



# Good Estates Management for Schools Workshop



# Objective of the Workshop



Provide advice & guidance to assist colleagues to understand and create an effective estates strategy for your School, Academy or MAC



# Introduction

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**The Alternative Professional Property Support Service For Schools**

# Why?



- Good Management of the Estate reduces risks associated with buildings
- Good Management of the Estate minimises significant capital expenditure/disruption when buildings or building works fail or are not managed effectively
- Good Management of the Estate maximises the impact of the ever decreasing capital pot for school buildings
- ESFA will be challenging Responsible Bodies (Headteacher/Principal/CEO/MAC Boards) who are sometimes managing significant amounts of public capital expenditure to do so in an effective way

# Good Estate Management Guide



## What is it?

- ESFA guidance to help accountable bodies (governing bodies or directors) to develop robust procedures around school estates.
- A tool to manage the school estate effectively in the short, medium and long term.

<https://www.gov.uk/guidance/good-estate-management-for-schools>

# Good Estate Management



## 4 key areas to consider

- Vision
- Estate Strategy
- Asset Management Plan/Estate Development Plan
- Procurement Strategy

# Vision



Should link to School Improvement/Development Plan around how property matters can support the Education Vision

May include items such as:

- Safe and statutory compliant buildings for pupils, staff and visitors etc
- High quality teaching and learning environments
- No pupils taught in mobile/temporary accommodation
- Teaching and Learning spaces to be of suitable size
- The provision of sufficient pupil places
- Provide energy efficient buildings to reduce carbon footprint/bills
- Maximise use of community opportunities
- Maximise benefits of available capital funding to biggest impact areas

# Estate Strategy



Using vision as the driver to gather information to enable an Asset Management Plan to be implemented

This would involve:

- Review of current accommodation
- Condition survey to identify high value/risk items
- Statutory Compliance Audit
- Review of energy contracts/energy usage



# Asset Management Plan / Estate Development Plan



- Use collected data/information to produce a priority list of actions
- Policies and procedures to be set and followed to include:
  - Reactive maintenance
  - Statutory Compliance
  - Major Schemes
  - Health and Safety
  - Clear strategy for Due Diligence
  - Partnerships with External Providers as required
  - Reporting procedures to LGB/MAC boards
  - Planned and prioritised maintenance /implementation list signed off by Board etc

# Procurement Strategy



Partners to deliver:

- Design and Technical Specifications  
e.g. IKO – Roofing
- Tendering Service – Auditable: Tender returns should go direct to schools to open for transparency
- Contract Administration
- Project Management
- Scheme Health and Safety Compliance
- Cost Management
- Post Contract Review/Reporting

# Building Development Plan Example Summary



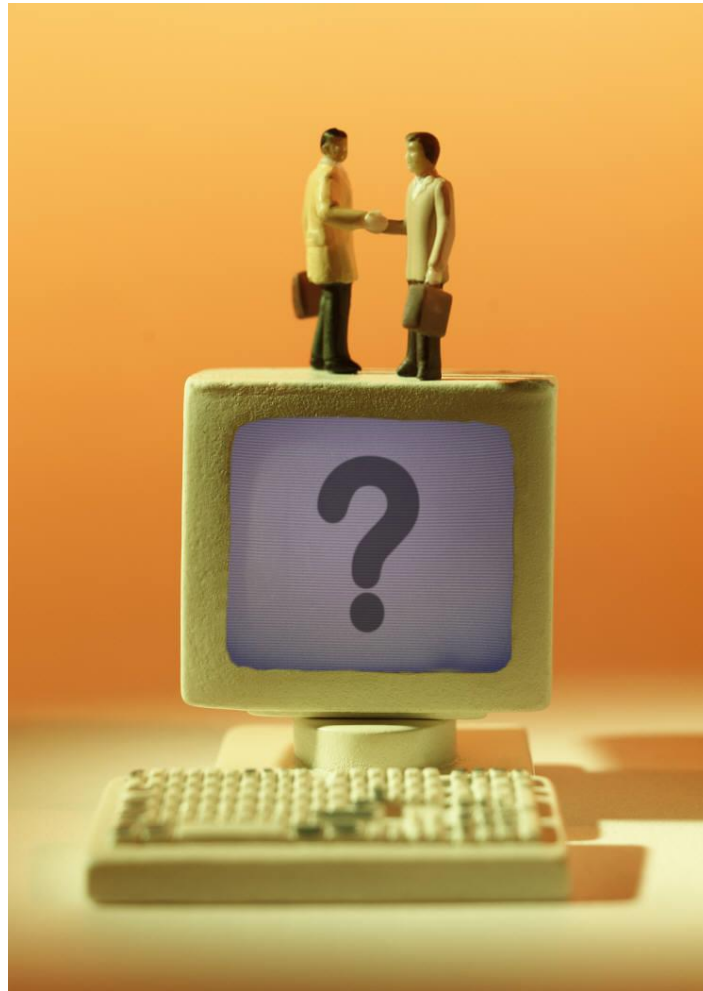
School	Scheme	Detail	Estimated cost	Reason for Works
<b>Priority list in suggested order of importance for School/MAC review</b>				
School 1	Replace External Timber Framed Classroom Unit	The existing timber mobile classroom is in extremely poor condition and is past the end of its useful life. This classroom needs to be replaced with either an extension to the existing building in a suitable location or a new mobile building located in same position as existing. Costings detailed would be for a new mobile building not an extension. We would recommend a structural survey is carried out to determine whether this unit should be taken out of use.	£85,000	Safety of pupils
School 2	Additional Heating	Following installation of air conditioning in majority of areas and shutting down of boilers numerous areas have no heating at present including corridors, halls & offices etc. Assumed this will now be done via electric heating or air conditioning	£75,000	Risk of areas of the school being unusable through winter months and damage to things such as timber floors in hall
School 3	Asbestos Removal Works	Removal of asbestos ceilings to Food Tech, Design Tech & Learning Mentor's room including replacement of ceilings and lighting	£40,000	Safety of staff & pupils
School 4	Roofing Works Main Hall & Learning Spaces [Phase 1]	Reroofing felt roofing areas including removal or replacement of skylights all in accordance with building regulations and obtaining a 20 year product & workmanship guarantee	£120,000	Risk of inoperability of certain spaces or damage to internal finishes / building elements
School 2	Roofing to flat roof areas	Reroofing felt roofing areas including removal or replacement of skylights all in accordance with building regulations and obtaining a 20 year product & workmanship guarantee	£70,000	Risk of inoperability of certain spaces or damage to internal finishes / building elements
School 5	Hot & Cold Water Services	Hot & Cold water services to be removed from ducts and replaced completely running above ground so contaminated ducts can be abandoned	£130,000	Risk of inoperability of school if life expired pipework in asbestos contaminated ducts burst

# Advantages



- Pupils, staff and visitors are in a safe and compliant environment which is fit for purpose
- Improvements to Teaching and Learning environments achieved, supporting the raising of attainment
- Works prioritised on a fair and equitable/auditable basis
- Maximise benefit for capital expenditure achieved
- Funding targeted in a proactive not reactive manner
- Projects managed efficiently ensuring Health and Safety compliance, auditable tendering procedures and financial management of funding
- Evidence available for ESFA or BDES colleagues that School/Academy/MAC's are managing assets/buildings in accordance with policies and procedure

# Any Questions?





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