

---

**SCHOOL HEALTH & SAFETY, REFURBISHMENT & CAPACITY  
and EQUALITIES BLOCK CAPITAL ALLOCATIONS 2015/16**

**Report by Depute Chief Executive People**

---

**EXECUTIVE**

**24 February 2015**

---

**1 PURPOSE AND SUMMARY**

- 1.1 The Council's Capital Plan which was approved on 12<sup>th</sup> February 2015 contains three specific Block allocations for schools to the value of £1million. This report proposes allocating the School Health & Safety, School Refurbishment & Capacity and School Equalities Act Blocks to a number of individual projects.**
- 1.2 There are a number of capacity, suitability and accessibility issues within the school estate. A comprehensive School Estate Review will be carried out in 2015 to prioritise these known issues however, in the short term, some immediate priorities require to be addressed in order to ensure that the Council meets its obligations with respect to the safety and wellbeing of school building users. The proposed projects seek to address some of the highest priority issues maximising the schools summer holiday break for construction.
- 1.3 Further capital and revenue allocations towards the school estate will be proposed as part of the PLACE Property Asset Programme allocations under a separate report. A Draft programme of works in schools under this Block Allocation during 2015/16 is included in Appendix A.
- 1.4 Government Early Years funding, aimed at providing improved nursery facilities and creating new spaces for 2-year old provision within schools to meet Care Inspectorate requirements, is managed by Children & Young People project team under a separate reporting mechanism. Capital projects planned for 2015/16 under this workstream are included in Appendix B.
- 1.5 The following commitments are proposed within School Health & Safety Block 2015/16 :-
- (a) Secure Entrance reception projects to address security issues at Broughton, St Ronan's and Wilton Primary schools.
  - (b) Fire Alarm projects at various locations to comply with the Council's insurers requirements.
  - (c) A programme of Window Upgrading works aimed at improving the internal environment is proposed. During 2015/16 physical survey and audit work will be undertaken to ensure that works can be planned and

implemented in a safe manner. In addition, some window upgrading will be undertaken at Coldstream and Chirnside Primary schools and Selkirk High school. These allocations will augment projects already planned in these schools as part of Schools Refurbishment & Capacity Block, Early Years and Property Asset Programme.

- (d) It is proposed to vire £235,000 from Schools Health & Safety Block into the School Refurbishment & Capacity Block towards Chirnside Primary school upgrading project.
- (e) A small unallocated budget will be retained to deal with emergency issues that arise throughout the financial year.

1.6 The following commitments are proposed within School Refurbishment & Capacity Block 2015/16 :-

- (a) Chirnside Primary School Upgrading will provide new pupil toilets, some window replacement and dining storage to improve use of spaces for educational purposes.

1.7 The following commitments are proposed within Schools Equalities Act Block 2015/16 :-

- (a) Equalities Act Projects to improve accessibility of buildings at Burnfoot, Coldstream, Lilliesleaf, Melrose, Priorsford, St Boswells Primary Schools and Peebles High school.

## **2 RECOMMENDATIONS**

**2.1 I recommend that the Executive Committee agrees the following capital allocations utilising School Health & Safety, School Refurbishment & Capacity and School Equalities Act Block Allocations 2015/16.**

**2.2 School Health & Safety Block is to be allocated as follows :-**

- (a) Secure Entrance Reception projects £90,000**
- (b) Fire Alarm projects £35,000**
- (c) Window upgrade Audit and Implementation at Coldstream Primary and Selkirk High School £200,000**
- (d) Virement of £235,000 to projects within School Refurbishment & Capacity Block**

**2.3 School Refurbishment & Capacity Block to be allocated as follows:-**

- (a) Chirnside Primary school £425,000 including £235,000 virement from Schools Health & Safety Block**

**2.4 School Equalities Act Block to be allocated to the following projects – Burnfoot, Coldstream, Lilliesleaf, Melrose, Priorsford, St Boswell's Primary schools and Peebles High School**

### **3 BACKGROUND**

- 3.1 The Council's Capital Plan has a number of block allocations for schools. This report seeks to commit the School Health & Safety, School Refurbishment & Capacity and Schools Equalities Act Block Allocations to individual priority projects.
- 3.2 There are a number of immediate capacity, suitability and condition issues within the school estate. Priority projects are identified principally through the School Estate Management Plan which collates background data on capacity, suitability and condition of the school estate known as Core Facts. A comprehensive School Estate Review will be carried out in 2015 which will identify priorities for investment in school buildings across the whole school estate integrated into a strategic longer term approach.
- 3.3 In the short term some immediate priorities require to be addressed in order to ensure that the Council is meeting its obligations with respect to the safety and wellbeing of school building users. Improvement Notices from Environmental Health and the Care Inspectorate require to be addressed and in 2011 the Council committed to carry out a rolling programme of DDA Audits and Implementation works to schools to ensure that, as far as practicable, school buildings allow pupils to access the curriculum. The Council's Insurers have identified a number of risks and issues with fire management which require to be addressed.
- 3.4 Bids towards a number of high priorities within the school estate were submitted as part of the capital planning process. Due to competing priorities across the Council, adjustments to the Block Allocations were required. The current allocations towards the Health & Safety, Refurbishment & Capacity and Equalities Act Blocks do not match the projects previously identified so expenditure needs to be directed towards areas of highest priority. Early agreement on the proposed allocations is required in order to maximise the use of the summer holiday period within schools for construction works.

### **4 PROPOSED SCHOOL PROJECTS 2014/15**

The following projects are proposed :-

#### **4.1 School Health & Safety projects**

- (a) Secure Entrance reception projects to address security issues at:
  - i. Broughton PS – A new office will be created at the front entrance with reception to provide a safer, more welcoming environment. These works will make the school more secure as the new reception area will have the appropriate security doors.
  - ii. St Ronans PS – These works will involve reconfiguring existing spaces to provide a new reception area and better lockdown arrangements.
  - iii. Wilton PS – Currently inadequate office and reception facilities. These works will address this and give a more welcoming, secure environment.

- (b) Fire Alarm projects – a programme of works to comply with the Council’s insurers requirements.
- (c) Window audit & Implementation works. In order to implement a rolling programme of window replacement work in schools there is a requirement to carry out a number of invasive technical building fabric surveys and detailed design work to meet ventilation requirements and technical building Standards etc. Funding will augment the current planned projects within Coldstream and Chirnside Primary schools and Selkirk High School. Future years priorities and programme will be informed by the audit, survey and design work.
- (d) It is proposed to vire £235,000 from Health & Safety Block into the School Refurbishment & Capacity Block to support the planned upgrading work at Chirnside primary school.

#### 4.2 School Refurbishment & Capacity projects

Chirnside Primary School proposed upgrading works include completely remodelling and rebuilding the inadequate pupil toilet provision which cannot be refurbished due to inherent construction issues which is causing issues with condensation, heat loss and associated mould. The new toilets will include disabled accessible provision. Provision of dining storage will enable the school to utilise the dining area for curriculum purposes. It is proposed to replace a number of single glazed, steel framed windows on the north façade to improve the internal environment for building users and reduce heat loss, although the exact number may be subject to change as a result of detailed asbestos surveys and Listed Building Consent discussions.

#### 4.3 School Equalities Act projects

The proposals include various projects to address physical accessibility. Work will include hoists, ramps, accessible doors and alarms to enable SBC to meet its statutory obligations.

- i. Burnfoot PS
- ii. Coldstream PS
- iii. Lilliesleaf PS
- iv. Melrose PS
- v. Peebles HS
- vi. Priorsford PS
- vii. St Boswells PS

### 5 IMPLICATIONS

#### Financial

5.1.1 The approved allocations within Schools Health & Safety, Schools Refurbishment & Capacity Blocks and Schools Equalities Blocks are as follows :-

	OPERATIONAL PLAN			Total
	2015/16	2016/17	2017/18	
	£000	£000	£000	£000
School H&S Projects	610	610	200	1,420
School Refurbishment & Capacity Projects	190	635	1,140	1,965
Equality Act Work for Schools (DDA)	200	150	150	500
	<b>1,000</b>	<b>1,395</b>	<b>1,490</b>	

5.1.2 The following allocations are proposed:-

	OPERATIONAL PLAN			3 Year Total £000
	£000	£000	£000	
<b>School Health &amp; Safety Projects</b>	<b>610</b>	<b>610</b>	<b>200</b>	<b>1,420</b>
<i>Unallocated</i>	50			
<i>Secure Entrance reception Projects</i>				
Broughton Primary	30			
St Ronan's Primary	30			
Wilton Primary	30			
<i>Fire Alarms</i>	35			
<i>Window Upgrade</i>				
Audit	25			
Coldstream Primary	75			
Selkirk High School	100			
<b>Proposed virement into School Refurb &amp; Capacity</b>	<b>(235)</b>			
<b>School Refurbishment &amp; Capacity Projects</b>	<b>190</b>	<b>635</b>	<b>1,140</b>	<b>1,965</b>
Proposed Virement from School Health & Safety	235			
Chirnside Primary	425			
<b>School Equalities Act Projects</b>	<b>200</b>	<b>150</b>	<b>150</b>	<b>500</b>
Burnfoot Primary	10			
Coldstream Primary	35			
Lilliesleaf Primary	35			
Melrose Primary	10			
Peebles High school	50			
Priorsford Primary	10			
St Boswells Primary	50			
<b>Total School Estate</b>	<b>1,000</b>	<b>1,395</b>	<b>1,490</b>	<b>3,885</b>

5.2 **Risk and Mitigations**

- There is a risk that some projects and project costs may vary. This is mitigated by close project and budget monitoring through the capital monitoring process.
- There is a project risk specifically for Chirnside primary school project which will be subject to Listed Building Consent. This will be mitigated by carrying out early discussions with Planning and Historic Scotland.
- A small number of schools may experience occupancy issues in August 2015. This risk cannot be fully mitigated as pupil numbers are not wholly predictable but the situation will be closely monitored and managed where possible

5.3 **Equalities**

There are no adverse equality implications. These proposals will specifically help people with a physical disability with improved access in specific schools.

5.4 **Acting Sustainably**

Continuing to invest in improving the building fabric of schools improves the energy performance overall. There are no anticipated economic effects of the proposals.

**5.5 Carbon Management**

There are some slight negative effects on carbon emissions by increasing the building footprint slightly however, this is mitigated by improving the building fabric where possible.

**5.6 Rural Proofing**

There are no rural proofing issues as a result of this report.

**5.7 Changes to Scheme of Administration or Scheme of Delegation**

No impact.

**6 CONSULTATION**

6.1 The Chief Financial Officer, the Service Director Regulatory Services as Monitoring Officer, the Chief Legal Officer, the Service Director Strategy and Policy, the Chief Officer Audit and Risk, the Chief Officer HR, and the Clerk to the Council have been consulted and their comments have been incorporated into the final report.

6.2 The Service Director Commercial Services and Service Director Capital Projects will be consulted on this report.

**Approved by**

**Jeanette McDiarmid  
Depute Chief Executive**

**Signature .....**

**Author(s)**

Name	Designation and Contact Number
Annette Patterson	Asset Development Manager, Property & Facilities Management

**Background Papers: Nil**

**Previous Minute Reference: Nil**

**Note** – You can get this document on tape, in Braille, large print and various computer formats by contacting the address below. Corporate Communications can also give information on other language translations as well as providing additional copies.

Contact us at [apatterson@scotborders.gov.uk](mailto:apatterson@scotborders.gov.uk) 0300 100 1800 Ext 5918

## APPENDIX A

### PLACE – Property Asset Programme DRAFT

PROPERTY ASSET PROGRAMME		
Draft Capital Works for Education 2015/16		
Haw ick H.S.	Structural/ H&S Works/Environment Works	Exterior Elevation Environment Improvements
How denburn P.S.	Building Thermal Efficiency Upgrades	New Insulated Thermally Efficient Roof Covering
Parkside P.S.	Structural/ H&S Works/Environment Works	Structural Walling Works
Wilton P.S.	Building Thermal Efficiency Upgrades	New Insulated Thermally Efficient Roof Covering
Galashiels Academy	Electrical Infrastructure Upgrades	Electrical Infrastructure Works
St Bosw ells P.S.	Electrical Infrastructure Upgrades	Electrical Infrastructure Works
Earlston P.S.	Building Thermal Efficiency Upgrades	New Insulated Thermally Efficient Roof Covering
Morebattle P.S.	Building Thermal Efficiency Upgrades	New Insulated Thermally Efficient Roof Covering
St Bosw ells P.S.	Structural/ H&S Works/Environment Works	External Area Environment Improvements
Edenside P.S.	Structural/ H&S Works/Environment Works	updrage cold w ater storage tanks
Galashiels Academy	Structural/ H&S Works/Environment Works	External Area Environment Improvements
Peebles H.S.	Structural/ H&S Works/Environment Works	Internal Environment Improvements
St Ronan's P.S.	Building Thermal Efficiency Upgrades	New Thermally Efficient Window s
Walkerburn P.S.	Building Thermal Efficiency Upgrades	New Thermally Efficient Window s
Wilton P.S.	Building System efficiency upgrades	new boiler and works to remove flues
tw eedbank P.S.	Building System efficiency upgrades	upgrade heating
haw ick H.S.	Building System efficiency upgrades	upgrade heating
How denburn P.S.	Structural/ H&S Works/Environment Works	freestanding flue replacement
Burnfoot C.S.	Building System efficiency upgrades	upgrade heating
Swinton P.S.	Building Thermal Efficiency Upgrades	New Thermally Efficient Window s
Cockburnspath P.S.	Building Thermal Efficiency Upgrades	New Thermally Efficient Window s
Greenlaw P.S.	Building Thermal Efficiency Upgrades	New Thermally Efficient Window s
Selkirk H.S.	Building Thermal Efficiency Upgrades	New Thermally Efficient Window s
Coldstream P.S.	Structural/ H&S Works/Environment Works	lighting upgrade
Selkirk H.S.	Structural/ H&S Works/Environment Works	lighting upgrade

## APPENDIX B

### EARLY YEARS – Capital Projects

2015/16 EARLY YEARS PROJECTS		
	Estimated Costs	Estimated Completion Date
<b>EARLY YEARS CENTRES</b>		
Eyemouth PS Early Years Centre	150	AUG 2015
Burnfoot PS Early Years Centre	150	MAY 2015
	<u>300</u>	
<b>EARLY YEARS CAPACITY PROJECTS</b>		
Cockburnspath - New nursery created within the school	200	DEC 2015
Coldstream - Creation of Larger Nursery and Early Years area with new Entrance, toilets and play area	300	AUG 2015
Tweedbank - Moving into school from portacabin.Extension with cloaks and toilets and play area.	200	AUG 2015
	<u>700</u>	
<b>EARLY YEARS HEALTH &amp; SAFETY PROJECTS</b>		
<b><u>Kitchens</u></b>		
Burnfoot	25	AUG 2015
Glendinning	25	AUG 2015
Howdenburn	25	AUG 2015
Melrose	25	AUG 2015
Priorsford	25	AUG 2015
St Peters	25	AUG 2015
	<u>150</u>	
<b>APPENDIX</b>		
<b>Completed works in 2014/15</b>		
<b>EARLY YEARS CENTRES</b>		
LANGLEE		
PHILIPHAUGH		
<b>EARLY YEARS CAPACITY PROJECTS</b>		
MELROSE		
<b>2 YEAR OLD NURSERY PROVISION</b>		
BALMORAL		
EDENSIDE		
TRINITY		
HOWDENBURN		
18 OTHER SCHOOLS BENEFITTED FROM REFURBISHMENT WORKS SUCH AS CARPETS PAINTING AND TOILET IMPROVEMENTS		