

**NONSUCH PARK JOINT MANAGEMENT COMMITTEE  
21 NOVEMBER 2016**

**MAINTENANCE PLAN UPDATE**

Report of the: Projects Manager  
Contact: Tony Foxwell  
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 for discussion.**

<b><u>RECOMMENDATION (S)</u></b>	<i>Notes</i>
<b>(1) It is recommended the committee note the contents of this report</b>	
<b>(2) The Committee are asked to authorise the following urgent health and safety works:</b> <ul style="list-style-type: none"><li>• <b>Windows at Sparrow Farm Lodge</b></li><li>• <b>Windows at Castlemaine Lodge</b></li><li>• <b>5 yearly electrical tests for Nonsuch Mansion and the Tractor shed</b></li></ul>	
<b>(3) The Committee are asked to authorise the funding of urgent health and safety works as follows:</b> <ul style="list-style-type: none"><li>• <b>£2,756.00 from the maintenance budget</b></li><li>• <b>£6,394.00 from the Nonsuch reserve budget</b></li></ul>	

**1 Background**

- 1.1 The committee have been provided with previous reports and updates on the priority works. These works have been identified as those which are essential to meet the requirements of the lease and health and safety obligations.

**2 Current position on priority works**

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

It should be noted that the following works have completed:-

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- Asbestos in the basement was removed and disposed of successfully, and environmental clean carried out.
- Main car park resurfacing was successfully completed, the works took longer than expected due to additional grinding out of old building foundation and extra work in removing centre island. No complaints received, public seem very happy with the works due to comments received.
- Upgrade of intruder alarm to mansion house and museum
- Windows to rear block of Mansion House, flats, rear of café and museum
- Emergency lighting, fire alarms, new doors and closers

2.2 The priority list has been updated following completion urgent priority works

#### **Staff Lodges.**

2.3 The two staff lodges are now urgent priority as the windows will not last through this winter, they are rotten and falling out.

2.4 All the windows and external doors of Sparrow farm lodge require replacement, and two windows in Castlemaine lodge. The remainder of window replacement to Castlemaine lodge can be carried out in the following year.

#### **5 yearly Electrical testing**

2.5 It is a requirement of current IEE Regulations (BS7671) and the electricity at Work regulations 1989 to carry out 5 yearly electrical tests on all commercial properties. The mansion house and the Tractor shed are due for these inspections.

2.6 We have been experiencing issues with the electrics within the Mansion, it is advised due to the number of public visitors that attend this building that the electrics are checked for faults.

2.7 This will in turn lead to a list of urgent electrical remedial works required to be carried out.

#### **Pathway**

2.8 The pathway between Nonsuch Mansion and the Sparrow farm lodge is in extremely poor condition. This has been raised many times but funding hasn't been available due to higher priorities.

2.9 Urgent repairs are required, options are spend a nominal £10,000 on patch repairing the worse areas, or provide new curbing and overlay entire path approximate cost £70,000

2.10 There are no funds available this financial year, but we must consider the health and safety and litigation aspects.

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**Separation of services**

- 2.11 The separation of the services to the Museum is proving difficult with the gas supply running through tea room for gas heater, & onto FON area, and through to public toilets. Costs were sort for separation of gas and converting areas to electric heaters. These costs were excessive when compared to cost of installation for gas check meter.
- 2.12 Therefore it is proposed that a gas check meter be fitted in front of the gas supply to FON and monitored and recorded twice a year as other sites. The FON can be charged for own usage
- 2.13 The electric supply has split services to different areas, the proposal is to alter the services to ensure the check meter for the electrics will only serve FON area. This can monitored and charged on the same basis.

**3 Finance**

- 3.1 The budget for urgent repairs in 2016/17 was £70,000, the car park works has cost £67244
- 3.2 Officers recommend carrying out three top priority works to replace windows at the Sparrow farm lodge and two windows at Castlemaine lodge, and to carry out 5 yearly electrical tests to Nonsuch Mansion and the Tractor shed all under Health and Safety .
- 3.3 The cost is £9150.00 for the three items, there is £2756 left over in the original budget of £70k, with underspend from other budgets and the remainder should be taken from the Nonsuch reserve budget.

**4 Conclusion and Recommendations**

- 4.1 It is recommended the committee note the contents of this report.
- 4.2 Authorisation is required to carry out urgent health and safety to top three priorities as follows:
- Replacement windows to the staff properties at Sparrow farm lodge and two windows at Castlemaine lodge for the sum of £5250
  - Nonsuch Mansion 5 yearly electrical test for the sum of £2700
  - Nonsuch tractor shed 5 yearly electrical test for the sum of £1200