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Your Ref/Eich Cyf

Our Ref/Ein Cyf

Date/Dyddiad

Wednesday, 6 January 2016

Ask for/Gofynner am

Jane Johnson

Direct Dial/Rhif Union

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Dear Councillor

You are requested to attend a **MEETING** of the **EXECUTIVE BOARD** of Wrexham County Borough Council to be held in the **COUNCIL CHAMBER, GUILDHALL** on **TUESDAY, 12 JANUARY 2016** at **10.00 am** for the transaction of the business specified in the Agenda overleaf.

Yours faithfully

Head of Corporate and Customer Services

WEBCASTING NOTICE

This meeting will be filmed for live and subsequent broadcast on the Council's website or may be used for training purposes within the Council. The whole of the meeting will be filmed, except those items which are deemed to be exempt by virtue of Part 4 of Schedule 12A to the Local Government Act 1972 (as amended). The footage will be retained on the Council's website for 6 months.

Generally the public seating areas are not filmed. However, by entering the Chamber you are consenting to being filmed and to the possible use of those images and any sound recordings for webcasting and/or training purposes. Parents or guardians accompanying a minor aged 16 years or younger are also deemed to have given consent to the possible capture of their image.

If you have any queries regarding this, please contact the Committee Services Manager on 292236.



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AGENDA

PLEASE NOTE:

Any Member of the Council may attend for Agenda Item 1(b) at 10.00 am to ask questions, but, in accordance with previously agreed arrangements, Members who know in advance that they wish to ask a question should let the Head of Corporate and Customer Services have notice of their questions by no later than 4.45 pm on Friday, 8 January 2016.

1 **Questions**

- (a) Public Questions/Statements
- (b) Members' Questions

2 **Apologies for Absence**

3 **Declarations of Personal Interests, if any**

4 **Minutes**

To confirm as a correct record the Minutes of the Executive Board meeting held on 8 December 2015 (*Pages 7 - 14*)

5 **Revenue Budget 2016/17**

To consider the report of the Lead Member for Organisation – Finance, Performance and Governance (*Pages 15 - 126*)

6 **Risk Management Policy 2016-2020**

To consider the report of the Lead Member for Organisation – Finance, Performance and Governance (*Pages 127 - 138*)

7 **The Former Groves High School Site**

To consider the report of the Lead Member for Organisation – Finance, Performance and Governance (*Pages 139 - 158*)

8 **Lease to Gwersyllt Park Cricket Club**

To consider the report of the Lead Member for Organisation – Finance, Performance and Governance (*Pages 159 - 164*)

9 **Forward Work Programme**

To consider the report of the Lead Member for Organisation – Finance, Performance and Governance (*Pages 165 - 176*)

10 **Schools Delegated Budgets : Review of the resource allocation formula**

To consider the joint report of the Lead Member for Organisation – Finance, Performance and Governance and Lead Member for People – Children's Services and Education (*Pages 177 - 186*)

- 11 **Proposed Permanent Increase in Capacity at Alexandra Community Primary School and Ysgol Plas Coch**
To consider the report of the Lead Member for People – Children’s Services and Education (Pages 187 - 234)
- 12 **Town Centre Car Park Management**
To consider the report of the Lead Member for Place – Environment and Transport (Pages 235 - 242)
- 13 **Victorian Walled Garden Update**
To consider the report of the Lead Member for Economy – Economic Development and Regeneration (Pages 243 - 250)
- 14 **Employee Code of Conduct**
To consider the report of the Lead Member for Organisation – Corporate Services and Health and Safety (Pages 251 - 272)
- 15 **Wrexham Heritage and Archives Service – future delivery model**
To consider the report of the Lead Member for Place – Communities and Partnerships (Pages 273 - 360)
- 16 **PCSOs in Wrexham**
To consider the report of the Lead Member for Place – Communities and Partnerships (Pages 361 - 380)
- 17 **Proposed redevelopment of Wrexham’s People’s Market/Creation of a New Arts, Cultural and Market Space**
To consider the report of the Lead Member for Place – Communities and Partnerships (Pages 381 - 460)
- 18 **Any other items which the Chair decides are urgent**
- 19 **Exclusion of Press and Public**
In considering whether to exclude the press and public from the next part of the meeting Members are asked to consider the following factors when determining the public interest test.

Agenda Items 20, 21 and 22 – Not for publication by virtue of Paragraph 14 of Part 4 of Schedule 12A to the Local Government Act 1972 (as amended). The Proper Officer has determined in considering this report that paragraph 14 should apply. His view on the public interest test was that while he was mindful of the need to ensure the transparency and accountability of public authorities for decisions taken by them in relation to the spending of public money, the right of a third party to the privacy of their financial/ business affairs outweighed the need for that information to be made public and in respect of Agenda Item 21 the disclosure of the information would give an unfair advantage to tenderers for commercial contracts. This information is not affected by any other statutory provision which requires the information to be publicly registered.

Agenda Item 23 – Not for publication by the virtue of paragraphs 14 and 15 of Part 4 of schedule 12A to the Local Government Act 1972 (As Amended). The Proper Officer has determined in considering this report that paragraphs 14 and 15 should apply. His view on the public interest test was that while he was mindful of the need to ensure the transparency and accountability of public authorities for decisions taken by them in relation to the spending of public money, the right of a third party to the privacy of their financial/ business affairs outweighed the need for that information to be made public. Furthermore disclosure of the information would prejudice the discussion in relation to labour relations to the disadvantage of the authority and inhabitants of its area. This information is not affected by any other statutory provision which requires the information to be publicly registered.

It is, therefore, recommended that the press and public be excluded from the Meeting during consideration of the following item as it is likely that, if they were present, there would be disclosure to them of exempt information as defined in Paragraphs 14 and 15 of Part 4 of Schedule 12A to the Local Government Act 1972 (as amended).

- 20 **Proposed redevelopment of Wrexham's People's Market/Creation of a New Arts, Cultural and Market Space**
To note the report of the Lead Member for Place – Communities and Partnerships (Copy to follow)
- 21 **Workstream 2 - Reducing Third Party Spend**
To consider the report of the Lead Member for Organisation – Finance, Performance and Governance (*Pages 461 - 474*)
- 22 **Reshaping Services Workstream 3 - Stage 3 - Business Case Development**
To consider the report of the Lead Member for Organisation – Finance, Performance and Governance (*Pages 475 - 678*)
- 23 **1b New Department Models and Structures – Future Service Models**
To consider the report of the Lead Member for Organisation – Finance, Performance and Governance (*Pages 679 - 728*)
- 24 **Any other items which the Chair decides are urgent**

INFORMATION REPORTS

The following Information Reports have been circulated to Members since the last Meeting of the Executive Board:

- Provisional Local Government Revenue and Capital Settlements 2016/17
- Safeguarding the Standards, Crowdfunding Appeal
- Successful Futures

TO: THE CHAIR AND MEMBERS OF THE EXECUTIVE BOARD

Councillors David A Bithell
" R J Dutton OBE
" Hugh Jones
" David Kelly
" Mrs J M Lowe

Councillors Ronnie Prince
" Mark Pritchard (Chair)
" I Roberts (Vice-Chair)
" Neil Rogers
" Michael Williams

REPORT TO:	Executive Board
REPORT NO:	HAED/04/16
DATE:	12 January 2016
LEAD MEMBER	Councillor Mark Pritchard (Organisation – Finance, Performance & Governance)
CONTACT OFFICER:	Stephen Bayley (Tel: 292440) Denise Garland (Tel: 297214)
SUBJECT:	The Former Groves High School Site
WARD:	Maesydre

1. PURPOSE OF THE REPORT

To provide Members with information on the vacant state of the former Grove Park County School for Girls' building and to seek agreement on its future.

2. EXECUTIVE SUMMARY

- 2.1 At the Executive Board meeting on 10 November 2015 (HAED/45/15) Members agreed to withdraw from negotiations with Coleg Cambria to sell the former Groves School site and to retain it for its own use, in order to address, at least partially the forecast growth in demand for education places from residents of Wrexham town centre (see plan at Appendix 1).
- 2.2 The Council now retains possession of the former Grove Park County School for Girls' building, which continues to deteriorate following vandalism and despite enhanced physical security and frequent mobile patrols.
- 2.3 The current cost of security, grounds maintenance, repair and maintenance and non-domestic rates for the building is £25k/year. In addition, an estimated investment sum of at least £375k is required to "mothball" the building for future use (including asbestos removal). To demolish the building would cost an estimated £2464k and to demolish the building but to retain the Chester Road/Powell Road façade would be £418k (plus an additional £155k per annum to protect and retain the façade pending future redevelopment).
- 2.4 The potential re-use of the building for a primary school is not the preferred option as the space and operational layout of a modern primary school is not compatible with the former Girls' School building. Estimates from Coleg Cambria for the refurbishment of the building for a less complicated education

space exceeded £5.5 million (2015). With the additional requirements of a Primary School, the costs are likely to be higher and without a detailed study, it is not clear that the building would lend itself readily to adaptation. Compare this to the cost of the new facilities at Hafod Y Wern £5.2m and Gwenfro £4.8 m.

- 2.5 Members are asked to consider whether it is appropriate to retain the building given the likely refurbishment costs (estimated to be in excess of £5.5 million) or whether it is better to demolish the building and to provide a cleared site for the development of a new primary school.
- 2.6 This decision is made difficult by the uncertainty of funding for a new school and the consequential options for the building. If there is a delay in securing funding for a new school, Members need to decide whether to retain the building (but fund the asbestos removal and repairs), to demolish part of the building (but retain the Chester Road/Powell Road façade) or to demolish and clear the site.
- 2.7 Given the investment costs (estimated to be in excess of £5.5 million) and the potential difficulties and costs associated with making the building compatible with the requirements of a modern primary school, Members are recommended to support the demolition and clearance of the building to create a site for future education development.

3 RECOMMENDATIONS

3.1 Members are recommended to:

- (i) authorise the Head of Assets and Economic Development to take the necessary steps to remove any remaining asbestos from the former Grove Park County School for Girls' building; and
- (ii) authorise the Head of Assets and Economic Development to take the necessary steps to demolish the former Grove Park County School for Girls' building, to clear the site in order to secure it for future development.

REASONS FOR RECOMMENDATIONS

To enable the Council to remove and make safe a derelict property to provide land for future education development in order to provide for the projected demand for school places in Wrexham town centre.

4. BACKGROUND INFORMATION

- 4.1 At the Executive Board Meeting on 10 November 2015 (HAED/45/15) Members agreed to withdraw from negotiations with Coleg Cambria to sell the former Groves School site and to retain it for its own use.

- 4.2 All of the buildings and structures on the site excluding the former Grove Park County School for Girls were demolished in July 2013. The former Grove Park County School for Girls' building was retained.

(a) The requirement for educational provision within Wrexham Town Centre

- 4.3 Welsh Government forecasts that the overall population of the County Borough will increase from 135,070 to 155,306 by 2028 an increase of 15%. This will result in pressure on existing school places.
- 4.4 With extremely limited opportunities within Wrexham town centre to provide for that anticipated growth, Members decided that the disposal of the Groves site would not be strategically prudent (HAED/45/15) and that the site should be retained for its own use.
- 4.5 Funding for any education project is most likely to come from band B of the 21st Century Schools Programme which will be post 2019. This could mean that the former Groves school site will remain undeveloped for a further 5 years and during this period would continue to incur costs for repairs and maintenance, security, NNDR and grounds maintenance costs (currently £25,000 per year).
- 4.6 The Head of Assets and Economic Development, together with the Head of Education and the Lead Member for People – Children's Services and Education has been asked to submit a separate report on the potential education use of the site to the Executive Board at a later date. In the meantime, Members need to consider what is best for the former Grove Park County School for Girls' building.

(b) Condition of the former girls' school building

- 4.7 The former girls' school building continues to deteriorate following vandalism, despite enhanced physical security and mobile patrols. The building has been secured with Sitex. However the site continues to encounter issues with anti-social behaviour and homeless people sleeping rough. This necessitates the police and the Council's security team being called out on a regular basis. Significant quantities of rubbish and items such as sharps are being left behind which require clearing. The problems are becoming a serious issue for adjoining residents.
- 4.8 More recently groups of trespassers have managed to gain access to the building itself which resulted in extensive damage to walls, ceilings and doors, (see photographs at Appendix 2 for information).
- 4.9 The breach of security of the building has resulted in:
- concern over the disturbance of asbestos which is present in the building;

- health, safety and liability concerns relating to unauthorised persons accessing the derelict property, the risk of fire and concern about how trespasses would find an escape in the event of an emergency; and
 - the need for additional security measures and the associated costs.
- 4.10 The concern over the potential for trespassers to disturb asbestos is clearly shown by the presence of signage around the building warning of the dangers. Whilst the presence of asbestos in itself is not a danger unless it is disturbed, removal is recommended, whether or not the building is to be retained.
- 4.11 Between 2010-2013 there have been on average 450 mobile security visits to the site each year. However, in response to an increase in anti-social behaviour this was increased to 846 in 2014 and up to October 2015 there have been 390 visits.
- 4.12 There were specific increases in patrols in response to the breach of security within the building in September 2015. This necessitated 24 hours security during the weekend of 25 September to 27 September.
- 4.13 The Council's security team responds to callouts and alarm activations and in 2015, they have attended over 20 times and conducted 8 full property searches. In addition, they have had to replace the chain and lock to the vehicular access gate after it was forced open. The presence of the derelict building attracts trespassers and rough sleepers and despite security patrols, the building itself often conceals their presence.

(c) Options for the future of the building

- 4.14 Whilst there are no specific guidelines in relation to primary school facilities that would prevent the conversion of the building, consideration would need to be given to how the building could be adapted to support the delivery of the key stages, (i.e. key stage one where the emphasis is on the teaching space flowing out onto an outside teaching area).
- 4.15 The most recent estimate for the refurbishment of the former Grove Park County School for Girls' building, which was undertaken by Coleg Cambria in 2015 is approximately £5.5m, (including professional, planning and building regulation fees) and reflects a conversion for a college facility and not a primary school facility, which could increase the costs significantly. Further design and adaptation would be required to achieve key stage criteria such as classroom outdoor teaching areas for key stage 1, at additional cost.
- 4.16 The decision on whether or not it is feasible and cost effective to refurbish the building for a modern primary school is made more difficult by the lack of funding currently available for a new school. It is possible that the funding will not be available, if accessed from the 21st Century Schools Programme until after 2019. In the meantime, Members need to consider the options for the

building which include retaining the building, partial demolition (retention of the Chester Road/Powell Road façade) or complete demolition.

- 4.17 If the building is to be retained for re-use then in addition to the current annual costs of approx. £25,000 additional works will be required to ensure that it does not deteriorate. For example ensuring that the building/roof remains watertight and repairing any damage caused through weather damage or vandalism. The building will require the removal of asbestos.
- 4.18 The estimated cost to mothball the building is £375k (plus the annual cost of security, repair and maintenance, grounds maintenance and NNDR of £25k) (and includes removal of asbestos, repairs to the roof and other repairs such as dry rot, flooring and stairs).
- 4.19 The estimated cost of demolition of the building with retention of the Chester Road/Powell Road façade is £418k, (and includes demolition, asbestos removal, removal of services and support for the façade). Annual security costs could increase as the façade will continue to attract unwanted attention and could become a dangerous structure if it remains in place for a lengthy period. The ongoing costs for security, grounds maintenance and scaffolding is estimated to be £160k per year.
- 4.20 The estimated cost of total demolition of the building is £246k (and includes demolition, asbestos removal and removal of services).
- 4.21 All of these costs are estimates and subject to tender.
- 4.22 To assist Members, the table below provides a brief summary of the options:

	Option	Planning matters	Educational use	Revenue cost	Capital cost
1	Convert building to educational provision	Subject to any relevant planning application and building control.	May not provide the flexible space required for a modern primary school	£125,000 revenue costs to maintain building and site until at least 2020.	£5.5m for conversion to a college facility. Additional costs may be encountered to meet key stage requirements.
2	Mothball building for future use	No issues	No funding identified at this stage for refurbishment. Potential for building to be mothballed for at least next 5 years.	£125,000 revenue costs to maintain building and site until at least 2020.	£375k to remove asbestos and make structurally sound for alternative use.

3	Demolish building but retain façade	No issues	As a two storey façade this will influence the design of any proposed educational facility and location on that part of the site.	Ground maintenance plus potential maintenance of façade.	£418k to undertake selective demolition plus £160k per annum to retain the key facades and maintain and secure site.
4	Demolish building	No issues	Enables cleared site for bespoke educational facilities to be located.	Reduces to ground maintenance cost to approx £1k/year	£246k to demolish and clear the site.

4.23 Subject to legal advice, as an interim measure, whilst the site remains unused, it is proposed to use the site to provide car parking for staff. This will have two benefits. Firstly, it will relieve any pressure on public car parking spaces in Wrexham town centre and secondly, it will provide a daily presence which will help to deter trespassers and rough sleepers.

5. IMPLICATIONS

- 5.1 **Policy Framework** – The demolition of the building is supported by the Council's Policy Framework through the Corporate Land and Buildings Strategy, which seeks to reduce and eliminate the holding of underused and surplus property. The retention of the site for education use links to the Council Priority PE1 – "All children and young people have positive aspirations, learn and achieve their potential".
- 5.2 **Budget** – Should Members choose to recommend either demolition option it is expected that this will be funded from surplus capital receipts attributable to schools; any timing issues that may arise between receiving attributable receipts and expense incurred will be addressed through a borrowing and return arrangement within capital receipts funding generally. The cost of asbestos removal is estimated at £100k and should be funded regardless of the decision on the future of the building.
- 5.3 **Legal** – Large parts of the site is subject to covenants that state, in general terms that:
- (i) the only buildings that can be erected on the land are those that are connected with Wrexham County Schools (school-house, dwelling house); and
 - (ii) the land will not be used for any other purposes other than as a site for such buildings and as recreation or playing fields for use in connection with these schools.

The Council's decision to use the site for education use is consistent with these covenants.

- 5.4 **Staffing** – Only complete demolition and clearance of the site will reduce the need for security patrols, although they may be required to address rough sleeping.
- 5.5 **Equality/Human Rights** Members are advised to consider the full Equality Impact Assessment which is available at <http://vmwinsqld/equalityisalive/Menu.aspx> report number [EIA00090/2015]. As the building is currently vacant there was no impact recorded within the assessment.
- 5.6 **Risks** – There are ongoing risks in relation to the anti-social behaviour and unauthorised access which is occurring on site due to the building in situ (see Appendix 3).

6. CONSULTATION

- 6.1 Consultation has taken place with the Joint Member/Officer Corporate Land and Buildings Strategy Group on 4 November 2015. The Group agreed to:

“AGREED – To recommend to the Executive Board that the former Grove Park County School for Girls’ building should be demolished, and that any replacement is appropriate and iconic for this site.”

BACKGROUND PAPERS	LOCATION	WEBSITE INFO.

