Agenda item: 4

Report to: Schools Forum

Subject: AMS Matters February 2013

Date of meeting: 13th February 2013

Report by: Susan Whitehouse, Education Business Partner

1.0 Purpose

1.1 The purpose of this report is to inform the Schools Forum of the following:

   a) Transfer of AMS to Housing & Property Services
   b) Delivery of 2013 Capital Projects
   c) Major Emergency Repairs & Maintenance (CERA) funding update
   d) AMP Programme for 2013/14
   e) Salix funding for Energy Projects
   f) Radon testing in schools
   g) Property database update

2.0 Recommendations

2.1 It is recommended that the Schools Forum note the content of this report.

3.0 Transfer of AMS to Housing & Property Service

3.1 As a result of changes to the structure of PCC's senior management in 2012, AMS Design and Maintenance teams have transferred to the Housing Service – now re-named as Housing & Property Service.

3.2 The Head of Service for Housing & Property (HPS) is Owen Buckwell, telephone number 023 9283 4503, Education Business Partner for HPS and head of Design is Susan Whitehouse, telephone number 023 9283 4761and head of Maintenance is John Bean, telephone number 023 9283 4761.

3.3 The AMS Helpdesk is also transferred and renamed as HPS Helpdesk– contact number remains the same – **023 9284 1311.** This number should be used for all queries relating to repairs and maintenance of school properties – including school kitchens and associated equipment.

3.4   The School Catering Contract is now managed by Christine Matchett, telephone number 023 9268 8663.

5.0   Delivery of 2013/14 Capital projects

5.1   Subject to the approval of this year's School's Capital Programme, HPS will be commencing detailed design and procurement of approved projects. Schools with capital projects are requested to give consideration to the programming of these works within school term time where practical.

5.2   Schools are also requested to inform HPS in good time of any projects that they are intending to carry out themselves in order that projects do not clash and that due consideration is given to CDM (Construction & Design Management) regulations. Schools are also reminded that landlord's approval is required before schools undertake any projects that affect or alter the following:

- The structure of the building
- Electrical services installation
- Heating services installation
- Below ground drainage

The LLM approval template was re-issued to schools in July 2012 and is available on request.

5.3   Where projects are scheduled to take place during holiday periods, it is the responsibility of the school to ensure that all arrangements for contractors' access and premises security are adequate. This is for insurance purposes.

6.0   Major Emergency Repairs & Maintenance (CERA) funding update

6.1   Previously CERA (Capital Expenditure from the Revenue Account) funding was used to address priority health & safety, safeguarding and emergency repairs that fell outside of the norms of reactive repairs that schools would be expected to fund. However, due to changes in the Schools Revenue Funding, this now forms part of the funding directly delegated to schools. As a result, responsibility for these works will fall to schools unless they are included in the council's planned capital works.

7.0   Asset Management Plan (AMP) programme 2013/14

7.1   The AMP process is managed by HPS and for 2013 it is proposed that AMP meetings with schools will commence after the February half-term break and conclude by the end of the summer term.

7.2   The revised agenda introduced in 2012 will continue to focus on the key issues of sufficiency, suitability and condition and the data and information from these meetings will be used to inform the annual prioritisation of capital bids for schools. This will also allow time for feasibility schemes to be prepared and schemes prioritised ready for the start of the 2014/15 Capital Bid submissions in October 2103.

8.0   Salix Funding for Energy Projects

8.1   This funding provides an interest free loan with no capital up-front expenditure for successful projects (with the exception of Photo Voltaic panels). Repayment of the loan is based on the expected energy savings.

8.2   Although the next phase of Salix funding is yet to be released, this item is intended to provide a timely reminder to schools that Alan Barber, HPS Energy Engineer, is available to assist schools with their application calculations (telephone 9283 4255) in readiness for early submission once dates are announced.

9.0   Radon Testing in Schools

9.1   Radon is a naturally occurring radioactive gas that can seep out of the ground and build up in houses and workplaces. This is now recognised as the 2nd largest cause of lung cancer in the UK behind smoking.

9.2   The Health Protection Agency has advised that they have produced a Radon atlas which has initially identified 17 schools across the city that will need to assess their Radon risks.

9.3   The HPA have indicated that the estimated costs for the installation of monitoring equipment will cost circa £200.00 per primary school and £400.00 per secondary school. Should high levels be discovered, the estimated costs for the installation of a mitigation system would be in the region of £5,000.00 per primary school and £10,000.00 per secondary school.

9.4   The monitoring installations will be arranged by HPS and schools invoiced for the works.

10.0   Property Database Update

10.1   The new online property database (Concerto) was previously reported to the Schools Forum in July 2012. The report noted that the database would be available to schools in September 2012 – regretfully this was a typographical error and should have read September 2103 in accordance with the project programme.

10.2   The project programme is on track for delivery as stated above and upon completion, schools will be able to view and download all key documents for their own schools including:

- Condition survey
- All statutory servicing certificates
- Asbestos Register
- Fire Risk Assessment
- Water (Legionella) Risk Assessment
- Access audits
- Project progress reports