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| RESPONSIBILITY FOR REPAIRS AND MAINTENANCE |
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| ELEMENT | RESPONSIBILITY FOR MAJOR WORKS AND STRUCTURAL REPAIRS AND MAINTENANCE (CAPITAL FUNDED) Capital as CIPFA Code of Practice | SCHOOL RESPONSIBILITY FOR PLANNED REPAIRS AND MAINTENANCE (REVENUE FUNDED) |
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| | LEA – Capital VA –LCVAP SCHOOLS – FORMULA DEVOLVED ALLOCATION | |
| <i>Roofs Flat</i> | | |
| <i>Structure.</i> | Replacement of all or substantial part of an existing structure to prevent imminent or correct actual major failure of the structure. | Repair/replacement of small parts of an existing structure including small areas of rotten or defective timber, make good minor areas of spalling concrete where reinforcing bars exposed. |
| <i>Screed/insulation.</i> | Replacement/repair of substantially all. Improve effectiveness of insulation. | Work to improve insulation standards, during work to repair. Repair/replacement of small areas of roof screed/insulation where defective. |
| <i>Edge trim/fascia</i> | Replacement of all/substantially all on existing roof. | Repairs/replacement (UPVC) repainting. |
| <i>Rainwater goods</i> | Replacement of all/substantially all on existing roof. | Clearing out gutters and downpipes. Replacement/repair/repainting of individual gutters/pipes. |
| <i>Other, e.g. Flashings, rooflights</i> | Replacement of all/substantially all on existing roof | Repair/replacement/cleaning of individual items. |

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| <i>Pitched Structure.</i> | Replacement of all or substantial part of an existing structure to prevent imminent or correct actual major failure of the structure | Replace/repair small areas of an existing structure, rotten/defective joists, rafters, purlins, etc., not complete trusses. |
| <i>Insulation.</i> | Replacement/repair of substantially all. Improve insulation to current standards. | Repair/Replacement/increasing thickness of insulation in an existing roof. |
| <i>Roof finish</i> | Replacement of all/substantially all on existing roof. | Replace missing/damaged. |
| <i>Bargeboards/fascias</i> | Replacement of all/substantially all on existing roof. | Repairs/replacement/repainting. |
| <i>Rainwater goods</i> | Replacement of all/substantially all on existing roof. | Clearing out gutters and downpipes. Replacement/repair of individual pipes/gutters. |
| <i>Other, e.g. Flashings, roof windows</i> | Replacement of all/substantially all on existing roof. | Repair/replacement/cleaning. |
| <i>Other Covered links/porches</i> | Rebuild or substantially repair structure of existing. | Minor repairs, maintenance to existing. |
| Floors | | |
| <i>Ground Floor and Upper Floor(s) Structure and DPC</i> | Replacement of all or substantial part of an existing structure to prevent imminent or correct actual major failure of the structure. | Repair/replacement of small parts of an existing structure. |
| <i>Screed and finish</i> | Replacement of all/substantially all on existing floor, | Replacement and repair of screed and finishes. Replacement of mats/matwells. Maintenance, e.g. revarnishing wooden floors. |

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| Ceilings | Suspension, Fixed and Access Panels | Repair/replacement inc. from water damage, and necessary decoration. |
| <i>All</i> | Specialist removal/ replacement of damaged/disturbed asbestos based materials, planned or emergency. | Inspection/air testing, applying sealant coats to asbestos surfaces for protection. |
| External Walls <i>(Masonry/cladding) Structure.</i> | Underpinning/propping | Repairs. Preventive measures e.g. tree removal. Repair/replacement of small parts of an existing structure, e.g. repainting/ recladding a proportion of a wall where failure has occurred |
| Windows and Doors | External finish on existing building where needed to prevent imminent or correct actual major failure of the structure, e.g. repainting/recladding work affecting most of a building/replacement building. | |
| <i>Framing</i> | Structural replacement programme. | Repair/replacement of individual windows or frames. Repainting frames. |
| <i>Ironmongery.</i> | Improved security. | Repair/replacement, upgrading locks, etc. |
| <i>Jointing</i> | Jointing inc. mastic joints. | Internal and external decoration to include cleaning down and preparation. |
| Masonry chimneys <i>Structure.</i> | Jointing inc. expansion and mortar joints/pointing/DPC. | Repair/repointing. |

Internal Walls

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| <i>Solid</i> | Refurbishment and alterations. | Repairs and redecoration to internal plaster/linings tiles, pin boards, etc. Minor alterations. |
| <i>Partitions</i> | Refurbishment and alterations. | Repairs and redecoration. Minor alterations. |
| <i>Doors and Screens</i> | | Internal maintenance and redecoration. Repair/replacement of defective doors and screens. |
| <i>All</i> | Glazing to meet statutory Health and Safety requirements. | Replacement of broken glass. |

Sanitary Services

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| <i>Lavatories</i> | Large scale toilet refurbishment. Provision of disabled facilities and specialist facilities related to pupils with statements. | Small areas of refurbishment. Repair/replacement of damaged sanitary ware, fittings, waste plumbing, etc. |
| <i>Kitchens</i> | General refurbishment. | Maintain kitchen to requirements of LA. Cleaning out drainage systems. Repairs. Redecoration. |
| | Large and costly items of equipment. | Repairs/replacement parts. |

Mechanical Services

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| <i>Heating/Hot Water</i> | Planned/ emergency replacement of obsolete/failed boiler/controls systems, flues etc past the end of their useful life. | General maintenance of all boiler house plant, inc. replacement of defective parts. Regular cleaning. Energy saving projects. |
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| | Safe removal of old/damaged asbestos boiler and pipework insulation, where risk to Health and Safety. | Monitoring systems. Health and Safety issues. |
| <i>Cold Water</i> | Provision of cold water services, storage tanks, distribution, boosters, hose reels, fire sprinkler systems etc. in major projects. | Maintenance and repair/replacement of defective parts such as servicing pipes. Annual servicing of cold water tanks. |
| <i>Gas</i> | Distribution pipework on refurbishment, terminal units. | Repairs, maintenance and gas safety. All servicing. |
| <i>Ventilation</i> | Mechanical ventilation/air conditioning to major projects. | Provision of local ventilation. Repair/replacement of defective systems and units. |
| <i>Other</i> | Swimming pool plant and its complete installation, inc. heat recovery systems. | Repair/replacement of parts to plant pumps and controls. Water treatment equipment and all distribution pipework. Simple heat recovery systems. Solar heating plant and equipment. |
| <i>Electrical Services</i> | | |
| <i>General</i> | Main switchgear and distribution in major projects. | Testing/replacement of distribution boards. The repair and maintenance of all switchgear and interconnecting cables, including that in temporary buildings. |
| | Replacement of obsolete and dangerous wiring systems, inc. distribution boards. | All testing, earthing and bonding to meet Health and Safety. All servicing. |
| <i>Power</i> | Control gear, distribution, fixed equipment, protection, etc. | All testing, repair and replacement of small items of equipment. |
| <i>Lighting</i> | Provision of luminaires and emergency. | Replacement of luminaires, all testing, adjustments and improvements to emergency. |
| <i>Other</i> | Lightning protection in new building. Alarm systems, CCTV, lifts/hoists, etc. | Repair/replacement. Repair and maintenance. |

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| Installation of communication systems, radio/TV, call, telephone, data transmission, IT, all door access systems in new building. | Repair/replacement/ maintenance, inc. communication systems, radio/TV, call, telephone, data transmission, IT, all door access systems. |
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External Works

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| <i>Paving</i> | Provision of new roads, car parks, paths, court terraces, play pitches, steps and handrails, as part of major project, inc. disabled access. | Maintenance and repair car park, playground and playground markings. |
| <i>Miscellaneous</i> | Provision of walls, fencing, gates and ancillary buildings as part of major project. | Maintenance and repair of all perimeter/ boundary/retaining walls, fencing and gates. |
| <i>Drainage</i> | Drains, soakways, inspection chambers and sewerage plant as part of new projects. | Maintenance and repair of drains, gullies, grease traps and manholes between buildings and main sewers. Cleaning of the above and unblocking as necessary. |
| <i>Open Air Pools</i> | Structure, hygiene/safety in new building. | Hygiene, cleaning, maintenance and repairs, inc. replacement parts. Simple energy saving systems. |
| <i>Services Distribution.</i> | Heating mains/gas mains/water mains/ electricity mains, renewal of any of the above. | Annual servicing. |

N.B.

The City Council will continue to fund major works and structural repairs and maintenance from a mixture of capital and revenue funding sources as in previous financial years. This capital funding will now include Schools Devolved Capital. The schools' ongoing responsibilities for repairs and maintenance will continue to be funded from the delegated revenue budget as in previous years.

This illustrative list is the DfES interpretation of the CIPFA Code of Practice and the City Council refers to this code when defining capital and revenue.

Where the City Council use de minimus limits for defining capital and revenue in their financial accounts, the same de minimus limits are used in defining what is delegated.

1. Changes to liabilities at VA schools introduced in April 2002 have been included subject to detailed guidance being provided by DfES.

2. Each school's ongoing responsibilities for repairs and maintenance will be funded from their delegated revenue budget.
3. Other than for routine repair and maintenance, scheme priorities should be determined by the Asset Management Plan Condition assessment for each school.
4. For Community and Foundation schools, LEA funded programmes of work will be established by the LEA, and schools will be advised annually.
5. For Voluntary Aided schools, Local Authority Controlled VA Programme (LCVAP) programmes, will be established by the LEA and Diocesan/Foundation bodies.
6. Schools Devolved Formula Capital (all schools) may be used either as a contribution to a larger scheme or to finance affordable R&M (capital) works.