

Operational Update

Finance & General Purposes

Date: 3rd September 2024

Author: Andrew Briggs

Wards Affected: All CSNPC Wards

CSNPC Priorities: To provide a high standard of services & facilities.

1. Purpose and Reason

- 1.1 To provide Members with an update on completed and ongoing operational matters.

2. Recommendations

Members are recommended to:

- 2.1 To note the report.
- 2.2 To note pending costs for rectification of Legionella Risk Assessments
- 2.2 To consider instruction or further investigation of those works identified in red.

3. Detail

3.1 Des Moffatt Western CC:

Non economical heating system – within capital project scope (PWLb).
Various matters identified by Centre (disabled toilet access / carpark)
John C installed a new stone path from footpath to the plant room.

3.2 The Reading Rooms:

Remaining Internal redecoration (kitchen and toilets) – Outstanding
Roof repairs – Outstanding.
Brickwork pointing – Outstanding.
Both jobs were assessed by SBC and priced by third party. Awaiting further detail. Consideration may need to be given to completion within Capital works.

3.3 JMH

Entrance auto door issue. Motor requires replacement – Circa £1,000.00
External Brickwork requires re-pointing.
Damaged Defib – repaired. (police investigation ongoing).
External tap and lock box fully installed – Cost recovery through SBC.

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3.4 Even Swindon

Non economical heating system – within capital project scope (PWLb).

Water ingress entrance awning - Lead flashing to glass seal perished – Quote

£1,950.00

Urinal refurbishment due to blockages and leak (existing pipework boxed in and inaccessible) – Quote **£5,500.00**

3.5 Gorse Hill

Non economical heating system – within capital project scope (PWLb).

Kitchenette Door, water ingress causing damage to flooring – ongoing

3.6 Moredon CC

Inadequate heating in the main hall (PWLb)

Light fittings faulty, now obsolete - require upgrade.

3.7 Chippenham Close

Inadequate heating system – within project scope (PWLb).

Metal security grills around windows require replacement

Damaged patio slabs – to be repaired (PWLb).

3.8 Southbrook Pavilion:

Uneven paving slabs – within project scope (PWLb).

Internal redecoration.

Replaced damaged entrance gates caused by Hills waste lorry – complete.

3.9 Mannington Pavilion:

Footbridge crossing – ongoing – Site meeting with SBC 27.08.2024

Internal & external redecoration – To be reviewed (external mural TBC)

Changing room door(s) vandalised – **Est £2k** to replace door and code locks

Replaced faulty mixer and waste tap in kitchen – complete.

3.10 PTCC:

LED replacement for light bulbs in Café and reception area (No' bulbs not working) – ongoing.

Carpark light upgrade (PWLb).

Main hall sliding door, mechanism issue – Multiple repairs / poss requires new door.

Main Hall walls and floor deteriorating – require repair.

Current review of security fobs – Due to relocation of MP – on progress.

3.11 Chapel St

Sharps bin installation – Outstanding (supplier issues).

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3.13 Seven Fields

Replacement of mechanical system - within project scope and application in progress through Football Foundation.

Foul Drainage issue – Overflow, requires extraction. Initial assessment from Thames Water, suggests pump failure (likely historic / known by SBC).
SBC emptied 23.08.2024 - £1,892.75

3.14 Legionella Risk Assessment Reports (recommended actions):

Chapel St:



CSNPC - Chapel
Street Toilets - LRA J

Client Name: Central Swindon North Parish Council (Estates Department)
Site: Chapel Street Toilets (CSNPC-12)
Report Title: Legionella Risk Assessment 2024
Survey Date: 24 Jun 2024



Item No.	Recommended Remedial Action	Applies to	Risk Rating	Category	Completed By	Date
1	Fluid category 2 protection (such as a single check valve) should be provided on the inlet pipe to manage the risk of cross contamination.	MCWS1 - Plant Room	3	A		
2	Consider removing the spray nozzle attachment or dismantle, clean and disinfect (de-scaling as necessary) on a quarterly basis.	Please see table 10.0 Miscellaneous Aerosol Sources	3	A		
3	Scaled fittings should be dismantled, cleaned and descaled or an action plan should be implemented to replace affected fittings.	Refer to Section 11.0 Scaled Outlets	3	A		
4	Convert the standard single entry expansion vessel into a 'flow through' type by installing an anti-legionella valve and reconfiguring associated pipework or install a drain valve at the base of the expansion vessel and implement a regular flushing regime.	WH1 - Toilet	3	A		
5	Make arrangements to ensure that the control scheme is upgraded as per requirement of this risk assessment and in accordance with the information detailed in Section 13.0: Overview of Control Scheme.	Site Control Scheme	3	C		
6	Confirm if the braided flexible hose fittings associated with hot and cold water fittings are WRAS approved and lined with an alternative to (EPDM) or replace as required with such types or hard piping.	Please see table 9.0 Flexible Hose Fittings	4	A		
7	Distribution pipework should be insulated in accordance with BS 5970 to minimise the potential for heat loss/gain in order to achieve the temperature regime.	WH1 - Toilet	4	A		

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Gorse Hill:



CSNPC - Gorse Hill
Community Centre - L

Client Name: Central Swindon North Parish Council (Estates Department)
Site: Gorse Hill Community Centre (CSNPC)
Report Title: Legionella Risk Assessment 2024
Survey Date: 24 Jun 2024



Item No.	Recommended Remedial Action	Applies to	Risk Rating	Category	Completed By	Date
1	Drain, clean and disinfect the cold-water header tank immediately, and review the risk assessment. Consider removing the Combination Water Heater (CWH) and installing a low storage volume heater (i.e. no greater than 15 litres) or instantaneous type.	CWH1 - Toilet	2	A		
2	Install an approved rodent screen on overflow pipework to prevent the ingress of insects, rodents or other foreign bodies.	CWH1 - Toilet	2	A		
3	Install an approved tank lid incorporating a screened vent on CWST to prevent the ingress of insects, rodents or other foreign bodies.	CWH1 - Toilet	2	A		
4	Drain, clean and disinfect the contaminated CWST within 1 month, ensuring the removal of all deposits.	CWST1 - Attic	2	A		
5	Install an approved rodent screen on overflow pipework on CWST to prevent the ingress of insects, rodents or other foreign bodies.	CWST1 - Attic	2	A		
6	The expansion vent which terminates within CWST should be redirected to drain via a tundish	CWST1 - Attic	2	A		
7	Ensure that dead end and/or dead leg pipework is detached from the live source by removing the feeding 'T'.	DLG1 - Ladies Toilet	2	A		
8	Ensure that dead end and/or dead leg pipework is detached from the live source by removing the feeding 'T'.	DLG2 - Ladies Toilet	2	A		
9	Consideration should be given to the complete removal of infrequently used outlets, ensuring the pipework is completely detached from the live source. Alternatively, infrequently used outlets should be flushed at least weekly and this action documented.	Please see table 7.0 Infrequently Used Outlets	2	A		
10	Make arrangements to ensure that the control scheme is upgraded as per requirement of this risk assessment and in accordance with the information detailed in Section 13.0: Overview of Control Scheme.	Site Control Scheme	2	C		
11	Ensure that CWST is cleaned and disinfected at least annually or sooner if monitoring indicates deterioration in aesthetic or microbiological quality as per the requirement of BS 8558:2015 (BS EN 806-5:2012, 13.1: Cisterns). In addition, ensure that the stored drinking water is sampled and analysed at intervals not exceeding six months as per the requirement of BS 8558:2015 (BS EN 806-5:2012, 9.1: Change in water quality). Water should be sampled and analysed for total bacteria levels (TVC) at 22°C and 37°C, coliforms and E.coli.	CWST1 - Attic	3	A		
12	Ensure that inlet and outlet pipework on CWST are located directly opposite. Alternatively, install a suitably sized sparge pipe to optimise circulation through the tank.	CWST1 - Attic	3	A		
13	Convert the standard single entry expansion vessel into a 'flow through' type by installing an anti-legionella valve and reconfiguring associated pipework or install a drain valve at the base of the expansion vessel and implement a regular flushing regime.	HWSV1 - Plant Room	3	A		
14	Fluid category 2 protection (such as a single check valve) should be provided on the inlet pipe to manage the risk of cross contamination.	MCWS1 - Kitchen	3	A		
15	Convert the standard single entry expansion vessel into a 'flow through' type by installing an anti-legionella valve and reconfiguring associated pipework or install a drain valve at the base of the expansion vessel and implement a regular flushing regime.	POU1 - Cleaner Store	3	A		
16	Scaled fittings should be dismantled, cleaned and descaled or an action plan should be implemented to replace affected fittings.	Refer to Section 11.0 Scaled Outlets	3	A		
17	TMV valves should be installed as close to the POU as possible (typically less than 2 meters) to minimise the storage of blended water.	TMV1 - Plant Room	3	A		
18	Install a screened warning pipe on CWST. The warning pipe should be installed as such, that it discharges in a conspicuous position.	CWST1 - Attic	4	A		
19	Distribution pipework should be insulated in accordance with BS 5970 to minimise the potential for heat loss/gain in order to achieve the temperature regime.	HWSV2 - Kitchen	4	A		
20	Confirm if the braided flexible hose fittings associated with hot and cold water fittings are WRAS approved and lined with an alternative to (EPDM) or replace as required with such types or hard piping.	Please see table 9.0 Flexible Hose Fittings	4	A		

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Southbrook Rec:



CSNPC - Southbrook
Recreation Ground, -

Site: Southbrook Recreation Ground, Pinehurst Road Swindon (CSNPC10)
Report Title: Legionella Risk Assessment 2024
Survey Date: 24 Jun 2024



Item No.	Recommended Remedial Action	Applies to	Risk Rating	Category	Completed By	Date
1	Due to the ad-hoc usage of the facility, it is strongly presumed that CWST1 does not turn over its entire contents at least once in every 24hr period. Consider removing CWST1 and supplying the associated cold water system direct from the mains water supply. Note: this will require further investigation as to whether or not HWSV1 can be supplied by a direct mains water feed.	CWST1 - Changing Room 1	2	A		
2	The expansion vent which terminates within CWST should be redirected to drain via a tundish	CWST1 - Changing Room 1	2	A		
3	Due to the ad-hoc usage of the facility, it is strongly presumed that CWST2 does not turn over its entire contents at least once in every 24hr period. Consider removing CWST2 and supplying the associated cold water system direct from the mains water supply. Note: this will require further investigation as to whether or not HWSV2 can be supplied by a direct mains water feed.	CWST2 - Changing Room 2	2	A		
4	Consideration should be given to the complete removal of infrequently used outlets, ensuring the pipework is completely detached from the live source. Alternatively, infrequently used outlets should be flushed at least weekly and this action documented.	Please see table 7.0 Infrequently Used Outlets	2	A		
5	Ensure that inlet and outlet pipework on CWST are located directly opposite. Alternatively, install a suitably sized sparge pipe to optimise circulation through the tank.	CWST1 - Changing Room 1	3	A		
6	Ensure that inlet and outlet pipework on CWST are located directly opposite. Alternatively, install a suitably sized sparge pipe to optimise circulation through the tank.	CWST2 - Changing Room 2	3	A		
7	Fluid category 2 protection (such as a single check valve) should be provided on the inlet pipe to manage the risk of cross contamination.	MCWS1 - Referee Changing	3	A		
8	Scaled fittings should be dismantled, cleaned and descaled or an action plan should be implemented to replace affected fittings.	Refer to Section 11.0 Scaled Outlets	3	A		
9	TMV valves should be installed as close to the POU as possible (typically less than 2 meters) to minimise the storage of blended water.	TMV1 - Changing Room 1	3	A		
10	TMV valves should be installed as close to the POU as possible (typically less than 2 meters) to minimise the storage of blended water.	TMV2 - Changing Room 2	3	A		
11	Make arrangements to ensure that the control scheme is upgraded as per requirement of this risk assessment and in accordance with the information detailed in Section 13.0: Overview of Control Scheme.	Site Control Scheme	3	C		
12	Continue to monitor deposit levels within CWST at regular intervals and evaluate the ongoing risk.	CWST1 - Changing Room 1	4	A		
13	Install an approved overflow pipe incorporating a suitable rodent screen to CWST and ensure that the overflow is at least twice the diameter of inlet pipework.	CWST1 - Changing Room 1	4	A		
14	Continue to monitor deposit levels within CWST at regular intervals and evaluate the ongoing risk.	CWST2 - Changing Room 2	4	A		
15	Install an approved overflow pipe incorporating a suitable rodent screen to CWST and ensure that the overflow is at least twice the diameter of inlet pipework.	CWST2 - Changing Room 2	4	A		
16	Confirm if the braided flexible hose fittings associated with hot and cold water fittings are WRAS approved and lined with an alternative to (EPDM) or replace as required with such types or hard piping.	Please see table 9.0 Flexible Hose Fittings	4	A		
17	For temperatures exceeding 62°C, the scald risk must be considered to be unacceptable for normal use and reduced. If this is impracticable, warning notices in black lettering on a yellow background complying with British Standard 5378 Part 1 should be displayed.	Refer to Section 17.0 Temperature Profile	4	A		

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JMH:



CSNPC - John
Moulton Hall - LRA J0

Site: John Moulton Hall (Penhill Library) (CSNPC-4)
Report Title: Legionella Risk Assessment 2024
Survey Date: 24 Jun 2024



Item No.	Recommended Remedial Action	Applies to	Risk Rating	Category	Completed By	Date
1	Fluid category 2 protection (such as a single check valve) should be provided on the inlet pipe to manage the risk of cross contamination.	MCWS1 - Undetermined	3	A		
2	Confirm if the appliance is provided with suitable backflow protection as determined and specified within WRG: Schedule 2 (Sections 6.1 & 6.3). Or Fluid category 2 protection (such as a single check valve) should be provided on the inlet pipe to manage the risk of cross contamination.	Please see table 8.0 Backflow Prevention Checklist	3	A		
3	Convert the standard single entry expansion vessel into a 'flow through' type by installing an anti-legionella valve and reconfiguring associated pipework or install a drain valve at the base of the expansion vessel and implement a regular flushing regime.	POU1 - Ladies Toilet	3	A		
4	Expansion vessels should be bottom fed and upright. Ensure that connecting pipework rises continuously, and is kept to a minimum.	POU1 - Ladies Toilet	3	A		
5	Scaled fittings should be dismantled, cleaned and descaled or an action plan should be implemented to replace affected fittings.	Refer to Section 11.0 Scaled Outlets	3	A		
6	Make arrangements to ensure that the control scheme is upgraded as per requirement of this risk assessment and in accordance with the information detailed in Section 13.0: Overview of Control Scheme.	Site Control Scheme	3	C		
7	Lighting should be provided in the area that houses the HWSV to facilitate regular monitoring and maintenance activities.	HWSV1 - Hall	4	A		
8	Ensure that the mains water entry point is identified and made readily accessible for regular monitoring and maintenance purposes, including emergency situations.	MCWS1 - Undetermined	4	A		
9	Confirm if the braided flexible hose fittings associated with hot and cold water fittings are WRAS approved and lined with an alternative to (EPDM) or replace as required with such types or hard piping.	Please see table 9.0 Flexible Hose Fittings	4	A		

3.15 All works currently being priced.

3.16 General Water Hygiene Compliance Results:



Zeta Safe - Water
Hygiene (Ops).xlsx

3.17 Costs to rectify LRA issues.



Quotes for
Rectification to Water

Total - **£3,938.00**, (not including Southbrook remedials which Est £5-10k).

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3.18 Misc

- 1- Tractor Fault – currently out of use, pending investigation
- 2- Vehicle repairs - Severed ad blue injector (rodent) - £679.00
- 3- Cracked windscreen (vandalism) – Awaiting Cost
- 4- Paint changing room doors (Mannington & Seven Fields) – in progress
- 5- Grounds maintenance at Chapel St & M&RC Lib – complete.
- 6- PTCC office relocation – complete
- 7- Bike repair station installed at MSH – complete.
- 8- Replace missing bollard at Pembroke Garden – complete.
- 9- Replace damaged bollard light at St Marks – complete.
- 10- Damage caused to Barnfield Rd acoustic fencing – Successful claim against third party insurance. Awaiting next steps.

See Cost update below.

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4. General Maintenance Budgets update: Jun – Aug 24

7	Jun-24	Paint for satalie dish (St Marks)		£28.00
8	Jun-24	Repair to bike repair kit		£16.00
9	Jun-24	sinage clips		£32.08
0	Jun-24	post crete for bin		£33.13
1	Jun-24	Drain Cover - Edin Street Rec		£17.00
2	Jun-24	Path Repair works - DMWCC		£34.00
3	Jun-24	post crete for bin		£19.86
4	May-24	Des Moffatt - Electrical Works		£1,345.00
5	May-24	OSE - CCTV PTCC		£90.00
6	May-24	PCB Board - JMH Boiler	£366.83	£366.83
7	Jun-24	DMWCC - Urinal pipework		£325.00
8	Jun-24	Shutter Repairs @ St Marks		£310.00
9	Jun-24	Carlton Services - PTCC Air con		£320.00
0	Jun-24	Tank Replacement - Even Swindon		£1,795.00
1	Jun-24	Repair to Auto Door at PTCC		£310.00
2	Aug-24	Replace floor tiles in Ex Warden office - PTCC		£1,336.50
3	Aug-24	Investigate faulty heaters - JMH		£320.00
4	Aug-24	Mannington Shower Repair works		£216.00
5	Aug-24	JMH Outside Tap (To be reimbursed by SBC)		£559.00
6	Aug-24	Moredon CC - Replace damaged WC, new flush		£269.00
7	Aug-24	Bollard for Pembroke Garden		£356.00
8	Aug-24	Install of " x Defib Cabinets at MSH		£250.00

Running Total - £12,434.00

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4.2 General Compliance Budget Update: Jun – Sept 24

2	Jun-24	PTCC - Emergancy lights		£2,384.78	
3	Jun-24	Autodoor servicing		£441.00	
4	Jun-24	PAT Testing		£1,210.95	
5	Jun-24	Moredon LRA		£435.00	
6	Jul-24	FRA - MSH		£495.00	
7	Jun-24	MSH - Old Pav Walker Fire		£80.40	
8	Jun-24	Chapel St - Walker Fire		£69.00	
9	Jun-24	Seagry Ct - Walker Fire		£86.40	
0	Jun-24	Walker Fire - PTCC		£2,384.78	Replace Emergancy Lights
1	May-24	GSC - JMH		£320.00	
2	Jul-24	Cantillion		£815.00	Replacement Fire Door - Chip Close
3	Aug-24	GSC - The Reading Rooms		£100.00	
4	Sep-24	Fire Door Inspections		£1,800.00	ESS - Sept 24
5					

Running total - £14,253.00

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