

MUNICIPAL YEAR 2015/2016 REPORT NO.

MEETING TITLE AND DATE:

REPORT OF:

Director of Schools and
Children's Services

Agenda – Part:	Item:
Subject: To establish a Temporary Governing Body for Eldon Infants School at Eldon Road N9, Edmonton Lower Edmonton Ward	
Cabinet Member consulted: Cllr Ayfer Orhan	

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1. EXECUTIVE SUMMARY

This report makes the proposal to establish a temporary Governing Body for Eldon Infant School. The size of the temporary Governing Body shall be 14.

2. RECOMMENDATIONS

It is recommended that:

- 2.1 arrangements for the governance of the School be adopted for the Temporary Governing Body in line with the proposed Instrument of Government for Eldon Infant School;
- 2.2 Ingrid Cranfield, Judy Ellerby and Paul Sceeny be appointed to the Temporary Governing Body as Temporary LEA Governors;
- 2.3 Judith Abuwa, Nadine O'Donnell, Daniel Donaghy and Amir Syed be appointed to the Temporary Governing Body as Temporary Parent Governors;
- 2.4 Carolyn Bathija and Gill Newbury be appointed to the Temporary Governing Body as Temporary Staff Governors;
- 2.6 the substantive Headteacher of the Infant school becomes the Headteacher governor on the Temporary Governing Body;
- 2.7 Robert Eves, Neil Murphy and Vivien Giladi be appointed to the Temporary Governing Body as Temporary Community Governors;
- 2.8 On the date of dissolution, the Temporary Governing body of the de-federated school shall be incorporated as the governing body of the Eldon Primary School as given in a new Instrument of government which the LA shall issue effective from 1 September 2015;

3. BACKGROUND

- 3.1 The Eldon Federation Governing Body at its meeting on 27 November 2014 endorsed proposals to close one school and expand the other to become an all through primary school. The proposal followed a series of discussions which began in June 2014;
- 3.2 The proposal would see the Junior school close and the Infant school change its age range and expand to provide places for junior pupils in Years 3 to 6 in addition to places for infant pupils in Nursery to Year 2;
- 3.3 The Infant school would become an all through primary school with a single point of admission at Nursery/Reception. The age range of the school would therefore be from 2 to 11;
- 3.4 The primary school would continue to operate from the existing buildings and sites currently occupied by the Infant and Junior schools.

4. ALTERNATIVE OPTIONS CONSIDERED

The process for establishing a temporary governing body is dictated by legislation, therefore there are no alternative options available.

5. REASONS FOR RECOMMENDATIONS

- 5.1 The School Governance (Federations)(England) Regulations 2012 makes provision for the dissolution of federation on discontinuance of federated Schools (regulation 41 and 42);
- 5.2 In line with the regulations where one (or more) federated schools are to be discontinued and only one federated school in the federation is not to be discontinued the Local Authority must before the discontinuance date
 - (i) Establish a temporary governing body in respect of the school that is not to be discontinued (" the de-federated school") in accordance with Par 3 and 4 of the New Schools Regulation *and*
 - (ii) Issue a new instrument of government for the school in accordance with part 5 of the Constitution Regulations;
- 5.3 On the date of dissolution, the temporary governing body of the de-federated school is incorporated as the governing body of the expanded Eldon Infant School under a new instrument of government and shall be named the Eldon Primary School;

- 5.4 The School Governance Constitution Regulations 2012 require that the LA must determine the size of the Temporary Governing Body and that this must include at least 9 temporary Governors;
- 5.5 The LA therefore, on notification from the Governing Body of the Eldon Federation of its decision to de-federate following its meeting on 18 June 2015, seeks to establish a Temporary Governing Body, the size of which shall be 14 to include:
- 5 temporary parent Governors to be appointed by the LA
 - 3 temporary Staff governors to be appointed by the LA
 - 3 temporary LA Governor to be appointed by the LA
 - 3 community governors to be appointed by the LA

6. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES AND OTHER DEPARTMENTS

6.1 Financial Implications

- 6.1.1 Merger of the two schools would result in the loss of the lump sum element of the formula funding for one school which is currently worth £162,000, to be phased in over a three year period.
- 6.1.2 Each school currently receives its own lump sum of £162,000 and this would be replaced over time by a single grant.
- 6.1.3 The removal of the second lump sum would be phased in over 3 years as follows: Full protection in year 1, 85% protection in year 2 (loss of £49k) and reduction to one lump sum in year 3 (loss of £162k)

6.2 Legal Implications

- 6.2.1 The procedure when one or more federated schools are to be discontinued and one school in the federation is to be continued is set out in Regulation 41 of the School Governance (Federations) (England) Regulations 2012. The procedure is as set out above.
- 6.2.2 Regulation 15 of the Governance (New Schools) (England) Regulations 2007 sets out the principles to be followed by the local authority when determining the size of the temporary governing body which must be at least 9 and no more than 20, and Regulation 16 sets out the composition of types of governors in the temporary governing body. These are:
- (i) one third or more temporary parent governors;
 - (ii) at least two but no more than one third temporary staff governors;

- (iii) one fifth [temporary authority governors] ; and
- (iv) one fifth or more temporary community governors.

6.3 Property Implications

6.3.1 The primary school would continue to operate from the existing building and sites currently occupied by the Infant and Junior school.

6.3.2 Any leases or licences the school has entered into with regards school lettings and pitch lettings, the responsibility of performance and liability under these agreements will be passed onto the new Governors.

7. KEY RISKS

The high profile of governance placed upon schools by Ofsted and the DFE means that governing bodies are held accountable for the rigor and performance of the school. Failure to put in place a temporary governing body of the de-federated school will leave the school without effective strategic oversight and in breach of the legislation mentioned above.

8. IMPACT ON COUNCIL PRIORITIES

8.1 Fairness for All

The temporary governing body would oversee provision to provide children with a seamless journey through the school from age 4 – 11 (See consultation proposal attached)

8.2 Growth and Sustainability

The temporary governing body would seek to promote high educational standards and ensure high quality good teaching providing consistency of approach and opportunities for improvements which include single point entry for admissions and ensuring smooth transition between the KS1 and KS2.

8.3 Strong Communities

The temporary governing body would oversee provision to secure continued community links in the lower Edmonton area as established by the Eldon Federation.

9. EQUALITIES IMPACT IMPLICATIONS

9.1 A six week process of consultation with parents/Carers and the school community (i.e. pupil and staff) on the proposals for the closure of the Junior school and the expansion of the Infant

school commenced on the 16 March 2015 ending on 25 April 2015;

- 9.2 Formal notice of the amalgamation / merger will be published by the LA. The school's ethos will be one of a caring, inclusive school, where all children are encouraged to take responsibility for their own actions and are helped to build on their successes to further their academic progression and personal development;
- 9.3 The newly amalgamated school will cater for pupils between the ages of 3 and 11 and provide places for 1050 boys and girls. In addition, a further full time equivalent places will be provided for nursery pupils;
- 9.4 The admission number for the school on the opening date will be 150;
- 9.5 Admissions to the amalgamated school will be as for the existing Eldon Infant and Junior Schools. Parents will be invited to express three preferences for schools maintained by the Local Authority and will be offered no more than one school place.

10. PERFORMANCE MANAGEMENT IMPLICATIONS

- 10.1 The Infant and Junior schools were federated in 2012 and led by an Executive Headteacher and a single Governing Body. In the process of closure of the junior school a temporary governing body would be formed to oversee continuation of leadership and management responsibilities;
- 10.2 On the date of dissolution, the temporary governing body of the de –federated school is incorporated as the governing body of the Primary school as under the name given in the schools new instrument of government.

11. PUBLIC HEALTH IMPLICATIONS

Each school needs a Governing Body for effective and efficient running. Without such a body the health of attending pupils would be adversely affected.

MUNICIPAL YEAR 2015/2016 REPORT NO.

ACTION TO BE TAKEN UNDER DELEGATED AUTHORITY

PORTFOLIO DECISION OF:
Cabinet Member for Environment

REPORT OF:
Director – Regeneration & Environment

Contact officer and telephone number:

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Agenda – Part 1

KD Num: 4101

Subject:
**Corporate Repair and Maintenance and
Disability Discrimination Programmes –
2015/2016**

Wards: All

1. EXECUTIVE SUMMARY

- 1.1 The report details the current position on the Planned Corporate Repair and Maintenance Programme and the Disability Discrimination Programme (DDA).
- 1.2 Proposals are made for building specific works, which have been identified as meeting either a priority 1 or priority 2 rating or are required to meet legislation. Projects will be instructed and up to the available budget identified for 2015/16.
- 1.3 Planned Maintenance expenditure relates to the corporate property portfolio and facilitates the delivery of services across all Council groups. The report does not cover schools, or housing maintenance, which are subject to different funding streams.

2. RECOMMENDATIONS

- 2.1 That the financial position pertaining to the Corporate Repair and Maintenance, and Disability Discrimination Programmes be noted.
- 2.2 That Programmes for 2015-16 as detailed in the Appendix be carried out, subject to available funding.
- 2.3 That the approval to extend three existing minor maintenance/ service contracts be delegated to Assistant Director - Planning Highways and Transportation.
- 2.4 That approval be confirmed for three high priority projects within the programme at John Wilkes House – air conditioning replacement, 58/60 Silver Street – roof repairs and making good, and Civic Centre – replace chilled water pumps.

3. BACKGROUND

3.1.1 The Councils Repair and Maintenance fund aims to ensure corporate buildings and their surroundings are fit for purpose. Properties are maintained via three 'R&M' work streams as listed below. In addition separate projects and other improvement schemes may incorporate an element of repair or maintenance work.

1. Reactive maintenance
2. Planned preventative maintenance.
3. Planned maintenance,

3.1.2 Reactive maintenance is often reported by premises managers to the helpdesk as and when they occur, such as blocked toilets, alarm resets or a broken window. The helpdesk (Careline) then instructs the appropriate Measured Term Contractor to rectify the fault.

3.1.3 Cyclical or planned preventative maintenance is carried out on a regular basis to a building's plant and equipment such as boilers or lifts.

3.1.4 Planned maintenance work, the subject of this report, is mainly identified via condition and other surveys. Properties are surveyed to assess their condition and the noted deficiencies are listed and ranked according to set criteria. Items of work are then grouped together, where beneficial to do so, and prioritised into a planned maintenance programme.

3.2 Programme Budgets

3.2.1 The responsibility is addressed via the budget allocation in the Council's Capital Programme termed the Building Improvement Programme (BIP) and Disability & Discrimination (DDA) Programme.

2015/16 Building Improvement Programme (R&M)	
2015/16 Original Budget as @ Q1 2014/15	£1,500,000
Moved to 14/15 to Fund Lavender Cemetery Road & Paths	-£30,000
Moved to 14/15 to Fund Bullsmoor Library Refurbishment	-£78,000
<u>Approved Budget as @ 31/03/2015</u>	<u>£1,392,000</u>
Slippages From 2014/15 to 2015/16 (14/15 Capital Outturn Report)	£116,148
<u>2015/16 Overall Available Funding</u>	<u>£1,508,148</u>

2015/16 Disability & Discrimination Programme (DDA)	
<u>Approved Budget as @ 31/03/2015</u>	<u>£364,188</u>
Slippages From 2014/15 to 2015/16 (14/15 Capital Outturn Report)	£0
<u>2015/16 Overall Available Funding</u>	<u>£364,188</u>

- 3.2.2 The programme has about 25% extra projects to allow some to drop out or be re-profiled. The programme is carefully tracked to ensure the available budget is not exceeded.

3.3 **Programme Compilation**

- 3.3.1 Technical information gained from surveys, together with the Councils corporate objectives and client views, enables individual items of work to be prioritised and compiled into a programme of planned projects.
- 3.3.2 The disposal of some sites, and the transfer of the Leisure Centres has reduced the Council maintenance liability. However, reactive and cyclical maintenance expenditure has increased as a result of the Corporate Landlord Initiative.
- 3.3.3 The current programme has been developed following a review of the data with service users. Account has been taken of maintenance trends and feedback from technical staff. Due to competing priorities and changing circumstances a reserve list is held of other potential works.
- 3.3.4 A consultation process was undertaken with some Service Centre Managers to ensure the programme considered their views and priorities as far as practicable. This supports the objective of securing best value from the limited budget.
- 3.3.5 Consultation has been undertaken with individual teams and occupiers. Due to changing asset management priorities it is difficult to pre-empt requirements over the full year that the programme runs. However, regular liaison with stakeholders together with a formal change approval process ensures that the programme remains flexible, meeting the Councils changing needs and achieving maximum value for money from the budget.

The proposed programmes are listed in the Appendix.

3.4 Reserve Programme

- 3.4.1 In setting the current programme, it is clear that many projects are desirable if funding were available. These have therefore been put on a reserve list which it is proposed to actively manage according to the best available information at the time.
- 3.4.2 The 2015-16 priorities are based on condition surveys, analysis of reactive maintenance data and trends, ad hoc inspections and client consultation. As further condition surveys are carried out, priorities will be updated. The programme will need to be managed flexibly to accommodate such updates to ensure urgent priorities are addressed and less pressing work is postponed. The reserve programme will enable this process to be undertaken in a proactive but transparent fashion. The new set of priorities has been added to those projects that have been carried forward, to create the proposed 2015/16 programme.
- 3.4.3 Condition data will eventually be held on the Council's new asset management system, Atrium. In addition, the project estimates supplied are based on general condition data, so these costs are subject to confirmation once works are specified.

3.5 Individual Project/contracts

- 3.5.1 The Council has a number of energy efficiency programmes, which are funded through the SALIX and REFIT programmes. There is some synergy with the current programmes, and coordination across these will ensure optimum use of all available funding.
- 3.5.2 Individual projects are subject to formal consultation and approval in accordance with the Councils constitution and Contract Procedure Rules.
- 3.5.3 Three existing minor service contracts (repair and maintenance funded) have been held over. These are to be extended for one year - on the same terms and conditions as agreed with existing incumbent contractors. The contracts are listed in the table below and subject to separate details and approval of the Assistant Director - Planning Highways & Transportation, in accordance with scheme of delegation.

The estimated annual value of these contracts is:

Contract Description	Estimated Annual Value
Fire Alarms and Emergency Lighting	£20,511
Lift Maintenance Contract	£46,810
Intruder Alarms, CCTV & Access Systems	£53,746
Grand Total	£121,067

13.4 TERM MAINTENANCE (Preventative, Cyclical, Servicing or Time Based) is used to comply with statutory or manufacturer's requirements for building services, and is undertaken at predetermined time intervals as required by statutory, technical or operational reliability considerations. This may be applied to building structures, fabric, services and site improvements but is used predominantly for the maintenance of mechanical and electrical services.

13.5 REACTIVE MAINTENANCE (Corrective, Day-to-Day) is usually minor unplanned maintenance used for assets experiencing breakdown, failure or vandalism of a component and for maintenance of those assets identified for disposal. Apart from statutory requirements, no maintenance action is undertaken until breakdown or the asset quality falls below the minimum standard specified for the asset. Reactive maintenance may be used for minor non-critical assets and those assets planned for refurbishment, replacement or disposal.

ensuring that all public service provision is widely accessible to all users

10. PERFORMANCE MANAGEMENT IMPLICATIONS

Regular monitoring of the programme and individual contracts will ensure value for money is obtained and support effective delivery.

11. HEALTH AND SAFETY IMPLICATIONS

The proper planning and timely maintenance and repair of Council buildings and associated assets, is fundamental in reducing risks to occupiers and members of the public.

12. PUBLIC HEALTH IMPLICATIONS

None.

13. DEFINITIONS

- 13.1 **BLOCK BUDGETS.** These are sums set aside to fund known planned work streams. However the exact location and nature of such work is identified through on-going surveys or the servicing of plant. For example, a programme of asbestos surveys is planned for the coming year and these are likely to generate the need for remedial works to address a risk or deficiency. Therefore this block budget is set aside in order undertake any identified high priority works, in a timely and safe fashion.

Maintenance activities are generally arranged as follows:

- 13.2 **PLANNED MAINTENANCE (Condition-Based)** is to be used to comply with statutory requirements and for building fabric, structural components and renewal of time expired plant. The aim is to prevent major failure and reduce total maintenance costs over time. Undertaken as a result of an asset's condition and driven by a condition assessment or inspection process. This will apply to all building structures, fabric, mechanical and electrical services and site improvements.
- 13.3 **Backlog Maintenance** is maintenance which has been deferred on a planned or unplanned basis usually due to lack of funds. Backlog maintenance should be re-evaluated at least annually in terms of priority and considered for undertaking.

generally be realised for example, by renewing a boiler or a roof covering.

- 6.3.4 The Repair and Maintenance programme has to take into account the Council's Property Asset Management Plan and corporate proposals for the future redevelopment, adaption or disposal of the properties in the portfolio.

7. KEY RISKS

- 7.1 Planned repair and maintenance helps maintain buildings so as to prevent major failure and reduce total maintenance costs over time;
- 7.2 As detailed under "Legal Implications", should relevant statutory functions not be complied with, there is an increased possibility of legal action with associated financial penalties;
- 7.3 Effective planned maintenance has the potential opportunity to reduce the level of carbon emissions produced by buildings.
- 7.4 We would advise that regular review of the risk and issues assessment is planned by service, to track any developing issues or risks.

8. IMPACT ON COUNCIL PRIORITIES

- 8.1 **Fairness for All** – The Corporate Planned Maintenance programme will be constructed around those buildings which have an assessed high priority need, unless there is a good economic or environmental argument to incorporate lower priorities. The aim is to prevent building failure and to ensure services to the public are not interrupted.
- 8.2 **Growth and Sustainability-** The proposed programme contains a number of environmental improvements, particularly in relation to the replacement of old plant.
- 8.3 **Strong Communities** – Planned maintenance assists in ensuring that buildings and other assets are safe for staff and visitors.

9. EQUALITY IMPACT ASSESSMENT

Corporate advice has been sought in regard to equalities and an agreement has been reached that for approval of the planned maintenance work programme, an equalities impact assessment is neither relevant nor proportionate. However it should be noted that the Council has a duty under the Equality Act 2010 to pay due regard to the needs of the protected characteristic groups. This includes

Approved 2015/16 Disability & Discrimination Programme (DDA)	
Approved Budget as @ 31/03/2015	£364,188
Slippages From 2014/15 to 2015/16 (14/15 Capital Outturn Report)	£0
2015/16 Overall Available Funding	£364,188
2015/16 Total Estimated Cost of Works	£339,056
2015/16 Total Estimated Cost of Internal Fees	£25,132
Variance	£0.0

6.2 Legal Implications

- 6.2.1 The Council, as a corporate landlord has numerous duties under common law and under statute (including Health and Safety at Work etc. Act 1974, Health and Safety Offences Act 2008, and Corporate Manslaughter and Homicide Act 2007, Occupiers liability Acts 1957 and 1984) with regards the premises that it owns and/or controls. These duties extend to all people on premises controlled by the Council whether or not they have lawful authority to be on those premises. A well planned, executed and funded maintenance programme will assist the Council to demonstrate that it takes seriously its obligations as an organisation in control of premises and may assist it to defend any action taken as a result of any incident occurring on premises within its control. Section 120 of the Local Government Act 1972 permits the Council to acquire property for the purposes of performing its functions and s111 of the Local Government Act 1972 permits the Council to do anything that is incidental to a statutory function. The funding of a repair and maintenance programme would be within its powers.
- 6.2.2 The Council must ensure that any contracts for the repairs and maintenance are procured in accordance with the Council's Contract Procedure Rules and are in a form approved by Assistant Director of Legal Services.

6.3 Property Implications

- 6.3.1 Regular and effective planned maintenance is essential in ensuring the medium to long term health of a building. A Corporate approach helps ensure that best value is obtained from the available funding.
- 6.3.2 Failure to undertake appropriate planned maintenance can lead to loss of property value, a building becoming unfit for purpose, and ultimate closure on suitability or health and safety grounds.
- 6.3.3 Effective planned maintenance has the potential to reduce the level of carbon emissions produced by buildings. Energy efficiency gains will

4. ALTERNATIVE OPTIONS CONSIDERED

The Council could rely on reactive maintenance only, but this is not a cost effective or planned way to manage property, and would have detrimental effect on the corporate buildings portfolio in the medium to longer term.

5. REASONS FOR RECOMMENDATIONS

- 5.1 Planned Maintenance comprises the careful attention to buildings, their structure, engineering services and hard landscaped surroundings necessary to retain them, or help restore them, to an acceptable condition. These measures are required to enable their continued function, preserve value, integrity, and to meet the continued expectations of the occupier.
- 5.2 All of the works will be procured in line with the Council's constitution in order to deliver value for money.
- 5.3 The types of projects undertaken under planned maintenance secure the longer term condition of buildings, maintain their capital value and reduce the need for repeated reactive repairs.

6. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES, AND OTHER DEPARTMENTS

6.1 Financial Implications

Works identified and prioritised in Appendix A will be fully funded from the approved 2015/16 Building Improvement Programme and Disability & Discrimination Programme (DDA) Capital Budgets (see table below).

2015/16 Building Improvement Programme (BIP)	
2015/16 Original Budget as @ Q1 2014/15	£1,500,000
Moved to 14/15 to Fund Lavender Cemetery Road & Paths	-£30,000
Moved to 14/15 to Fund Bullmoor Library refurb.	-£78,000
Approved Budget as @ 31/03/2015	£1,392,000
Slippages From 2014/15 to 2015/16 (14/15 Capital Outturn Report)	£116,148
2015/16 Overall Available Funding	£1,508,148

2015/16 Total Estimated Cost of Works	£1,346,187
2015/16 Total Estimated Cost of Internal Fees	£161,961

<u>Variance</u>	<u>£0.0</u>
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3.5.4 Quotations/estimates have been obtained for three high priority projects within the programme. Approval is sought to progress with the lowest compliant prices in accordance with the Councils Contract Procedure Rules. The works are:

Project Description	Contract Value
John Wilkes House – air conditioning replacement	£90,636
58/60 Silver Street – roof repairs and making good	£54,553
Civic Centre – replace chilled water pumps	£34,392
Total	£179,581

- 58/60 Silver Street - roof repair started in March as emergency repairs following reactive call out and £26,000 is funded from last year's budget.
- Civic Centre – replace chilled water pumps is being undertaken as additional works under the RE:FIT framework contract and as such has been instructed to ensure the cooling within the Civic Centre could be switch on in May.
- John Wikes House - air conditioning is being undertaken as a contract variation to an existing repair works contract. It will be instructed subject to formal authorisation of this report. The work is high priority as the air conditioning units contain a now banned refrigerate (R22) that requires removal. These units cannot now be maintained if they break down.

3.6 Civic Centre

3.6.1 The main Civic Centre remodelling is the subject of a separate approval. This will refurbish and modernise the building on a phased basis, whilst also addressing backlog maintenance.

3.6.2 Phase 1 work to A block has been approved and commenced on site in May 2015. (Appointment of Contractor For The Phase 1 Civic Centre Remodelling, Municipal Year 2014/2015 Report No Kd 4048, Part 1&2). In meantime some enabling and ancillary work (to plant and equipment) remains in the proposed R&M Programme to support this business critical project.

3.6.3 The remodelling project also creates additional DDA toilets and upgrades the good lift to accessible passenger standard. There is therefore a contribution made toward this project under the DDA programme (See Appendix of this report).

**2015/2016 Repairs & Maintenance Programme +
Disability & Discrimination Programme (DDA)**

Ref.	Property	Block	Project Works	Priority	Work Budget
BLOCK BUDGETS					
1	Minor Works Projects	Various Sites	Priority works emanating from on going condition survey programme	1	£15,000
2	Corporate Tree Maintenance	Various Sites	Surveys and remedial tree works	-	£40,500
3	Asbestos Abatement	Various Sites	Remedial Works following surveys	-	£20,000
4	Fire Precautions Work	Various Sites	Priority works from fire risk assessments	-	£10,000
5	Water Hygiene Improvements	Care Homes	Install CDU's (health precaution work)	-	£9,200
Carry Forward from 2014/15 (cost adjusted)					
6	Civic Centre	All	Fire Alarm Upgrade	1	£85,376
7	Civic Centre	A Block	Seal plantroom floor, drainage repairs, install external roller shutters, external lights and paving repairs to front and rodding eyes to basement.	1	£20,000
8	Hoe Lane Open Space	land	Remediation monitoring & rebuild wall	1	£7,500
9	John Wilkes House	Office	Replace air conditioning	1	£90,636
10	Millfield Arts Centre	Theatre	Feasibility for provision of ventilation and cooling	1	£7,000
11	Palace Gardens	Multi storey car park	External brickwork and coping repairs	1	£70,000
12	Rose Taylor Day Centre	Main	Flat roof renewal & ass. repairs (phase 2), and resurface entrance road/carpark	1	£65,000
13	Reardon Court	Sheltered acc.	Kitchenette upgrade & commercial kitchen feasibility	1	£15,000
New Items					
14	Reardon Court	Main and Communal	High Priority refurbishment and general repairs works	1	£65,000
15	Park Avenue Day Centre	Main	Condition Repairs (roof and flooring)	1	£15,000
16	Bridge House	Main	Priority H&S repair works	1	£30,000
17	Ruth Winston House	Main	Heating Controls Upgrade	1	£7,500
18	Honeysuckle House	Main	Priority Repairs works including replace ventilation units	1	£40,000
19	Enfield Town Library	Café	Replace defective glass door	1	£5,000
20	Addison House	Main	Reroofing and portacabin improvements and M&E works	1	£100,000
21	Croyland Community Centre	Entire Building	General priority condition repairs	1	£3,000
22	Ponders End Youth Centre	Block A	Heating and electrical upgrade	1	£25,000
23	1-3 Gentlemans Row (Grd flr)	Registry office	Waiting room & corridor redecoration (public facing areas only).	1	£35,000
24	1-3 Gentlemens Row	Main	Roof covering repairs	1	£10,000
25	58-60 Silver Street	58	Boiler replacement	1	£6,000
26	58-60 Silver Street	58	Roof repairs and internal making good (nb £26,000 paid in last financial year as urgent reactive works)	1	£26,142
27	Salisbury House		Priority External Joinery repairs	1	£7,500
28	Queen Elizabeth Stadium	EPF	Shower upgrade and redecorate spoiled areas (black mould).	1	£15,870
29	Grovelands Park	Mess Room	Refurbishment	1	£5,000
30	Trent Park	Mess Room	Refurbish Male WC, new boiler & drain repair	1	£7,500
31	Pymmes Park	Depot	Full Refurbishment	1	£35,000
32	Enfield Playing Fields and Albany Park	Depot	Refurbishment	1	£8,712
33	Arnos Park	Externals	Entrance Gates - Heritage Repairs	1	£9,500
34	Elliott Fields & Raith Ave	Allotments	Water tank replacement	1	£15,000
35	Broomfield Park	Heritage Assets	Replace slate roof, fund War Memorial application and repair entrance arch	1	£21,500
36	Broomfield House	Main	Holding repairs to support scaffold	1	£12,000

**2015/2016 Repairs & Maintenance Programme +
Disability & Discrimination Programme (DDA)**

Ref.	Property	Block	Project Works	Priority	Work Budget
37	Broomfield Park	Building	Changing room refurbishment	1	£22,000
38	Bushill Park	Building	Changing room refurb	1	£6,000
39	Jubilee Bowling Club	Building	Vandalism Repairs	1	£20,000
40	Houndsfield Allotment	Toilet	Refurbish WC	1	£7,500
41	Bury Lodge Gardens	Site	Leaning wall repair	1	£12,000
42	Whitewebbs Park	Car Park	Rebuild unsatable freestanding wall	1	£15,000
43	Pymmes Park	Visitor Centre	Install fire alarm & emergency lighting	1	£17,500
44	Crown Road	Lorry Park	Reroofing	1	£13,464
45	Palace Gardens MSCP	Car Park	Life Care Plan	n/a	£15,000
46	Montagu Rec. Ground Pavilion	'Bag room'	Ventilation improvements & redecs.	1	£10,000
47	Morson Road	Depot	Security Improvments	n/a	£175,000
48	Triangle House	Main	Roof repairs and internal making good	1	£15,000
49	Southgate Circus Library	Main	Upgrade Emergency lighting & fire alarm	1	£10,000
50	Civic Centre	Basement	Replace chilled water pumps	1	£34,392
51	Civic Centre	B block	Health and safety flooring replacment	1	£8,333
52	Civic Centre	Block A	Passenger lift 2 & 3 - replace safety guides	1	£12,000
53	Civic Centre	B block	AHU upgrade	1	£10,895
			Works Total		£1,364,520
			Recharge Costs @	12.5%	£143,628
			Programme Total 2015/16		£1,508,148
			Available budget		£1,508,148
				+/-	£0
	HIGH PRIORITY RESERVE ITEMS		(subject to finding and separate approval)		
	Previously approved:				
54	Albany Leisure Centre	Main	Purlin Repairs (latent defect)	2	£30,000
55	Honeysuckle House	Main	Lift upgrade plus other repairs	2	£35,000
56	321 - 323 Baker Street	Property	Structural Repair works	tbc	£85,000
57	Rose Taylor Day Centre	Main	Commercial Kitchen Refurbishment	2	£35,000
	New Items:				
58	Enfield Business Centre	Main	Fire audit works (stairs and atrium)	2	£10,000
59	Marsh House, Claverings	Ind. Est.	Internal upgrades to electrics, lighting and finishes	1 & 2	£30,000
60	Marsh House, Claverings	Ind. Est.	Further Structural Repairs	2	£9,200
61	Allan Pullinger Youth and CC		Domestic Water and Heating Upgrade	2	£22,350
62	Allan Pullinger Youth and CC		Internal repairs and redecoration	2	£9,000
63	Albany Youth and CC	Main	External Wall, Roof & Window repairs	2	£7,000
64	Albany Youth and CC	Main	Electrical Repairs & Boiler Replacement	2	£13,500
65	Rose Taylor Day Centre	Main	Heating, ventilation & electrical upgrade	2	£45,000
66	Forty Hall	Banqueting suite	General repairs	2	£5,000
67	Forty Hall	Café	Fire Improvement Works	2	£7,500
68	Salisbury House		External Decoration and repairs	2	£45,000
69	Craig Park Youth and CC	Main	Domestic Water and Heating Upgrade	2	£7,000
70	Craig Park Youth and CC	Main	Lighting Repairs	2	£3,500
71	Durants Park	Toilet	Demolish	n/a	£9,000
72	Parks Water Features	Splash Pads	Additional Plant renewals & health upgrades	2	£20,000
73	Millfield Arts Centre	Theatre	Replace Plant Room (feasibility being instructed first)	tbc	£70,000
74	Pymmes Park	Visitor Centre	General Repairs and Heating Controls	2	£20,000
75	Central Pavilion	EPF	Upgrade external security doors	2	£7,500
76	Barrowell Green	Allotments	tarmac repairs	2	£7,500
77	Green Street Allotments	Trading Shed	Building demolition	n/a	£19,000
78	Marsh House, Claverings	Ind. Est.	Domestic Water and Heating Upgrade	2	£40,000
79	Civic Centre	D & A block	Renew domestic hot water supplies	2	£75,000

**2015/2016 Repairs & Maintenance Programme +
Disability & Discrimination Programme (DDA)**

Ref.	Property	Block	Project Works	Priority	Work Budget
80	Derby Road, 31a	Womens refuge	General Repairs & improved insulation	2	£20,000
81	Church Street Recreation Grd	Pavilion	External decorations & Repair	2	£22,500
82	Ruth Winston House	Care Home	Window Replacement	2	£30,000
83	Broomfield Stables	Stables Block	Repairs to make wind and weathertight	2	£10,000
84	Unecol House	Entire Building	Vandalism repairs	tba	£25,000
	<i>Low priority:</i>				
85	Claverings - Triangle Works		Replace boiler plant	2	£40,000
86	Bullsmoor Library	Main	Replace Heating Boiler and Controls	2	£40,000
87	Enfield Highway Library	Block A	Repair to roof, internal decoration, lighting and ventilation upgrade	2	£26,000
88	Enfield Highway Library	Block A	External decoration (first floor)	2	£6,000
89	Ridge Avenue Library	Main Building	Lighting and fire alarm upgrade	2	£19,000
90	Ridge Avenue Library	Main	Window replacement	2	£35,000
91	Southgate Circus Library	Main	Electric Heating Upgrade	2	£26,000
92	Bowes Road Library	Library and learning centre	Roof repairs, electrics and other repairs	2	£100,000
93	Winchmore Hill Library	Main	General repairs including new carpet	3	£15,000
94	Ponders End Library	Block A	Roof Upgrade and External Decoration	1 & 2	£20,000
95	Ansells Green	External Areas	Repairs to footpaths and fencing	2	£1,800
96	Aylands Link	External Areas	Repairs to tarmac areas	2	£1,800
97	Alderbook Avenue	Recreation Grd	Repairs to footpaths, soft play areas, tarmac and fencing	2	£8,100
98	Barrowell Green Open Space	External Areas	Repairs to paths and fencing	2	£3,800
99	Trent Park	Various	Septic tank to serve houses	2	£25,000
100	Claverings - Centre Way	Units 4-11	Replace oil fired boiler	2	£70,000
101	William Preye	Main	Replace copper roof & general repairs (subject to future of building).	2	£50,000
102	Millfield Arts Centre	House	Cobbled access road	2	£33,600
103	265 Church Street	Main	General Repairs	2	£40,000
104	St Andrews Court		Replacement flooring, roof light, internal and external decorations/repairs etc.	1 & 2	£100,000
105	Angel Youth and CC	Main Building	Space Heating, Air Conditioning, Ventilation and Domestic Water Upgrade	2 & 3	£76,000
106	Angel Youth and CC	Main Building	Lighting Repairs	2	£2,500
107	Angel Youth and CC	Main Building	Window Repair and Upgrade	2	£40,000
108	Bridge House	Main	Internal repairs & redecoration including upgrading of bathrooms & kitchens	1 & 2	£50,000
109	Bridge House	Main	Repairs and refurbishment to external areas & boundary wall	2	£5,500
110	Bridge House	Main	Various repairs and redecorations	2	£10,000
111	Coppice Wood Lodge	A	Mechanical and electrical repairs	2	£20,000
112	Coppice Wood Lodge	A	Various fabric repairs	1 & 2	£25,000
113	Ruth Winston House	A	Entrance lighting remedial	2	£5,000
114	Reardon Court	Sheltered acc.	Foot path - Asphalts and paving stones	2	£3,000
115	Reardon Court	Main	Various flooring and redecoration	2	£15,000

2015/2016 Repairs & Maintenance Programme + Disability & Discrimination Programme (DDA)					
Ref.	Property	Block	Project Works	Priority	Work Budget
A	Community House		DDA toilet		£7,860
B	Thomas Hardy House		Fire exit ramp and handrails		£12,500
C	Addison House		Reconfigure special needs toilets		£22,000
D	Rose Taylor Day Centre		Male & Female disabled WCs	c/f 14/15	£25,000
E	Park Ave Day Centre	MHRC	Accessible reception upgrade		£35,000
F	Reardon Court	Sheltered home	DDA bathroom & associated works		£34,000
G	Civic Centre	A block	Create disabled toilets & other works (contribution to main remodelling project approved elsewhere)		£100,000
H	Lavender Cemetery	Toilets	Male & Female accessible WCs including new sewer connection		£22,000
I	Town Park Café	Main	Accessible Improvement & alteration works		£38,000
J	Church Street	Allotments	Accessible Entrance Improvements		£10,000
K	Houndsfield Allotments	Toilets	Refurbish and create disabled WC		£19,696
L	Oakwood Park	Site	Disabled Access Improvements		£13,000
			Works Total		£339,056
			Recharge Costs @	12.5%	£25,132
			Programme Total 2015/16		£364,188
			Available budget		£364,188
				+/-	£0
	<i>Reserve Items</i>				
M	Rose Taylor Day Centre		Disabled entrance improvements		£12,000
N	Block budget	Various sites	Carry out DDA surveys		£25,000
O	Millfield House		Accessible ramp to art & pottery room		£15,000
P	Salisbury House		Accessible improvements		£12,500