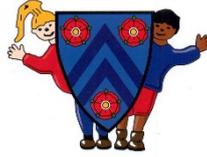


Marshfield CE VC Primary School
'Learning Together, Inspiring Each Other, Achieving Our Best'

Asset Management Plan 2020 - 2023

Ratified by Governing body on	Date: 24/11/2020
Due for review	Date: January 2022

Asset Management Plan



Marshfield CE VC Primary School

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INTRODUCTION

This Plan sets out the school's priorities for investing in its assets for the next three years.

The guiding principles for the Plan are:

- To make the most effective use of the school's funds and resources
- To develop the school environment to support the teaching and learning experience
- To find long-term solutions
- To find solutions that support sustainability and minimise negative impact on the environment

The Plan is a working document and will be reviewed and updated annually to reflect actual work completed and changing priorities.

KEY THEMES and DRIVERS

Strategic Approach

In order to invest effectively in its assets, the school will adopt a long term strategic view. This will entail:

- Using data from the School Condition Report (Carried out by DfE in May 2019) to prioritise the work required over the next three years).
- Seeking the opinion of SLT and governors about how work should be prioritised and how individual solutions should be reached
- Considering the future requirements of the school and anticipating changes to government policy, statutory and legal obligations, and pupil numbers
- Making informed judgements about future financial capacity for capital and revenue expenditure.

Health & Safety

The health, safety and wellbeing of users of the school remain of the highest priority. This will include focus on:

- Security
- Access
- Checking, reporting and maintenance procedures for school buildings and equipment

Value for Money

The school will seek value for money in all aspects of asset management, including:

- Reviewing contracted services
- A robust and creative approach to procuring services (e.g. more competitive tendering, joint procurement with Cluster schools, partnership arrangements)
- Reducing reactive maintenance costs by packaging works and investing in long term solutions. This will be driven by improved analysis of reactive work.

Sustainability

The school will seek solutions that are environmentally sustainable where this is financially viable or beneficial, such as:

- Investigating investment in energy efficiency
- Using or changing to low impact processes and materials
- Reducing consumption of energy, water, consumables and other materials

1. REACTIVE MAINTENANCE

This includes the following categories of work:

- Minor works
- Rolling programmes of minor improvements
- Low cost cyclical works eg Clearing roofs, gutters and drains

2. PROGRAMME OF CYCLICAL WORKS

These include the following categories:

- Decoration (internal and external)
- Monitoring, servicing and testing
- Grounds maintenance

Re-decoration

A programme of internal re-decoration has been drawn up, based on all teaching areas and public/office/staff areas being painted at least once every 2-5 years.

Programme of re-decoration:

Year	Classrooms	Cost	Other Areas	Cost	External Decoration	Cost	Total Cost
2020/21	Class 1&2	£5528					
2021/22	Library & Corridors	£9000					

Monitoring, servicing and testing

Savings and/or increased value for money will be sought across all these services where possible. Monitoring of trees provided by Integra as part of our buy back agreement. These prices are fixed until 2021.

Service Contracts:

Service	Contractor	Cost
Heating Controls	Tesa	£315.00
Electrical Testing	Select	£348.00
Wind Turbine	New Generation Energy	£1,045.00
Water treatment	Aquastat	£160.00
Fire Alarm	BWS	£865.41
Intruder Alarm	BWS	£905.89
Agility repair/maintenance	Greenplay Project	£1,482.00
Water temp monitoring	Brodex	£522.00
Sewage Pumps	Mawdsleys	£900.00
Deep cleaning	Direct Cleaning Services	£700.00
Lightening Protection system	EES	£188.00
M&E	KPS	£308.00
TOTAL		£7859

Grounds Maintenance

The school currently uses SJH Landscaping for grounds maintenance. Annual cost **£2520**.

3. PLANNED & CAPITAL WORKS

These are improvement works valued between approximately £500 and £25,000, which the school expects to complete wholly or substantially from within its own budget. The items below are currently identified as possible works for completion in 2020-23. Final decisions will be made in consultation with governors, staff and other stakeholders. There is significant competition for limited funds; prioritisation is based on the following considerations in order of importance.

- Health & safety of school users
- Impact on teaching and learning
- Impact on the overall quality of the school environment

Planned & Capital Works:

Issue	Estimated cost & funding source (Capital Projects budget unless specified)	Reasons this is a priority: what is the impact? (Condition/Suitability)	Value for Money
Intermittent leak from classroom roof lights	£8862	Learning environment	£1000 contribution, remainder funded by LA. Works to be scheduled for Easter
Upgrade of boiler and installation of a Heat Pump	TBC	Energy efficiency saving	Working with LA on possible grant funding through Salix
Lighting upgrade	TBC	Energy/cost saving	Working with LA. Possible interest free loan or as part of grant fund above.
Upgrade to Lightning Protection system	£2677	H&S	Quotes obtained
Replacement Fridge	TBC	Provision of meals	Quotes being obtained from contractors
Toilet refurbishment	TBC	Environment and H&S	Quotes being obtained from contractors

Large Scale Capital Works/School Fund Works

This category of works is subject to successful accessing of external funding through the Local Authority School Capital Programme, or other local, regional or national funding opportunities. Funding opportunities will be monitored, and a portfolio of potential projects will be maintained to allow the school to apply quickly when opportunities arise.

Summary of Potential Capital Works:

ITEM	COST	NOTES
Playground Drainage	£12,000	Save over budget years
Roof light replacement	£57,000	Added to LA Capital projects scheme
Mile Track	£20,000	Sports Premium, grant funded

4. BUDGETARY CONSIDERATIONS

To clarify the budget management process, the following principle will be applied: firstly, a sum will be set aside for reactive repairs; then provision will be made for the various cyclical programmes, including grounds maintenance. The remaining revenue budget for maintenance will be available for planned works. Capital works will be funded from the allocation of capital funding received from the Local Authority, along with any additional capital funding the school is able to make available. Suitable opportunities for external funding, grants and interest free loans will also be explored.