

Mid-Year Planned Maintenance Report

Head of Service/Contact:	Mark Shephard, Head of Property and Regeneration
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	N/A
Annexes/Appendices (attached):	Annex 1: Planned Maintenance programme 2018-19 Annex 2: Planned Maintenance update
Other available papers (not attached):	Report to Strategy and Resources Committee dated 17 April 2018

Report summary

The report notes the progress on 2018/19 planned maintenance programme and requests approval for additional spend on new schemes.

Recommendation (s)

- (1) That Committee notes progress on the 2018/19 planned maintenance programme.
- (2) That Committee authorises the changes to the programme set out in section 3, including £41,500 additional expenditure to be funded from the property maintenance reserve.

1 Implications for the Council's Key Priorities, Service Plans and Sustainable Community Strategy

- 1.1 Ensuring assets are protected and enhanced supports the delivery of the Council's key priorities, including Managing our Resources.
- 1.2 The programme supports a number of specific key priorities including measures to enhance sustainability and combat the impact of climate change.

2 Background

- 2.1 At its meeting on 17 April 2018, the Strategy and Resources Committee approved the list of works in **Annex 1**.

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- 2.2 These works totalled £280k, with £210k funded from the planned maintenance budget and £70k funded from property maintenance reserve.

3 Proposals

- 3.1 Authorisation for additional works is now requested for the following items:
- 3.1.1 Horton Country Park - relay new water main as the existing water main to cluster of buildings is leaking at a cost of £300 a week. The proposed works have been tendered and will cost £26k.
 - 3.1.2 The Town Hall has an internal lighting management system that is out of date and requires new software and repairs and alterations to ensure lights go off when required, this will save energy and update to current technologies. This is ongoing maintenance to an existing lighting system, to rectify defects where lighting is on continuously. The cost will be approximately £7k.
 - 3.1.3 Following legionella risk assessments it is anticipated that removal of dead leg pipework and alterations to various buildings will be required. The cost will be approximately £20k.
 - 3.1.4 The proposed change of control panel to the heating system at the Community and Wellbeing centre can be removed from this year's programme. After investigations there may be a requirement for a larger project in the future.
- 3.2 The combined estimated cost of these additional works is £53k, which can be partially funded by a projected underspend of £11.5k on the approved works programme, as detailed at **Annex 2**. It is proposed to fund the £41.5k balance from the property maintenance reserve.
- 3.3 Committee is asked to note the progress on the 2018/19 planned maintenance programme set out in **Annex 2**.
- 3.4 Committee is also asked to authorise the proposed changes to the programme, including £41,500 additional expenditure to be funded from the property maintenance reserve.

4 Financial and Manpower Implications

- 4.1 The current projected balance of the property maintenance reserve at 31 March 2019 is £348,820.
- 4.2 Approving the additional £41,500 expenditure for new works would reduce the projected balance to £307,320.
- 4.3 **Chief Finance Officer's comments:** *Financial implications are set out in the body of the report.*

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5 Legal Implications (including implications for matters relating to equality)

5.1 There are no legal arising from the contents of this report

5.2 ***Monitoring Officer's comments:** There are no comments on the contents of this report.*

6 Sustainability Policy and Community Safety Implications

6.1 The scope of works within the planned maintenance programme for 2017/18 contribute to the achievement of council's objectives for sustainability.

7 Partnerships

7.1 There are no current partnership arrangements within the planned maintenance budget.

8 Risk Assessment

8.1 The risks associated with the completion of the programme are judged to be manageable.

9 Conclusion and Recommendations

9.1 That Committee notes progress on the 2018/19 planned maintenance programme.

9.2 That Committee authorises the changes to the programme set out in section 3, including £41,500 additional expenditure to be funded from the property maintenance reserve.

Ward(s) affected: (All Wards);