

PREMISES SERVICES NEWSLETTER – JANUARY 2016

School SLA 2016/17

Our SLA agreement and proforma has now been issued to schools for 2016/17 as part of Inspire to Learn. Aided schools are being offered the Emergency Repair Fund following feedback at the LCVAP meeting with Diocese representatives.

You are guaranteed peace of mind when you sign up to our SLA, safe in the knowledge that all your building requirements are being taken care of by our highly experienced team.

If you wish to discuss any element of our SLA please contact your dedicated surveyor, Steve Carpenter or Roshni Mehta if it relates to your proforma.

Approved List of Contractors

In order to be able to work in Shropshire schools, Shropshire Council requires all registered contractors completes a DBS agreement to demonstrate checks have been undertaken by the contractor and its employees. Agreements are currently being obtained. All contractors should arrive at schools wearing ID badges and schools should also ask for their DBS reference number. Please let us know if contractors are failing to adhere to this requirement.

Further guidance will be sent to you from HR in due course.

We have added fencing, landscaping and flooring categories to our Approved Contractors List. We have also procured a new Construction Framework for building projects over £170,000. Point of contact - Jess Tinkler, 01743 281055 or email contractorslist@shropshire.gov.uk.



Final adjustments are being made to Technology Forge Cloud before it is rolled out to staff. The school portal will closely follow.

2016/17 Programme of works

We will shortly be writing to you to inform you of any planned programme of works for your school. Please contact your dedicated surveyor(s) if you have any queries.

Service Contracts

We are in the process of grouping together related service contracts to give greater value for money. If you require any information regarding your service reports, please contact Katie Travis on 01743 281054, email katie.travis@shropshire.gov.uk.

E-Orders

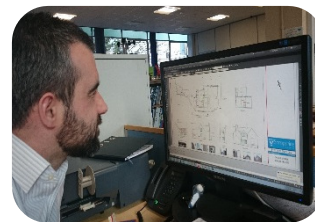
E-orders and invoices for works ordered directly by the school are no longer processed by Premises Services. Schools will be liable to pay the invoice directly, regardless if it is a Tenant or Landlord item. Premises Services will continue to process invoices for works arranged through the help desk and for project work.



Spotlight on Land Surveyors



Land Surveyors



Services Include:

New or Updated Site & Building Surveys - Elevations - Internal Floor Plans
Highway Surveys - As-Built Surveys - Setting Out - Line Levelling
Drainage Surveys & Investigation - Underground Service Location - Boundary Disputes
Preliminary Design Services - Carpark Re-Design & Extensions - Minor Civil Design Projects
Drawing Production (up to A0) - 2D or 3D CAD models - Cross Sections & Profiles

Dave Engler - Senior Land Surveyor
Tel: 01743 281 078
dave.engler@shropshire.gov.uk

**Please feel free to contact us for a
free quotation & consultation service**

Darren Milner - Assistant Land Surveyor
Tel: 01743 281 086
darren.milner@shropshire.gov.uk

Bespoke Services

As well as providing repair and maintenance, we can also offer bespoke services, our fees are negotiable. We list below some of the services we can provide, a full list is also included in our SLA at page 15.

- ✓ Architectural Design and Capital Project Delivery Service including feasibility studies
- ✓ Clerk of Works Service
- ✓ Project Management Service
- ✓ Mechanical and Electrical Design Service
- ✓ Principal Designer Management Coordinator Service
- ✓ School Asset Management Plan Service – 5 year condition survey
- ✓ Planning/Building Regulation application submissions
- ✓ Land Surveying (see above)

Training and Development

All surveyors have attended Revit Architecture Drawing software training to enable them to produce 3D plans.

Recruitment

We have successfully recruited fully qualified, experienced staff to fill our vacancies in surveying, admin and finance. We welcome Ian Pengilly and Chris Heath (Mechanical Surveyors), Jessica Tinkler (Admin Assistant), Jenny Jones (Senior Finance Assistant) and Sarah Meredith (Finance Assistant). We hope to recruit two more Building Surveyors shortly. If your surveyor(s) has changed we will notify you via email.

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Some of our 2015/16 Projects



Meole Brace School Science College new DT Room we designed a single storey extension to the existing school building to create a Resistant Materials classroom in full consultation with the school, to meet the current National Curriculum, Building Bulletins and the school's requirements. The new classroom incorporated storage and a dedicated Computer-Aided Design and Manufacturing room.

Beckbury Primary nursery provision we provided improved accommodation for the nursery/Early Years. The existing nursery service operated from a demountable building on the school site, but the facilities were no longer suitable. The toilet provision was inadequate and the main teaching space was becoming cramped for the number of children.



Mereside Primary Early Years - the facility was previously provided from a demountable building on the other side of the School site which had passed its building lifespan and overdue replacement. The proposal was to renovate and extend an existing RG Stones building to provide this accommodation.

Other News

We held a charity 'bake off' competition on the 25th September to raise money for MacMillan Cancer. Di Horton also gave relaxing neck, shoulder and head massages. In total we raised £195.



As part of our charity/team building events taking place throughout the year, 8 of us took part in the Bomere Lake Mud Run on 14th November. The 10km run was a challenging course, through mud and swamp land which ended with a dip or two in the lake. We ran under the alias 'Red Hot Chilli Plodders'.

We plan to hold a charity event every six months to raise money for local charities.

If you require a meeting with your dedicated surveyor or any member of the team, please do not hesitate to get in touch. Contact details are below.

Premises Services are continually looking to improve our professional service to you so any feedback would be welcome.

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Office contact details

PREMISES SERVICES MANAGER		
Steve Carpenter	Premises Services Manager	01743 281094
NORTH SURVEYING TEAM		
Andy Jones	Surveying Team Leader	281061
Clive Thomas	Electrical Surveyor	281071
Daron Lewis	Building Surveyor	281060
Ian Pengilly	Mechanical Surveyor	281090
Dominic Evans	Trainee Surveyor	281064
Maldwyn Evans	Surveying Project Officer	281048
Martin Ellis	Architectural Technologist	281089
Pete Brown	Engineer (Electrical Design)	281091
Terry Kerr	Building Surveyor	281056
Luke Blakeway	Electrical Surveyor	281093
Suzanne Claydon	Senior Architectural Technologist	281097
Chris Heath	Mechanical Surveyor	Tbc
Robert Leighton	Building Surveyor	281065
SOUTH SURVEYING TEAM		
Nick Breeze	Surveying Team Leader	281087
Alistair Jones	Engineer (Mechanical Design)	281095
Bethan Humphreys	Building Surveyor	281088
Darren Ellis	Building Surveyor	281066
Graham Corbett	Electrical Surveyor	281070
Harvey Gould	Architectural Technologist	281072
Neil Castle	Electrical Surveyor	281052
Phil Brown	Building Surveyor	281067
CLERK OF WORKS/LAND SURVEYORS		
Richard Roberts	Project Manager/Senior Clerk of Works	281075
Scott Gerrard	Clerk of Works	281046
Dave Engler	Land Surveyor	281078
Darren Milner	Assistant Land Surveyor	281086
ADMINISTRATION		
Helen Hale	Senior Premises Admin Officer	281096
Katie Travis	Contract Maintenance Officer	281054
Emma Lant	Contract Maintenance Assistant	281152
Di Horton	Premises Admin Assistant (South Team)	281085
Jo Clarke	Premises Admin Assistant (North Team)	281059
Jessica Tinkler	Premises Admin Assistant	281055
FINANCE		
Roshni Mehta	Senior Premises Finance Officer	281145
Jenny Jones	Senior Premises Finance Assistant	281053
Sarah Meredith	Premises Finance Assistant	281628

Some of our customer testimonials

"I am happy with the service we have received - I especially thought Phil Brown was excellent over the summer".

"I wanted to write to let you know how brilliant your team is and how delighted we are with the work carried out. Suzanne and the team were extremely professional and competent, everything was dealt with efficiently, quickly and calmly".

"I would like to thank Phil, Nick & Graham, their skill and competency were outstanding and we now have a very colourful, modern toilet block"

"Governors were impressed with the work done over the last year (thank you) and were very impressed with the Health and Safety procedures etc. that were implemented during the Sports/canteen roof refurbishment".

"Suzanne and I wanted to let you know that the demountable project is now complete and will be in full use as of today. We'd like to take this opportunity to thank your team, particularly Andy and Neil, and all at RG Stones who worked very closely with Suzanne in ensuring all went to plan and the timescale set was adhered to. Please pass our appreciation onto those involved".

"Thanks Terry and all the team for a fabulous service".

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