

ASSET MAINTENANCE PROGRAMME 2013/14

Committee: Asset Development Committee

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Principal Facilities & Asset Management Officer

[N267]

1.0 ISSUE

1.1 Update on Asset Management Planned Maintenance Programme 2013/14 including spend to date.

2.0 RECOMMENDATION

2.1 Members are requested to approve the updated Asset Maintenance Programme for 2013/14 as set out in Appendices 1 and 2.

3.0 BACKGROUND/OPTIONS

3.1 The Asset Development Committee on 24 July 2013 agreed the Asset Management Maintenance Programme 2013/14 and requested regular updates.

3.2 Appendix 1 details the revised maintenance programme, as of March 2014, highlighting proposed changes, actual/committed spend and the latest overall budget projections including the impact on the Council's Asset Management Reserve.

3.3 In summary, the key changes from the programme published in July 2013 are as follows:

- Reduction in contributions from Asset Management Reserve.
- Actual/committed spend of £166,886 representing 85% of total estimated maintenance programme costs.
- Appendix 2 details the variations from the February report and completions.

4.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT

4.1 The current projected costs and spend to date are detailed in Appendix 1. In addition, the 'root and branch' review is examining unallocated commuted sums to ascertain whether there are any further opportunities to fund some aspects of the maintenance programme.

4.2 Equality Impact Assessment (EIA) not required.

5.0 APPENDICIES

5.1 Appendix 1 – Asset Management Planned Maintenance Costs 2013/14 (Revenue Programme).

5.2 Appendix 2 – Asset Management Planned Maintenance Costs 2013/14 (Variations and Completion Report).

Background Documents	Location	Contact Officer
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REVENUE PROGRAMME

Operational Properties, Public Open Space, Community and Infrastructure Assets	Programmed as at July (i)	Revised budget as at March 2014	Actual / committed spend
Public Car Parks (12)	£ 21,500	£ 3,526	£ 3,526
Closed Churchyards (13)	£ 12,000	£ 20,310	£ 8,310
Depot - Barton Road, Ely	£ 500	£ -	£ -
Depot - Littleport	£ 8,000	£ 3,912	£ 3,912
Oliver Cromwell House, Ely	£ 4,050	£ 2,913	£ 2,913
Paradise Swimming Pool, Ely	£ 5,770	£ 11,705	£ 11,705
Play Areas (17)	£ 8,950	£ 9,950	£ 9,200
Public Conveniences (10)	£ 2,500	£ -	£ -
Wicken Fen Public Conveniences	£ 20,140	£ 20,140	£ 20,140
Public Footpaths / Open Spaces	£ 4,000	£ 6,101	£ 6,101
The Grange, Ely	£ 32,323	£ 24,258	£ 24,258
Wentworth Traveller's Site	£ 1,900	£ 5,633	£ 5,633
Total Costs	£ 121,633	£ 108,448	£ 95,698

Non-Operational Properties	Programmed as at July (i)	Revised budget as at March 2014	Actual / committed spend
6 St Thomas's Place, Ely	£ -	£ -	£ -
8 St Thomas's Place, Ely	£ -	£ -	£ -
70 Market Street, Ely (Citizen Advice Bureau)	£ 800	£ 3,778	£ 3,728
72 Market Street, Ely (City of Ely Council)	£ 100	£ 27	£ 27
74 Market Street, Ely (Registry Office)	£ 850	£ 850	£ -
Cemetery Lodge, Ely	£ 635	£ 635	£ 203
Ely Museum	£ 1,115	£ 1,115	£ 505
St John's Road Garages, Ely	£ 500	£ 498	£ 248
The Maltings, Ely	£ 72,971	£ 54,532	£ 54,532
The Old Barn, Main Street, Littleport	£ -	£ 110	£ 110
Total Costs	£ 76,971	£ 61,545	£ 59,353

Fixed electrical testing and allowance for remedial works	£ 7,984	£ 6,685	£ 6,685
Valuation of assets (end of year financial accounts)	£ 3,500	£ 3,500	£ 3,500
Valuation of assets (corporate projects)	£ 5,000	£ 5,000	£ 1,650
Sub- Total	£ 215,088	£ 185,178	£ 166,886
Contingency 5% (as at 1st April 2013)	£ 10,525	£ 10,525	£ -
Total Costs	£ 225,613	£ 195,703	£ 166,886

Projected Annual Budget for PR002	£ 140,531	£ 140,531	£ 140,531
Contributions to works (eg S106/ third parties)	£ -	£ 10,743	£ 10,743
Variance	-£ 85,082	-£ 44,429	-£ 15,612
Asset Management Reserve (contributions from)	£ 85,082	£ 44,429	

E-Space properties

E-Space North, Littleport	Costs covered by Planning & Sustainable Development Services (ED002)
E-Space South, Ely	Costs covered by Planning & Sustainable Development Services (ED004)

Notes: Figures in first column reflect the programme agreed at July 2013 meeting. The narrative reflects completions and changes to the programme.

Asset Management Planned Maintenance Costs 2013 - 2014

Land / Property	Programme as at July		Additional costs	
Public Car Parks	£7,500 £4,000 £10,000	Forehill car park repairs (estimate). Deferred to 2014/15. Littleport car park repairs (estimate). Deferred to 2014/15. The Grange car park (quote). Deferred to 2014/15.	£695 £131 £800 £800 £1,100	White lining to provide additional 9 car parking spaces - Angel Drove car park. £495 invoiced to date. Repairs to street light column - Forehill car park. Drainage gully cleaning - Barton Road car park Drainage gully cleaning - Forehill car park gully cleaning Drainage gully cleaning - Newnham Street car park
Closed Churchyards	£12,000	Boundary wall repairs to St Mary's Church in Burwell and footpath repairs to St James Church in Stretham (estimate). To be monitored and works carried out if required.	£7,490 £250 £570	Rebuild collapsed boundary wall at Littleport Closed Churchyard. Assessment of collapsed wall at Burwell Closed Churchyard by Structural Engineer. Repairs to collapsed boundary wall at Burwell Closed Churchyard.
Depot – Barton Road	£500	General on-going maintenance repairs. Budget removed as work deferred		
Depot - Littleport	£3,000 £2,000 £1,000 £2,000	Improvements to security (estimate). Security lighting installed and new front door installed (spend to date £2,487). Replace vinyl flooring (actual). Order placed £1,288. Completed. General redecoration costs (estimate). Deferred to 2014/15. Works required following fire risk assessment (estimate). (Spend to date £137) Completed.		
Oliver Cromwell House	£1,500 £1,500	Carpet replacement (estimate). Quote received £1,062 order to be placed. Completed. Lead flashing and roof repairs (estimate). Budget reduced to £320 as quotation less than estimate. Completed.	£1,050 £481	Repairs to windows following redecoration. Intruder alarm servicing and monitoring charges.

Land / Property	Programme as at July		Additional costs	
Paradise Swimming Pool	£4,770 £1,000	Sealing chemical store bund and skimmer repairs (actual). Work in progress. Order raised £1,860.00. Budget reduced. Filter inspection (actual). Work has been arranged by SLM, awaiting invoice. Works included within maintenance works carried out by SLM. Completed	£450 £138 £16 £7 £3,730 £1,269 £4,060 £175	Display Energy Certificate Repairs to the lightning protection system Materials purchased to carry out remedial plumbing works. Materials purchased to repair guttering. Maintenance work carried out by SLM (pool management company) identified in June 2012 building condition survey. Maintenance work carried out by SLM identified in June 2012 building condition survey. Relining chemical bund. Replace broken window.
Play Areas	£9,200 £750	Replace the surfacing in Jubilee Gardens Play Area (quote). Friends of Jubilee Gardens to contribute an additional £1,000 towards the above works. Completed. Balance to be paid from S106 monies, journal transfer completed. General repairs (estimate).		
Public Conveniences	£2,500 £20,140	Redecoration costs (estimate). Deferred 2014/15 Wicken Fen lease (compensation sum, Asset Management contribution)		
Public Footpaths / Open Spaces	£4,000	Manor Court Road, Witchford (actual). £3,968 Completed	£589 £1,544	Drop down kerb for access over public open space at Woodfen Road and Longfield Road, Littleport. Budget reduced due to £9,000 being coded directly to S106 commuted sums. Remedial works to Ely slipway following risk assessment.
The Grange	£4,166 £2,534	Server room – install additional air conditioning unit (no longer required, therefore budget reduced to £900 to cover cost of auto dialler system only). Follow discussions with Principal ICT Officer the auto dialler is no longer required, budget removed. Upgrade air conditioning unit in PA's office (R22 gas) (quote). Order raised. Completed.	£350 £457	Two window sills replaced. Resurfacing repairs to car park.

Land / Property	Programme as at July		Additional costs	
	£3,000	Repair and redecorate windows and doors (quote). Work in progress. Budget increased to £4,000 to cover cost of replacing rotted wooden window sills. £3,860 invoiced. Completed		
	£5,000	Guttering and down pipes (estimate). Budget reduced to £1,541 as quotation lower than estimate. Completed		
	£1,000	Toilet redecoration material costs (estimate). £914 spent to date Completed.		
	£2,500	Carpet replacement programme (estimate). Purchase order raised £2,459.		
	£8,823	Council Chamber refurbishment project (quote). Budget reduced to £6,823 as removal of partition wall carried out by in-house Maintenance Team. Completed		
	£5,320	General repair works – works required after fire risk assessment etc (estimate). Quotations have been received and the lowest quote is £9,475. To be split over two financial years 2013/14 and 2014/15.		
Wentworth Travellers Site	£1,000	Clearing gullies and drains (estimate). £535 invoiced. Completed	£108	Plumbing materials for repair works.
	£450	Sewerage treatment plant service (actual). £460 spent to date completed.	£2,053	Repairs to fencing.
	£450	Interceptor tank emptying (actual). £460 spent to date completed.	£65	Essential electrical works to plot 7.
			£438	Service of fire extinguishers.
			£347	Essential electrical works to plot 1, 1A and 2.
			£1,167	Fencing repairs (materials only).
Unit 6 – St Thomas Place	No planned maintenance costs for 2013/14.			
Unit 8 – St Thomas Place	No planned maintenance costs for 2013/14.			
70 Market Street, Ely (Citizens Advice Bureau)	£750	Replace 3 broken roof tiles (estimate). Budget removed as work deferred.	£3,728	Replacement of failed boiler.
	£50	Repointing around stone sills (estimate).		
72 Market Street, Ely (City of Ely Council)	£100	Contingency cost (repair to window £27). Completed		

Land / Property	Programme as at July		Additional costs	
74 Market Street, Ely (Registry Office)	£850	Replace front doors (material costs only) (estimate).		
Cemetery Lodge	£80 £520	Boiler service. Completed On-going maintenance repairs to include fence repair/replacement and insulation of front windows (actual). £88 spend to date	£35	Installation of heat alarm to replace smoke alarm.
Ely Museum	£750	Repair to walls (estimate). To be monitored and works carried out if required. Some repair work carried out (£140 spend to date).	£365	Fire alarm monitoring.
St John's Road Garages	£250 £250	Repairs to garage doors (estimate). Clearing gullies and drains (estimate). £240 Completed	£8	Materials purchased to repair guttering.
The Maltings	£70,000 £137	Replace existing boiler system (estimated). Work scheduled for completion by December 2013. £49,833 invoiced. Lightning protection system testing (actual). Completed	£715 £425 £1,576 £1,258 £363 £225	Remedial works following lightning protection inspection and testing. Roofing repairs. Installation of security gate to prevent access to roof space where lead has previously been stolen. Service and inspection of the tiered seating. Electrical works required to connect new chiller unit. Asbestos survey of the kitchen area.
The Old Barn, Littleport	No planned maintenance costs for 2013/14.		£110	Repairs to brickwork on front of building.
Fixed Electrical Testing	£1,000 £5,234 £1,750	Wentworth Travellers Site (estimated). £114 spent on remedial works from 2012/13. Purchase order raised £810. Portley Hill Depot (includes remedial works, Veolia to pay £1,343 towards costs leaving a balance of £3,891). £5,069 Completed Oliver Cromwell House (estimated). Purchase order raised £420.	£272	Remedial works following the annual testing at Wentworth Travellers Site.

Land / Property	Programme as at July		Additional costs
Valuations of assets (end of year financial accounts)	£3,500	Asset Register Valuations (£2,000) Completed Impairment Review Report (£1,500) Completed	
Valuations of assets (Corporate projects)	£5,000	£800 Land at Soham. £850 St Johns Road Garages.	
Contributions to works	£1,000 £1,343 £200 £8,200	Friends of Jubilee Gardens contribution towards play area re-surfacing costs. Veolia contributions towards remedial works following fixed electrical testing. Museum contribution towards fire alarm monitoring. S106 contribution towards re-surfacing costs of Jubilee Gardens play area.	

Notes: Figures in second column reflect the programme agreed at July 2013 meeting. The narrative reflects completions and changes to the programme.