

**HAMPSHIRE COUNTY COUNCIL**

**Decision Report**

<b>Decision Maker:</b>	Executive Lead Member for Children’s Services
<b>Date of Decision:</b>	20 July 2011
<b>Decision Title:</b>	Community Room Extension at Parsonage Farm Nursery and Infant School, Farnborough
<b>Decision Reference:</b>	3039
<b>Report From:</b>	Director of Culture, Communities and Business Services

**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 an extension and refurbishment works to create new community facilities at the Parsonage Farm Nursery and Infant School in Farnborough, at an estimated total cost of £620,000 (including fees of £83,000).

**2. Scope of Work**

- 2.1. It is proposed to construct an extension at the school for use by both the school and the local community, which will provide a flexible community room together with a kitchenette area and two store rooms, two meeting rooms, an accessible W.C., lobby area and an enhanced and relocated main entrance.
- 2.2. The existing reception room and Head Teacher’s office will also be refurbished, while the existing meeting room and lobby area will be enhanced and incorporated into the new community room extension.
- 2.3. Any significant issues from the Impact Assessment will need to have specific attention in the design and implementation of this project.

**3. Contextual Information**

- 3.1. This project has been jointly initiated by the County Council, Rushmoor Borough Council and the School, in order to provide an enhanced facility for the use of the school and the local community. It is anticipated that the use of the facilities will include fitness classes, healthcare meetings and before and after school clubs.
- 3.2. Parsonage Farm Nursery and Infant School is located on Cherry Tree Close in a residential area of Farnborough. The school’s net capacity is 180 and there are currently 178 pupils on roll at the school. In addition,

## Agenda Item:

there are 54 nursery children attending part-time (27 full-time equivalents). The proposals in this report do not increase pupil capacity.

- 3.3. It is proposed that the works be procured through a traditional tender process. It is anticipated that works will commence on site during October 2011 and complete during April 2012.
- 3.4. It is proposed that the contractor will access the site by the main school entrance off Cherry Tree Close. The contractor's compound will be located adjacent to the proposed extension at the front of the school. 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 disruption to the existing accommodation around the school entrance will be kept to a minimum. It is anticipated that a temporary reception area will be created via the existing staffroom for a period of time in the construction programme, whilst works to the main entrance area take place. The contractor's working area will be segregated from pupils at all times and access for the contractor planned and managed locally on site in consultation with the school. 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 Children's Services Capital Expenditure has already been approved; the following table outlines the breakdown of its distribution across the project:

Capital Expenditure	Current Estimate	Capital Programme
	£'000	£'000
Buildings	537	43
Fees	83	7
	620*	50*

\* 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:

- 4.3. Funding for the project has been sourced from the school's devolved formula capital and Rushmoor Borough Council. In addition, funding has been allocated from the Children's Services Capital Programme and the Policy and Resources Capital Repairs Programme, which was approved at both the Executive Lead Member for Children's Services Decision Day on 28 January, and by the Director of Culture, Communities and Business Services.
- 4.4. Rushmoor Borough Council asked the County Council to provide funding towards the project through contributions from both the Children's

**Agenda Item:**

Services and Policy and Resources Capital Programmes, in order to facilitate the scheme and provide improvements to the existing buildings to reduce maintenance liabilities. The table below outlines the distribution of the sources of funding across the project:

<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) Children's Services Capital Programme	43	7	50
b) School's Devolved Formula Capital	20	0	20
2. From Other Resources			
a) Rushmoor District Council	429	71	500
b) Policy and Resources Capital Repairs Programme	45	5	50
<b>Total</b>	<b>537</b>	<b>83</b>	<b>620</b>

a) *Building Cost:*

Net Cost = £2,394 per m<sup>2</sup>. Gross Cost = £3,220 per m<sup>2</sup>

b) *Furniture & Equipment:*

No allocation for the provision of loose furniture and equipment has been made in addition to the project funding.

## 4.5. School Balances:

The school has the following level of balances:

<i>Published revenue balance as at 31 March 2011</i>	<b>£3,544</b>
<i>Devolved capital as at 31 March 2011</i>	<b>£32,338.18</b>

## 4.6. 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	0	0	0	32	32

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 existing school building is of single storey system-built SCOLA construction.
- 6.2. The existing mains services and drainage infrastructure 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. The existing pedestrian access to the school will be developed as part of proposal, in particular to provide a footpath across the school site from an adjacent parking area to the main entrance of the school.

**7. Scope of the Project**

- 7.1. The proposed extension will include the following accommodation:
- A new community room with internal kitchenette area
  - A shared lobby and waiting area
  - Two shared meeting rooms
  - A standard and an accessible W.C.
  - External play stores to replace the existing external storage sheds, which will be demolished.
  - An enhanced lobby and waiting area.
  - An enhanced and relocated main entrance area with an external roof canopy.
- 7.2. The existing reception room and Head Teachers office will also be refurbished and reconfigured. The existing meeting room and lobby area will be enhanced and incorporated into the new community room extension. This will allow a more accessible main entrance to the school to be created.
- 7.3. The extension has been designed so that the building can operate independently from the main school, both in terms of access and security arrangements and building services.

**8. The Proposed Building**

- 8.1. The proposed new extension will be of traditional brick-clad construction with load-bearing walls and a high-performance, low-pitched roof.
- 8.2. The new building extension will be provided with level threshold doors and an accessible toilet, which will improve the existing school's facilities. The rooms in the extension will be fully accessible for school and community use.

**9. External Works**

- 9.1. The proposed new extension will be located at the front of the school and is designed to have minimal environmental impact.
- 9.2. An existing play area will be relocated to the rear of the school site within a refurbished area of the existing grounds.
- 9.3. A new pathway will be created within the school site, linking an existing gated entrance to the north of the school grounds off Trunk Road with the newly configured main entrance at the front of the school. This will increase surveillance and security, creating a more accessible and secure route for all.
- 9.4. It is proposed that a woodland area adjacent to the school site be made available for use by pupils, and a new gate be installed for ease of access into the area.
- 9.5. The existing gravel paving in the car park to the front of the school will also be re-surfaced in a harder wearing tarmac finish.

**10. Planning**

- 10.1. A planning application was submitted during June 2011.

**11. Building Management**

- 11.1. The existing building management arrangements will remain in place.
- 11.2. The community use and access will be managed locally by the school.

**12. Professional Resources**

Architectural	) Culture, Communities & Business Services
Landscape	) Culture, Communities & Business Services
Mechanical and Electrical	) Culture, Communities & Business Services
Drainage	) Culture, Communities & Business Services
Structural Engineering	) Curtins Consulting
Quantity Surveying	) Culture, Communities & Business Services
CDM Coordinator	) Culture, Communities & Business Services

**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:

Local County Councillor  
Rushmoor Borough Council  
Head Teacher/ School Governors

Children's Services  
Fire Officer  
Access Officer  
Planning Department

**14. Recommendations**

- 14.1. That the Executive Lead Member for Children's Services gives approval to the project proposals for an extension and refurbishment works to create new community facilities at Parsonage Farm Nursery and Infant School in Farnborough, at an estimated total cost of £620,000 (including fees of £83,000).

**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> Children's Services Capital Programme 2011/12 to 2014/15	<u>Reference</u> 2372	<u>Date</u> 28.01.2011
<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. A community consultation on the project proposals was held on 7 December 2010, which was attended by the school, their Governors, the Local Member and the Lead Councillor for Rushmoor Borough Council.

### 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 direct impact on the prevention of crime. However, research tells us that better access to early years provision can have a beneficial impact on later behaviour.

### 3. Fire Risk Assessment:

- 3.1. In consultation with the Hampshire Fire and Rescue Service, a fire risk assessment concludes that this a low fire risk category building. Therefore a sprinkler system will not be installed.

### 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 proposed new extension has been designed to meet the latest building control standards for the conservation of fuel and power. Where possible the extension will be passively ventilated and controlled, so that minimal energy is used and lost through the building fabric. High levels of insulation will minimise heat loss and solar gains.
- 5.2. The windows to the south elevation are shaded by a canopy and louvre shades to minimise solar heat gain and glare. Internally the building uses materials with high thermal mass, allowing temperature extremes to be tempered.
- 5.3. All light fittings will utilise low energy lamp technology and light emitting diode (LED) lamps, which will reduce energy consumption and future maintenance needs. The lighting in the rooms will also incorporate daylight linking sensors and movement detection controls, turning lights off when not required.

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

<b>Executive Member &amp; Portfolio</b>	<b>Reason for Consultation</b>	<b>Date Consulted</b>	<b>Response:</b>
N/A	N/A	N/A	N/A

**OTHER FORMAL CONSULTEES:**

<b>Member/ Councillor</b>	<b>Reason for Consultation</b>	<b>Date Consulted</b>	<b>Response:</b>
Councillor Carol Leversha	Local Member for Farnborough West	27.06.11	Councillor Leversha fully supports this project and would like to thank the Leader and Chief Executive's office of Rushmoor Borough Council for working with the County Council and reaching this much needed solution for the residents of the area.