

**APPENDIX H1
SUMMARY OF MAINTENANCE RESPONSIBILITIES - ETWALL LEISURE CENTRE**

Item	Element	Employer Responsibility	Contractor Responsibility	John Port School
1. Main Structure	a) Foundation and basement structures	✓	Nil	
	b) Frame of the building including balconies and external stairwells	✓	Nil	
	c) External walls, chimneys and flues	✓	Nil	
	d) External fixed windows (where fixed windows are defined as windows that are fixed in place and cannot be opened by design. This includes the windows, doorframes and ironmongery but does not include glazing, putty, beads and glazing seals of any type)	✓	Nil	
	e) External opening window frames, grills and doors (excluding external entrance doors and glass and putty)	✓	Nil	
	f) External entrance doors	Nil	✓	
	g) Glazing, putty, beads and seals to external windows, roof lights, skylights, frames, grills and doors	Nil	✓	
	h) Roof structure including external hatches and accesses	✓	Nil	
	i) Roof coverings including lightning conductors	✓	Nil	
	j) Roof lights and skylights (excluding glazing)	✓	Nil	
	k) Internal roof hatches	Nil	✓	
	l) Roof access walkways and handrails	✓	Nil	
	m) Safety harness cables and fixing points	Nil	✓	
	n) Rainwater goods including rainwater tanks, parapet outlets and perimeter gutters (except cleaning out)	✓	Nil	

Item	Element	Employer Responsibility	Contractor Responsibility	John Port School
	o) Cleaning out of gutters and down pipes and repair of breakages	Nil	✓	
2. Internal Construction	a) Sub-ground, ground and upper floor structures	✓	Nil	
	b) Staircase and landing structures	Nil	✓	
	c) Handrails, and balustrades	Nil	✓	
	d) Windows, doors and screens (screens are defined as non-structural partitions separating different areas within one room)	Nil	✓	
	e) Glazing, putty and seals to internal windows and doors	Nil	✓	
	f) Expansion joints	✓	Nil	
	g) Internal structural walls	✓	Nil	
	h) Internal drain pipes (except cleaning out)	✓	Nil	
	i) Cleaning out of internal drain pipes	Nil	✓	
	j) Structural floors, including wood floors, excluding coverings and finishes	✓	Nil	
3. External Decoration	k) Floor finishes and coverings, including wood floor and ceramic finishes	Nil	✓	
	a) All decorated areas	✓	Nil	
	b) All materials that may decay unless decorated	✓	Nil	
4. Internal Decoration	c) Removal of all graffiti	Nil	✓	
	a) All decorated areas	Nil	✓	
	b) All materials that may decay unless decorated	Nil	✓	
5. Pool Halls	c) Removal of all graffiti	Nil	✓	
	a) Pool tank tiling	Nil	✓	
	b) Poolside tiling up to 2 ms	Nil	✓	
	c) Pool hall wall tiling up to 2 ms	Nil	✓	
	d) Pool main outlet drain	✓	Nil	
	e) Pool main outlet drain covers	Nil	✓	

Item	Element	Employer Responsibility	Contractor Responsibility	John Port School	
6. Premises and Equipment	f) Drain pipe work from showers	Nil	✓		
	g) Pool fittings including steps and hand rails	Nil	✓		
	h) In-Let spreaders	Nil	✓		
	i) Poolside gullies, scum channels and grills	Nil	✓		
	j) Pool hall window frames	✓	Nil		
	k) Pool hall glazing, putty and seals	Nil	✓		
	l) Pool hall light fittings, lamps and tubes	Nil	✓		
	m) Pool hall doors	Nil	✓		
	n) Security shutters	Nil	✓		
	o) Balcony seating	Nil	✓		
	p) Safety equipment	Nil	✓		
	q) Lane ropes	Nil	✓		
	r) Under floor heating including valves	Nil	✓		
	s) Poolside PA system	Nil	✓		
	t) Lifeguard chairs	Nil	✓		
	u) Poolside emergency communication system	Nil	✓		
	v) Signage	Nil	✓		
	w) All decorated areas	Nil	✓		
	x) All materials that may decay unless decorated	Nil	✓		
	y) Roof mounted fan	Nil	✓		
	z)				
		a) External finishes	✓	Nil	
		b) Ceilings and finishes	Nil	✓	
		c) Internal wall finishes	Nil	✓	
		d) Floor coverings and finishes (including finishing/stripping/ resealing of timber floors) up to 2 m2	Nil	✓	
		e) Building furniture, shelves and joinery	Nil	✓	
		f) Ironmongery (including handrails)	Nil	✓	
		g) Changing cubicles and lockers	Nil	✓	

Item	Element	Employer Responsibility	Contractor Responsibility	John Port School
7. Plumbing and Sanitary Services	h) Hand Dryers and Hair Dryers	Nil	✓	
	i) Cloakroom and other miscellaneous fittings	Nil	✓	
	j) Internal and external signs or boards attached to the building	Nil	✓	
	k) Other external signage e.g. directional or road signage	✓	Nil	
	a) Cold water storage tanks and cylinders, service pipes, boilers, valves and insulation	✓	Nil	
	b) Sanitary fittings including taps, shower heads, drinking fountains, waste traps, disposal units, sinks and toilets	Nil	✓	
8. Mechanical Services (including heating, ventilation and gas installations)	c) Waste, soil and vent pipes	Nil	✓	
	d) Legionella testing, disinfection and control	Nil	✓	
	a) Replacement of boilers (when beyond economic repair)	✓	Nil	
	b) Replacement of steam and hot water distribution systems (when beyond economic repair)	✓	Nil	
	c) Workshop equipment, lifting appliances, special industrial equipment and tools	Nil	✓	
	d) External water mains outside the area demised within the licence, where not the responsibility of the relevant water authority	Nil	Nil	✓
	e) External water mains inside the area demised within the licence	✓	Nil	
	f) Replacement Air handling, air conditioning, ventilation, refrigeration and air extraction (when beyond economic repair)	✓	Nil	

Item	Element	Employer Responsibility	Contractor Responsibility	John Port School
	g) Servicing, maintenance and testing and certification of water (hot and cold), steam, ventilation and electrical installations and equipment in accordance with regulations, safety and licensing requirements	Nil	✓	
	h) Annual Gas Safety Certification for all Leisure Facilities	Nil	✓	
	i) Replacement of pressurised units (when beyond economic repair)	✓	Nil	
	j) Replacement of mechanical fittings, strainers and calorifiers (when beyond economic repair)	✓	Nil	
	k) Replacement of Pumps and filters (at end of serviceable life)	✓	Nil	
	l) Regular servicing of all other plant and equipment (not listed above) at appropriate intervals	Nil	✓	
	m) Servicing, testing, certification and licence inspections operational compliance with the law	Nil	✓	
	n) Operator inspections and maintenance tasks deemed of a daily, weekly and monthly nature	Nil	✓	
	o) Under floor heating in all areas	Nil	✓	
9. Electrical Services and Kitchen Equipment	a) Electrical power supply outside the area demised within the licence, where not the responsibility of the relevant power company	Nil	Nil	✓
	b) Electrical power supply inside the area demised within the licence	Nil	✓	
	c) Electrical generation and distribution systems	Nil	Nil	✓

Item	Element	Employer Responsibility	Contractor Responsibility	John Port School
	d) Electrical installations including wiring, switches, sockets and control gear, emergency lighting, lamps and fittings	Nil	✓	
	e) White goods, electrical appliances and fittings including leisure centre CCTV *1**2	Nil	✓	
	f) Column-mounted car park lighting (including lamp and tube replacement)	✓	Nil	
	g) Car park lighting (including lamp and tube replacement)	Nil	✓	
	h) External lighting which is attached to and fed from the building	Nil	✓	
	i) Replacement of lamps and tubes in all internal and external luminaires including floodlighting (excluding car parks lighting columns)	Nil	✓	
	j) Servicing, maintenance and testing of electrical systems in accordance with regulations and licensing requirements	Nil	✓	
	k) Servicing and maintenance of fire, emergency and intruder alarms and emergency lighting systems	Nil	✓	
10. External and Civil Engineering Works	a) Roads, service roads and car parks including disabled bays, markings and signs	✓	Nil	✓
	b) Hard standings, steps, footpaths, ramps and paving	✓	Nil	✓
	c) Grounds maintenance, landscaping, amenity grass, verges, flower beds and planters within the demise	Nil	Nil	✓
	d) Boundary walls	Nil	Nil	✓
	e) Fences and gates	Nil	Nil	✓

Item	Element	Employer Responsibility	Contractor Responsibility	John Port School
11. Miscellaneous and Ancillary Works	f) Drainage outside the area demised within the licence	Nil	Nil	✓
	g) Major repairs (e.g. collapse) to drainage inside the area demised within the licence	✓	Nil	
	h) Minor repair, cleaning and maintenance to drainage inside the area demised within the licence	Nil	✓	
	a) Maintenance, servicing and replacement of fire fighting equipment	Nil	✓	
	b) Replacement of Leisure Centre CCTV systems (see note *1)	✓	Nil	
	c) Maintenance and servicing of the CCTV systems (see note *1)	Nil	✓	
	d) Eradication of infestation/waste products (this includes infestation such as rats, wasps, birds, moss and algae etc but excludes wet or dry rot except where the wet or dry rot has been caused by the Contractor's lack of routine maintenance)	Nil	✓	
	e) Testing of suspected asbestos prior to or during works	✓		✓
	f) Sealing, making safe and removal of asbestos	✓		✓
	g) Refuse Containers and Litter Bins etc.	Nil		✓

Notes: *1, installation planned for late 2010/11

**2, excludes white goods in Kitchen and School Laundry Room