



**Legionella;**

Across all bases this is well monitored and checks are carried out accordingly. The R/A is due for Earthsea. Comparative prices have been obtained for Premises Budget, (6/03/15).

**DEC;**

All certification is up to date, (with the exception of Pott Row, which needs a years worth of data so is not due until September 15.).

Items from the advisory reports that can be carried out at site level are, i.e., switching off computers at night etc., other items such as roof insulation, windows, are being met within bid works. Some items such as replacing oil burners with Biomas boilers require further consultation to establish the feasibility of such a project.

**Asbestos;**

All sites have an up to date register and management reviews are due for Pott Row and Belton in March and Rosebery in April.

**Statutory Maintenance;**

Earthsea; As previously stated the Legionella is due and costs have been submitted. (Nemco: £257+Vat, Clearwater: £241+Vat).

Locksley; 2no Air Conditioning units due at £55 per cassette.

1no Instantaneous Hot Water Outlet due at £27.

Five Year Fixed electrical testing is due in October.

Rosebery; Fixed electrical testing due April. Costs submitted. (AMR Group £1745, FW Hendry £1680, TM Browne £680, These did not visit site.)

2no Ac units due in August. £55 per cassette.

Legionella R/A due; £257+Vat (Nemco)

£241+ Vat (Clearwater)

**Risk Assessments;**

Classroom R/A's are under review across all sites with Premises Inspections and Tree Inspections due over Easter. We have introduced a Security Checklist which has been used successfully at DBS and is now being introduced across all the sites, to be completed by the end of March, which includes both the perimeter fencing and the shell of the building.

### **Capital Bid Works;**

The roof works continue to proceed well, there have been relatively few issues arising at DBS and those that have been dealt with promptly and efficiently to my knowledge. No major issues have arisen with the revised car parking at DBS.

The smaller works to be carried out at Earthsea, Pott Row and Rosebery have been delayed by the utilities company who need to shroud some electrical cabling. This is due to be completed by the 5/3/15.

After this Scaffolding will be erected at both Pott Row and Rosebery on the Saturday following and the roof works are due to start on the Monday. Weather permitting these works should take between a week and ten days and the sites are all aware of where works are going to take place and are working well to allow them to do so.

Earthsea will be carried out in Easter to provide minimal disruption. The delay in the shrouding meant that no works could be carried out over February half-term. Scaffolding will be erected on at the start of half term and the gable end will be taken down and re laid and the roof works completed.

The outcome of the window bid is due provisionally on the 20<sup>th</sup> March however due to the EFA moving back the submission deadline the outcomes may be delayed until the Easter Holidays.

Currently the website is stating there will be no second round of bidding for 2015-16.

The Primary Spaces works for DBS has encountered some issues which are in the process of being resolved;

Upon the initial meeting with the approved contractor, (Komplan), and Gleeds, it became apparent that the surface originally applied for cannot be laid on grass but needs a hard standing. This was not made apparent during the process, and Sport England do not normally allow for this within the scope of the funding. In consultation with Gleeds and Komplan, we have put forward a proposal to Sport England stating our case and our need for the playground to be where it is in conjunction with the unique needs of our pupils. This would likely result in the ground works being carried out by Komplan and losing the climbing wall and additional storage to allow for the cost. It is anticipated there will be a 6-8 week lead time to order the playground and the works should take approximately two weeks. We are still awaiting the outcome of any decision from Sport England.

### **SmartLog;**

Smartlog continues to be used primarily by the caretakers and there is further scope for the depth of their use of the system which will require further training.

Most jobs are being logged to the system and it is a useful monitoring tool.

Now that staff are aware of Smartlog it may be useful to introduce the training modules to them, fire awareness etc.

## **Buildings;**

### Brooklands;

The sink has been removed from the isolation room to allow a more controlled area with less risk of harm.

A new breaker was fitted in the distribution board in the main office as the current one was not wired in safely.

The Conway Room has been established for use by staff. There is a damp issue which needs to be monitored and as has been previously reported the render has blown on the far side of the building which could lead to further problems. The fire alarms also sound in the community use building instead of the Brooklands building which will require redirecting. A Risk assessment is required and Craig will be doing this.

### Compass Belton;

The toilets are currently under investigation due to stagnant/stale smells in relation to their location and the make up air circulating around them. Costs are being obtained for remedial works.

The site has requested additional Salto Locks and are looking at heightening the fencing to further safeguard the pupils.

NPS have changed the contractors who carry out the reactive maintenance through the BMF, from MAS to Roger Crane. Premises Manager will continue to monitor response times and productivity.

### Earthsea;

Quotes have been obtained to raise the gate and possibly the fencing area adjacent to the road.

The Boiler in the mobile continues to lose pressure at regular intervals, it is entirely possible a new leak has appeared under the mobile and this will require further investigation which Craig will carry out during the Easter holidays, in the meantime, pressure is being monitored and managed and considered low risk.

### DBS;

Remedial works for fixed electrical testing still outstanding – awaiting third quote to submit to budget meeting.

Fencing has been approved to proceed to secure the playground area.

### Locksley;

The heating in primary has been investigated further during half-term and it appears a straight forward resolution is not possible. The pipework sizing and runs do not allow for the efficiency needed to effectively heat the primary section and any remedial work is likely to involve removing and relaying pipework at some cost.

To date the new guttering appears to have resolved the issue of the leaks.

Salto locks in Primary have been installed.

The external lighting has had new lamps fitted and all appear to work.

A new caretaker has started at Locksley, Ian Flynn; he has a background in building and security and so far has proved very adept in the role.

New fencing in the field area is also awaiting quotes.

The fume cupboard in Science Room requires a new pre-filter (this is required annually and we have not done this before due to the infrequent use of the fume cupboard, however it does now need replacing). A cost for this is being sought.

#### Pott Row;

The FRA works are currently being worked through and are mostly complete.

Additional Salto locks are being added as the staff settle into the new site.

Quotes for new fencing are also being obtained to secure the playground area.

2 members of staff have now been trained on the operation of the fire alarm panel and instructions are displayed.

The disabled toilet will be changed to an Isolation room – Craig will be removing pipework and sanitary ware. No disabled toilet will be on the site once this happens.

#### Rosebery;

The solenoid in the gas proofing unit in Science has been replaced and now fully operational. Unfortunately the science classroom was damaged during an incident (small fire) with an experiment. The staff in the classroom acted calmly and precisely and from speaking to the fire brigade their actions meant the damage was on the whole mainly superficial and has saved the classroom and possibly more. The area is currently being cleaned before the cupboards and sinks are attended to.

#### **Contractors Checklist;**

It was discussed at the last meeting that we would investigate setting up our own approved contractors list.

The SSSfN have since gained membership of the CHAS register which is a process contractors sign up to which deals with the health and safety requirements of level one of the CDM regs. We now have the ability to search for local contractors through this for our use confident in the knowledge they have passed the required levels of competency and health and safety.

If the committee still wishes to pursue their own list or process of approval they will need to ascertain what levels of insurance they require, what they deem the minimum level of competency in a contractors field of expertise and what level of health and safety criteria they wish the contractor to have met.