

PLANNED MAINTENANCE UPDATE

Report of the: Head of Property
Contact: Tony Foxwell
Annexes/Appendices (attached): **Annexe 1:** 2016/17 Approved Programme
Annexe 2: 2016/17 Monitoring Report

Other available papers (not attached):

REPORT SUMMARY

The report reviews progress in relation to the Planned Maintenance Programme and recommends adjustments to the programme

<u>RECOMMENDATION (S)</u>	<i>Notes</i>
(1) Receives the progress report on the Planned Maintenance Programme,	
(2) Notes changes made to the programme under officer delegated authority	

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 The 2016/17 budget for prioritised planned maintenance repairs was agreed by the Strategy and Resources Committee on 5 April 2016 and was set at £210k
- 2.2 The £210k consists of £175k maintenance base budget, £30k regulatory works base budget, and £5k watercourses base budget.
- 2.3 **Annexe 1** set out the agreed schemes

3 Current position

- 3.1 **Annexe 2** sets out the current position of spend against each scheme.
- 3.2 Please note virements carried out under the planned maintenance budget:
- 3.3 The Bourne Hall roofing tender came in £15k over budget due to increased requirements in specification for 10 year guarantee for box gutter works and use of high performance welsh slates.
- 3.4 A virement was carried out to add additional sums to cover this shortfall by cutting the refurbishment scheme of the top pavilion in Alex Recreation Ground and using unspent monies from the water mains replacement at the same Recreation Ground.
- 3.5 Urgent Health and Safety works were required to the lifts in the Town Hall. The internal structural beams were coming apart from the structure which affected the lifts, causing movement. Works have been carried out to one lift. Works to lift no 2 not yet instructed. The cost of the work on both lifts was estimated at £10k and a virement was carried out to fund this from maintenance reserves
- 3.6 Notes on **Annex 2** describe progress and current budget and costs

4 Proposals

- 4.1 The Panel is asked to note the progress on schemes and the changes to the programme as forecast at mid-year.
- 4.2 In the event that the monies are not spent before the end of the financial year, it is proposed that the remainder is returned back to planned maintenance reserves.
- 4.3 Any projects started but not completed by the end of the financial year will be carried over to the next year.

5 Financial and Manpower Implications

- 5.1 There will be no increase in the forecast spend and works can be completed within the approved budget and with current manpower.
- 5.2 **Chief Finance Officer's comments:** *The schedule of works at Annex 2 represents the current position of spend and commitments for the year to date and includes the budget virements as set out in paragraph 3 above. The total proposed spend on schemes of £399,000 includes £156,000 of in progress or not started works brought forward into 2016/17. These are to be funded by drawdown from the property maintenance reserve. The balance on the reserve as at 1/4/2016 was £239,000.*

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

6.1 ***Monitoring Officer's comments:** There are no direct legal implications arising from this report. It is important that the Council meets its obligations to repair and maintain its properties – whether arising in terms of occupier liability, health & safety legislation or otherwise. It is important that works are prioritised accordingly.*

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 There are no current partnership arrangements within the Planned maintenance budget.

9 Risk Assessment

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

10 Conclusion and Recommendations

10.1 The Panel is asked to note changes made to the programme under officer delegated authority.

10.2 It is proposed that any unspent budget provision for works in progress will be carried forward via the Council's Property Maintenance Reserve at year end. End of year report to follow at next Strategy and Resources meeting.

WARD(S) AFFECTED: (All Wards);