

**Report to:** Executive Board - Friday 27 September 2002

**PROPERTY MAINTENANCE PROGRAMME - AMENDMENTS**

<b>Report of:</b>	<i>Property Investment Business Manager</i>	<b>WARDS AFFECTED</b>
		<b>ALL</b>
<b>Report Author:</b>	<i>John Bellenger</i>	
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<b>Lead Member Responsible:</b>	<i>Councillor Price</i>	
<b>Overview and Scrutiny Committee Responsibility:</b>	<i>Finance and Performance Management</i>	
<b>Key Decision:</b>	<i>No</i>	

**SUMMARY AND RECOMMENDATIONS**

This report explains proposals for amendments to the property maintenance programme to enable savings to be made as part of this years spending review. Additionally, it explains the funding situation with regards to Allotments and Port Meadow and makes proposals for this funding.

The Executive Board is recommended to:

- a) Note the report.
- b) Approve the proposed amendments to the programme to:
  - i) 'Swap' revenue and capital funded projects and defer two revenue projects to make an ongoing saving of £25,000.
  - ii) Use the £14,000 contingency sum to finance works at Allotments and Port Meadow.

1. As part of the current spending review being carried out by the City Council, it was requested that savings be made in the property maintenance programme. Members will recall that this years programme is funded partly from the revenue budget (£600,869) and partly from the capital budget (£500,000). Savings are required in revenue expenditure.
2. With the exception of one project for replacement filters at Blackbird Leys Swimming Pool, which has a budget allocation of £75,000, within the revenue funding all other expenditure is allocated to day-to-day reactive and services maintenance. It is suggested that an ongoing saving of £25,000 be made on the revenue funding but it is not recommended that this be found from the day-to-day maintenance expenditure. It is therefore proposed that a number of projects from the capital funded part of the programme be “swapped” with the revenue funded Blackbird Leys Pool project and two of these now revenue funded projects be deferred this year and the budgets offered up as ongoing savings.
3. The projects proposed to be transferred are as follows:

• From revenue to capital;	
- Blackbird Leys Swimming Pool Filters	£75,000
• From capital to revenue (excluding fees);	
- Christ Church Meadow Footbridge Repairs	£2,000
- Brasenose Farmhouse Repairs	£10,000
- Covered Market Lighting	£25,000
- Town Hall Kitchen Upgrade	£3,000
- Town Hall Main Hall Window Repairs	£10,000
- Town Hall Stage Lighting*	£10,000
- Town Hall 3rd Floor Roof Repairs*	<u>£15,000</u>
	<u>£75,000</u>

There will be no effect on the overall capital and revenue programme as a result of these transfer. In order to make the proposed £25,000 saving the two schemes marked \* are proposed to be deferred and the budgets offered as savings. These schemes have been chosen for the following reasons.

a) **Town Hall Stage Lighting**

Members will be aware of the current Best Value review of the Town Hall which is proposing an option for major improvements to the Main Hall. It is therefore considered appropriate to defer these lighting works until the outcome of the Best Value Review is known.

b) **Town Hall 3rd Floor Roof Repairs**

Following some minor leaks approximately two years ago a number of repairs were carried out to this roof. Since then no leaks have occurred and it is therefore possible to defer these works.

The fee element associated with these capital schemes will be used to fund the fees for the projects transferred from the revenue programme.

4. With regard to the budgets for Allotments and Port Meadow it has now been identified that when the responsibility for these areas was transferred to the Parks and Green Spaces Business Unit this financial year, the budgets were left in the Property Maintenance programme overall total budget and have consequently been absorbed within the programme. It is therefore necessary to identify funding for these areas of work from within the Property Maintenance programme to regularise the situation.
5. Budgets required to be found are as follows:

Allotments	£6,500
Port Meadow	£4,000
Port Meadow Moorings	<u>£3,500</u>
	£14,000

The revenue funded part of the maintenance programme contains a contingency sum of £14,351 and it is proposed that this budget be used to fund the Allotment and Port Meadow works. These budgets will be permanently reinstated next year.

**THIS REPORT HAS BEEN SEEN AND APPROVED BY:-**  
**The Property investment Manager**  
**Property Portfolio Holder (Councillor Price)**  
**The Management Accountant**

Background papers: Property Maintenance programme 2002/03.