

## FLINTSHIRE COUNTY COUNCIL

**REPORT TO:** LIFELONG LEARNING OVERVIEW AND SCRUTINY COMMITTEE  
**DATE:** THURSDAY, 10 OCTOBER 2013  
**REPORT BY:** DIRECTOR OF LIFELONG LEARNING  
**SUBJECT:** SCHOOL KITCHEN VENTILATION REPLACEMENT SCHEME

### **1.00 PURPOSE OF REPORT**

1.01 To provide members with a comprehensive update with regards to the ventilation upgrade works carried out in Flintshire schools.

### **2.00 BACKGROUND**

2.01 Prior to 2011 there was no systematic programme in place for gas safety and gas equipment checks. Evans Maintenance were contracted to undertake initial inspections (testing and servicing of internal gas supply and gas kitchen equipment) during 2011, whilst a longer term contract was procured. Catering Engineers (Chester) were awarded the contract, and carried out annual inspection and testing during 2012 and 2013.

2.02 In 2012, a change in legislation resulted in ventilation systems previously noted as 'Not to Current Standards' (NCS) being assessed instead as 'At Risk' (AR) with Warning Advice Notices also being issued. The next level of warning advice is 'Immediately Dangerous', whereby kitchens are immediately closed.

2.03 All sites requiring works were logged in order of priority. £585K was awarded through the Flintshire County Council Capital Programme to address the most urgent needs.

2.04 Meetings with Property Services identified that the budget allocated would be sufficient to carry out works at 14 schools. However, Property Services identified that there was insufficient in-house project management capacity to carry out all the works. Two external project management companies with a good local track record were identified.

2.05 At a further planning meeting it was agreed that Property Services would undertake project management at four schools and the Project Management Companies would each take five schools.

2.06 Property Services and project managers prepared specification

documents for tender for each school and the project managers worked with Property Services through the tender process (i.e. evaluation of specification and works, price etc). Property Services awarded the tenders to the successful sub-contractors for all sites.

- 2.07 Works have been completed as planned at ten schools. Works started this Summer at the remaining four schools, namely:  
Golftyn CP  
Sealand CP  
Trelogan CP, and  
Mountain Lane Primary School.

Works in these four schools overran and Appendix 1 highlights the cause and eventual resolution.

- 2.08 Work is ongoing to establish and carry forward a Capital Development Programme to maintain the ongoing kitchen upgrade requirements. Meanwhile, the catering service have put into place safe systems of work and risk assessments to minimise and manage the risk in the interim.

### **3.00 CONSIDERATIONS**

- 3.01 The delays to works carried out over the summer are due to a number of factors:
- previously unidentified problems with the fabric of the building in two schools caused delays in the commencement of the works due to investigations and remedial works;
  - this in turn created a knock on under capacity of the sub-contractors to meet their commitments; and
  - this under capacity created over-runs on site with the project managers constantly chasing the sub-contractors to complete the various elements of the scheduled work.

### **4.00 RECOMMENDATIONS**

- 4.01 That members note the contents of this report and that further updates can be provided at key project milestones.

### **5.00 FINANCIAL IMPLICATIONS**

- 5.01 There has been no increase in the original costs quoted for the works due to the delays.

### **6.00 ANTI POVERTY IMPACT**

- 6.01 There are no anti poverty impact issues raised in this report.

### **7.00 ENVIRONMENTAL IMPACT**

7.01 Facilities Services are working with the Council's Energy Management Unit to ensure that the ventilation improvement programme has minimal impact on energy consumption, costs and carbon emissions.

**8.00 EQUALITIES IMPACT**

8.01 There are no Equalities Impact issues raised by this report

**9.00 PERSONNEL IMPLICATIONS**

9.01 There are no Personnel Issues raised by this report.

**10.00 CONSULTATION REQUIRED**

10.01 Consultation with Headteachers, Property Services, Lifelong Learning Capital Projects and Planning Unit and Catering Services is a requirement prior to and during all ventilation and improvement works carried out on school premises.

**11.00 CONSULTATION UNDERTAKEN**

11.01 The above consultations are carried out prior to any ventilation or improvement works commencing on site.

**12.00 APPENDICES**

12.01 Appendix 1: issues raised on site

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985  
BACKGROUND DOCUMENTS**

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