

**HAMPSHIRE COUNTY COUNCIL****Decision Report**

<b>Decision Maker:</b>	Director of Culture, Communities and Business Services
<b>Date:</b>	8 July 2015
<b>Title:</b>	Tiptoe Primary School, Lymington
<b>Reference:</b>	6833

**Contact names:** Steve Clow and Bob Wallbridge

**Tel:** 01962 847858  
01962 847894

**Email:** steve.clow@hants.gov.uk  
bob.wallbridge@hants.gov.uk

**1. Executive Summary**

- 1.1 This report seeks approval to the project proposals for the permanent expansion of Tiptoe Primary School in Lymington, at an estimated total cost of £380,000.
- 1.2 This project is required to provide additional SEN pupil places at the school arising in response to increased student numbers in the local areas.

**2. Scope of Work**

- 2.1. It is proposed to construct an extension to the school to provide a new Social and Communication Special Educational Needs (SEN) Resource Unit, two new one-to-one spaces, associated WC and kitchen facilities and a linking corridor to join the Unit to the existing building.
- 2.2. The school is 1 Form Entry Primary School and the project does not propose to increase pupil intake. The works will add capacity for 8 SEN pupils within the new Unit.
- 2.3. Funding for the project was approved at the Executive Lead Member for Children's Services Decision Day on 25 July 2014 and this report outlines the available budget from within which the project must be designed and delivered.

**3. Contextual Information**

- 3.1. Tiptoe Primary School is located off Wootton Road in Lymington. The school currently has 122 pupils on roll.
- 3.2. The works are being procured through the Local Construction Framework. It is anticipated that works will commence on site during Summer 2015 and complete by December 2015.

- 3.3. It is proposed that the contractor will access the school site by the main school entrance off Wootton Road. The contractor's compound will be located adjacent to the proposed extension.
- 3.4. 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 school.
- 3.5. 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. Finance

##### 4.1. 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	326	326
Fees	54	54
<b>Total</b>	<b>380*</b>	<b>380*</b>

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

##### 4.2. Sources of Funding:

Financial Provision for Total Scheme	Buildings £'000	Fees £'000	Total Cost £'000
1. From Own Resources			
a) Capital Programme (as above)	326	54	380
<b>Total</b>	<b>326</b>	<b>54</b>	<b>380</b>

##### a) *Building Cost:*

Net Cost = £3,200 per m<sup>2</sup>

Gross Cost = £3,730 per m<sup>2</sup>

b) *Furniture & Equipment:*

Included in the above figures is an allocation of approximately £20,000 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 2015:* £72,403.30  
*Devolved capital as at 31 March 2015:* £22,301.84

4.3. Revenue Issues:

a) 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	nil	nil	nil	21	21

b) *Energy Consumption:*

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 existing building is mostly single storey with a combination of pitched and pitched roofs. Elevations are a combination of brickwork, timber and aluminium windows.

6.2. The existing mains services and drainage infrastructure at the site will be sufficient to accommodate the project proposals.

6.3. No permanent alterations to the main vehicular entrance to the school will be made as a result of the proposals.

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

- 7.1. The proposed expansion works at Tiptoe Primary School will include the following accommodation:
- A large teaching and social space
  - Two smaller one-to-one spaces
  - Associated WC and kitchen facilities

## **8. The Proposed Building**

- 8.1. The proposed single storey extension is designed to complement the form, character and scale of the original building which it adjoins. External walls will be brickwork to match the existing with a combination of pitched roofs and aluminium windows.

## **9. External Works**

- 9.1. The external landscape proposals at the school will include:
- Relocation of external play area to accommodate the extension.

## **10. Car Parking**

- 10.1. The project does not plan to alter the existing sufficient car parking provision at the school.

## **11. Planning**

- 11.1. A planning application was submitted in December 2014.

## **12. Building Management**

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

## **13. Professional Resources**

Architectural	) Culture, Communities & Business Services
Landscape	) Culture, Communities & Business Services
Mechanical and Electrical	) Culture, Communities & Business Services
Drainage	) Economy, Transport and Environment
Structural Engineering	) Culture, Communities & Business Services
Quantity Surveying	) Culture, Communities & Business Services
Construction, Design & Management Coordinator	) Culture, Communities & Business Services

## **14. Consultations**

- 14.1. 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

**15. Recommendations**

15.1. That the Director of Culture, Communities and Business Services:

- a) approves the project proposals at Tiptoe Primary School, Lymington, as outlined within the report, at an estimated total cost of £380,000.
- b) grants construction procurement and spend approval as outlined in Section 3.2 of the report.

**CORPORATE OR LEGAL INFORMATION:****Links to the Corporate Strategy**

<b>Hampshire safer and more secure for all:</b>	no
Corporate Improvement plan link number (if appropriate):	
<b>Maximising well-being:</b>	yes
Corporate Improvement plan link number (if appropriate):	
<b>Enhancing our quality of place:</b>	yes
Corporate Improvement plan link number (if appropriate):	

**Other Significant Links**

<b>Links to previous Member decisions:</b>		
<u>Title</u>	<u>Reference</u>	<u>Date</u>
<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.)

DocumentLocation

None

## **IMPACT ASSESSMENTS:**

### **1. Equalities Impact Assessment:**

- 1.1. An equalities impact assessment has been considered in the development of this report and no adverse impact has been identified. Access arrangements have been considered during the design stages of the project and have been improved.

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

### **5. Climate Change:**

- 5.1. The project will incorporate the following sustainability features:
  - A highly insulated building envelope for the extension including 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.
- 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.

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

<b>Executive Member &amp; Portfolio</b>	<b>Reason for Consultation</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>
Councillor Alan Rice	Local Member for Milford and Hordle	25 February 2015