



Deputy Catherine Curtis
Chair
Children, Education and Home Affairs Scrutiny Panel

26th July 2023

Dear Deputy Curtis,

Thank you for your letter of 10th July regarding your Panel's review of secondary education funding. Please find below the answers to your questions regarding the education buildings and estate. Please accept my apologies for the delay in providing a response.

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1. Please could you confirm all of the secondary school buildings and facilities for which Jersey Property Holdings (JPH) is corporate landlord?

Response

JPH is the corporate landlord for the following secondary schools.

- Grainville Secondary School
- Haute Vallee School
- Hautlieu Secondary School
- Jersey College for Girls
- Le Rocquier Secondary School
- Les Quennevais Secondary School
- Mont a L'Abbe Secondary School
- Victoria College

2. In respect of secondary school buildings and facilities, please could you provide the Panel with some detail about the structure of the relationship between JPH in its capacity as corporate landlord to the Department for Children, Education, Young People and Skills (CYPES) and, also, schools directly (as the site occupants)? (Please highlight any service level agreements and funding flows as part of the response).

Response

JPH is the corporate landlord and works directly with senior officers at CYPES under the agreed SLA to ensure that CYPES property estate is well maintained and compliant, whilst there is also a specific working group currently developing a CYPES Property Asset Management Plan which will set out the longer-term needs and options for the CYPES estate, including secondary schools. The current SLA is attached to this response.

This work is all discussed and agreed at the Corporate Property Management Board (CPMB), which was established in 2020 and is a group of senior leaders from all directorates with property interests, including CYPES. The recommendations of this group are then matters for Ministerial approval.

JPH and CYPES have a single comprehensive SLA that clearly defines landlord and tenant responsibilities. Any building defects that are identified as landlord issues are currently reported to JPH via the FIXMY portal on Concerto. If there is any doubt about where responsibilities lie, the designated Maintenance Officer for the property can be contacted by the site and budgetary responsibilities confirmed.

a. Please could you clarify if there is a different relationship structure between Jersey Property Holdings and the provided schools and fee-paying schools?

Response

There is no difference in the relationship structure between the types of schools managed by JPH under the corporate landlord model. There is only one SLA document that applies to all CYPES and Youth Service facilities. This is the same for fee and non-fee paying schools.

3. Please could you clarify the role of JPH, as a corporate landlord, in the overall budget management of secondary school buildings and facilities?

Response

The role of JPH in the overall budget management of secondary school is set out in the agreed SLAs. As defined in the SLA, there are site and landlord responsibilities. The sites have their own minor works budget which JPH have no control over. JPH do not have a set budget for each site but are currently developing a 5-year property plan for each School using the condition survey to forecast future needs and costs.

4. Please could you provide details of all financial transfers between JPH and CYPES in relation to each secondary school site since 2021, to include the reason for the transfer, for example, occupancy charge, or maintenance charge. Please provide this information in a table format, if possible.

Response

A summary of the maintenance expenditure undertaken is outlined in the following table. There are no occupancy charges, or any other income received by JPH for the school estate.

School	2019	2020	2021	2022	2023	Grand Total
Grainville Secondary School	£9,940,099	£327,094	£1,304,391	£203,263	£86,488	£11,861,334
Haute Vallee and Mont a L'Abbe Secondary Schools	£455,973	£368,734	£963,808	£698,032	£100,509	£2,587,056
Hautlieu Secondary School	£63,689	£60,892	£81,670	£53,153	£37,426	£296,829
Jersey College for Girls	£315,778	£93,805	£284,225	£175,172	£53,026	£922,006
Le Rocquier Secondary School	£202,552	£92,497	£146,172	£151,940	£39,214	£632,376
Les Quennevais Secondary School	£304,948	£3,027,780	£130,292	£341,783	£16,013	£3,820,817
Victoria College and Preparatory School	£194,725	£475,996	£355,829	£210,245	£155,249	£1,392,044
Grand Total	£11,477,764	£4,446,796	£3,266,388	£1,833,588	£487,925	£21,512,461

It should be noted that Victoria college and Haute Vallee are combined school sites and so these lines include expenditure for both elements. The details to the summary table are attached in a separate spreadsheet to this response.

5. Please could you describe how the budget and practical responsibility for the maintenance of the buildings and facilities of secondary schools is divided between JPH and other parties?

Response

Jersey Property Holdings Maintenance Section is responsible for maintaining the envelope of the building and both mandatory and cyclical maintenance as outlined in the SLA.

Examples of general reactive repairs that JPH are responsible for include but are not limited to:

- All structural works to the building.
- Repair of existing plant and equipment essential to maintaining integrity of the building & allowing the tenant to fulfil its business obligations.
- Roofing repairs and replacement other than identified in SLA.
- Drainage below ground repair and replacement of drainage systems other than identified in SLA
- Perimeter Fencing but not new/additional perimeter fencing as a result of safeguarding and access/security assessments or changes to CYPES safeguarding policies.

Tenants' responsibilities are more operational. They should be using their minor works budget to procure these services. This is the day-to-day maintenance that arises from using a building such as unblocking toilets, maintaining windows and doors, maintenance of specialist systems relevant to the site, for example fume cupboards or commercial cooking facilities. Sites are also responsible for soft facilities management services including cleaning. Some of these contracts are procured and managed by CYPES others by the sites themselves.

6. Please could you provide a copy of the asset management plans for each of the secondary schools?

Response

These are currently being developed with CYPES and are awaiting completion of the condition surveys, and sufficiency studies which are anticipated to be available in Q4 2023.

a. Please could you confirm whether there is a maintenance programme for the secondary school buildings and facilities?

Response

A full condition survey of the secondary schools is currently under way, and this will inform a detailed and planned maintenance programme for the next 10 years, linked to the Strategic Property Asset Management Plans (SPAMPs) being developed. Maintenance is carried out in line with the SLA and requirements identified by maintenance officers and CYPES and is a mix of planned and reactive. JPH have a comprehensive list of mandatory and cyclical planned maintenance activities carried out throughout the year. JPH are also responsible for reactive maintenance as defined in the SLA.

- b. **How are the current and future service needs of secondary schools reviewed with CYPES?**

Response

The current and future service needs of secondary schools are actively being reviewed as part of the development of the SPAMPs with the CYPES senior officer team through an evidence-based identification of need.

Yours sincerely

A handwritten signature in black ink, appearing to read 'T Binet', written in a cursive style.

Deputy Tom Binet
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