

SUCCESSOR SCHEME NEWSLETTER

No 1

June 2004

This Newsletter follows the last meeting of the 'old' BMPP Management Board on 23 April 2004.

The Board would like to welcome all schools who have joined the new Scheme, and wishes well to those who have decided not to rejoin.

How many schools have rejoined?

372 of the 453 schools within the LEA are taking up full membership of the Successor Scheme, with a further 13 schools taking Option 1 (servicing and testing only). Only 68 have decided not to join. Paul Elsegood the Fund Manager is pleased that this represents a good uptake for the Successor Scheme, to make it viable for the next 5 years.

How much money is there?

The premium for the first year amounts to £4.944 million (bearing in mind that schools are only paying a 65% premium of their devolved maintenance monies for the first year), with the total value over the full 5 year period amounting to more than £30 million.

Please note that because the premium for the first year is discounted by 20%, it is necessary to build up a reserve within the 'Contingency' element of the Fund, and the Fund Manager must therefore be very selective in approving projects to be funded by the BMPP during the first year. There is a high expectation that schools will see fit to partner projects with their DFC monies where major maintenance works of full capital replacement are required. Years 2 and 5 will be better placed to address major maintenance issues.

PFI and the BMPP

Around 25 member schools in the Yarmouth PFI are affected by the forthcoming PFI contract, and have joined the Scheme on a pro rata basis, until the new arrangements come into effect.

Building surveyor visit

The LEA has specified that all schools must receive a formal minuted meeting from their building surveyor in the summer term, and all

Remember the Helpdesk – open from 8.00am to 4.30pm Mondays to Fridays. Ring Di or Cara free on 0800 0858592 – they will be pleased to assist you.

schools have already received an explanatory letter about this meeting. There will be a set agenda for these meetings to which all NPS surveyors must adhere. The meeting will cover issues such as: management of maintenance; servicing and testing within the BMPP; AMP condition data and suitability issues; school development plans, and how the school intends to spend its devolved formula capital and whether this can be tied in with maintenance.

Remember to check your water meter

The importance of schools regularly checking their water meters was highlighted at the meeting – one school recently received a bill for £2,000, owing to leaks from the mains. John Cobb the NPS Environmental Manager advises schools to carry out checks on a monthly basis, to build up a picture of 'normal' use, and enable any sudden increase to be investigated as quickly as possible.

Vandalism - a plea from the Help Desk and Fund Manager

Repairs necessitated by vandalism in schools, whilst in session or out of hours, is **not** covered by the BMPP. All schools have the responsibility to manage these unfortunate occurrences in conjunction with their insurance policy, which is normally taken out with the County Council's Insurance section. This insurance should not be confused with the 'insurance' contingency element of the BMPP which is intended to cover unplanned maintenance. Please would all school premises

managers ensure that they make appropriate claims directly to their Insurance officer if works are required to rectify acts of vandalism. Our Helpdesk is asked to question the nature of all reports and advise Premises Officers where repairs should not fall as a charge on an already inadequate BMPP Fund.

Ensuring Contractors sign in

Just a reminder of the importance of ensuring that all contractors visiting / working at your school to carry out maintenance works always sign in and out. Doing this can help in several ways:

It provides a clear auditable route if

- there are queries about the number of hours for which particular contractors have charged the school.
- From a Health and Safety point of view, including Fire Regulations, every visitor on the school site should be signed in/out.

If work is being carried out over the holiday period, contractors should only arrive at times pre-arranged with the school caretaker or appointed person.

Where contractors are working on a large capital project and have effectively taken possession of part of the school premises – and working to a tender price, and not an hourly rate, then the need to have evidence of actual times on site is not so vital.

Financial Report - refunds to schools - closing down the old scheme

Based upon outstanding orders of £1.3 million at the end of March 2004, there is a potential overspend of £99,692 on the 'old' fund - note that this only represents 0.5% of the total fund. Glen Reynolds of NPS explained that the problem is in getting in invoices from suppliers – in some cases NPS are still waiting some 8/9 months into the next financial year.

The Board approved the following:

- (1) Honour refunds to schools not achieving their 60% spend over the 3 year period (£194,566)
- (2) Cancel works not completed by 31 March and re order the same works in the Successor Scheme.
- (3) Transfer the final overspend to the Successor Scheme.

The delay in receiving some invoices means that for underspent schools it is hard to exactly predict what their final spend will be when all invoices are eventually received and taken into account, and therefore it is difficult to work out the exact sum to be refunded to them. For schools rejoining the BMPP this does not present a problem as any

commitments still outstanding would automatically drop into the Successor Scheme. The Board agreed that :'

Refunds to schools not achieving their guaranteed spend and who are rejoining the Successor Scheme were achieved by the end of May. Schools which are not rejoining the Scheme will receive their refund when the Board is confident that all outstanding commitments at their schools have been met'.

The District Auditors who audit the NCC accounts will include the BMPP accounts within their remit, but do not produce reports until October each year. The new Board will therefore receive a draft set of accounts from NPS, and will sign off the accounts when the County Council's audit is completed in October.

Contact names

The first meeting of the Successor Scheme Management Board will be held on Thursday 8 July 2004. Most of the existing delegates have indicated their willingness to represent their interest groups on the new Board, but SNAPP is short of a delegate as Mrs Massey has stood down owing to other commitments, and Mr Gordon Wilkinson replaces Mr Malcolm Clayton as the Special School delegate. If you have any comments or concerns which you would like taken to the next meeting, please contact one of the delegates, as listed below:

NASH delegates:

Paul Mitchell – Head
Aylsham High School 01263 733270
Brian Pearce - Chair of Govs
Archbishop Sancroft High 01986 788657

SNAPP delegates:

Mr Dominic Cragoe - Head
Sheringham Primary 01263 823848
Mrs Carolyn Howard - Head
Tilney St Lawrence Primary 01945 880405
Walpole Highway School 01945 880329
Mrs Catherine Whalen - Head
Mousehold First 01603 427012

Special Schools delegate:

Mr Gordon Wilkinson - Head
Ethel Tipple School 01362 693915

Norfolk Governors Network:

Mr Christopher Gillett – High 01485 525358
Mr Peter Rout – Primary 01508 483830

Diocesan Board delegate:

Mr Gerald Ward 01603 881352

