

Repairs, maintenance and renewals

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Extending the hours of use and intensity of use of the School's sports and arts buildings and specialist equipment will impact on costs of day-to-day repairs and on the frequency of planned maintenance and redecorations. It will also impact on how often some major items, such as sports playing surfaces, need replacement.

These increased costs need to be allowed for in your revenue estimates to ensure the community facilities remain financially sustainable.

A classic example is a floodlit artificial grass playing pitch. Longer hours of operation and greater intensity of use will require more frequent routine sweeping and litter picks, more fencing repairs and bulb replacements and, most important, more frequent relaying of the playing surface itself. These costs need to be budgeted for alongside the revenue account for the operation of the community facilities and a sum set aside each year to meet the cost of replacing the pitch surface and shock pad (if applicable) when necessary. Consider the whole life-cycle costs of playing surfaces and make a provision within the annual budget for a replacement or 'sinking' fund.

Key principles

- Do not overlook the likely impact of longer hours and greater intensity of use on the cost of repairs and maintenance both to the buildings and equipment.
- Make adequate provision for these additional costs in your financial projections.
- Treat renewal and replacement costs separately from repairs and maintenance costs, consider what items are likely to need renewing and replacing and at what intervals.
- Talk with other schools and leisure centre operators and with suppliers to check your assumptions. Make sure you have allowed for the full cost of a replacement, e.g. changing a blown floodlight bulb is likely to involve costs for machinery or a scaffold tower and the time of the engineer to do the work.
- Where practical in terms of cost, available storage space and set up times, look to community groups and sports clubs using their own equipment rather than the school's. Where groups and clubs need to use equipment belonging to the school, take repair and replacement costs into account in setting hire charges.

Sources of guidance

Best for...	Who/what...	How to find...
Industry standards and good practice in providing a customer focused management framework, including booking and membership services	QUEST Facilities Management Model – the UK quality accreditation scheme for sport and leisure	http://www.questnbs.info
An operational handbook for sports and recreation facilities including booking and membership services	The Institute of Sport & Recreation Management (ISRM) Integrated Management System 2nd Edition	Available in pdf file format to download at: http://www.isrm.co.uk/products/mang_integrated.html
Guidance on repair needs and typical lifecycles of specific sports surfaces	Technical Design Notes on specific facility types – e.g. Synthetic Turf Pitches, Multi Use Games Areas, Sports Halls, on Facilities Guidance section of Sport England website	http://www.sportengland.org/index/get_resources/resource_downloads/facilities_guidance/facilities_guidance_documents.htm