

REPORT TO EXECUTIVE			
PORTFOLIO AREA: Finance and Resources			
Date of Meeting:	15 October 2001		
Public			
Key Decision:	Yes	Recorded in Forward Plan:	Yes
Inside Policy Framework			

Title: REPAIR AND MAINTENANCE OF GENERAL FUND PROPERTIES 2002/03

Report of: The City Treasurer & Director of Environment & Development

Report reference: Financial Memo 2001/02 No 88 & EN162/01

Summary:

The Report sets out the Repair and Maintenance Budget on General Fund Properties for 2002/03. This is based on the 2001/02 Budget upgraded for inflation, in this instance 2.5%.

Recommendations:

The Committee is asked to:

1. Approve the Repair and Maintenance Budget as set out in the attached Appendix together with the proposals of the Director of Environment and Development regarding the Planned and Essential Repairs.
- 2) Defer the Planned and Essential Repairs for 2002-2003 valued at £191,000 until decision is made on funding for the requirements under the Disability Discrimination Act.
3. Note that the Repair and Maintenance budget for the Millennium Gateway City Project may need to be reviewed in later years.
4. Note a further report will be brought to the next cycle regarding the requirements of the 1995 Disability Discrimination Act and the financial implications.

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CITY OF CARLISLE

To: The Chairman and Members of Financial Memo

The Executive 2001/02 No 88

15 October 2001

EN162/01

REPAIR AND MAINTENANCE OF GENERAL FUND PROPERTIES

2002/03

1. BACKGROUND INFORMATION AND OPTIONS

1.1 As part of the Budget Cycle for 2002/03 this report is submitted to Committee setting out the Repair and Maintenance Budget on General Fund Properties for 2002/03.

2. Repair and Maintenance Budget profile

2.1 At the Finance and General Purposes Committee in August 1997 the Director of Environment and Development proposed that rather than spread the Repair and Maintenance budget across all properties, the budget could be targeted at those Municipal properties in greatest need of repair (Planned Essential Repairs).

The need criteria were based on independent Condition Surveys and current Health and Safety issues.

2. The format proposed and accepted at Committee was to split the Repair and Maintenance budget into three areas of work :

Programmed Maintenance (approximately 42% of the budget)

Reactive Maintenance (currently approximately 32% of the budget)

Planned and Essential Repairs (approximately 26% of the budget)

3. This format has allowed the Director of Environment and Development to tackle major repairs to the following properties

1998/99 Civic Centre – Roof renewal to upper tower block

Civic Centre - Commencement of window renewal (west elevation)

Harraby Community Centre – Electrical Wiring

Harraby Community Centre – External Refurbishment

The Pools – Renew Roof

Total £185,000

1999/2000 Civic Centre – First Floor renewal

Civic Centre - Completion of west elevation window renewal

Longtown Community Centre – Renewal of heating boiler

Morton Community Centre – Stage 1 external stone repairs

Total £189,000

2000/2001 Civic Centre – Phase 2 first floor renewal

Civic Centre – Order windows North Elevation

Morton Community Centre – Completion of external repairs

Currock Community Centre – External stone repairs

Currock Community Centre – Replacement of Heating boiler

Sands Centre – Roof works to main roof

Total £182,000

2001/2002 Civic Centre – Roof Renewal (£15,500)

Civic Centre – Completion of North face window replacement (£58,000)

Civic Centre – Lifts traction inspection (£8,000)

Civic Centre – Floor renewals to corridors (£7,000)

John St Hostel – Renewal of Floor coverings (£20,000)

Major Properties – Asbestos Inspection (£15,000)

Guildhall – External Painting (£6,000)

Enterprise Centre – Stone Repairs (£33,000) – *Money transferred to commence works required under the 2004 Disability Discrimination Act.*

Currock Community Centre – Electrical Rewiring (£6,500)

Morton Community Centre – Electrical Rewiring (£10,000)

Total £186,000

3. 2002/2003 Repair and Maintenance Budget Profile

3.1 The Appendix to this report presents the budget for 2002/03 which, in line with the budget guidelines, maintains the current budget in real terms (an increase of 2.5%).

It should be noted that at this stage a repairs and maintenance budget has been provided for Leisure Time properties.

2. A summary of the budgets shown in the attached appendix is as follows:

	<u>2001/02</u>	<u>2002/03</u>	<u>Total</u>
	<u>Budget</u>		
	£	£	%
Programmed Repairs	271,719	270,337	
- Tullie House	11,000	16,357	
- Lamps & Tubes	8,742	8,962	
- Non-Capital Alterations	<u>6,742</u>	<u>6,910</u>	
	298,203	302,566	(42%)
Reactive Repairs	213,226	215,121	
- Tullie House	<u>11,000</u>	<u>17,285</u>	
	224,226	232,406	(32%)
Planned & Essential	<u>186,000</u>	<u>191,000</u>	(26%)
Total	<u>708,429</u>	<u>725,972</u>	
Percentage Increase 2001/02 to 2002/03	2.48%		

4. Disability Discrimination Act

4.1 The Director of Environment and Development has over previous years brought a series of reports to Members explaining the legal implications of the 1995 Disability Discrimination Act.

In accordance with the Act, service providers will have to make "reasonable adjustments" to the physical features of their premises to overcome physical

barriers to access, by the end of 2004.

An initial Survey of all the City Council Municipal Buildings was carried out by the Director of Environment and Development in conjunction with the City Council's Access Officer during 1999. The initial Survey identified a number of alterations required to the majority of the properties totalling some £750,000 plus the same amount for Parks and Play Areas, totalling £1,200,000.

In light of theses initial findings the Director of Environment wrote to all Service providers in 2000 and again in early 2001 asking them to carry out a more detailed review of their building and the service they provide from that building.

This information would then allow him to cost the alterations required more accurately and set a programme for the works in order to comply with the Act.

4.2 In light of the potential financial implications required under the Disability Discrimination Act the Director of Environment recommends that the proposed Planned and Essential Repairs identified for 2002-2003 listed below valued at £191,000 be deferred until a decision is made on a programme of work including funding sources for the removal of "physical barriers" to our Municipal properties as prescribed under the 1995 Disability Discrimination Act..

4.3 The proposed "deferred" 2002-2003 Planned and Essential repairs are listed below.

Civic Centre – Commencement of window renewal South elevation (£83,000)

Morton Community Centre phase 2 rewiring / upgrade (£15,000)

Denton Holme Community Centre – Phase 1 Window Replacement (£8,000)

Denton Holme – Phase 1 Re-Roofing Works (£36,000)

Enterprise Centre – Stone Repairs (£35,000)

Enterprise Centre – Lift Traction inspection (£2,000)

Tullie House – Lift Traction Inspection (£5,000)

Asbestos Removal – (£7,000)

Total Budget £191,000

4.4 The Director of Environment and Development will bring forward a more detailed report to the next Committee cycle highlighting the requirements required in removing "physical barriers" by 2004 from our properties as required under the Disability Discrimination Act.

5. Millennium Gateway City Project

5.1 Within the Millennium Gateway City Business Plan a budget of £22,000 was originally set aside for Building Maintenance, this included for two lifts at

Irishgate Bridge.

The Director of Environment and Development has revised the budget for 2002/2003 in light of experience and this increased amount has been provided for from within the overall budget for the Tullie House Millennium Gallery. It is considered that the maintenance budget may need to be reviewed in future years.

2002/2003

Millennium Gallery

Planned Maintenance £11,050

Reactive Maintenance £ 5,307

Irishgate Bridge / Tullie Underpass

Planned Maintenance £11,700

Reactive Maintenance £ 5,585

£33,642

6. CONSULTATION

Overview and Scrutiny as part of the budget process.

7. HEAD OF PERSONNEL'S COMMENTS

Not applicable.

8. CITY TREASURER'S COMMENTS

Included within report.

9. CITY SOLICITOR & SECRETARY'S COMMENTS

Not applicable.

10. CMT COMMENTS

Not applicable.

11. ENVIRONMENTAL IMPACT

12. RECOMMENDATIONS

The Committee is asked to

1. Approve the Repair and Maintenance Budget as set out in the attached Appendix.
2. Defer the Planned and Essential Repairs for 2002-2003 valued at £191,000 until decision is made on funding for the requirements under the Disability Discrimination Act.

11.3 Note that the Repair and Maintenance budget for the Millennium Gateway City Project has changed and may need to be further reviewed in later years.

11.4 Note an updated report will be brought later regarding the requirements of the 1995 Disability Discrimination Act and the financial implications.

12. REASONS FOR RECOMMENDATIONS

12.1 The recommendations are in line with the budget guidelines and policy principles as approved by the Executive on 18 September.

D THOMAS

City Treasurer

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City Treasury

Carlisle

03 October 2001

AB/CH/f880102

Appendix 1

MUNICIPAL MAINTENANCE CONTRACT 2002/2003

PROGRAMMED REPAIR AND MAINTENANCE (1093)			
Code	Description	2001/2002	2002/03 Budget
		Budget	Requirement
E33-0001-1093	Public Conveniences	17,340	17,774
E36-0001-1093	Willowholme Depot	5,080	5,207
F32-4391-1093	69 London Road	1,703	1,743
F32-4392-1093	Lowther House	-	
F32-4394-1093	Shaddongate Hostel	1,979	2,030
F32-4395-1093	Hostel Homeshares	1,275	1,308
L02-4501-1093	Old Town Hall	2,856	2,930
L24-0001-1093	Enterprise Centre	17,962	18,409
L25-0001-1093	Irthing Centre	8,854	9,071
L26-4641-1093	Brampton Union Lane	-	
L50-4951-1093	Airport	7,966	
P50-5260-1093	Civic Centre	29,784	30,525
R12-0001-1093	Shaddon Mill	-	
R20-6092-1093	Tullie House	26,969	27,644
R21-0001-1093	Guildhall	1,122	1,148
R31-0001-1093	Community Centres	54,601	55,965
R33-8563-1093	Anchorage Centre	1,632	1,671
R35-0001-1093	Benefits Advice Centre	326	334
R55-0001-1093	Pools Client	22,440	23,001
R60-0001-1093	Outdoor Areas Client	9,996	10,250
R63-6740-1093	Parks & Open	12,220	12,526
R64-6740-1093	Play Areas Leisure	3,193	3,270
R66-6771-1093	Cemeteries	14,586	14,955
R66-6772-1093	Crematorium	4,019	4,121
R68-6780-1093	Bitts Park Depot	5,814	5,955
S10-6620-1093	Sands Centre	20,002	20,500
Sub Total		271,719	270,337
REACTIVE REPAIR AND MAINTENANCE (1094)			
Code	Description	2001/2002	2002/03 Budget
		Budget	Requirement
E33-0001-1094	Public Conveniences	12,821	13,141
E36-0001-1094	Willowholme Depot	2,980	3,055

E43-1574-1094	Public Clocks	2,601	2,665
F32-4391-1094	69 London Road	3,370	3,454
F32-4392-1094	Lowther House	-	
F32-4394-1094	Shaddongate Hostel	3,990	4,090
F32-4395-1094	Hostel Homeshares	653	666
L02-0001-1094	General Properties	3,458	3,547
L02-4501-1094	Old Town Hall	1,285	1,312
L22-4608-1094	John St Ind Units	765	784
L22-4611-1094	Hewson St Ind Units	510	523
L22-4612-1094	Port Rd Ind Units	765	784
L22-4614-1094	James St Ind Units	255	261
L24-0001-1094	Enterprise Centre	12,030	12,331
L25-0001-1094	Irthing Centre	3,805	3,900
L26-4641-1094	Brampton Union Lane	-	
L50-4951-1094	Airport	3,346	
P50-5260-1094	Civic Centre	31,406	32,191
R20-6092-1094	Tullie House	14,739	15,107
R21-0001-1094	Guildhall	184	188
R31-0001-1094	Community Centres	34,700	35,568
R33-8563-1094	Anchorage Centre	830	851
R35-0001-1094	Benefits Advice Centre	1,030	1,056
R55-0001-1094	Pools Client	13,923	14,271
R60-0001-1094	Outdoor Areas Client	9,149	9,378
R63-6740-1094	Parks & Open	18,574	19,038
R64-6740-1094	Play Areas Leisure	7,140	7,319
R65-6740-1094	Allotments Leisure	2,550	2,614
R66-6771-1094	Cemeteries	7,507	7,697
R66-6772-1094	Crematorium	6,395	6,554
R68-6780-1094	Bitts Park Depot	2,734	2,802
S10-6620-1094	Sands Centre	9,731	9,974
Sub Total		213,226	215,121
NEW MAINTENANCE PROJECTS (Reactive & Programmed Maintenance)			
Tullie House Millennium Gallery			
Planned			11,050
Reactive		22,000	5,307
Irishgate / Underpass			

Planned			11,700
Reactive			5,585
		22,000	33,642
LAMPS AND TUBES (CIVIC)			
Code	Description	2001/2002 Budget	2002/03 Budget Requirement
E43-1596-3010	EC Regs Lamps/Tubes	6,059	6,212
P50-5260-3010	Civic Centre Lamps/Tubes	2,683	2,750
Sub Total		8,742	8,962
NON CAPITAL ALTERATIONS			
Code	Description	2001/2002 Budget	2002/03 Budget Requirement
		-	
P50-5260-1097	Civic Centre Alterations	6,742	6,910
S10-6620-1097	Sands Centre Alterat	-	
Sub Total		6,742	6,910
PLANNED & ESSENTIAL REPAIRS			
Code	Description	2002/03 Budget Requirement	
	Civic Centre	83,000	
	Morton Com Ct	15,000	
	Denton Holme	8,000	
	Denton Holme	36,000	
	Enterprise Centre	35,000	
	Tullie House	5,000	
	Enterprise Centre	2,000	

	Asbestos Removal		7,000
Sub Total		186,000	191,000
Grand Total		708,429	725,972
% Increase			2.48

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