

South Ayrshire Council

**Report by Head of Property and Risk
to Leadership Panel
of 31 October 2017**

Subject: New Archive and Registration Centre and Ayr Grammar School Project

1. Purpose

- 1.1 The purpose of this report is to provide an update on scheme design and cost for the Ayr Grammar Primary, Nursery and Community Project and including the New Archive Facility and Registration Service within the development.

2. Recommendation

2.1 It is recommended that the Panel:

- 2.1.1 notes the progress made in design development and agrees that the Ayr Grammar project should progress to financial close incorporating the new Archive and Registration Facility;
- 2.1.2 requests the Head of Property and Risk to submit a further report to the Leadership Panel seeking approval in advance of financial close of the project;
- 2.1.3 approves the financial adjustments to the Capital Programme noted in the report;
- 2.1.4 approves the expenditure of up to £750,000 of the project allocated funding on early enabling works in advance of full financial close for the project; and
- 2.1.5 notes the further work to be undertaken around Art storage at Rozelle and use of vacated space at Ayr Town Hall.

3. Background

- 3.1 At its meeting of 1 November 2016 the Leadership Panel approved a proposal to relocate Ayr Grammar Primary School to the old Ayr Academy building on Fort Street in Ayr, and to create new Early Learning and Childcare provision alongside the school. Relocation of Ayr Grammar Primary to the new site would happen once the Ayr Academy building had been vacated and modernised to meet the needs of Primary and Early Years pupils. It was noted also that the project would

include Community Arts Facilities, which the public can access during the school day and at evenings and weekends.

- 3.2 On 29 November 2016 the Leadership Panel approved a proposal to deliver the Ayr Grammar Primary, Nursery and Community Project through the South West Hub (SWHub) partnership arrangements and to submit a New Project Request (NPR) to SWHub to commence the delivery process.
- 3.3 The Archive Service is currently located in leased accommodation at Auchincruive, near Ayr, which is owned by Scotland's Rural College (SRUC). SRUC has plans to redevelop the site in the future and so a permanent solution requires to be sought in order to re-locate the service. The current lease expires on 30 April 2018 but, due to the projected pace of redevelopment, an extension to the current lease of up to two years is likely to be available from SRUC.
- 3.4 A report was submitted to the Leadership Panel on 13 June 2017 identifying the opportunity to incorporate the New Archive Centre within the Ayr Grammar Primary, Nursery and Community Project and to deliver the two projects through SWHub as one project. The Leadership Panel agreed that this option should be investigated further and requested a report to be submitted in October 2017 updating on scheme design and cost. This report provides an update on the outcome of initial design development and cost analysis for this option. A further report was also requested seeking approval in advance of financial close for the project.
- 3.5 SAC submitted a NPR to SWHub in June, incorporating the Archive Facility with the Ayr Grammar project and this has now been formally accepted. SWHub have carried out a tender exercise and appointed Morrison Construction as their Tier 1 contractor and a design team, led by BDP Architects, to deliver the project.
- 3.6 The New Ayr Academy Facility is now open and fully functioning in Craigie. During the summer, significant decant of the existing old school took place and this included the transfer of and strip out and upgrade of certain elements of the school including some fittings and IT equipment etc. This has now been moved and fully installed to the new school. These costs are provided for within the decant of the existing school and are shown now within total project costs for the new project.

4. Proposals

- 4.1 A design has now been developed by SWHub, including the Archive Centre and Ayr Grammar Primary project on the old Ayr Academy site. A copy of the design drawings is included in Appendix 1. The proposal makes good use of the difference in levels between South Harbour Street and the ground floor of the school, allowing the two buildings to fit closely together, and connect where appropriate, while remaining separate and independent functional areas. The archive building has a public face on and access from South Harbour Street, bringing activity to that area, and extends into the area of the basement of the demolished section of the school, where it has a separate service access. The school's external spaces are raised up on top of the archive so that they are at the same level as the school's ground floor, while the entire archive building sits below the level of the school. The archive building will be linked to the community arts facilities in the school building by a lift and stair, allowing the flexible community

spaces to be used in conjunction with the Archive facility and for artwork and objects to be moved easily into the community spaces for exhibition.

- 4.2 The inclusion of the Archive facility carries with it some challenges in terms of engineering design and construction which impacts on cost and timescales. The vacant school buildings have enabled the contractor to survey extensively with a view to reducing the various risks associated with such a complex site. Archaeology is a key risk due to the location of the site and an archaeological desk top study is underway but the extent of any required archaeological work can only be conclusively established during works on site. The overall project completion has been extended to December 2019 to give sufficient time to mitigate this risk. The cost plan reflects the current level of information and will be further refined as the surveys are concluded.
- 4.3 An application for Listed Buildings Consent will be lodged for the main demolition works to enable the contractor to commence demolition towards the end of 2017. It is proposed that this is undertaken during an early enabling works package and will include the removal of the 1939 extension to the rear of the school. The main construction and refurbishment works are then programmed to commence in August 2018 and are expected to complete by December 2019. Ayr Grammar Primary and the new nursery will move into the new site in January 2020 and the Archive and Fine Art Store will decant into the new facility from then as well. This is a few months later than originally conceived but allows for a period to cover architectural monitoring and is based on greater development work and programme development by SWHub.
- 4.4 Discussions with Legal and Democratic Services have highlighted a clear benefit from co-location of Registration Services alongside the Archive Service and so it is now proposed that the Registration Service is included in the new building. This will allow a more integrated service to be developed with the Archives and enable the Council to offer a fully functioning Family History Centre in the new building. The presence of the Registration Services will also increase activity in the new building with members of the public registering births, deaths, marriages, civil partnerships, etc. It is proposed that the Registration Service will be included without increasing the overall area by rationalising the proposed Archive and Fine Art Storage accommodation and by sharing facilities with the Archive Service.
- 4.5 The space to be vacated by Registration Services in the Town Hall is being considered for use as an extended Heritage Hub for Ayr. A pilot project is being planned, with external funding from the Heritage Lottery Fund, to deliver a smaller version of the hub from an already vacant space within the Town Hall. The proposed Heritage Hub would provide a space for exhibitions, community engagement, education and heritage based social enterprises. The Hub would also act as an information point, signposting to the Family History Centre and Local History Library as well as Rozelle House and the Robert Burns Birthplace Museum etc. These proposals will be the subject of further reports.
- 4.6 Consideration is now being given to the future use of the existing Ayr Grammar School building, once it is vacated in 2020, and this will be the subject of a feasibility study with the outcome and recommendations from that the subject of further reports to Council.

4.7 Carnegie Library currently houses a Scottish and Local History Library, which will continue to provide this service. Its close proximity to the new Archive Centre will mean that it will play an important complementary role to the proposed Family History Centre in the new building, providing supported access to local, social and family history resources.

4.8 Rozelle House will continue to store some fine art and some improvements to storage systems are being considered. These proposals will be the subject of further reports.

5. Legal and Procurement Implications

5.1 There are no legal implications arising from this report.

5.2 The project will continue to be delivered through the South West Hub (SWHub) partnership arrangements.

6. Financial Implications

6.1 The current total estimated cost of the School, Nursery, Community Facilities and new Archive and Registration Centre is as follows:

School and Nursery	£ [REDACTED]
Archives and Registration	£ [REDACTED]
New Facility ICT Provision	£ [REDACTED]
Technical Advisers	£ [REDACTED]
Surveys and Statutory Fees	£ [REDACTED]
Feasibility Study	£ [REDACTED]
Project Management and Clerk of Works	£ [REDACTED]
Old School ICT Strip Out and Decant	£ [REDACTED]
Total	£ [REDACTED]

6.2 Close monitoring of all development costs in conjunction with SWHub has ensured that this total cost of combined projects of £ [REDACTED] aligns with the amounts currently contained within the capital programme. This currently comprises £ [REDACTED] for the New Archive Centre and £ [REDACTED] for the School, Nursery and Community Facilities. There is therefore sufficient funding to deliver the combined project albeit that the original school allocation is partly subsidising the additional cost of the Archive building. This is notional however as the project will now be delivered as a whole and there will be economies of scale realised that avoid further costs if the archives was to be delivered as a separate standalone facility. It is recommended now that the project progresses as the one entity therefore the allocations for the two projects should now be combined in the capital programme into one project.

6.3 As indicated in Para 4.3 above, there is an opportunity to undertake early enabling works in advance of full financial close for the project. This will allow the progress of the project to be maintained and reduce the security exposure of a vacant building prior to commencement of the main works. This work is currently estimated at £750,000 as indicated below and will be capped at this cost for the

purposes of this approval. This figure is already included in the above costs and will be accounted for separately from the main project costs at Financial Close.

Downtakings	£ [REDACTED]
Asbestos Removal	£ [REDACTED]
Demolition	£ [REDACTED]
Total	£750,000

7. Human Resources Implications

7.1 No specific HR implications arise from this Report however there may be some efficiencies in operation of the final combined facility, due to combined reception areas for example, which could impact positively on future staffing requirements. A Project Co-ordinator has already been appointed to oversee the delivery of this project as approved in an earlier report.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 A project risk register has been developed and will continue to be reviewed through all stages of the project.

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 The risks associated with rejecting the recommendations are that an opportunity to create a new facility for the archives is not developed in the town centre and a further acceptable location will need to be identified and developed in time for the required relocation from Auchincruive. This could result in additional cost to the Council.

9. Equalities

9.1 This report provides an update on progress of a recent Leadership Panel report which was assessed for potential equality impacts, and the relevant documentation is attached as Appendix 2.

10. Sustainable Development Implications

10.1 ***Considering Strategic Environmental Assessment (SEA)*** - This report does not propose or seek approval for a plan, policy, programme or strategy or document otherwise described which could be considered to constitute a plan, programme, policy or strategy.

11. Options Appraisal

11.1 An options appraisal exercise was previously undertaken to consider potential sites available for the Archive Facility.

12. Link to Council Plan

12.1 The matters referred to in this report contribute to the Council strategic objective of 'Improve the way that we work as a Council' and within that to the outcome 'Land and building assets that are well maintained, fit for purpose and affordable'.

13. Results of Consultation

- 13.1 A statutory consultation exercise was carried out in May and June 2016 on the proposed relocation of Ayr Grammar Primary School and establishment of Early Learning and Childcare provision. The outcome was reported to the Leadership Panel on 1 November 2016 and the proposal was approved.
- 13.2 Consultation has taken place with Councillor William Grant, Portfolio Holder for Lifelong Learning, and Councillor Peter Henderson, Portfolio Holder for Resources and Performance, and the contents of this report reflect any feedback provided.
- 13.3 Consultation has taken place with representatives of Educational Services, Legal and Democratic Services and Culture and Sports.
- 13.4 Consultation has taken place with school pupils, staff and parents in relation to the school project.
- 13.5 A public exhibition of proposals will be held towards the end of the year to inform the public and to gather comments on the proposals. If a decision is made to progress with the Archive Centre in the project then it will be included in this exhibition.

14. Next Steps for Decision Tracking Purposes

- 14.1 If the recommendations above are approved by Members, the Head of Property and Risk will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the Leadership Panel in the 'Council and Leadership Panel Decision Log' at each of its meetings until such time as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Submit report to Council seeking approval in advance of financial close	28 June 2018	Head of Property and Risk

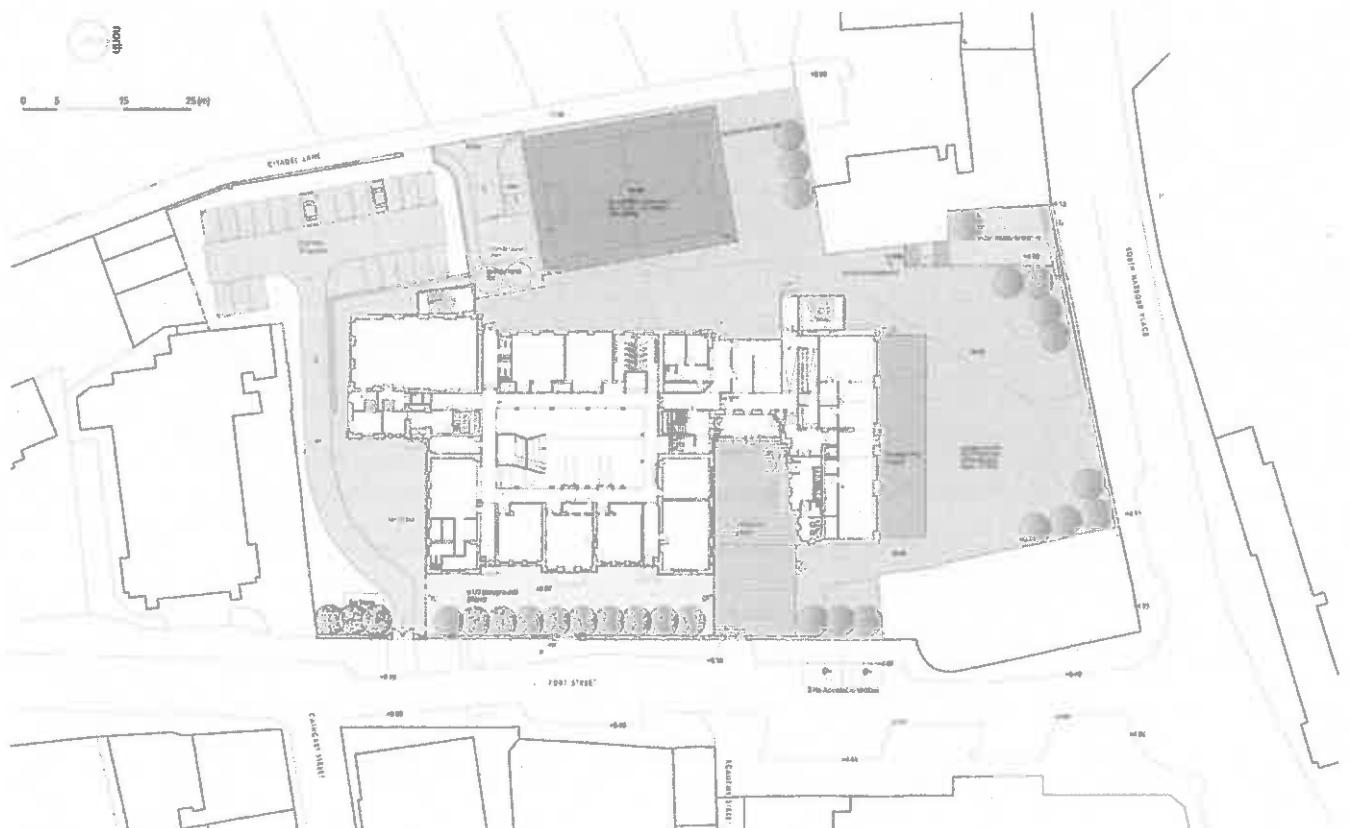
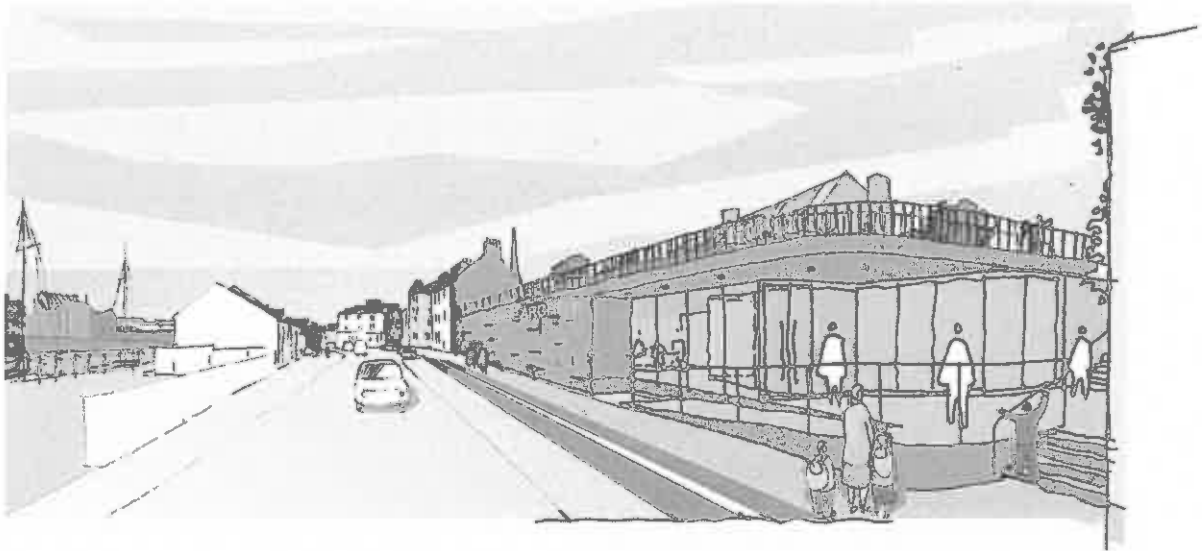
Background Papers **Report to Leadership Panel of 29 November 2016 – New Ayr Grammar School Project (Members only)**

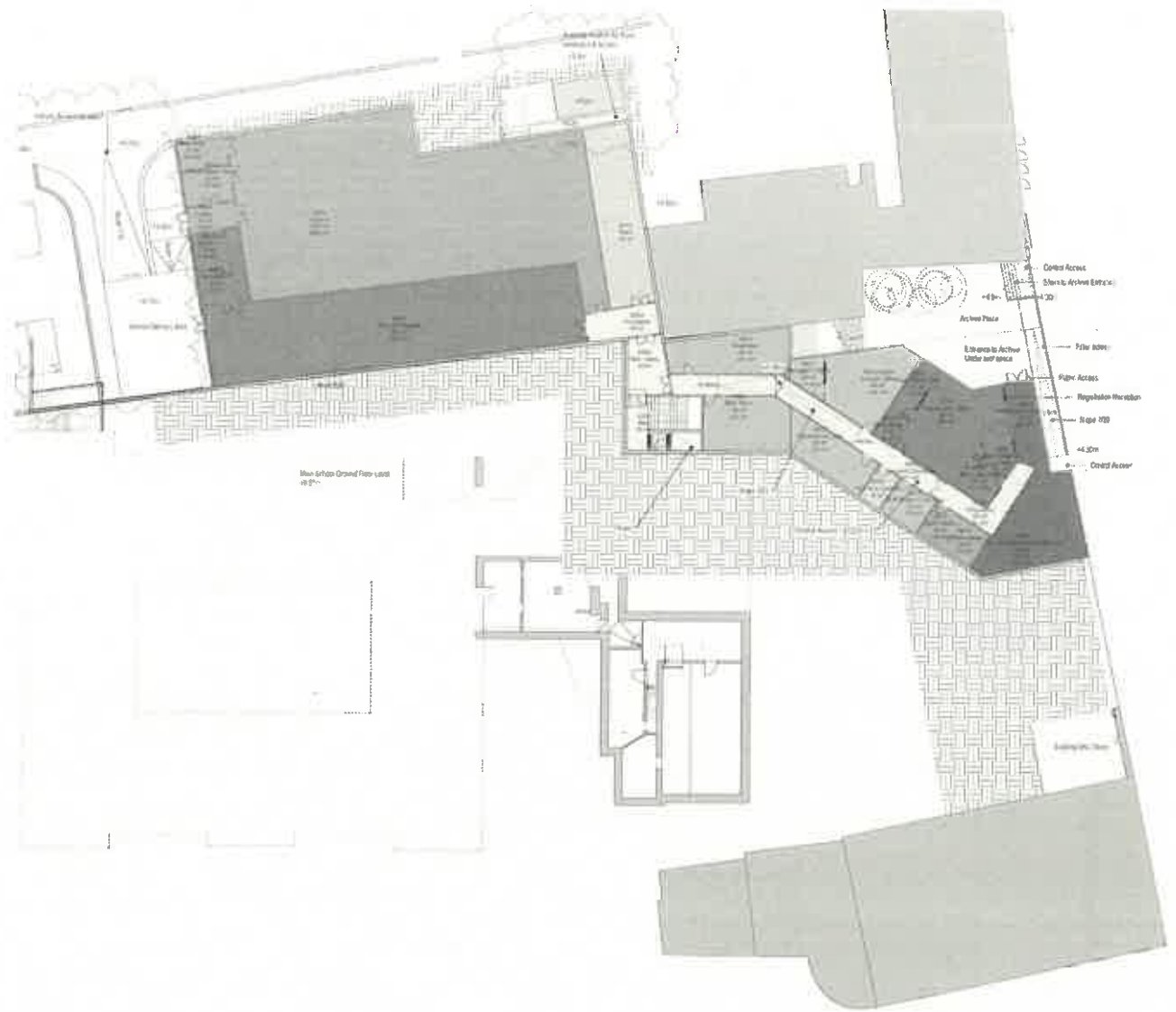
Report to Leadership Panel of 13 June 2017 – New Archive Centre and Ayr Grammar Project (Members only)

Person to Contact **Donald Gillies, Head of Property and Risk**
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Date: 23 October 2017

Drawings





1. Proposal details

Proposal Title New Archive Centre and Ayr Grammar Project	Lead Officer Donald Gillies
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2. Which communities, groups of people, employees or thematic groups do you think will be, or potentially could be, impacted upon by the implementation of this proposal? Please indicate whether these would be positive or negative impacts

Community, Groups of People or Themes	Negative Impacts	Positive impacts
The whole community of South Ayrshire	-	-
People from different racial groups, ethnic or national origin.	-	-
Women and/ or men (boys and girls)	-	-
People with disabilities	-	-
People from particular age groups for example Older people, children and young people	-	-
Lesbian, gay, bisexual and heterosexual people	-	-
People who are proposing to undergo, are undergoing or have undergone a process to change sex	-	-
Pregnant women and new mothers	-	-
People who are married or in a civil partnership	-	-
People who share a particular religion or belief	-	-
Thematic Groups: Health, Human Rights, Rurality and Deprivation	-	-

3. Do you have evidence or reason to believe that the proposal will support the Council to:

General Duty and other Equality Themes	Level of Negative and/ or Positive Impact (high, medium or low)
Eliminate discrimination and harassment faced by particular communities or groups	Low impact
Promote equality of opportunity between particular communities or groups	Low impact
Foster good relations between particular communities or groups	Low impact
Promote positive attitudes towards different communities or groups	Low impact
Increase participation of particular communities or groups in public life	Low impact
Improve the health and wellbeing of particular communities or groups	Low impact
Promote the human rights of particular communities or groups	Low impact
Tackle deprivation faced by particular communities or groups	Low impact

4. Summary Assessment

Is a full Equality Impact Assessment (EQIA) required? (A full EQIA must be carried out on all high and medium impact proposals)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Rationale for decision:		
This report seeks approval from the Panel to include the new Archive Facility within the New Ayr Grammar School Project. Their decision on this has no specific equality implications.		
Signed : Donald Gillies	Head of Service	
Date: 12 October 2017	Copy to equalities@south-ayrshire.gov.uk	