



## Schools Capital Sub-Group Meeting

Thursday 20th January 2022

Held remotely via Microsoft Teams



<b>PRESENT</b>	
Mark Tilling	Headteacher - High Tunstall College of Science (Chair)
Mary Frain	Headteacher - St Teresa's RC Primary
Jo Heaton	Executive Head - Hart & Elwick Federation
Julie Reed	Pupil Place Planning, Admissions & Capital Manager - HBC
David Mitchell	Capital Projects Officer - HBC
Claire Appleton	Group Accountant (Corporate and Schools) - HBC
Kieran Bostock	Assistant Director (Place Management) - HBC
Louise Robson	Head of Corporate Services – Catcote Academy
<b>APOLOGIES</b>	
Amanda Whitehead - Assistant Director (Education) - HBC	

Item		Action
<b>1.</b>	<b>Review of minutes from 21<sup>st</sup> October 2021.</b>	
	Condition surveys received, need to be disseminated to the schools.	<b>DM</b>
<b>2.</b>	<b>2021/22 Schools' Capital Works Programme - Progress Update (JR)</b>	
	<p>JR updated the group in respect of the 2021/22 capital programme, referred to the spreadsheet and explained that the shaded rows are completed projects.</p> <p>JR asked KB if the final accounts can be progressed.</p> <p>Projects carried forward to 2022/23, namely, High Tunstall Pool Floor, Lynnfield wall renewal and two mechanical projects at Lynnfield yet to start due to delays with receiving materials. The Fire Safety projects are a separate item on the agenda.</p>	<b>KB</b>
<b>3.</b>	<b>2022/23 Schools' Capital Works Programme (JR)</b>	
	<p>JR noted the 2022/23 capital programme has been drafted and sent out with the papers. However, notification of the funding allocation is yet to be received and it is noted that there are at least 2 schools converting to academy status in the coming months which may affect our funding allocation.</p> <p>Also, some cost estimates are still to be obtained for fire shutters. It is intended to submit a final programme to March CS Committee. The draft list is subject to amendment.</p>	

Item		Action
<b>4.</b>	<b>Finance Update (CA)</b>	
	<p>Currently the unallocated stands at £27,000 as some of the capital schemes have come in over budget (due to supply chain issues etc.). This figure will be more accurate when the final accounts are processed.</p>	
<b>5.</b>	<b>Fire Safety / door replacements Update (DM)</b>	
	<p>Throston &amp; Kingsley's capital funding was approved last year and the fire door installs are approximately 90% complete, however, the fire stopping in both schools is still to complete.</p> <p>Unfortunately, the LA has terminated the contract with the company, due to a poor all-round performance, despite the Authority using a nationally recognised framework and securing references.</p> <p>The exit strategy has been identified with remaining works to be completed in Easter. A new tender process will be undertaken for the remaining works at Throston and Kingsley.</p> <p>MT asked if the Headteachers of both schools had been informed of developments and DM confirmed that they had.</p> <p>DM explained that it was hoped a company could be commissioned who can provide more of a turnkey approach to managing the fire modification projects so as to ease the strain on our workforce during a busy period, whilst also ensuring the school is ready for term time after the works.</p> <p>JH asked if HBC had learnt from the experience with the company and that these lessons learned will be implemented early on in the process to avoid the same problems with the new contractor/tender - DM assured JH that this will be the case.</p>	
<b>6.</b>	<b>DfE CDC2 Programme (Condition Data Collection) (DM)</b>	
	<p>The DfE's Condition Data Collection 2 will be carried out from 2021 to 2026 and it will visit every government-funded school in England to collect data about the condition of their buildings.</p> <p>The purpose of the data collected is to provide the DfE with a comprehensive picture of the condition of the schools and help prioritise investment in terms of condition funding and rebuilding programmes.</p> <p>The condition survey also benefits schools inasmuch as it highlights condition issues which need attention or further investigation, provides a view of roof condition which is not normally seen and provide good photographic evidence of condition issues.</p> <p>The survey, however, does have limitations as it's not invasive, it's not structural, does not report on hazardous materials (principally asbestos), does not address critical health and safety requirements such as fire and intruder alarm functionality, does not take into account building use or capacity and does not provide descriptions of defects, remedies or cost information for schools or responsible bodies.</p>	

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	<p>There will be 9 tranches of school visits programmed over the next 5 years. Tranche 1 included Rossmere, Catcote Academy and Barnard Grove, while tranche 2 included Greatham. The following tranches are also confirmed by the DfE:</p> <p><b>Tranche 3 - February 2022 – July 2022</b></p> <ul style="list-style-type: none"> <li>• The Horizon School</li> <li>• St John Viannney</li> <li>• Rift House</li> <li>• Clavering</li> <li>• St Teresa's</li> <li>• Golden Flatts</li> </ul> <p><b>Tranche 4 - August 2022 to January 2023</b></p> <ul style="list-style-type: none"> <li>• St Joseph's</li> <li>• Stranton</li> <li>• Grange</li> <li>• Manor</li> </ul> <p>All responsible bodies will receive information from surveyors or DfE so schools need to keep an eye out for the information.</p> <p>LR updated the group on the process having already completed it. The surveyor was really helpful and included information in the report that will hopefully help them with a CIF bid.</p> <p>MT asked if any additional schools have been allocated a tranche. DM confirmed that additional tranches are periodically published on the CDC2 website and he will update the group accordingly.</p> <p>JR noted that we have done our own condition analysis that helps us compare the condition of schools within Hartlepool.</p>	
<b>7.</b>	<b>Group Membership (JR)</b>	
	<p>It was requested that the group membership continue to be an item on the agenda at the School Forum in the hope of replacing those that have stepped down. DM to contact Jane Watt.</p>	<b>DM</b>
<b>8.</b>	<b>Any other business</b>	
	<p><b>School Rebuilding Programme</b></p> <p>The LA received a letter from the Director of Capital at the DfEs capital unit recently. It explained that the DfE will carry out 500 major rebuilding and refurbishment projects at the worst buildings across England over the next decade. It went on to say, there will also be an opportunity to submit professional evidence of severe condition need in school buildings. This would be likely to include schools where the building condition need is so severe that there is an imminent risk of closure, but that might not be captured through the Condition Data Collection (CDC). DfE have recommended that</p>	

Item		Action
	<p>responsible bodies start to think about the schools that might like to be considered for the School Rebuilding Programme, and to gather any essential, professional evidence necessary and will contact LAs again when the next round launches.</p> <p><b>Meeting location/method</b></p> <p>It was agreed to continue meeting via Microsoft Teams unless there was a pressing need to discuss something in person, in which case an in-person meeting can be arranged.</p>	
<b>9.</b>	<b>Date and Time of Meetings for 2020/21 Academic Year</b>	
	Thursday 23 <sup>rd</sup> June 2022 at 10am.	