

General Fund Revenue Maintenance		Revised Budget 2017/2018	Actual Spend at 31 March 2018	Overspend/ (Underspend)	Project Update
Asset Name	Description				
Dounby school	Replace oil tank / line	£23,000.00	£0.00	(£23,000.00)	Awaiting scheme. Scheme postponed to 2018/19.
Firth Primary School	Alterations to flues to improve flow, and improve ventilation to boiler room	£2,300.00	£0.00	(£2,300.00)	Detail survey works undertaken, and alternative measures put in place. No further works planned.
Ness Battery	Replace rotten boarding, and make wind and water tight	£57,500.00	£0.00	(£57,500.00)	Historic Scotland application delayed the works. Carry over into new financial year.
Offices, 15-17 Victoria Street	Decay timber trusses, open up and replace selected areas	£5,750.00	£0.00	(£5,750.00)	Full repairing lease, postpone and backfill with other works
	Window replacement	£23,000.00	£0.00	(£23,000.00)	Full repairing lease, postpone and backfill with other works
	Toilet over lane, poor condition, plywood and polystyrene sheets showing signs of deterioration and require replacing	£5,750.00	£0.00	(£5,750.00)	Full repairing lease, postpone and backfill with other works
	Localised plasterboard replacement due to water ingress	£2,300.00	£0.00	(£2,300.00)	Full repairing lease, postpone and backfill with other works
Orphir school	School main entrance - opening leaf 675mm, consider auto opening doors, consider reducing 60mm threshold, consider relocating internal doors to allow wheelchair space (note panic bar to both closed leaf's)	£34,500.00	£57,950.00	£23,450.00	Works complete
Papdale School	Demolish failed / leaking portacabin at infants end, grub up foundations, remove services and make safe.	£20,000.00	£150.00	(£19,850.00)	Complete
St Andrews School	Oil tank flanges are rusty. Most efficient solution is to replace with a plastic banded tank. Works to prevent oil pollution incident and associated costs. Remove existing tank and fit temporary tank into bund. (1)	£34,500.00	£0.00	(£34,500.00)	Cancelled as extension on new school impacts on the tank, and the school works are planned for summer 18.
Skail Public Toilet	Major upgrade, internal re-configuration, Disabled WC - Compartment size 1950 x 1980 - consider width of door 760. Consider re-locating WHB to allow hand washing while using WC. Consider re-locating cistern flush to left side of cistern. Consider Lowering WHB to 750. Consider Installation of hot water temp protection. Consider installation of handrails. Female Toilet - consider installation of handrails to WC compartments. Male Toilets - consider installation of handrails to WC compartment. Consider installation of handrails at urinal.	£23,000.00	£8,016.60	(£14,983.40)	Complete
St Magnus Cathedral	Architects inspection fee	£4,000.00	£3,131.90	(£868.10)	Complete
	Organ tuning - quarterly inspection and tune	£5,600.00	£15,183.95	£9,583.95	Quarterly inspection and tune. Costs may be recoverable from the Friends of St Magnus.

	Selected organ pipe replacement (expenditure included above)	£5,000.00	£0.00	(£5,000.00)	Inc. above
Stenness Graveyard	Demolish and remove asbestos roof sheeting	£2,000.00	£1,602.03	(£397.97)	Complete and paid
Stronsay school	Installation of containerised boiler plant	£20,000.00	£66,261.59	£46,261.59	Complete. Final account to be agreed. Works split across 2 financial years, and incorrectly balanced with lower than anticipated expenditure last year.
Swimming pools - generally	Minor upgrading works comprising pool cover replacement, chlorine dosing upgrades and works identified following autumn inspection.	£20,000.00	£0.00	(£20,000.00)	On site October 17. Extent of works found to be less than anticipated. Costs detailed within servicing works
Various garages	Garage door replacement	£20,000.00	£14,671.91	(£5,328.09)	Works complete
Various properties	Lightening systems - repairs and upgrades following risk assessment works and surveys.	£20,000.00	£0.00	(£20,000.00)	Delays in implementing St Magnus Cathedral works which will now be done in 2018.
Water systems - generally	Upgrading / removal works to cold water storage tanks, removing redundant pipework, removing dead legs, removing hose reels, upgrading hot water tanks all to minimise legionella growth and potential for outbreak.	£30,000.00	£0.00	(£30,000.00)	Extent of works less than initially planned, budget allocation to be reduced as the year progresses, unless issues are identified. Awaiting feedback from contractor. Water tanks in OIC legal services to be re-configured and some taken out of use to increase water through put through remaining tanks.
Various properties	Post High level survey works	£15,000.00	£5,275.09	(£9,724.91)	Complete
<u>Statutory Testing (Cyclical Payments)</u>					Contracts cover the entire Council property stock (Housing Revenue account, Harbours, General fund properties, Reserve fund properties, private properties etc.) while the figures quoted in the 'Budget (Inc. fees) ' relate only to the account in question. Budgeted expenditure for statutory and non statutory was £278,870, year end figures are likely to be slightly lower at £240,000. See comments below for further detail on each contract.

Asbestos register / surveys	On going surveying. High risk operational property have all been done, last remaining properties to be done to allow 100% coverage of asbestos surveys. Control of Asbestos Regulations 2012	£10,000.00	£1,300.00	(£8,700.00)	Substantially complete, but full review of entire property stock being undertaken to identify any outstanding surveys. Many will be new build resulting in a desk top surveys. Remaining will be surveyed in the new financial year, so no expenditure will be incurred during 17/18
Duct hygiene (Air conditioning , plenum heating?)	Workplace (Health, Safety and Welfare Regulations 1992) and COSHH LEV Testing. Annual inspection and test - thorough cleaning routine determined from testing / inspection	£30,000.00	£45,393.00	£15,393.00	Contract let with :- Environmental Technical Services Ltd (ETS) Contract value:- £140,278 over 3 years Contract start date:- January 2017 Contract expires:- December 2019 Undertaken on a 6 month frequency. Includes testing, cleaning and repairs necessary to ensure equipment is fully operational. 466 samples taken during last visits to over 34 properties. Under budget On program
Electrical Testing (PIR)	Electricity at Work Regulations 1989 and BS 7671 IEE Wiring Regulations. Frequency varies according to property type, varies from 1-10 years	£15,000.00	£19,052.79	£4,052.79	Contract let with :- Calbarrie Contract value:- £108,016.80 (include FAT) over a 3 year period Contract start date:- 27 Feb 2017 Contract expires:- 26 Feb 2020 Undertaken on a varying frequency, depending on the type of property. Includes testing only. Approximately 280 tests PA undertaken. On budget On program
Emergency lighting testing	Electricity at Work Regulations 1989 and Regulatory Reform (Fire Safety) Order 2005. Annual inspection and test	£6,500.00	£6,780.00	£280.00	Contract let with :- IRN Security Contract value:- £65,774.00 (include FA) Contract start date:- 06 May 2015 Contract expires:- 05 May 2018 Undertaken on an annual frequency. Includes testing only. Approximately 130 tests PA undertaken. On budget On program

<p>Fixed appliance testing</p>	<p>Annual test and inspection</p>	<p>£2,500.00</p>	<p>£3,526.00</p>	<p>£1,026.00</p>	<p>Contract let with :- Calbarrie Contract value:- £108,016.80 (include PIR) Contract start date:- 27 Feb 2017 Contract expires:- 26 Feb 2020 Undertaken on a annual frequency. Includes testing only. Approximately 200 tests PA undertaken. On budget On program</p>
<p>Gas Appliances testing / servicing</p>	<p>The Gas Safety (Installations and Use) Regulations 1998. Annual servicing to include check on ventilation, adequate flues, heat input combustion conformance, appliance is stable and safety devices working.</p>	<p>£5,000.00</p>	<p>£5,533.50</p>	<p>£533.50</p>	<p>Contract let with :- James Alexander Contract value:- £45,420.00 over 3 years Contract start date:- 20 June 2016 Contract expires:- 19th June 2019 Undertaken on a annual frequency. Includes testing, servicing and any repairs necessary to ensure equipment is fully operational. Covers commercial kitchens, technical areas, science rooms, home economic areas within schools. Approximately 32 properties are tested PA. On budget, budget figure excludes any remedial works. On program</p>

<p>Hoist & Stairlift testing / servicing</p>	<p>6 monthly test / inspection, shared costs with NHS who have trained their own staff to provide the service. Thorough examination, full maintenance and inspection</p>	<p>£10,000.00</p>	<p>£5,148.67</p>	<p>(£4,851.33)</p>	<p>Contract let with :- NHS Orkney Contract value:- £14,000. Joint venture between OIC and NHS, local staff trained and services are retained locally. Service originally provided by a mainland contractor on behalf of both organisations. Contract start date:- Not applicable Contract expires:- Not applicable Undertaken on a annual frequency, to both NHS, OIC and private hoists as directed by OHAC. Includes servicing and minor repairs necessary to ensure equipment is fully operational. Also includes LOLER testing to demonstrate that the equipment is safe for use. Approximately 156 properties are tested PA. On budget On program</p>
<p>Local exhaust ventilation systems such as wood waste extraction, welding fume extraction systems</p>	<p>Control of Substances Hazardous to health 2002 (as amended) . Annual inspection and feedback</p>	<p>£2,000.00</p>	<p>£0.00</p>	<p>(£2,000.00)</p>	<p>Contract to be developed once inventory has been sufficiently developed.</p>
<p>Passenger / Goods lifts testing and servicing</p>	<p>Lift Operations and Lifting Equipment Regulations 1998. Quarterly test and inspection</p>	<p>£10,000.00</p>	<p>£23,861.00</p>	<p>£13,861.00</p>	<p>Contract let with :- Classic Lifts Scotland Ltd Contract value:- £83,590.00 over 3 years Contract start date:- August 2017 Contract expires:- August 2020 Inspection, test undertaken on a quarterly basis, minor works done at the same time as site inspection, with quotations provided for larger scale works. Tender includes previously identified larger scale works such as pit lighting, pit restraints, ladders, emergency lighting, RCD protection, car top controls, engineers car top alarms etc. These works will be scheduled in with other works as the contract develops. Contract covers 26 lifts On budget On program</p>

<p>Portable appliance testing</p>	<p>The Provision and Use of Work Equipment Regulations 1998 (PUWER). PATS to Orkney Islands Council run or managed properties only. Undertaken every 2 years</p>	<p>£17,000.00</p>	<p>£16,578.00</p>	<p>(£422.00)</p>	<p>Contract let with :- Calbarrie Contract value:- £20,745.00 Contract start date:- 08 May 2017 Contract expires:- 08 May 2018 Undertaken 2 yearly. Includes testing only. Approximately 120 properties tested. On budget On program</p>
<p>Thermostatic Mixer Valve testing / servicing</p>	<p>Annual test and inspection</p>	<p>£15,000.00</p>	<p>£15,512.16</p>	<p>£512.16</p>	<p>Contract let with :- Environmental Technical Services Ltd (ETS) Contract value :- £293,731.00 (Includes water services management) over 3 years Contract start date:- December 2017 Contract expires:- November 2020 Undertaken on a annual frequency, which is undertaken March to July each year. Includes testing and maintenance. Approximately 857 TMVs are inspected PA. On budget and program. Tender includes reactive works which are not reflected in the budgeted figure.</p>
<p>Water Services management</p>	<p>Health and Safety at Work Act 1974, COSH 2002, Legionnaires Disease - The Control of Legionella Bacteria in Water Systems Approved Code of Practice. Annual test and inspection</p>	<p>£5,800.00</p>	<p>£6,196.49</p>	<p>£396.49</p>	<p>Contract let with :- Environmental Technical Services Ltd (ETS) Contract value :- £ 293,731.00 (Includes TMV servicing) over 3 years Contract start date:-December 2017 Contract expires:- November 2020 Undertaken on a annual frequency, which is undertaken March to July each year. Includes annual review of logbook and possible remedial works based on results of review. Approximately 188 non HRA property TMVs are inspected PA. HRA properties are being risk assessed, so may result in further works once feedback received. On budget and program. Tender includes reactive works which are not reflected in the budgeted figure.</p>

<p>Working at Height - Roof Anchor & Wire Rope System and single point anchorage Testing / servicing</p>	<p>Lift Operations and Lifting Equipment Regulations 1998. Annual test and inspection</p>	<p>£400.00</p>	<p>£337.50</p>	<p>(£62.50)</p>	<p>Contract let with :- Northern Steeplejacks Contract value :- £7,370.00 Contract start date:- 30 Oct 2017 Contract expires:- 29 Oct 2020 Undertaken on a annual frequency, which is undertaken around November each year. Includes testing only. Approximately 10 systems PA undertaken. On budget. Original contractor failed to deliver works due to operational issues, and so their contract has been terminated. Plan on being back on program for 2018 onwards.</p>
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Non Statutory (Best Practice)					
Arjo baths	Annual inspection and service	£4,000.00	£3,010.80	(£989.20)	Contract let with :- Arjo Contract value:- £4,000 Contract start date:- 6 December 2017 Contract expires:- 5th December 2018 Undertaken on a 6 month interval Includes annual service of the bath and TMV, 6 monthly LOLER test. 13 baths are inspected On budget and on program.
Automatic door servicing	6 monthly test / inspection.	£5,000.00	£5,589.40	£589.40	Contract let with :- G & A Barnie Contract value:- £28,644.44 over 3 years. Contract start date:- November 2016 Contract expires:- November 2017 Contract initially tendered, but subsequent years, contract has been extended based upon nationally agreed percentage uplift, as annual contract value is less than £10,000. Undertaken on a 6 month frequency. Includes testing / servicing along with any remedial works to ensure that each door works as intended. 56 doors over 23 properties are managed. On budget and on program.
Equipment monitoring (lifts, fire alarms, intruder alarms etc.) - Eldercare	Monitoring of auto dialler's, digital communicators, and passing emergency information on to relevant parties.	£500.00	£35.16	(£464.84)	Monitoring contracts with Connelly Security Services
Evac chairs	Annual test and inspection	£650.00	£550.00	(£100.00)	Contract let with :- Evac & Chair International Ltd Contract value:- £660.00 Contract start date:- Annual agreement Contract expires:- Annual agreement Undertaken on a annual frequency. Includes testing / servicing only. 8 evacuation chairs managed. On budget and on program.

<p>Fire alarm testing</p>	<p>Fire Safety (Scotland) Act 2005 as amended and Fire Safety (Scotland) Regulations 2006. 6 monthly test / inspection. Monitoring of fire alarms sent to either HIF, or call centre (See equipment monitoring contract below). Inspection and testing of systems</p>	<p>£21,000.00</p>	<p>£10,666.00</p>	<p>(£10,334.00)</p>	<p>Contract let with :- IRN Security Contract value:- £65,774.00 (include EL) over a 3 year period Contract start date:- 06 May 2015 Contract expires:- 05 May 2018 Undertaken on a 6 monthly frequency. Includes testing only. Approximately 140 tests PA undertaken. On budget On program</p>
<p>Fire Fighting Equipment Servicing / testing</p>	<p>Fire Safety (Scotland) Act 2005 as amended and Fire Safety (Scotland) Regulations 2006. 6 monthly test / inspection. Monitoring of fire alarms sent to either HIF, or call centre (See equipment monitoring contract below) Inspection and test</p>	<p>£31,000.00</p>	<p>£31,417.94</p>	<p>£417.94</p>	<p>Contract let with :- Moray Fire Contract value :- £30,402.00 over 3 years Contract start date:- 10 Aug 2016 Contract expires:- 09 Aug 2019 Undertaken on a annual frequency. Includes testing, servicing, repairs and replacement. Approximately 140 tests PA undertaken. Budget over estimated. On program.</p>
<p>Fixed Gym Equipment Testing (fixed equipment only, loose equipment paid for by building users)</p>	<p>BS 5696, BS 7188, BS 7044, BS 1892 PART 1 2003. Annual test and inspection. Inspection and test</p>	<p>£5,000.00</p>	<p>£7,565.03</p>	<p>£2,565.03</p>	<p>Contract let with :- Sportssafe UK Contract value:- £15,648.00 over 3 years Contract start date:- December 2014 Contract expires:- November 17 Undertaken on a annual during June. Includes servicing and repairs to fixed gym equipment such as wall bars. Contract includes for inspecting movable equipment which is funded by each establishment rather than the property repairs and maintenance budgets. 22 sites are managed under this contract. Servicing works are on budget, remedial works are under budget, on program.</p>
<p>Fuel oil storage</p>	<p>The Water Environment (Oil Storage) (Scotland) Regulations 2006. Annual visual condition inspection. Annual inspection</p>	<p>£0.00</p>	<p>£0.00</p>	<p>£0.00</p>	<p>undertaken under boiler servicing contract</p>

<p>Generator Servicing</p>	<p>Annual service and test</p>	<p>£3,500.00</p>	<p>£4,177.04</p>	<p>£677.04</p>	<p>Contract let with :- Hamnavoe Engineering Contract value :- £39,670.00 over 3 years Contract start date:- April 2016 Contract expires:- March 2019 Annual service around August / September each year. Comprises the maintenance of diesel generator sets across 6 sites, Includes testing, servicing, reactive repairs and works required to keep systems operating. Tender also includes £12,000 for removing the generators, oil tank, water tank, controls etc. from the OIC bunker, creating window openings and making good. On budget. Contract on program.</p>
<p>Grease filter cleaning</p>	<p>Frequency dictated by usage. Typically 2-4 month frequency</p>	<p>£18,000.00</p>	<p>£20,160.00</p>	<p>£2,160.00</p>	<p>Contract let with :- Environmental Technical Services Ltd (ETS) Contract value :- £43,830.00 Contract start date:- October 2017 Contract expires:- September 2018 Undertaken on a monthly basis in accordance with insurers requirements. Grease filters are cleaned monthly, including a short length of ductwork above that can be reached by hand. Approximately 26 properties and 181 filters cleaned each month. Budget set under old cleaning frequency, with out turn costs likely to be around £40,000. Program running slightly behind program but scheduled to be back on program early in the new year.</p>

Heat pump servicing	Annual service.	£720.00	£1,827.00	£1,107.00	<p>Contract let with :- Pipedream Plumbing Contract value :- £100,940.00 over 3 years Contract start date:- January 2016 Contract expires:- January 2019 Contract predominantly for Housing property. Annual servicing and maintenance of heat pumps, MVHR systems, including reactive repairs and works required to keep systems operating. Budget likely to be fully spent within the a 2 year period due to unforeseen issues. Systems leaks, re gassing required along with implementing remedial works to minimise future issues. Contract to be curtailed to the contract value, and retendered. Contractor initially running late, but has now caught up.</p>
Heating Controls Servicing	Annual service	£0.00	£4,983.30	£4,983.30	<p>Ad-hoc arrangements in place for the inspection, re-configuration, and maintenance of plant.</p>
Lightning systems testing	BS 6551, 1992. Annual test and inspection. Inspection and test	£2,500.00	£2,586.80	£86.80	<p>Contract let with :- BEST Services Ltd Contract value :- £5,000 Contract start date:- Not applicable Contract expires:- Not applicable, work value is below procurement threshold, also limited number of organisations that can provide the service. Annual inspection and test, followed by reporting and quotation for remedial works. Remedial works costs are not covered by the contract value. Approximately 19 properties are covered by the contract. This will expand as further systems are installed and new properties come on line. On budget and program, but limited allowance made for remedial works, which will need to be allowed for in the future.</p>

Oil Boiler Servicing	Annual service	£20,000.00	£0.00	(£20,000.00)	Servicing undertaken in house with 3 year support function provided under a separate contract which expires February 19. The support contract is coming close to being fully spent, and with the loss of the in house resource, new contract to be issued that encompasses the entire boiler servicing regime.
Swimming pool and library heat recovery / air con Servicing	Health and Safety at Work Act 1974. Annual service	Inc. in pool, sauna, steam room contract figures			Works undertaken by John McKenzie, to inspect, service and undertake remedial works. Contractor difficult to contact, and invoicing difficult to obtain. Specialist contractor who has a vast experience of such equipment, which has not been provided by local organisations.
Pool, Sauna, Steam & Spa Bath, pool heat recovery / air con Servicing	Health and Safety at Work Act 1974. Annual service	£18,000.00	£15,780.14	(£2,219.86)	Contract let with :- Aqua Leisure Ltd Contract value :- Contract start date:- Contract expires:- Annual inspection and low costs remedial works undertaken, followed by quotations for larger scale works. Covers 6 properties This year costs are lower than budget as extent of remedial works has been lower than anticipated. On program.
Sewerage Treatment Plant, Petrol Interceptors & Grease Traps Servicing	Annual clean out	£1,600.00	£8,166.56	£6,566.56	Contract let with :- NRC Contract value :- £29,966.58 over 3 years Contract start date:- July 2016 Contract expires:- July 2019 Undertaken on a annual frequency. Involves emptying septic tanks and petrol interceptors to 9 properties. On budget. On program.

Sprinkler / fire suppression systems	Annual test and inspection	£3,000.00	£5,542.00	£2,542.00	Contract let with :- Fire Sprinkler Systems (UK) Ltd Contract value :- £2,602.00 Contract start date:- Renewed annually Contract expires:- Renewed annually Undertaken on a annual frequency, which is undertaken around Feb each year. Includes testing and servicing. 4 systems tested annually. On budget. On program.
Vermin Control	Frequency and level of service dictated by site conditions, usage, issues etc.	£0.00	£1,017.20	£1,017.20	Contract let with :- Orkney Pest Control Services Contract value :- £76,348.00 over 3 years Contract start date:- 1 June 2014 Contract expires:- 30 May 2017 Frequency dictated by site use and issues encountered, but usually between 6 - 8 weeks Includes fitting bait boxes, removal of vermin etc. Covers 34 properties, none of which are funded from the repairs and maintenance budgets. On program. Contract extended due to allow contract expenditure to be achieved.
Wind turbine servicing	12 month service, repairs funded from reactive budget below.	£15,000.00	£2,871.90	(£12,128.10)	Contract let with :- Orkney Renewables Ltd Contract value :- £26,325.00 Contract start date:- 5 Dec 2016 Contract expires:- 4 Dec 2019 Undertaken on a annual frequency, which is undertaken around Dec each year. Includes testing, servicing and repairs. 13 turbines managed annually. A budget was initially set for the servicing, this has since changed, and all works are now attributable to the electricity budget. On program.

Window cleaning	Frequency and level of service dictated by site conditions, usage, issues etc. Only CCTV cameras cleaned under this account.	£200.00	£280.00	£80.00	Contract let with :- Licenced to clean Contract value :- £9,600.00 Contract start date:- 1 September 2014 Contract expires:- 31 August 2017 Undertaken on a quarterly frequency, and includes cleaning 4 buildings, and various CCTV camera domes. This budget only pays for the CCTV camera dome cleaning. On budget. On program.
Cyclical works					
External decoration	5 year cyclical program	£26,000.00	£23,056.15	(£2,943.85)	5 year re-decoration plan, extend where possible following inspection on year 4. Expenditure lower than expected due to late tender issue.
High level surveys (steeplejack works)	Annual inspection and feedback - Expenditure included in reactive figure	£1,000.00	£337.50	(£662.50)	Ad-hoc arrangements in place with Northern steeplejacks to inspect commercial chimneys at £250.00 per inspection, which are undertaken on an annual basis.
Steelwork painting	Regular inspection and assessment, and treated as required. - Expenditure included in reactive figure	£2,000.00	£0.00	(£2,000.00)	Undertaken on a needs basis and included within the external decoration contract above.
Timber floor treatments	Pickaquoy centre main hall floor complete with re-lining	£20,000.00	£0.00	(£20,000.00)	Regular inspection and assessment, and floors treated as required. Varying frequency depending upon usage. Pickaquoy floor to be postponed until July 2018 due to availability of space. Tender figure of £39,560 to be carried forward.
Reactive works		£700,000.00	£631,493.78	(£68,506.22)	Ad-hoc repairs to replace broken, failed components. Figure based upon anticipated expenditure following analysis of historical data.
Contingency		£56,530.00	£0.00	(£56,530.00)	
Projects added during 2017 to 2018					
Chinglebraes Waste Transfer Station	Installation of fire alarm system following Zurich engineering risk assessment July 17. Alarm to be L1 standard, with monitored remote signalling.	£0.00	£14,243.39	£14,243.39	Complete, minor snagging outstanding
4th Barrier public convenience	replacement soakaway as existing one has blocked, and unable to access as its located under the car park. New one to be located on adjacent land following consultation with landowner.	£0.00	£0.00	£0.00	New soakaway installed, awaiting invoice which will be paid in 2018/19 .
Emergency housing	re-roofing 64 meadow bank, Kirkwall	£0.00	£10,861.28	£10,861.28	Complete
Glaitness School	Toilet upgrade	£0.00	£0.00	£0.00	Complete awaiting invoice.

North Walls school	Re-surface playground due to surface breakup. Surface has been inspected and postponed, but now requires resurfacing.	£0.00	£0.00	£0.00	Delayed but being undertaken w/c 16th July 18
North Walls school	New fire alarm panel and associated detector heads, following feedback from fire alarm testing contractor	£0.00	£6,605.23	£6,605.23	Complete, substantial upgrade including panel
Orkney Islands Council	Bunker - removal of oil tank, generators, water tank, and controls, and creating new window openings. Works are part of a longer plan to re-develop the bunker.	£0.00	£12,100.00	£12,100.00	Complete
Orkney Islands Council	Domestic hot water rationalisation	£0.00	£10,274.08	£10,274.08	Carry over from previous year. Complete
Pickaquoy Centre	Boiler and flue replacement, including boiler hire	£0.00	£9,203.75	£9,203.75	Carry over from previous year. Final account now agreed, and payment made
Pickaquoy Centre	Flooring replacement to corridors on 1st floor	£0.00	£7,134.50	£7,134.50	Works complete.
Radon	Ionising Radiation Regulations 1999. Risk assessments	£0.00	£0.00	£0.00	No testing or remedial works undertaken. Monitoring to continue in future years.
Sands of Wright public convenience	New sewerage treatment plant and associated outfall to address ponding issues and over use of existing tank.	£0.00	£2,120.40	£2,120.40	Design works complete, and acceptable to SEPA, awaiting permission from landowner before works can be undertaken. Scheme changed as permissions not given. New larger soakaway installed. Awaiting invoice in 2018/19
Shapinsay school	Replacement community end door	£0.00	£3,195.30	£3,195.30	Complete and paid
Smiddy, Shapinsay	Replacement internal lights with IP rated LED fittings due to damp conditions	£0.00	£0.00	£0.00	Orders issued, awaiting invoice
St Magnus Cathedral	Auto winder for clock	£0.00	£2,575.80	£2,575.80	Quotation received and accepted with specialist contractor, on site march 18. Part payment made, remainder to be paid once works complete during July 18.
Stromness Academy	Replacement controls package for the ventilation system to the main gym and games hall	£0.00	£0.00	£0.00	Complete awaiting invoice
Stromness Academy	Resurface car park	£0.00	£20,056.00	£20,056.00	Complete and paid
Stromness Academy	Oil tank replacement	£0.00	£0.00	£0.00	Works complete, payments to be processed.
Stromness Swimming pool	Replacement steam room due to component failure, seating is perishing and cracked, and steam generator is close to failure. Works identified following inspection by swimming pool contractor	£0.00	£31,693.71	£31,693.71	Complete and paid
Stromness Swimming pool	Spa - replacement pellet pro unit	£0.00	£8,106.33	£8,106.33	Old unit failed and required replacement following swimming pool inspection. Complete
Various properties	BMS system upgrades to 4x properties	£0.00	£7,452.00	£7,452.00	Upgrading of old systems as replacement components are no longer available. Works in progress, interim payment made.

Warehouse buildings	Installation of isolation valve and creation of new manhole to allow sections of the ground array to be pressure tested. Found to be leaking, but unable to identify the circuit.	£0.00	£0.00	£0.00	Works to be developed
Westray and Stronsay School Pools	Replacement of 2x pool hoists following Technical Bulletin 0409 1/6/17 regarding the maximum life of 7 years on these hoists	£0.00	£0.00	£0.00	Following safety notice, hoists to be replaced by march 18. Awaiting invoice
Additional Apportioned Costs not included above		£227,800.00	£382,200.00	£154,400.00	
		£1,685,400.00	£1,630,397.65	(£55,002.35)	

Strategic Reserve Fund Revenue Maintenance		Approved Budget 2017/2018	Actual Spend at 31 March 2018	Overspend/ (Underspend)	Project Update
Asset Name	Description				
Factory Unit (H43)	Costal erosion - Following survey, localised remedial works to minimise any further erosion. Carry over from previous year	£5,000.00	£606.61	(£4,393.39)	Carry over from previous year. Retention of £697.60 to be paid.
Herring factory	Removal of refrigerant from cooling units	£5,000.00	£0.00	(£5,000.00)	Not undertaken
H29 (NISF)	Demolition and site clearance in preparation for new use.	£30,000.00	£82,182.75	£52,182.75	Demolition completed, consultation with utilities has delayed the fence installation, building demolished and hardcore has been spread across the site, with remainder taken to Cursiter quarry for crushing and onward sale to the public.
Abattoir	Kit replacement and compliance requirements	£40,000.00	£56,604.47	£16,604.47	Ad-hoc kit replacement, and major works to upgrade water system.
Statutory Testing (Cyclical Payments)		£0.00	£13,418.19	£13,418.19	
Asbestos register / surveys	On going surveying. High risk operational property have all been done, last remaining properties to be done to allow 100% coverage of asbestos surveys. Control of Asbestos Regulations 2012	£1,000.00	£0.00	(£1,000.00)	Substantially complete, but full review of entire property stock being undertaken to identify any outstanding surveys. Many will be new build resulting in a desk top surveys. Remaining will be surveyed.
Electrical Testing (PIR)	Workplace (Health, Safety and Welfare Regulations 1992) and COSHH LEV Testing. Annual inspection and test - thorough cleaning routine determined from testing / inspection	£8,000.00	£0.00	(£8,000.00)	Contract let with :- Calbarrie Contract value:- £108,016.80 (include FAT) over a 3 year period. Contract start date:- 27 Feb 2017 Contract expires:- 26 Feb 2020 Undertaken on a varying frequency, depending on the type of property. Includes testing only. Approximately 280 tests PA undertaken. On budget. On program.

<p>Emergency lighting testing</p>	<p>Electricity at Work Regulations 1989 and BS 7671 IEE Wiring Regulations. Frequency varies according to property type, varies from 1-10 years</p>	<p>£1,500.00</p>	<p>£0.00</p>	<p>(£1,500.00)</p>	<p>Contract let with :- IRN Security Contract value:- £65,774.00 (include FA) Contract start date:- 06 May 2015 Contract expires:- 05 May 2018 Undertaken on a annual frequency. Includes testing only. Approximately 130 tests PA undertaken. On budget On program</p>
<p>Fixed appliance testing</p>	<p>Electricity at Work Regulations 1989 and Regulatory Reform (Fire Safety) Order 2005. Annual inspection and test</p>	<p>£400.00</p>	<p>£0.00</p>	<p>(£400.00)</p>	<p>Contract let with :- Calbarrie Contract value:- £108,016.80 (include PIR) Contract start date:- 27 Feb 2017 Contract expires:- 26 Feb 2020 Undertaken on a annual frequency. Includes testing only. Approximately 200 tests PA undertaken. On budget On program</p>
<p>Hoist & Stairlift testing / servicing</p>	<p>Workplace (Health, Safety and Welfare Regulations 1992) and Building Regulations Part M. Initial survey of building to identify areas where safety should be in place, ongoing checks that any glazing replacements are with safety glass</p>	<p>£100.00</p>	<p>£0.00</p>	<p>(£100.00)</p>	<p>Contract let with :- NHS Orkney Contract value:- £14,000. Joint venue between OIC and NHS, local staff trained and services are retained locally. Service originally provided by a mainland contractor on behalf of both organisations. Contract start date:- Not applicable Contract expires:- Not applicable Undertaken on a annual frequency, to both NHS, OIC and private hoists as directed by OHAC. Includes servicing and minor repairs necessary to ensure equipment is fully operational. Also includes LOLER testing to demonstrate that the equipment is safe for use. Approximately 156 properties are tested PA. On budget On program</p>

<p>Passenger / Goods lifts testing and servicing</p>	<p>Control of Substances Hazardous to health 2002 (as amended). Annual inspection and feedback</p>	<p>£1,100.00</p>	<p>£0.00</p>	<p>(£1,100.00)</p>	<p>Contract let with :- Classic Lifts Scotland Ltd Contract value:- £83,590.00 over 3 years Contract start date:- August 2017 Contract expires:- August 2020 Inspection, test undertaken on a quarterly basis, minor works done at the same time as site inspection, with quotations provided for larger scale works. Tender includes previously identified larger scale works such as pit lighting, pit restraints, ladders, emergency lighting, RCD protection, car top controls, engineers car top alarms etc. These works will be scheduled in with other works as the contract develops. Contract covers 26 lifts On budget On program</p>
<p>Portable appliance testing</p>	<p>The Provision and Use of Work Equipment Regulations 1998 (PUWER). PATS to oil run or managed properties only. Undertaken every 2 years</p>	<p>£1,000.00</p>	<p>£0.00</p>	<p>(£1,000.00)</p>	<p>Contract let with :- Calbarrie Contract value:- £20,745.00 Contract start date:- 08 May 2017 Contract expires:- 08 May 2018 Undertaken 2 yearly. Includes testing only. Approximately 120 properties tested. On budget On program</p>
<p>Thermostatic Mixer Valve testing / servicing</p>	<p>Annual test and inspection</p>	<p>£1,000.00</p>	<p>£0.00</p>	<p>(£1,000.00)</p>	<p>Contract let with :- Environmental Technical Services Ltd (ETS) Contract value :- £293,731.00 (Includes water services management) over 3 years Contract start date:- December 2017 Contract expires:- November 2020 Undertaken on a annual frequency, which is undertaken March to July each year. Includes testing and maintenance. Approximately 857 TMVs are inspected PA. On budget and program. Tender includes reactive works which are not reflected in the budgeted figure.</p>

<p>Duct hygiene (Air conditioning , plenum heating)</p>	<p>Workplace (Health, Safety and Welfare Regulations 1992) and COSHH LEV Testing. Annual inspection and test - thorough cleaning routine determined from testing / inspection</p>	<p>£1,000.00</p>	<p>£0.00</p>	<p>(£1,000.00)</p>	<p>Contract let with :- Environmental Technical Services Ltd (ETS) Contract value:- £140,278 over 3 years Contract start date:- January 2017 Contract expires:- December 2019 Undertaken on a 6 month frequency. Includes testing, cleaning and repairs necessary to ensure equipment is fully operational. 466 samples taken during last visits to over 34 properties. Under budget On program</p>
<p>Water Services management</p>	<p>Lift Operations and Lifting Equipment Regulations 1998. Annual test and inspection</p>	<p>£500.00</p>	<p>£0.00</p>	<p>(£500.00)</p>	<p>Contract let with :- Environmental Technical Services Ltd (ETS) Contract value :- £ £293,731.00 (Includes TMV servicing) over 3 years Contract start date:-December 2017 Contract expires:- November 2020 Undertaken on a annual frequency, which is undertaken March to July each year. Includes annual review of logbook and possible remedial works based on results of review. Approximately 188 non HRA property TMVs are inspected PA. HRA properties are being risk assessed, so may result in further works once feedback received. On budget and program. Tender includes reactive works which are not reflected in the budgeted figure.</p>

Non Statutory Testing					
Automatic door servicing	6 monthly test / inspection.	£650.00	£0.00	(£650.00)	<p>Contract let with :- G & A Bernie Contract value:- £28,644.44 over 3 years. Contract start date:- November 2016 Contract expires:- November 2017 Contract initially tendered, but subsequent years, contract has been extended based upon nationally agreed percentage uplift, as annual contract value is less than £10,000. Undertaken on a 6 month frequency. Includes testing / servicing along with any remedial works to ensure that each door works as intended. 56 doors over 23 properties are managed. On budget and on program.</p>
Evac chairs	Annual test and inspection	£60.00	£0.00	(£60.00)	<p>Contract let with :- Evac & Chair International Ltd Contract value:- £660.00 Contract start date:- Annual agreement Contract expires:- Annual agreement Undertaken on a annual frequency. Includes testing / servicing only. 8 evacuation chairs managed. On budget and on program.</p>
Fire alarm testing	Fire Safety (Scotland) Act 2005 as amended and Fire Safety (Scotland) Regulations 2006. 6 monthly test / inspection. Monitoring of fire alarms sent to either HIF, or call centre (See equipment monitoring contract below). Inspection and testing of systems	£3,000.00	£0.00	(£3,000.00)	<p>Contract let with :- IRN Security Contract value:- £65,774.00 (include EL) over a 3 year period Contract start date:- 06 May 2015 Contract expires:- 05 May 2018 Undertaken on a 6 monthly frequency. Includes testing only. Approximately 140 tests PA undertaken. On budget On program</p>

<p>Fire Fighting Equipment Servicing / testing</p>	<p>Fire Safety (Scotland) Act 2005 as amended and Fire Safety (Scotland) Regulations 2006. 6 monthly test / inspection. Monitoring of fire alarms sent to either HIF, or call centre (See equipment monitoring contract below) Inspection and test</p>	<p>£2,500.00</p>	<p>£0.00</p>	<p>(£2,500.00)</p>	<p>Contract let with :- Moray Fire Contract value :- £30,402.00 over 3 years Contract start date:- 10 Aug 2016 Contract expires:- 09 Aug 2019 Undertaken on a annual frequency. Includes testing, servicing, repairs and replacement. Approximately 140 tests PA undertaken. Budget over estimated. On program.</p>
<p>Lightning systems testing</p>	<p>BS 6551, 1992. Annual test and inspection. Inspection and test</p>	<p>£1,150.00</p>	<p>£0.00</p>	<p>(£1,150.00)</p>	<p>Contract let with :- BEST Services Ltd Contract value :- £5,000 Contract start date:- Not applicable Contract expires:- Not applicable, work value is below procurement threshold, also limited number of organisations that can provide the service. Annual inspection and test, followed by reporting and quotation for remedial works. Remedial works costs are not covered by the contract value. Approximately 19 properties are covered by the contract. This will expand as further systems are installed and new properties come on line. On budget and program, but limited allowance made for remedial works, which will need to be allowed for in the future.</p>
<p>Sewerage Treatment Plant, Petrol Interceptors & Grease Traps Servicing</p>	<p>Annual clean out</p>	<p>£850.00</p>	<p>£0.00</p>	<p>(£850.00)</p>	<p>Contract let with :- NRC Contract value :- £29,966.58 over 3 years Contract start date:- July 2016 Contract expires:- July 2019 Undertaken on a annual frequency. Involves emptying septic tanks and petrol interceptors to 9 properties. On budget. On program.</p>

Vermin Control	Frequency and level of service dictated by site conditions, usage, issues etc.	£2,300.00	£0.00	(£2,300.00)	<p>Contract let with :- Orkney Pest Control Services</p> <p>Contract value :- £76,348.00 over 3 years</p> <p>Contract start date:- 1 June 2014</p> <p>Contract expires:- 30 May 2017</p> <p>Frequency dictated by site use and issues encountered, but usually between 6 - 8 weeks</p> <p>Includes fitting bait boxes, removal of vermin etc.</p> <p>Covers 34 properties, none of which are funded from the repairs and maintenance budgets.</p> <p>On program. Contract extended due to allow contract expenditure to be achieved.</p>
Reactive works		£100,000.00	£32,115.49	(£67,884.51)	<p>Ad-hoc repairs to replace broken, failed components. Figure based upon anticipated expenditure following analysis of historical data. This budget also funds works which have been identified following statutory or non statutory testing works. Expenditure lower due to lease terms being implemented more rigidly, and greater use of full repairing leases.</p>
Contingency		£18,890.00	£0.00	(£18,890.00)	
		£225,000.00	£184,927.51	(£40,072.49)	