

## **MAINTENANCE PLAN UPDATE**

Report of the: Property & Estate Manager  
Contact: Christopher Stone  
Urgent Decision?(yes/no) No  
If yes, reason urgent decision required:  
Annexes/Appendices (attached): Annexe 1 - Update of priority works  
Other available papers (not attached):

### **REPORT SUMMARY**

**This report provides an update on the priority works and outlines the works proposed to be undertaken in 2016.**

### **RECOMMENDATION (S)**

**(1) That the Committee notes the updates provided within this report.**

*Notes*

## **1 Background**

- 1.1 The Committee has been provided with previous reports and updates on priority works. These works have been identified as those which are essential to meet the requirements of the lease and health and safety obligations.
- 1.2 It was agreed at the January meeting of the JMC that an update on the priority works would be brought to the April meeting and that this would include:-
- An update on the priority works;
  - An outline of the proposed works for 2016/17;
  - An update on the plan to repair the Mansion House Car Park.

## **2 Current position on priority works**

- 2.1 Attached at Annexe 1 is a revised schedule outlining the current position on the priority works.

- 2.2 It should be noted that the following works have completed:-
- Emergency lighting, fire alarms, new doors and closers in the Mansion House
  - Repairs to 3 windows in the Mansion House
  - Upgrade of the intruder alarm to the Mansion House and Museum
- 2.3 The Committee was advised in January that the most recent Asbestos Survey had recommended work. This has already been actioned as a priority and the works will commence shortly.
- 2.4 The separation of the services to the Museum are also a priority for 2016/17. These are necessary in order to facilitate completion of the lease to Friends of Nonsuch.
- 2.5 The budget available for urgent repairs in 2016/17 is £70,000.
- 2.6 Officers recommend major works be undertaken to the Mansion House car park. The temporary repairs undertaken in 2015 did not survive the heavy rain and Epsom and Ewell Borough Council's Building Surveyor has been looking at the possibility of a major repair to include new soakaways and raise the level of the car park. Tenders are being sought and an update will be provided at the meeting. The cost will be significant and could absorb the majority of the 2016/17 budget.
- 2.7 If there are monies available following the works detailed in paragraph 2.6 it is proposed that the next priority is further temporary repairs to London Road Lodge and Sparrow Farm Lodge Car Parks. These are included as items 4 & 5 on the priority schedule attached as Annexe 1.
- 2.8 At the present time it is not proposed that further funds be requested from EEBC and LBS to address priority works. However this will need to be kept under review and if further works are recommended to address health & safety issues or meet landlords liabilities, the Committee will be informed.

### **3 Conclusion and Recommendations**

- 3.1 The Committee is requested to note the contents of this report.
- 3.2 The need for further funds to meet works to address health & safety matters or meet landlord's liabilities will continue to be monitored.