

Report to the Cabinet

***Report reference: C/091/2005-06.
Date of meeting: 19 December 2005.***



Portfolio: Finance and Performance Management.

**Subject: Planned Building Maintenance Programme 2006-2007 - Non HRA
Operational Buildings.**

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Recommendations:

- (1) That the 2006/2007 Planned Building Maintenance Programme of Works to the Council's Non Housing Revenue Account operational buildings, estimated to cost £114,000, be approved; and**
- (2) That the Head of Legal, Administration and Estates be authorised to seek competitive fees quotations to prepare a Planned Maintenance Programme for the period 2007-2012 from three appropriate firms of building surveyors and to make an appointment in accordance with Contract Standing Orders.**

Report:

1. The Council has previously approved the five-year Planned Maintenance Programme for the period 2002/07, in accordance with the Audit Commission's recommendations and District Audit's Asset Management Value for Money Report 2000. The programme is necessary in order to implement the Council's ongoing building maintenance commitments. Year 5 of this programme is outlined in the 2006/07 Planned Maintenance Programme prepared by Ingleton Wood, Chartered Surveyors, attached as Appendix 1.
2. The Planned Maintenance Programme provides a structured way of ensuring that the Council's property assets are properly maintained and improved to meet customer demands together with the ongoing duty to meet health and safety and public entertainment licensing requirements. Where possible, opportunities are taken to achieve facility improvements within the confines of the available budget.
3. The costs shown in the programme are budget allocations; the actual expenditure will vary depending on specifications, extent of the works and quotations received. Members will note that this programme of works shows a significant reduction in the budget requirements compared with 2005/2006 - £114,000 for 2006/7 against the previous year's total of £261,100. This estimate assumes that internal repair and maintenance obligations and responsibility for the services at the leisure centres will transfer to the new leisure services contractor when that contract commences in January 2006. The Council will retain responsibility for the main structure of these buildings but no external works are programmed to be completed during 2006-2007. Routine maintenance will continue at the Waltham Abbey Sports Centre under the terms of a Joint Use Agreement with Essex County Council.

4. A budget of £12,000 is also included in this programme to undertake further Disability Discrimination Act works to improve public building access. The works to be addressed include improvements to accessible parking spaces, tactile paving installations, internal/external entrance door and ironmongery modifications and colour contrasting requirements. These items are a continuation of works identified in the Council's Access Audit.
5. This programme is the final year of the Planned Maintenance Programme 2002-2007. The previous four year's works have successfully been completed on target, within budget and carried out with minimal disruption to the operational use of these buildings. Ingleton Wood's fees for the five-year programme were £4,790.
6. To continue the programme beyond the end of the Plan period, it is recommended that the Head of Legal, Administration and Estates be authorised to seek competitive fees quotations from three appropriate firms of building surveyors and to make an appointment in accordance with Contract Standing orders.

Statement in support of recommended action:

7. A planned programme of building maintenance is essential to protect and improve the condition of the council's assets and to ensure continued operational use of the buildings.

Other Options for Action:

8. To not approve the planned maintenance programme with the consequence of the failure of the building fabric and services resulting in risk to the Health and Safety of staff and public, loss of service, income, increased future management liability and reduced property asset value.

Consultation undertaken:

9. Building Managers consulted at programme preparation stage and when works are undertaken.

Resource Implications:

Budget Provision: £114,000 budget to meet Year 5 (2006-2007) programme works covered within existing Planned Maintenance Budget.

Personnel: Valuation and Estate Management Service.

Land: Maintenance of Council's operational buildings.

Community Plan/BVPP Reference: Finance and Performance Management (P.36), Value for Money Report 2000: Asset Management Plan (3.10).

Relevant Statutory Powers: Local Government Act 1972.

Background Papers: 5 year Planned Maintenance Programme prepared by Ingleton Wood, Chartered Surveyors.

Environmental/Human Rights Act/Crime and Disorder Act Implications: Health and Safety at Work Act 1974

Key Decision Reference: N/A.