

WIRRAL COUNCIL

CABINET - 23rd SEPTEMBER 2010

CONVERSION OF PENSBY PARK PRIMARY SCHOOL TO OFFICE ACCOMMODATION FOR CHILDREN'S SERVICES

SCHEME AND ESTIMATE REPORT

EXECUTIVE SUMMARY

This report describes the work required to convert part of the former Pensby Park Primary School into office accommodation, the buildings to be vacated and sets out the costs of the scheme. Cabinet is asked to consider and approve the proposal.

1. Background

- 1.1 In February 2009 the Governments 'Children's Plan: One Year On' document announced the creation of a dedicated fund of £200 Million to support the co-location of children's services. Bids were invited from all Local Authorities in support of the Cross-Government Co-location Fund for capital projects that would enable the co-location of two or more services for children, young people and families. The aim being that co-location can make it easier and simpler for people to access the services they need and assist those services in working together more effectively and efficiently for the benefit of their users.

The criteria for this funding being that:-

- co-located initiatives are the product of a coherent wider area strategy
 - applications demonstrate that the investment in facilities will contribute to improving outcomes for local children, young people and families (including reducing inequalities) and more integrated delivery of services
 - applications demonstrate the sustainability of the proposals
 - projects are deliverable within the timescales outlined, the intention being that facilities are ready so that services can be up and running in those facilities by September 2011.
- 1.2 A Wirral bid for £927,000 of capital money, to be match funded by £300,000, was submitted to the Department for Children, Schools and Families in April 2009 by the Children and Young Peoples Department (CYPD). The bid submitted drew on the experiences developed as part of the Children's Workforce Development Councils (CWDC's) 'Remodelling Social Work Pilot', the development of the 'Guide to Integrated Working' and an internal review of 'Area Teams' carried out in the autumn of 2007.
- 1.3 Wirral was informed in June 2009 that it had been successful in its bid. The Wirral co-location bid submitted sought to co-locate multi-disciplinary professionals together in area based teams and sought to implement the philosophy and operational practices which underpin the 'Team Around the Child'. The overall aim being to join up service responses to ensure children's needs are best addressed in a proportionate, multi-disciplinary way. Co-location may best be achieved within existing buildings, which are already accessed by the public and other professionals. To date Area Team bases have been created at Well Lane Primary School, Eastway Primary School, Ganney's Meadow Early Years Centre, New Brighton Children's Centre and Seacombe Children's Centre. This has been achieved largely through refurbishment of existing

space in such a way as to both extend the life of the property and maximize the usage of space. Localised working – and the co-location of Area Teams – sits within the Council's wider Administrative Accommodation Strategy and, in particular, the Office Rationalisation programme. Sharing of available space has been pursued wherever possible.

- 1.4 Moving forward three projects are planned. One in Birkenhead would see two Area Teams located alongside a Social Care Assessment Team and other children's services. This scheme would also have the benefit of allowing a number of other office moves to take place which would result in the office based on Oakenholt Road being vacated. Another would see two Area Teams being based in the Eastham / Bromborough wards. The third project intends to co-locate two Area Teams, the South and West District, a number of Health visitors and the Children with Disabilities Service on the currently vacant portion of the former Pensby Park Primary School, alongside the existing Pensby Children's Centre and is the subject of this report.
- 1.5 The South & West District Team is currently located above Moreton One Stop Shop. It consists of four Social Care teams comprising an Assessment Team, Care Management Team, Family Support Team and an Operational Support Team. These teams provide Social Care Services to the South and West areas of the borough. The District is not located within the area it serves and is currently the only occupant of the office other than the One Stop Shop staff. The majority of Area Teams associated with the District are currently virtual with team members largely being located within their home agencies offices. By bringing the Area Team staff together as actual teams, space will be created within the Partner agencies offices.
- 1.6 The Children with Disabilities Service is currently based at Willowtree Resource Centre. Willowtree Resource Centre had a dual use as both a short breaks provision for children with disabilities as well as an office base for the professionals who provide services to children with disabilities and their families. The proposed movement of short breaks provision from Willowtree will result in an opportunity to rationalize accommodation.
- 1.7 The refurbishment of the former Pensby Park Primary School would enable better service delivery and enable the department to vacate buildings within the scope of the Office Rationalisation Project. By bringing The Multi Disciplinary Area Teams together professionals are able to more effectively offer early interventions and provide preventative services to families. The location of the District Teams support this, allows for better communication between professionals and locates the District Teams within their geographical area. By locating the Children with Disabilities Service with these two groups the delivery of services to the District would be enhanced in particular, but this would also assist in ensure a consistency in practice across the Social Care teams.
- 1.8 As a result of the proposals outlined in this report for the Departments use of buildings would be reduced from three to one. Willowtree Resource Centre would be declared as surplus, the offices at Moreton One Stop Shop would be vacated, which open up opportunities for these offices, and currently under utilized space within Pensby Park could be refurbished and used to its full potential maximizing the space available and prolonging the life of the building.

2. Scheme and Estimate

- 2.1 The proposed scheme is to convert the remaining portion of the Pensby Park building (vacated by the school after its closure last July) into office accommodation; the area shaded (Appendix A) has already been converted into a Children's Centre which is now fully operational and will remain in use. The new office accommodation will be used as a base for staff from Area Teams, South and West District Teams Children with Disabilities Service, and Authorised Personnel from across the Authority as a Touch Down facility. Professionals would include Family Support workers, Social Workers, Connexions Personal Advisors, Education Social Workers, Occupational Therapists and Education Psychologists as well as School Nurses, Health Visitors and other Educational, Health & Council professionals.
- 2.2 The office space will allow these professionals to access hot desk facilities as well as book-able meeting space and admin support for staff for whom the majority of their day will be out in the community or in Children's Centres or Schools. The scheme is included in the Area Team Co-Location Bid approved by Cabinet on 5th November 2009 to which minute 177 refers.
- 2.3 The conversion involves refurbishment of the existing school accommodation, upgrading of power and data for office use, infilling of the existing courtyard and replacement of the existing boiler, single glazed windows and sanitary accommodation, providing up to 100 work stations (As shown in Appendix A).

3. Financial Implications

- 3.1 Savings will be made in reducing the Departments use of buildings. Re-using this currently vacant base will support the vacation of two other buildings identified within the office rationalization programme. In addition, it is anticipated that there will be a saving in fuel revenue costs at the Pensby site as a result of this scheme as the upgraded building will be considerably more energy efficient than as existing due to the proposed design measures included in the project. The Energy Conservation Unit within the Department of Technical Services will closely monitor costs.
- 3.2 The Estimate for this work is set out below. Costs include essential refurbishment works such as replacement of M&E and high-level glazing, fire and security alarms, finishes, containment and external works. Consequential improvements to reduce running costs and meet current building regulations such as infilling of courtyard, re-roofing with upgraded insulation, upgraded eco light fittings and controls are also included, as is a new gas boiler. Completion is anticipated during the 2nd Quarter 2011/12.

Building costs including External Works	£325,486.05	
Improvements to meet Building Regulations and reduce energy costs	£119,435.00	
Boiler Replacement (incl fees)	<u>£ 54,050.00</u>	498,971.05

Departmental Charges including:

Professional Fees @ 15%	
Clerk of Works Salary	
CDM Coordinator	
Planning and building regulation fees	£ 66,738.16
Contingency @ 10%	£ 44,492.10
ICT, telephony and FF&E	<u>£109,000.00</u>

TOTAL **£719,201.31**

3.3 The scheme will be funded from the following:-

Co-location Budget funding available	£472,030.00	
Contribution from SSEYCG for building	£158,171.31	
Information Technology	£ 89,000.00	
	TOTAL	£719,201.31

4. Risk Assessment

4.1 The majority of the funds for the work to be carried out at Pensby Park are provided by a Government Capital Grant from the Co-location Fund, this amounts to £927,000. While the Department is aware that three large projects have been cancelled nationally due to a lack of progress in meeting the requirements of the grant, totalling £24 Million at this time no such reductions in commitment are expected for Wirral Projects funded by this fund.

5. Staffing Implications

5.1 The Professional Services for the scheme will be provided by staff within the Technical Services Department.

5.2 In accordance with the Construction (Design and Management) Regulations the Director of Technical Services is carrying out the role of CDM Coordinator.

6. Equal Opportunities Implications

6.1 Access will be provided for children and adults with disabilities to all areas of this building. The new building will also comply with current recommendations on design for the deaf and partially sighted.

6.2 Accessible WC shall be available within the lobby for users and staff as well as visitors.

6.3 There are no implications in this report specifically for women, ethnic minorities or the elderly.

7. Community Safety Implications

7.1 The design of this project will take account of best practice to reduce the risk of crime and the local crime prevention officer will be consulted.

7.2 The scheme shall include electronic controls on appropriate inner doors to restrict unauthorized personnel from proceeding beyond the reception lobby.

8. Local Agenda 21 Implications

8.1 Thermal insulation is to be provided to meet the standards and guidelines recommended by part L2 of the Building Regulations.

8.2 Low energy electrical fittings, heating controls and water saving devices will all be used as far as possible to help reduce the consumption of natural resources.

8.3 All timber used will be from sustainable sources regulated by the Forestry Stewardship Council.

8.4 The successful contractor will be encouraged to employ local labour and source materials from local suppliers once construction commences.

9. Planning Implications

9.1 Planning and Building Control approval will be required for this project.

10. Anti-poverty Implications

10.1 Improving preventative services and co-ordinating multi-agency services will improve outcomes for children in the most deprived areas of Wirral.

11. Social Inclusion Implications

11.1 The refurbishment will assist in providing an integrated approach to children's education, which is recognized as being a key factor in determining positive educational outcomes for all children.

11.2 Availability of touch down facilities for use by Council Officers will better enable contact with customers on the West of the Borough.

12. Local Member Support Implications

12.1 The Pensby Children's Centre is in the Pensby and Thingwall ward.

13. Background Papers

13.1 Guide to Integrate Working, September 2006.

13.2 A Review of Wirral's Children's Service Area Teams, August – October 2007.

13.3 CWDC Remodelling Social Work Pilot Bid, October 2007.

13.4 Children and Young Peoples Plan, 2006-2008.

13.5 Wirral Co-location Fund Submission, April 2009.

13.6 The Architects file C18649 and the Quantity Surveyors working papers.

13.7 Office Rationalisation – Cabinet Report 24th June 2010

RECOMMENDATIONS

That:

14.1 The Scheme and Estimate, as presented, be accepted,

14.2 The Director of Technical Services be authorised to obtain all necessary statutory approvals for the project.

14.3 The Director of Technical Services be authorised to seek tenders for the project.

14.4 The Director of Children's Services use his delegated powers to accept the lowest bone-fide tender and report his acceptance of the tender to Cabinet in due course in accordance with the Council's Procurement Policy.

Howard Cooper
Director of Children's Services