
**CAPITAL PROGRAMME – RELEASE OF FUNDING FOR PLANNED
MAINTENANCE – CAPITALISED REPAIRS**

**Responsible Cabinet Member(s) - Councillor Don Bristow,
Resource Management Portfolio**

Responsible Director(s) - John Buxton, Director of Development and Environment

Purpose of Report

1. To inform members of the above scheme proposal and to request release of funding approved in the 2006/07 Capital Programme.

Information and Analysis

Description of Scheme

2. To undertake capitalised repairs to the Council's operational and non operational portfolio having regard to the planned maintenance programme produced from the 2005/06 condition surveys.
3. Also to continue to update and review the conditions surveys on a rolling 5 year programme of inspections.

Other Options Considered

4. In line with asset management good practice and the Audit Commission's recommendations a planned approach to the maintenance of the Council's property portfolio is considered the best and only option for the Council to pursue.

Objectives and Outcomes of the Scheme including Performance Measures

5. The scheme will enable the Council to further embed its commitment to a planned maintenance programme for its operational and non operational portfolios, based on up to date conditions surveys.
6. In doing so the overall condition of the portfolio should continue to improve and the level of outstanding repairs reduced. The condition of the portfolio will be reported through the Council's property performance indicators in the Council's Asset Management Plan, namely:-

Number	PMI.1 A, B, C & D : Condition and Required Maintenance (National Indicator)
Objectives	<ul style="list-style-type: none"> a) To measure the condition of the asset for its current use b) To measure changes in condition c) To measure the annual spend on required maintenance
Indicator A	% Gross internal floor space in condition categories A – D
B	<p>Required maintenance by costs expressed:</p> <ul style="list-style-type: none"> a) as total cost in priority levels 1 – 3 b) as a % in priority levels 1-3 c) overall cost per square metre GIA
C	Annual percentage change to total required maintenance figure over previous year
D	<ul style="list-style-type: none"> a) total spend on maintenance in previous financial year b) total spend on maintenance per square metre GIA c) Percentage split of total spend on maintenance between planned and responsive maintenance
Definition	<p>Required Maintenance is defined as “The cost to bring the property from its present state up to the state reasonably required by the Authority to deliver the services and/or to meet statutory or contract obligations and maintain it at that standard”. This should exclude any element of improvement or betterment but include works necessary to comply with new legislation, e.g. asbestos and legionella.</p> <p>Spend on Maintenance covers the total repair and maintenance programme (responsive and planned) including any associated fees for the work. It should also include any capital spending on repair and maintenance.</p> <p>All Freehold and Leasehold property where the Authority has direct repairing obligation.</p> <p>To be reported by the following categories</p> <p>Schools Other Land and Buildings (see definitions) Community Assets incusing parks, open spaces, cemeteries and crematoria (land) and external works of community art.</p> <p>Floor space to be calculated as the gross internal area (GIA) in accordance with the RICS Code of Measuring Practice</p>

7. As can be seen from the table above, the performance indicator is requiring Authorities to identify the full extent of their expenditure on maintenance both planned and responsive and moreover at D (c) record the split between planned and reactive maintenance.

8. Asset management best practice advocates an 80:20 Planned : Reactive split and the Council is continuing to work towards this target.

Delivery of the Project

9. Responsibility for the Planned Maintenance - Capitalised Repairs Capital Allocation falls to the Estates and Property Manager within the Development and Environment Department.
10. Reporting to the Director of Development and Environment in his capacity as the Council's Corporate Property Officer and Chair of the Asset Planning Group, the funding is to be prioritised and allocated across the property portfolio having regard to the condition surveys.

Future Revenue Costs

11. It is expected that the allocation of this capital will enable timely intervention for planned maintenance as well as responding to unplanned urgent works which occur from time to time. Budget holders will be able to manage their ongoing building maintenance obligations and future revenue requirements in line with the MTFP.

Budget

	Budget	Source of Funding	Amount
Physical works/construction costs to operational and non operational property portfolio to meet planned and urgent maintenance works	225,000	Corporate Resources 2006/07 Capital MTFP	250,000
Professional Fees (estimated at 10%)	25,000		
Total	250,000		250,000

12. Of the urgent and essential works (which require attention within 2 years) falling under a bad or poor condition, and identified as legislative or a risk of total/partial loss of service the majority are Electrical Rewires including: Central House Annexe, Bennet House, 12A Horsemarket, Crematorium and North Road Station Workshop. Total cost estimated at £120,000.
13. The electrical distribution boards to the Covered Market also require replacing (estimated £20,000) and the roof to the North Road Station Workshop requires replacing (estimated at £40,000).
14. It should be noted that the above works do not include the Town Hall, Arts Centre or Beck House due to their current review, refurbishment or re-provision status respectively and works identified for the Town Hall and Arts Centre may need to be undertaken to one or both properties as circumstances dictate during the year.

Outcome of Consultation

15. The condition surveys for each of operational and non operational buildings surveyed in 2005/06 have been distributed to building managers and/or budget holders and consultation

on those planned maintenance items identified is ongoing.

Legal Implications

16. This report has been considered by the Legal Services Manager for legal implications in accordance with the Council's approved procedures. There are no issues which the Legal Services Manager considers need to be brought to the specific attention of Members, other than those highlighted in the report.

Section 17 of the Crime and Disorder Act 1998

17. The contents of this report have been considered in the context of the requirements placed on the Council by Section 17 of the Crime and Disorder Act 1998, namely, the duty on the Council to exercise its functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area. It is not considered that the contents of this report have any such effect.

Council Policy Framework

18. The issues contained within this report do not represent change to Council policy or the Council's policy framework.

Decision Deadline

19. For the purpose of the 'call-in' procedure this does not represent an urgent matter.

Recommendation

20. It is recommended that Members endorse the Council's commitment to a programme of planned maintenance and
 - (a) Agree to the release of the £250,000 identified in the report from the 2006/07 Capital MTFP and
 - (b) Authorise the Director of Development and Environment as the Council's Corporate Property Officer to undertake works to the operational and non operational property portfolio as considered appropriate.

Reasons

21. The recommendations are supported by the following reasons :-
 - (a) To ensure funds are available.
 - (b) To enable appropriate works to be progressed.

John Buxton
Director of Development and Environment

Background Papers

1. 2005/06 Condition Surveys
2. COPROP Property Performance Indicator

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