

PLANNED MAINTENANCE PROPOSALS FOR 2016-17

<u>Report of the:</u>	Head of Corporate Risk
<u>Contact:</u>	Tony Foxwell
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	N/A
<u>Annexes/Appendices</u> (attached):	Annexe 1: current budget
<u>Other available papers</u> (not attached):	Annexe 2: New proposed works

REPORT SUMMARY

Requests the allocation of the planned maintenance budget to schemes in 2016/17

RECOMMENDATION (S)

Notes

- (1) The officers be authorised to make adjustments to the recommended programme, within the overall budget, as a result of improved estimates becoming available where adjustment is less than £20k;**
- (2) Requests approval for the allocation of the planned maintenance budget for schemes in 2016-17**

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

- 1.1 Ensuring that assets are protected and enhanced supports the delivery of the Council's key priorities.
- 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 An end of year report went to Strategy and Resources Committee on 5 April 2016.
- 2.2 Annexe 1 shows the 2016/17 current position for spend and commitments a forecast spend on schemes.

- 2.3 So far work in 2016/17 has been undertaken on those schemes which were placed “on hold” during spending restrictions in place during 201/16.
- 2.4 Officers have delegated authority to make adjustments to schemes of up to £20,000 subject to the programme being completed within the approved budget.

3 Planned Maintenance – 2016/17 new schemes

- 3.1 The corporate property group and building managers have contributed to a working ten year plan of building maintenance works required for the Council's property. This will be presented to Committee on 27 September 2016.
- 3.2 The plan has been used to prepare a set of planned maintenance schemes to be carried out during 2016/17 and these are contained in Annexe 1
- 3.3 The proposed schemes in the schedule are all urgent priority.
- 3.4 Required works totalled £690k for the year, after prioritising the urgent works into categories this was reduced to a more manageable figure of £322k.
- 3.5 This value still exceeds the budgets available and so further consideration has been given to reprioritising. In the event that one of the schemes now excluded from the plan requires emergency work, then this will be funded from the property maintenance reserve by delegated authority.
- 3.6 Annexe 2 contains the final list of proposed works at the reduced figure of £175k this includes some additional budgets for Regulatory works
- 3.7 Approval is sought in principle for the whole schedule with the proviso that the overall budgets are not exceeded. This will enable some flexibility within the overall programme should some schemes, once priced, be of a lower value.
- 3.8 Where there is scope to carry out further schemes then approval for the drawdown of funds from the property maintenance reserve will be sought.

4 Planned Maintenance - 2016/17 – held over schemes progress

- 4.1 Annexe 1 contains the current position of actual spend and forecast outturn for the current year schemes.
- 4.2 Financial resources were released for works on hold following financial restrictions last year.

5 Financial and Manpower Implications

- 5.1 The property maintenance reserve as at 1 April 201 was £239,000. Of this £159,000 is earmarked for the 2015/16 carried forward schemes.

2016/17 planned funding of schemes

	£000s
Backlog maintenance base budget	175
Regulatory works base budget	30
Watercourses works base budget	5
2016/17 total	210
S106 drawdown re path works at Longmead	20
2015/16 carried forward schemes from property maintenance reserve (including £17k for 2015/16 schemes in progress)	159
2015/16 carried forward schemes total	179
Total scheme funding	389

5.2 There are limited resources within the team, additional resource must be assigned to carry out the future programme of works.

5.3 **Chief Finance Officer's comments:** *The budget of £175k is for backlog maintenance only with regulatory works having a separate budget of £30k (see table 4.2 above).*

5.4 *An in year progress report will be presented at FPP on 27 October 2016 with updates on the schemes in Appendix 1 and 2.*

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

6.1 It is important that maintenance activities are planned and undertaken in such a way so as to ensure compliance with the Council's statutory duties in respect of, for example, health and safety. It is also important to ensure that we meet our legal obligations to our landlords (where applicable), and to our tenants.

6.2 **Monitoring Officer's comments:** *Planning our maintenance activities is key to ensuring that our legal obligations are met, in order to manage the legal risks the Council faces*

7 Sustainability Policy and Community Safety Implications

7.1 Some of the works in the programme will contribute to the achievement of relevant objectives.

8 Partnerships

8.1 No implications for the purposes of this report.

9 Risk Assessment

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

- 9.2 Any emergency works will be funded from drawdown from Property maintenance reserve.

10 Conclusion and Recommendations

- 10.1 This report sets proposal for this 2016/17 spend on the planned maintenance programme and changes made within delegated authority.
- 10.2 Unspent budget provision for works in progress will be carried forward via the Council's Property Maintenance Reserve at year end

WARD(S) AFFECTED: All