

Item: 5

Asset Management Sub-committee: 28 January 2020.

Corporate Asset Maintenance Programmes.

Expenditure Monitoring.

Report by Head of Finance.

1. Purpose of Report

To monitor expenditure on the approved corporate asset maintenance programmes as at 31 December 2019.

2. Recommendations

The Sub-committee is invited to note:

2.1.

The summary position of expenditure incurred, as at 31 December 2019, against the approved corporate asset revenue maintenance programmes, as detailed in section 4.1 of this report.

2.2.

The summary of larger works undertaken as reactive repairs, attached as Appendix 1 to this report.

3. Background

3.1.

The Corporate Asset Management Plan 2019 to 2023 takes account of guidance produced by the Chartered Institute of Public Finance and Accountancy and has streamlined the suggested framework to incorporate and complement the existing Capital Project Appraisal system.

3.2.

The Corporate Asset Management Plan summarises the Council's aims and objectives for its assets to ensure that they are used in an effective and efficient manner. This has been further supplemented by the Property Asset Management Plan approved on 10 December 2019.

3.3.

The purpose of this report is to present an overview or summary of the expenditure incurred as at 31 December 2019 to allow members the opportunity to scrutinise the spending levels against approved budgets and gauge the extent to which the Council's assets are routinely being maintained and replaced.

4. Budget Monitoring

4.1.

The undernoted table shows the position of expenditure incurred for the period 1 April to 31 December 2019, against approved programmes:

| Revenue Maintenance Programme | Expenditure at 31 December 2019 | Annual Budget 2019 to 2020 | Probable Outturn 2019 to 2020 | Estimated Over/Under spend |
|--------------------------------------|--|-----------------------------------|--------------------------------------|-----------------------------------|
| | £000 | £000 | £000 | £000 |
| General Fund | 741.8 | 1,659.8 | 1,659.8 | 0 |
| Strategic Reserve Fund | 29.4 | 218.1 | 113.7 | (104.4) |
| Total | 771.2 | 1,877.9 | 1,773.5 | (104.4) |

4.2.

Appendix 1 to this report provides a detailed breakdown of the two programmes for 2019 to 2020 and is compared directly with the respective planned and approved programmes. Appendix 1 also provides a summary of the larger works undertaken as reactive repairs.

5. General Fund Programme

The General Fund Revenue Maintenance Programme is showing an estimated probable outturn figure of £1,659,800 at 31 December 2019 which is the total annual budget. This figure includes fees/apportioned costs of £402,800 which are charged at year-end. The expenditure to date does not include fees.

6. Strategic Reserve Fund Programme

6.1.

The Strategic Reserve Fund Revenue Maintenance Programme is showing an estimated probable outturn figure of £113,700 at 31 December 2019 which is less than the total annual budget by £104,400.

6.2.

The annual budget figure of £218,100 includes fees/apportioned costs of £28,400 which are charged at year-end. The expenditure to date does not include fees.

7. Corporate Governance

This report relates to the Council complying with its governance and financial processes and procedures and therefore does not directly support and contribute to improved outcomes for communities as outlined in the Council Plan and the Local Outcomes Improvement Plan.

8. Financial Implications

8.1.

The Financial Regulations state that service directors are able to incur expenditure within approved revenue and capital budgets. Such expenditure must be in accordance with the Council's policies and objectives and subject to compliance with the Financial Regulations and approved schemes of delegation.

8.2.

The development of a corporate approach to asset management planning should lead to efficiencies in the use of fixed assets, together with the potential for rationalisation of the Council's property estate going forward.

8.3.

More detailed monitoring of expenditure on the corporate asset revenue maintenance programmes will result in improved accountability in relation to the deliverance of the approved programmes of work and ensure members are kept informed of progress.

9. Legal Aspects

Regular financial monitoring and reporting help the Council meet its statutory obligation to secure best value.

10. Contact Officers

Gareth Waterson, Head of Finance, extension 2103, Email gareth.waterson@orkney.gov.uk

Colin Kemp, Corporate Finance Senior Manager, extension 2106, Email colin.kemp@orkney.gov.uk

11. Appendix

Appendix 1: Corporate Asset Maintenance Programmes 2019 to 2020.

SUMMARY

| General Fund Revenue Maintenance | Expenditure at 31 December 2019 | Annual Budget 2019/2020 | Probable Outturn 2019/20 | Estimated Over/(Under) spend 2019/20 |
|--|---------------------------------------|-------------------------------|-----------------------------|---|
| | £ | £ | £ | £ |
| Asset Name | | | | |
| One-off planned repairs | 105,004.98 | 380,100 | 252,000 | (128,100) |
| Works added in during year | 27,253.52 | 0 | 100,000 | 100,000 |
| Quarry projects | 1,959.54 | 22,700 | 2,000 | (20,700) |
| Statutory / non statutory testing | 190,423.09 | 274,300 | 260,000 | (14,300) |
| Cyclical works | 22,922.35 | 41,200 | 23,000 | (18,200) |
| Retentions | 10,708.94 | 0 | 11,000 | 11,000 |
| Reactive works | 383,478.84 | 530,200 | 681,800 | 151,600 |
| Contingency | 0.00 | 8,500 | 0 | (8,500) |
| Apportioned Costs | 0.00 | 402,800 | 330,000 | (72,800) |
| | 741,751.26 | 1,659,800 | 1,659,800 | 0 |
| Strategic Reserve Fund Revenue Maintenance | | | | |
| | £ | £ | £ | £ |
| Asset Name | | | | |
| One-off planned repairs | 18,087.00 | 52,200 | 52,200 | 0 |
| Works added in during year | 14,317.96 | 0 | 16,000 | 16,000 |
| Retentions | (22,860.33) | 0 | (22,900) | (22,900) |
| Statutory / non statutory testing / cyclical works | 9,455.85 | 22,900 | 20,000 | (2,900) |
| Reactive Works | 10,429.34 | 52,200 | 20,000 | (32,200) |
| Contingency | 0.00 | 62,400 | 0 | (62,400) |
| Apportioned Costs | 0.00 | 28,400 | 28,400 | - |
| | 29,429.82 | 218,100 | 113,700 | (104,400) |

DETAILED PROGRAMME

| General Fund Revenue Maintenance | | Expenditure at 31 December 2019 | Annual Budget 2019/2020 |
|----------------------------------|---|---------------------------------------|-------------------------------|
| | | £ | £ |
| Asset Name | Description | | |
| Birsay Public Toilet | General upgrade. To be developed. | 0.00 | 8,700 |
| Dounby school | Project carried over from last financial year. Oil tank replacement added following condition assessment. Tendered and over budget (£41k), but given the liability should an oil leak occur, project has been accepted, and will commence November. Funded by slippage elsewhere in the programme. | 0.00 | 17,400 |
| Ferry Road Public Convenience | General upgrade, decoration and signage. To be developed. | 0.00 | 11,300 |
| Former bus station | Demolition and reinstatement to a tarmacadam area. Development works commenced, with Planning and Building Warrant applications having been made. Awaiting Engineering drawings and anticipate being on site January 2020. | 633.50 | 31,100 |
| Glaitness Primary School | Replace fascia and soffits, and vertical cladding. To be developed. | 0.00 | 75,700 |
| Hoy Hostel | Heating alterations to include re-zoning, controls upgrade to allow improved heating control between the hostel and hall. To be developed. | 0.00 | 15,100 |
| St Magnus Cathedral | Annual fee for inspection and supervision of maintenance of fabric at Cathedral. | 3,407.05 | 3,000 |
| St Magnus Cathedral | Organ tuning - quarterly inspection and tune. | 4,413.14 | 4,200 |
| Stromness Community Centre | Replace internal units associated with the air source heat pumps. To be developed. | 0.00 | 37,900 |
| Swimming pools - generally | Minor works following feedback from last year resulted in PAC dosing system injector replacement. | 2,574.04 | 16,700 |
| The Orkney Library and Archive | Programme for winter 2019. Scheme being developed by external Architectural consultancy, and cost revised to £60,000 from £46,000 following further information regarding the extent of works. Scheme complete, and Building Warrant has been applied for. Funded by slippage elsewhere within the programme. | 2,402.96 | 45,400 |

DETAILED PROGRAMME

| General Fund Revenue Maintenance | | Expenditure at 31 December 2019 | Annual Budget 2019/2020 |
|--|---|--|--|
| | | £ | £ |
| Asset Name | Description | | |
| The Orkney Library and Archive | Project planned for last year and carried over. Delayed due to issues in clarifying tender submissions. On reviewing the scale and complexity of the works on submission of the tender package, estimated cost was revised to £94,000. Tender accepted at £109,000, which includes £30,550 of contingencies. Works complete, commissioning to be concluded. Funded by slippage elsewhere within the programme. | 65,384.33 | 7,600 |
| Various properties | Lightning systems. Surveys undertaken. Reports have been submitted by BEST, reviewing before deciding on what course of action to be taken. Consider St Magnus Cathedral supplementary works to minimise disruption from future strikes. | 3,484.00 | 30,300 |
| Various properties | High level surveys on an annual basis. | 10,139.96 | 15,100 |
| Various properties | Remedial works following high level surveys. | 0.00 | 37,900 |
| Water systems - generally | Water systems upgrades, but found to be fewer issues than anticipated. Future years work to be identified following annual review of systems and a lower budget figure is expected. Awaiting contractor feedback before committing to remedial works. | 12,566.00 | 22,700 |
| | | | |
| <u>Works added in during year (Over £1000 only)</u> | | | |
| | | | |
| Keelylang Day Centre | Refurbishment works for new tenants. Project instigated by Education Service to allow the staff located in cramped Papdale School offices to occupy suitable offices that enable them to run parent groups and run daytime / evening training courses for childminders, staff, managers and practitioners. Newly created spaces will permit the team to deliver family work for groups of families and also individualised work with families such as family therapy. | 27,253.52 | 0 |
| | | | |
| | | | |
| <u>Quarry projects</u> | | | |

DETAILED PROGRAMME

| General Fund Revenue Maintenance | | Expenditure at 31 December 2019 | Annual Budget 2019/2020 |
|--|--|---------------------------------------|-------------------------------|
| | | £ | £ |
| Asset Name | Description | | |
| Pierowall Depot and Former Quarry | Amber site - May be funded from alternative accounts, following Development and Infrastructure February 2018 report. Survey undertaken and solution developed. | 1,959.54 | 22,700 |
| Statutory Testing | | | |
| | The following budget figures cover only the planned tests and servicing, with all reactive works funded from the reactive budget. | | |
| Asbestos register / surveys | Substantially complete, and full review of entire property stock completed to identify any outstanding surveys. | 9,332.30 | 3,800 |
| Duct hygiene | | 27,883.00 | 9,500 |
| Electrical Testing (PIR) | | 13,286.90 | 16,700 |
| Emergency lighting testing | | 0.00 | 6,800 |
| Fixed appliance testing | | 2,875.70 | 2,300 |
| Gas Appliances testing / servicing | | 4,828.29 | 5,300 |
| Glazing | Inspections undertaken by in house team. Project added after programme agreed. | 0.00 | 0 |
| Hoist and Stairlift testing / servicing | | 6,082.14 | 10,600 |
| Local exhaust ventilation systems | Initial inspections and small scale repairs undertaken, second visit planned to address issues identified, and attend those sites that were not attended to in November. | 3,530.91 | 2,300 |
| Passenger / Goods lifts testing and servicing | £17,000 spent on testing and servicing, plus additional expenditure on unanticipated lift issues. | 30,892.25 | 10,600 |
| Portable appliance testing | | 4,805.85 | 11,400 |
| Water services management and thermostatic mixer valve testing / servicing | | 0.00 | 25,700 |
| Working at Height - Roof anchor and wire ropes System and single point anchorage testing / servicing | | 0.00 | 500 |
| Non Statutory (best practice) | | | |
| Arjo baths | Annual inspection and service | 720.58 | 4,500 |
| Automatic door servicing | 6 monthly test / inspection. | 8,607.27 | 6,400 |

DETAILED PROGRAMME

| General Fund Revenue Maintenance | | Expenditure at 31 December 2019 | Annual Budget 2019/2020 |
|--|--|---------------------------------------|-------------------------------|
| | | £ | £ |
| Asset Name | Description | | |
| Equipment monitoring (lifts, fire alarms, intruder alarms etc.) - Eldercare | Monitoring of auto dialler's, digital communicators, and passing emergency information on to relevant parties. | 35.16 | 500 |
| Evac chairs | Annual test and inspection | 1,140.58 | 600 |
| Fire alarm testing | 6 monthly test / inspection. | - | 22,700 |
| Fire Fighting Equipment Servicing / testing | 6 monthly test / inspection. | 20,246.30 | 33,300 |
| Fixed Gym Equipment Testing (fixed equipment only, loose equipment paid for by building users) | Annual test and inspection | 2,130.00 | 2,300 |
| Fuel oil storage | Annual inspection | 0.00 | 0 |
| Generator Servicing | Annual service and test | 0.00 | 3,400 |
| Grease filter cleaning | Monthly clean following consultation with Insurers. | 30,611.69 | 25,600 |
| Heat pump servicing | Annual service. | 3,165.00 | 11,400 |
| Heating Controls Servicing | Annual service | 0.00 | 0 |
| Lightning systems testing | Annual test and inspection. | 2,313.50 | 2,900 |
| Oil Boiler Servicing | Annual service | 0.00 | 22,700 |
| Swimming pool and library heat recovery / air con servicing | Annual service | 1,792.23 | 3,000 |
| Swimming pool, sauna, steam and spa bath servicing of equipment. | Annual service | 4,887.19 | 7,600 |
| Radon | Complete, monitoring to continue. | 0.00 | 800 |
| Sewerage treatment plant, petrol interceptors and grease | Annual clean out | 4,917.82 | 9,500 |
| Sprinkler / fire suppression systems | Annual test and inspection | 3,190.00 | 3,800 |
| Vermin control | Frequency and level of service dictated by site conditions, usage, issues etc. | 818.43 | 0 |
| Wind turbine servicing | 12 month service, repairs funded from reactive budget below. | 2,150.00 | 0 |
| Window cleaning | Frequency and level of service dictated by site conditions, usage, issues etc. Only CCTV cameras cleaned under this account. | 180.00 | 200 |
| MVHR servicing and inspection | Included within Heat pump contract | 0.00 | 7,600 |
| | | | |

DETAILED PROGRAMME

| General Fund Revenue Maintenance | | Expenditure at 31 December 2019 | Annual Budget 2019/2020 |
|--|--|---------------------------------------|-------------------------------|
| | | £ | £ |
| Asset Name | Description | | |
| Cyclical works | | | |
| External decoration Inc. steelwork painting | 5 year re-decoration plan, extend where possible following inspection on year 4. Extent of re-decoration far less than anticipated. Works complete for the year, and accounts to be concluded. | 4,752.35 | 15,100 |
| Timber floor treatments | Stronsay School. Project moved forwards 12 months following inspection of floor. | 0.00 | 7,600 |
| Timber floor treatments | North Walls school - main hall and community room - works complete and paid. | 4,701.50 | 4,500 |
| Timber floor treatments | Hoy Centre hall floor - works complete and paid. | 2,053.25 | 1,900 |
| Timber floor treatments | Papdale school - works complete and paid. | 7,951.00 | 5,300 |
| Timber floor treatments | Pickaquoy Centre - Quayside | 0.00 | 3,800 |
| Timber floor treatments | Flotta gym hall - complete. | 3,464.25 | 3,000 |
| | | | |
| Retentions | | | |
| Stronsay Junior High School and swimming pool | Installation of containerised boiler plant and modifications to the heating system to accommodate the new plant. Retention release from previous year. | 1,397.30 | 0 |
| Council Offices | Domestic hot water rationalisation works, carried over from previous year, delay in agreeing final account. | 9,311.64 | 0 |
| | | | |
| Reactive works | | | |
| Reactive works | Ad-hoc repairs to replace broken, failed components. Budget 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. Actual spend figures are low, as a fuller list of larger reactive repairs is now provided below in this report. Expenditure lower than anticipated, and projections adjusted accordingly. | 173,309.64 | 530,200 |
| Glaitness School | Heat pumps. Works undertaken following breakdown. | 31,887.80 | 0 |
| Kirkwall and St Ola Town Hall and Community Centre | Works undertaken following breakdown to lift. | 17,594.00 | 0 |
| Yetholm 001 | Void Works | 16,508.47 | 0 |

DETAILED PROGRAMME

| General Fund Revenue Maintenance | | Expenditure at 31 December 2019 | Annual Budget 2019/2020 |
|---|--|---------------------------------------|-------------------------------|
| | | £ | £ |
| Asset Name | Description | | |
| Council Offices | Repair the zoning of the fire panel after inspection. | 11,750.47 | 0 |
| OIC Depot - Workshop and Offices (H88) | Re-locate fire hydrant. | 10,858.58 | 0 |
| Slater Street 008 | Kitchen replacement. | 8,470.37 | 0 |
| St Magnus Cathedral and Cemetery | St. Magnus Cathedral, maintenance to gutters and roof repairs. | 7,531.00 | 0 |
| Stromness Swimming Pool | Fitness room upgraded for new equipment. | 5,321.94 | 0 |
| Smiddybrae House | Kitchen unit replacement. | 5,124.07 | 0 |
| Kalisgarth | Heating repair. | 3,595.42 | 0 |
| Warehouse Buildings | Repairs to skylight | 3,473.96 | 0 |
| Dounby Primary School | Replace carpet with vinyl flooring. | 3,206.46 | 0 |
| Council Offices | Electrical repair. | 2,910.60 | 0 |
| St Magnus Cathedral and Cemetery | Inspection of West Front of St. Magnus Cathedral. | 2,581.58 | 0 |
| Sanday Junior High School and Swimming Pool | Replacement of doors | 2,534.00 | 0 |
| Unit 1, Great Western Road | The Museum store - replacement of lights/fittings following assessment by building inspector. | 2,490.00 | 0 |
| Kirkwall Grammar School | Replacement of equipment. | 2,475.50 | 0 |
| North Walls School and Swimming Pool | Replace doors. | 2,458.20 | 0 |
| Stromness Town Hall | Repairs to heating pipe. | 2,274.48 | 0 |
| Stromness Academy | Fit rain screen to area of wall at staff room that has continual leaking problem. | 2,073.11 | 0 |
| Stronsay Junior High School and Swimming Pool | Form a path at the rear of the school as agreed on site. | 2,067.90 | 0 |
| St Peter's House | Repair waste disposal unit. | 2,042.12 | 0 |
| Depot, Westray | New post and wire fencing required along the roadside edge of the site, adjust and fit existing galvanized gate on left hand entrance. | 1,959.54 | 0 |
| Westray Junior High School and Swimming Pool | Kitchen fittings repair. | 1,941.26 | 0 |
| Pierowall Public Toilet | Carryout various repairs to toilets. | 1,936.22 | 0 |
| Evie Primary School | Replace the parts after the inspection on the Bio Disc system for the drainage system | 1,926.98 | 0 |

DETAILED PROGRAMME

| General Fund Revenue Maintenance | | Expenditure at 31 December 2019 | Annual Budget 2019/2020 |
|--|--|--|--|
| | | £ | £ |
| Asset Name | Description | | |
| Site of Police Command Centre | Carryout following repairs on Kirkwall CCTV system. | 1,890.50 | 0 |
| Site of Police Command Centre | Electrical repair on CCTV. | 1,889.30 | 0 |
| Chinglebraes Waste Transfer Station | Alter the cabling in preparation for the installation and replacement of existing plant onsite. | 1,845.18 | 0 |
| Selbro Joint Equipment Store and Resource Centre (H84) | Doors and frame repair. | 1,742.92 | 0 |
| Burnside Garage 002 | New garage door. | 1,690.90 | 0 |
| Burnside Garage 001 | New garage door. | 1,690.90 | 0 |
| Pickaquoy Centre and Playing Fields | Repairs to pressurisation unit. | 1,659.83 | 0 |
| Ness Battery | Repair to fire alarms. | 1,605.07 | 0 |
| Summerdale Drive 006 | Void property repairs. | 1,589.46 | 0 |
| Point of Ness Camping and Caravan Site | Carry out fencing works. | 1,562.40 | 0 |
| Council Offices | Replace the faulty pump. | 1,550.37 | 0 |
| Stromness Academy | Repair to boiler. | 1,493.97 | 0 |
| Stromness Swimming Pool | Repairs to the Dolphin Pool Vac. | 1,472.44 | 0 |
| Tankerness House | Repair to CCTV camera. | 1,362.97 | 0 |
| Stronsay Junior High School and Swimming Pool | Erect the fence around the nursery play area. | 1,344.50 | 0 |
| Hoy Centre | Replacement of pump | 1,319.68 | 0 |
| Stromness Academy | Repair faulty outside lights. | 1,285.66 | 0 |
| Otterswick 001 | Void Inspection and works. | 1,261.62 | 0 |
| St Andrew's Primary School | Repairs in kitchen. | 1,256.34 | 0 |
| Stromness Academy | Fit a maglock linked to the fire alarm to the emergency exit door. | 1,247.26 | 0 |
| Tankerness House | Upgrade the lighting in the small exhibition room. | 1,241.49 | 0 |
| Fourth Barrier Public Toilet | Site made secure, facility closed and signage provided to identify alternative local facilities. Investigating options for providing temporary facilities on the site. Drawing works underway, and statutory applications are in the process of being made. Loss adjuster visited August 2019, awaiting permission to proceed by insurers. Excess of £50,000 will also need to be claimed. | 1,240.00 | 0 |

DETAILED PROGRAMME

| General Fund Revenue Maintenance | | Expenditure at 31 December 2019 | Annual Budget 2019/2020 |
|--|--|---------------------------------------|-------------------------------|
| | | £ | £ |
| Asset Name | Description | | |
| Sunnybrae Centre | Water, pipes and tap repair. | 1,238.26 | 0 |
| North Walls School and Swimming Pool | Numerous repairs throughout the school after a power failure. | 1,221.87 | 0 |
| St Colm's Day Centre | Fit a time clock onto the heating controls to work the storage heating, replace any faulty thermostats found faulty. | 1,216.79 | 0 |
| Hoy Centre | Carry out pre-opening repairs. | 1,206.41 | 0 |
| Warehouse Buildings | Repair emergency lighting failures. | 1,161.66 | 0 |
| Council Offices | Repair dripping hot water pipe ladies toilet. | 1,130.25 | 0 |
| Kirkwall and St Ola Town Hall and Community Centre | Survey Town Hall lift and advise best course of action to repair. | 1,126.25 | 0 |
| Glaitness School | Erect a wooden fence. | 1,116.94 | 0 |
| Pickaquoy Centre and Playing Fields | Emergency Light Failures. | 1,110.14 | 0 |
| Selbro Joint Equipment Store and Resource Centre (H84) | Repair gutter. | 1,097.27 | 0 |
| Glaitness School | Repair heat pump. | 1,086.99 | 0 |
| Pickaquoy Centre and Playing Fields | Investigate and repair pump. | 1,060.30 | 0 |
| Kalisgarth | Emergency light failure. | 1,055.90 | 0 |
| Ingale 001 | Void Inspection and works. | 1,034.15 | 0 |
| Burray Primary School | Replace 2 obsolete car park lights. | 1,028.22 | 0 |
| Summerdale Drive 002 | Void property works. | 1,025.68 | 0 |
| Eday Primary School | Repair burst water pipe in the school grounds. | 1,007.93 | 0 |
| Glaitness School | Inspect and repair the circulating pump from the heat pump. | 1,007.40 | 0 |
| | | | |
| Contingency | | | |
| Contingency | To be utilised across the programme as required. | 0.00 | 8,500 |
| | | | |
| Apportioned Costs | | | |
| Apportioned Costs | To be charged at year-end | 0.00 | 402,800 |
| | | | |
| | | 741,751.26 | 1,659,800 |

DETAILED PROGRAMME

| Strategic Reserve Fund Revenue Maintenance | | Expenditure at 31 December 2019 | Annual Budget 2019/2020 |
|--|---|---------------------------------------|-------------------------------|
| | | £ | £ |
| Asset Name | Description | | |
| Weyland Farm | Demolition. Carry over from previous year. No contractor expenditure last year, with entire project carried into the current year. Works complete May 2019, final account agreed and payment made. | 18,087.00 | 8,700 |
| H30 and H31 | Initially thought that the properties would be demolished once properties vacated, initially planned for 2019 to 2020, but following tenant feedback, lease will be extended by 12 months. Project delayed until advised otherwise. | 0.00 | 43,500 |
| Works added in during year | | | |
| Land at Garson | Fence repairs. Client request to permit land to be leased out. Works complete. | 2,681.25 | 0 |
| Weyland Farm | Fence repair. Client request to permit land to be leased out. | 787.48 | 0 |
| Water Test Centre | Roller door replacement following years of reviewing and postponing. Works now complete. | 10,849.23 | 0 |
| Retention release | | | |
| H29 (NISF) | Demolition and site clearance in preparation for new use. Fully paid. Actual cost £20,000 less than originally estimated. | (22,860.33) | 0 |
| Statutory Testing | | | |
| Asbestos register / surveys | Substantially complete, and full review of entire property stock completed to identify any outstanding surveys. | 2,416.10 | 900 |
| Electrical Testing (PIR) | Annual inspection and test - thorough cleaning routine determined from testing / inspection. | 1,901.60 | 6,900 |
| Emergency lighting testing | Frequency varies according to property type, varies from 1-10 years. | 0.00 | 1,300 |
| Fixed appliance testing | Annual inspection and test. | 103.85 | 300 |
| Gas appliance testing / servicing | Annual servicing to include check on ventilation, adequate flues, heat input combustion conformance, appliance is stable and safety devices working. | 275.00 | 0 |

DETAILED PROGRAMME

| Strategic Reserve Fund Revenue Maintenance | | Expenditure at 31 December 2019 | Annual Budget 2019/2020 |
|--|--|---------------------------------------|-------------------------------|
| | | £ | £ |
| Asset Name | Description | | |
| Hoist and Stairlift testing / servicing | 6 monthly test / inspection, shared costs with NHS who have trained their own staff to provide the service. Thorough examination, full maintenance and inspection. | 0.00 | 100 |
| Passenger / Goods lifts testing and servicing | Annual inspection and feedback. | 246.25 | 900 |
| Portable appliance testing | Undertaken every 2 years. | 47.00 | 900 |
| Water Services management and thermostatic Mixer Valve testing / servicing | Water services - Undertaking and updating Risk Assessments, provision of training to building users, undertaking audits of water systems and reporting issues for actioning. TMV - Testing and servicing works. Both services are undertaken annually. | 0.00 | 2,500 |
| Duct hygiene (Air conditioning , plenum heating)☐ | Annual inspection and test - thorough cleaning routine determined from testing / inspection. | 1,246.00 | 700 |
| | | | |
| <u>Non Statutory Testing</u> | | | |
| Automatic door servicing | 6 monthly test / inspection. | 346.02 | 0 |
| Evac chairs | Annual test and inspection. | 0.00 | 0 |
| Fire alarm testing | 6 monthly test / inspection. | 0.00 | 2,600 |
| Fire Fighting Equipment Servicing / testing | 6 monthly test / inspection. | 956.30 | 2,200 |
| Lightning systems testing | Annual test and inspection. | 330.50 | 700 |
| Oil Boiler Servicing | Annual service. | 511.20 | 0 |
| Vermin Control | Frequency and level of service dictated by site conditions, usage, | 1,076.03 | 2,000 |
| | | | |
| <u>Cyclical Works</u> | | | |
| External Decorations | 5 year re-decoration plan. Programme has come to an end, no works identified. | 0.00 | 900 |
| | | | |
| <u>Reactive Works</u> | Ad-hoc repairs to replace broken, failed components. Budget 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. | 10,429.34 | 52,200 |
| | | | |

DETAILED PROGRAMME

| Strategic Reserve Fund Revenue Maintenance | | Expenditure at 31 December 2019 | Annual Budget 2019/2020 |
|--|--|---------------------------------------|-------------------------------|
| | | £ | £ |
| Asset Name | Description | | |
| Contingency | To be utilised across the programme as required. | 0.00 | 62,400 |
| | | | |
| Apportioned Costs | | | |
| Apportioned Costs | To be charged at year-end | 0.00 | 28,400 |
| | | | |
| | | 29,429.82 | 218,100 |