

MAINTENANCE PLAN UPDATE JUNE 2017

Report of the: Head of Property
Contact: Tony Foxwell, Mark Shephard
Annexes/Appendices (attached): Annexe 1
Other available papers (not attached):

REPORT SUMMARY

This report provides an update on the priority works for 2017 and seeks the approval to proceed with urgent health and safety works.

RECOMMENDATION (S)

Notes

- (1) It is recommended the committee note the contents of this report**
- (2) The Committee are asked to authorise the prioritized urgent health and safety works for 2017-18**
- (3) The committee are asked to note the sum set aside for unforeseen works that may occur in-year**

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 Proposals

- 2.1 Attached is Annexe 1, a revised schedule outlining the current position on the priority works
- 2.2 The first six items, as listed below are considered most urgent and officers are requesting approval to proceed within the budget for 2017/2018.

3 Pathway between Nonsuch Mansion and Sparrow Farm Lodge

- 3.1 The pathway is in a poor condition, it is cracking, falling away at the edges, there are large pot holes and it is no longer safe for pedestrians, buggies, walkers and runners in certain areas.
- 3.2 To repair entirely would be in the region of 70-100k, therefore it is proposed that a budget of £20k is set aside to carry out repairs to the worse areas of the pathway. The entire path will be inspected and the worse areas will be highlighted for priority repair.

4 Separation of Services for Friends of Nonsuch

- 4.1 It is proposed to separately meter gas and electric supplies to FON, alterations will be carried out to electric supplies to ensure only FON supplies are off of existing electricity check meter. For the fixed estimate of £1050
- 4.2 New gas check meter is to be installed in line with gas supply to FON boilers to monitor exact usage. Estimated cost of £800
- 4.3 There is a yearly cost to check meter readings of approximately £50

5 Nonsuch Mansion/Tractor Shed Electrical Remedial works

- 5.1 Electrical repairs to be carried out as listed in electrical condition report. These are classified as urgent health & Safety works and we have a duty of care to repair and rectify under legislation. The fixed cost is £7164.74

6 Nonsuch Mansion House Fire Protection works raised by Surrey Fire and Rescue

- 6.1 These works include upgrading fire protection, installation of double skin fire line plasterboard, fill all gaps/holes with fire rate foam, upgrade fire partitions, replace fire sensors, sounders, and compartmentation. Budget allowance of £10,000

7 General Window Repairs

- 7.1 Repairs and redecoration to high level windows at back of flats on museum side including bell tower. Budget allowance of £7000

8 Flooding to access road and outside children's nursery

- 8.1 It is proposed to install new soakaways outside little oaks nursery and main access road to catch surface water, existing drains are blocked by roots. Budget allowance of £20,000.

9 General

- 9.1 Where exact costs are not shown and budget figures have been allowed, the project team will be seeking quotations in accordance with standing orders and figures will be report back as agreed.
- 9.2 There is a budget this year of £76,000 set aside for maintenance and repairs as per agreed priority works.
- 9.3 The proposed works totals to £66064.00 depending on results from tendering and estimates.
- 9.4 It is proposed to set aside reminder of budget for any unforeseen repairs that may occur throughout the year.
- 9.5 The remainder to be set aside for unforeseen maintenance which occurs in-year is £9936.

10 Financial and Manpower Implications

- 10.1 ***Finance Officer's comments:*** *It is important to carefully monitor the maintenance budget throughout the year to ensure it does not exceed the budgeted figure of £76,000.*

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

- 11.1 ***Legal Officer's comments:*** *It is important when considering whether to approve the maintenance programme that the Councils' legal obligations are considered, in particular in relation to risks to the health and safety of the public or others. This appears to have been done in the preparation of the maintenance programme.*

12 Sustainability Policy and Community Safety Implications

- 12.1 Works in the programme will contribute to the achievement of relevant objectives where appropriate materials will be recycled & reused

13 Risk Assessment

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

14 Conclusion and Recommendations

- 14.1 It is recommended that the committee note the contents of the report.
- 14.2 The committee are asked to authorise the prioritized urgent Health and safety works for 2017-18
- 14.3 The committee are asked to note the sum of set aside for unforeseen works that may occur in-year.

NONSUCH PARK JOINT MANAGEMENT COMMITTEE
26 JUNE 2017

WARD(S) AFFECTED: Nonsuch Ward; (EEBC)