

Name of Meeting: Cabinet

Date: 22nd January 2019

Title of report: Capital Investment for Fire Safety works in Council Buildings

Purpose of report To seek approval of a £3m capital budget spread over financial years 2018/19 to 2020/21 for investment in fire safety measures across Kirklees buildings.

Key Decision - Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	Yes - This report seeks approval for expenditure of a £3m capital budget.
Key Decision - Is it in the Council's Forward Plan (key decisions and private reports?)	Yes - 8 th October 2018
The Decision - Is it eligible for call in by Scrutiny?	Yes
Date signed off by <u>Strategic Director</u> & name	Karl Battersby - 10.01.2019
Is it also signed off by the Service Director - Finance (S151 Officer)?	Eamonn Croston - 10.01.2019
Is it also signed off by the Service Director - Legal Governance and Commissioning?	Julie Muscroft - 10.01.2019
Cabinet member portfolio	Cllr Graham Turner - Corporate

Electoral wards affected: All

Ward councillors consulted: None

Public or private: Public

Have you considered GDPR? There are no GDPR implications relating to this report.

1. Summary

- 1.1 An updated Council Fire Safety Policy was approved by Cabinet at its meeting on 21st August 2018. The new Policy sets out how the Council will discharge its responsibilities in relation to fire safety across its portfolio of buildings. In order to achieve this and maintain fire safe buildings, capital investment in the building stock is required.
- 1.2 Cabinet will be asked to approve a capital allocation of £3m for investment in fire safety measures across its building stock including schools, offices, children's homes, aged persons homes, libraries and other Council owned buildings in Kirklees over financial years 2018/19 to 2020/21.
- 1.3 Members will be asked to approve the list of completed and proposed works as shown at **Appendix A** and to delegate powers to Officers' to manage the delivery of the fire safety programme within the overall budget envelope in year to allow for new additions, unfavourable tender returns, reprogramming and unforeseen works.

2. Information required to take a decision

- 2.1 The Regulatory Reform (Fire Safety) Order 2005 (the Order) requires the Council to carry out a Fire Risk Assessment (FRA) in each of its buildings and to periodically review the risk assessment especially after changes to the occupancy or physical layout. These risk assessments identify the necessary fire safety measures required to maintain a fire safe building. The Fire Safety and Corporate FM teams are currently undertaking a rolling programme to update the Council's FRAs using internal and external resources.
- 2.2 The Council's portfolio of buildings is extensive and complex in terms of size and use e.g. Children's Homes and Aged Persons Homes occupied 24/7, schools large and small, libraries, major office blocks, small changing facilities on playing pitches and listed Town Halls with large public audiences. Fire Safety in Council housing accommodation is dealt with separately through Kirklees Neighbourhood Housing (KNH) and the Housing Revenue Account process.
- 2.3 In order to make the best use of resources, the programme of fire risk assessments and therefore fire safety improvement works, is risk led. Priority in 2018/19 is being given to buildings that contain sleeping accommodation and/or provide a service to vulnerable children and/or adults. Subsequent programmes will target buildings such as multi storey schools and large office accommodation blocks.
- 2.4 In February 2018 the Council's new Five Year Capital Plan for the period 2018/19 to 2022/23 included an allocation of £1m per annum starting in 2018/19 - £3m in total – in the Corporate Landlord Asset Investment baseline budget for fire safety improvements works. This report seeks Cabinet approval for the release of this £3m budget allocation and the approval of the proposed programme of fire safety works shown at **Appendix A**.

2.5 The programme of works is based on the FRA for each building and primarily consists of, but not limited to, the following categories of work:

- Fire compartmentation works to install additional measures where required or remedy historical breaches of existing fire compartments;
- Electrical work – adaptations to existing or provision of new fire alarms and emergency lighting systems;
- Fire Doors– repair of existing or installation of new fire doors;
- Other works such as the protection of bin stores, relocation of boilers etc.

In consultation with individual Services, works are being “joined up” where it is sensible with other improvement works utilising other capital and revenue funding e.g. remodelling of facilities, redecoration, new floor finishes and improved lighting in Children’s Homes.

2.6 Additional funds will be used to supplement the availability of monies for the implementation of fire safety works. Revenue funds from the Schools Traded Services Repairs and Maintenance (R&M) buy back budget and Corporate Landlord R&M Premise budget will be used for works that fall below the Council’s De Minimus level and additional capital funds will be provided from the Schools Condition and Corporate Landlord Asset Investment Condition baseline budgets, both of which have been previously approved by Cabinet.

2.7 Members will note that some projects identified in **Appendix A** have already been completed this financial year due to their urgency whilst others are currently either on site or in design. These have been designed and procured at risk pending approval of the new Fire Safety Policy in August 2018 and the £3m capital investment at Cabinet today. Budgets are indicative and will be refined during the design and procurement stages.

2.8 Should Cabinet approve the overall capital allocation of £3m across financial years 2018/19 to 2020/21, future years’ programmes will be brought to Cabinet for approval as part of the Corporate Landlord Asset Investment baseline annual report.

2.9 In order to aid the implementation of the fire safety programme, Members are requested to delegate authority in accordance with the Council’s Financial Procedure Rules paragraph 3.14 dated June 2018 to the Service Director – Commercial, Regulatory and Operational Services to manage the implementation of the identified works within the respective agreed total programme budget.

This would enable Officers to:

- Add new urgent projects under £250k to the programme without prior Cabinet approval providing that the total cost remains within the approved capital allocation set by Council;
- Slip, amend or remove projects during the course of the financial year to enable the effective management of the programme;
- Vary the indicative funding allocation for schemes to reflect individual circumstances and tenders.

All virements, additions and deletions will be reported retrospectively to Cabinet in accordance with Financial Procedure Rules 3.16.

3. Implications for the Council

3.1 Working with People

There are no implications relating to this.

3.2 Working with Partners

The Council has worked in partnership with a number of Charitable Bodies that lease buildings from the Council to deliver services to ensure that these buildings have appropriate Fire Risk Assessments and have a programme of agreed works to address any fire safety related matters.

3.3 Place Based Working

Consultation with the commissioners of the services delivered from the buildings identified in **Appendix A** has confirmed the ongoing need for the services delivered on behalf of and for the benefit of Kirklees residents.

3.4 Improving outcomes for children

As mentioned in section 2.5, additional works are being carried out alongside the fire safety works to improve the look and feel of our existing Children's Homes. Works include redecoration, new floor finishes, improved dining and relaxation facilities, sensory provision where needed and external improvements.

3.5 Financial

The £3m capital investment outlined in this report was part of the Capital Plan for 2018/19 to 2022/23, approved by Council in February 2018. It is funded from Council prudential borrowing. The revenue cost of financing this level of borrowing is £189K per annum for 20 years. Any additional works will be funded from previously approved revenue and capital budgets as indicated in section 2.6 of this report.

3.6 Legal

Implementation will ensure that Kirklees owned premises provide a safe environment and that they will comply with the requirements of the Regulatory Reform (Fire Safety) Order 2005.

Failure to undertake these works will lead to some premises being non-compliant from a fire safety perspective, expose the Council to the risk of improvement / enforcement action from the West Yorkshire Fire and Rescue Service and create reputational damage.

3.7 Human Resources

There are no Human Resources implications.

4. Consultees and their opinions

4.1 During the development of the programme of works attached at **Appendix A**, extensive consultations were undertaken with senior managers within Children's and Adults Services. The timings and phasing of the programme has been agreed with the relevant Services. Initial discussions have been held with the Charitable Bodies impacted by the programme and further discussions will occur to firm up specifications, timings etc. All the Charitable Bodies involved have expressed support for the proposed works.

4.2 The Council's Executive Team was consulted in October 2018 and January 2019 and are fully supportive of the proposed budget provision and programme.

5. Next steps and timelines

5.1 Officers from the Council's Corporate Landlord and Technical Services teams will implement the approved Fire Safety Programme, working closely with KNH Property Services, external contractors (if needed), the individual Council Services and Charitable Bodies impacted by the programme of works.

5.2 Work will also be undertaken by Officers to ensure that fire safety measures recommended in risk assessments are identified, designed, procured and implemented as part of a rolling programme of fire safety works in 2019/20 and 2020/21.

5.3 Officers will provide updates on progress as part of future Corporate Landlord Asset Investment baseline annual capital reports.

6. Officer recommendations and reasons

Members are requested to:

- (a) Approve a capital allocation of £1m per annum - £3m in total - for fire safety improvement works in Council owned buildings as part of the Corporate Landlord Asset Investment baseline section of the Council's Capital Plan over financial years 2018/19 to 2020/21;
- (b) Note the schemes undertaken to date and approve the proposed future projects as set out in **Appendix A** of this report;
- (c) Consider and approve the proposed delegated powers as outlined in section 2.9 of this report.

These works are required to ensure that the Council complies with its duties under the Regulatory Reform (Fire Safety) Order 2005 to ensure that FRAs are in place and that issues arising from these assessments are addressed in order to ensure that fire safe buildings are provided for employees, residents and service users.

7. Cabinet portfolio holder's recommendations

The Cabinet Portfolio Holder for Corporate Resources welcomes the allocation of £3m capital investment in fire safety improvement works. This investment sits alongside the Council's updated Fire Safety Policy and emphasises the importance that Cabinet places on ensuring that all buildings are fire safe environments for all employees, residents and users of our premises and services.

The Portfolio Holder recommends that Cabinet:

- (d) Approve a capital allocation of £1m per annum - £3m in total - for fire safety improvement works in Council owned buildings as part of the Corporate Landlord Asset Investment baseline section of the Council's Capital Plan over financial years 2018/19 to 2020/21;
- (e) Note the schemes undertaken to date and approve the proposed future projects as set out in **Appendix A** of this report;
- (f) Consider and approve the proposed delegated powers as outlined in section 2.9 of this report.

8. Contact officer

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Jonathan Quarmby - Corporate Facilities Manager - 01484 221000 -
jonathan.quarmby@kirklees.gov.uk

9. Background Papers and History of Decisions

Kirklees Council Fire Safety Policy approved at Cabinet on 21st August 2018.
[https://democracy.kirklees.gov.uk/ieListDocuments.aspx?CId=139&MId=5604
&Ver=4](https://democracy.kirklees.gov.uk/ieListDocuments.aspx?CId=139&MId=5604&Ver=4)

10. Service Director responsible

Joanne Bartholomew - Service Director - Commercial, Regulatory and Operational Services - 01484 221000 - joanne.bartholomew@kirklees.gov.uk

2018/19 to 2020/21 CORPORATE LANDLORD PROPOSED FIRE SAFETY PROGRAMME

Appendix A

Building	Ward	Expected Delivery Period	Fire Safety Work (£000)	Other works	Expected Total Cost of the Project	Comment
Copthorne House Children's Home	Ashbrow	Complete	£100k	£50k	£150k	Additional remodelling and improvement works funded from RCCO from 2017/18 budget
Claremont House Aged Persons' Home	Heckmondwike	Complete	£90k	0	£90k	
Castle Grange Aged Persons' Home	Newsome	Complete	£160k	£40k	£200k	Improvements to showers and other H&S works funded from 2018/19 condition baseline.
Moorlands Grange Intermediate Care Home	Crosland Moor and Netherton	Phase 1 Complete Phase 2 April 2019 – May 2019	£150k	£50k	£200k	Improvements to showers and other H&S works funded from 2018/19 condition baseline.
Healds Road Children's Home	Dewsbury West	Complete	£85k	£15k	£100k	Improvement works funded from RCCO in 2018/19 budget
Woodlands Children's Home	Lindley	Complete	£80k	£15k	£95k	Improvement works funded from RCCO in 2018/19 budget
Mill Dale – Adults Respite Care Home	Heckmondwike	Jan 2019 – March 2019	£60k	£15k	£75k	Other H&S works being undertaken from 2018/19 baseline budgets.
Crescent Dale – currently empty.	Heckmondwike	Jan 2019 – March 2019	£60k	£40k	£100k	Fire safety and other works to reinstate mothballed building for decant purposes.

Ings Grove Aged Persons' Home	Mirfield	Jan 2019 – March 2019	£75k	0	£75k	
Orchard View – Children's Respite Care Home	Mirfield	April 2019 - July 2019	£90k	£60k	£150k	Condition and suitability improvements to be funded from 2018/19 condition baseline budget.
Elm Grove – Children's Residential Care Home.	Heckmondwike	Aug 2019 - Nov 2019	£90k	£60k	£150k	Condition and suitability improvements to be funded from 2019/20 condition baseline budget.
Cherry Trees – Adults Respite Care	Kirkburton	April 2019 – June 2019	£60k	£15k	£75k	
Bridgewood House – Bridgewood Trust	Denby Dale	June 2019 – Sept 2019	£80k	TBD	£80k	Contribution from Charitable Body to be discussed.
84 Aldonley – Bridgewood Trust	Almondbury	July 2019 – Sept 2019	£70k	TBD	£70k	Contribution from Charitable Body to be discussed.
Cliffe House – Outdoor Activity and Residential Centre.	Kirkburton	July 2019 – Jan 2020	£150k	£850k	£1000k	Condition improvements to be funded from 2019/20 condition baseline budget.
Enfield Down – SWYFT	Holme Valley North	July 2019 – Dec 2019	TBD	TBD	TBD	Contribution from Charitable Body to be discussed.
Castle Hall - MENCAP	Dewsbury West	Sept 2019 – Dec 2019	£100k	TBD	£100k	Contribution from Charitable Body to be discussed.
Risk Pot for additional schemes/high tenders/revised budgets in 2019/20	All	April 2019 – March 2020	£500k	£0k	£500k	Schemes to be added once identified from the Corporate and Schools Portfolios.
Allocation for buildings proposed for 2020/21 programme – to be determined	All	April 2020 – March 2021	£1.0m	TBD	£1.0m	Schemes to be added once identified from the Corporate and Schools Portfolios.
Total			£3.0m	£1.21m	£4.21m	