 6.4. The existing mains services and drainage infrastructure will be sufficient to accommodate the project proposals.
- 6.5. No permanent alterations to the main vehicular entrance to the centre will be made as a result of the proposals.

## **7. Scope of the Project**

- 7.1. The proposed new dormitory accommodation will include the following accommodation for nine teaching staff and 108 children:
  - 18 dormitory rooms, with 6 beds each.
  - nine staff bedrooms with shower and wash facilities
  - 18 individual unisex shower and toilet facilities
  - five drying rooms
  - three central assembly / briefing areas
  - three hygiene rooms.
- 7.2. In addition, It is proposed to refurbish and convert the existing block of staff accommodation adjacent to the west of the dining room to provide the following additional dormitory accommodation for up to 4 teaching staff members and 16 children:
  - three dormitory rooms with 4 beds each and en-suite facilities
  - two dormitory rooms with 2 beds each and ensuite facilities
  - two staff bedrooms with en-suite facilities
  - one new hygiene room with direct acces to one of the 2 bed dormitories.
- 7.3. In order to reduce ongoing building liabilities and to make way for the proposed new accommodation, it is also proposed to demolish the following buildings on site:
  - one dormitory and associated shower block
  - two temporary double classroom units

- one brick garage.

## **8. The Proposed Building**

- 8.1. The proposed new dormitory accommodation will be of single storey construction with pitched roofs, weather boarded external cladding and double glazed external windows and doors. The blocks will be equivalent in scale and character to the existing, retained, buildings.
- 8.2. For operational reasons it is proposed that the new dormitory building be placed to the north of the site with new covered links to enable fuller use of the existing games and dining room. This will create a central courtyard that includes a covered walkway to provide protected external access and circulation between each dormitory block.
- 8.3. The proposed new dormitory accommodation and site has been designed to be fully accessible for all staff, pupils and visitors. A level approach will be provided to the main entrance and from all final exit doors.

## **9. External Works**

- 9.1. The external areas and landscape proposals will include the following;
  - a central courtyard with perimeter covered walkway that will provide a sheltered outside space for various uses including outside learning and dining, community group congregation, overspill from adjacent communal areas and quiet uses. These will provide both hard and soft landscaping for teaching and social play.
  - 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.
  - a new fence and series of gates around the car park and vehicular entrance to improve security, safety and better define the site.
  - seeding and the planting of native trees in areas where buildings have been removed.

## **10. Planning**

- 10.1. It is anticipated that a planning application will be submitted in March 2012.

## **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 and Electrical | ) Culture, Communities & Business Services |
| Drainage                  | ) County Council Environment Department    |
| Structural Engineering    | ) Culture, Communities & Business Services |
| Quantity Surveying        | ) Culture, Communities & Business Services |
| CDM-Coordinator           | ) Capita Symonds.                          |

**13. Consultations**

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

Children's Services

Executive Lead Member for Children's Services

Local Members

Stubbington Study Centre – Manager

Stubbington Study Centre – Executive Members

Fire Officer

Access Officer

Crime Prevention Design Advisor.

**14. Recommendation**

- 14.1. **That the Panel advises the Executive Member for Policy and Resources that:**

- 14.2. The project proposals relating to the expansion and re-provision of the existing dormitory accommodation and learning spaces at Stubbington Study Centre, Fareham, at an estimated total cost of £1,300,000, be approved.

**CORPORATE OR LEGAL INFORMATION:**

**Links to the Corporate Strategy**

|   |     |
|---|-----|
| <b>Hampshire safer and more secure for all:</b>       | Yes |
| Corporate Business plan link number (if appropriate): |     |
| <b>Maximising well-being:</b>                         | Yes |
| Corporate Business plan link number (if appropriate): |     |
| <b>Enhancing our quality of place:</b>                | Yes |
| Corporate Business plan link number (if appropriate): |     |

**Other Significant Links**

|  |                  |             |
|--|------------------|-------------|
| <b>Links to previous Member decisions:</b>                           |                  |             |
| <u>Title</u>   | <u>Reference</u> | <u>Date</u> |
| Children's Services Capital Programme 2012/13                        | 3458             | 18.01.12    |
| <b>Direct links to specific legislation or Government Directives</b> |                  |             |
| <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.)

|                 |                 |
|-----------------|-----------------|
| <u>Document</u> | <u>Location</u> |
| None            |                 |

## IMPACT ASSESSMENTS:

### 1. Equalities Impact Assessment:

- 1.1. An Equalities Impact Assessment has been completed in the development of this report and no adverse impact has been identified.

### 2. Impact on Crime and Disorder:

- 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. The proposals in this report have no impact on the prevention of crime.

### 3. Fire Risk Assessment

- 3.1. In consultation with the Hampshire Fire and Rescue Service, a fire risk assessment has been produced and it is proposed that the new dormitory accommodation will include the installation of a sprinkler system for the following reasons:

- The proposed accommodation is for overnight sleeping and the inclusion of a sprinkler system is to help mitigate the risks for vulnerable user groups who will be reliant on local management arrangements and an established fire evacuation plan.
- The relatively exposed location and close proximity of the proposals to existing buildings which are, in general, framed and clad with timber.

### 4. Health and Safety

- 4.1. A designer's risk assessment and a design health and safety plan, in accordance with the Construction Design and Management Regulations 2007, have been undertaken for the proposed scheme.

### 5. Climate Change:

- 5.1 The project will incorporate the following sustainability features:

- Sustainable rainwater attenuation to minimise impact on the existing storm water drainage system.
- An air-tight and super-insulated building envelope.
- High performance windows, doors and roof lights.
- Improved biodiversity to the site.
- 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.
- Low water-consumption sanitary installations.
- The use of timber that is FSC certified and from sustainable sources.

### FEEDBACK FROM CONSULTEES:

#### OTHER EXECUTIVE MEMBERS:

| Executive Member & Portfolio                                       | Reason for Consultation | Date Consulted | Response:   |
|--|-------------------------|----------------|---|
| Councillor R. Perry, Executive Lead Member for Children's Services | Portfolio Holder        | 15.02.12       | 21.02.12 – Councillor Perry supports the project proposals. |

#### OTHER FORMAL CONSULTEES:

| Member/ Councillor    | Reason for Consultation          | Date Consulted | Response:   |
|-----------------------|----------------------------------|----------------|---|
| Councillor Tim Knight | Local Member for Fareham Crofton | 10.02.12       | <p>29.02.12 – Councillor Knight fully supports proposals for the centre.</p> <p>He suggested that, as a training exemplar, the centre should use rain water for toilet use and demonstrate in a fun way the benefits of solar energy and Photo Voltaic (PV) electricity. Councillor Knight also suggested that the extra below ground rainwater pipes be laid during construction, (which would be cheaper than retro-fitting) and PV panels when funds permit, or as soon as it becomes viable. There would also be a reduction in metered water to the centre, if rainwater were used.</p> <p>Property Services officers have responded directly to Councillor Knight on his suggestions.</p> |