

**OXFORD CITY COUNCIL**

**Cowley Area Committee ~ 2<sup>nd</sup> March 2005**

**North Area Committee ~ 3<sup>rd</sup> March 2005**

**Central, South and West Area Committee ~ 8<sup>th</sup> March 2005**

**South East Area Committee ~ 14<sup>th</sup> March 2005**

**North East Area Committee ~ 15<sup>th</sup> March 2005**

**East Area Parliament ~ 16<sup>th</sup> March 2005**

**EXECUTIVE BOARD ~ 4<sup>th</sup> April 2005**

**Report of: John Hill, Built Environment Business Manager**

**Title: Property, Community Centre, Leisure and Parks  
Programme of Building Works 2005 / 2006**

**Ward: All**

**Report author: John Bellenger**

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**Key Decision: Yes**

**Lead Member: Councillor Baker ~ Procurement Portfolio**

**Scrutiny responsibility: Finance**

**RECOMMENDATIONS**

**That the Area Committees:**

- A. Note the report and pass any comments to the Executive Board for consideration.

**That the Executive Board agrees to:**

1. Grant Major Project Approval for the Revenue part of the programme and authorise officers to carry out the various projects detailed in Appendix A for completion during 2005/06,
2. Grant Major Project Approval for the Capital part of the programme and authorise officers to carry out the various projects detailed in Appendix A for completion during 2005/06,
3. Grant minor project approval for those projects detailed in Appendix A which constitute Minor Projects

4. Grant authority to officers to spend the capital budgets detailed in Appendix A,
5. Approve the transfer of the £40,000 revenue budgets for the Covered Market to City Works,
6. Note the comments regarding the increasing backlog of work and extra demands this places on the reactive maintenance budgets.

## **1. Summary**

- 1.1 This report presents the proposed programme of building works for 2005/06 for the Property, Community Centres, Leisure and Parks properties and seeks Major Project approval for the revenue and capital parts of the programme.
- 1.2 There are no internal staffing implications. It may be necessary to use external Consultants for some of the individual capital projects contained within the programme, the fees for which are contained within the budgets shown.
- 1.3 The financial appraisal is attached as Appendix B.

## **2. Vision**

- 2.1 The work outlined in this report aims to maintain and improve the Council's properties in order that they can function as well as possible within the finances available. There is no other way of achieving these objectives. This work contributes to the Council's Vision by:-
  - a) improving the environment where we live and work, and
  - b) providing more and improved leisure facilities.

## **3. Background and Context**

- 3.1 Each year the Executive Board is asked to approve the programme of building works for the Council's non-housing property.
- 3.2 The proposed programme of works for 2005/06 is attached as Appendix A. The total budget for the maintenance programme in 2005/2006 is £771,988 and this report seeks to allocate the anticipated budget to specific schemes. This budget is split with £521,988 being funded through the Revenue Programme and £250,000 funded through the Capital Programme.
- 3.3 As Members will be aware, there have been insufficient funds to cover all of the work required for a number of years now. The result of this is the

cumulative growth in outstanding work, which is now in excess of £7million on latest estimates. A property condition survey is currently in progress as part of the Asset Management review which is likely to increase this figure.

- 3.4 As in previous years the work programme is broadly split such that the revenue budget is proposed to cover reactive and services contract maintenance with the capital programme being used to carry out a number of specific projects. The level of available finance is such that the revenue funding is used almost exclusively to keep buildings weatherproof and operational by addressing health and safety issues and lease obligations. Similarly, the capital finance has been allocated to the most urgent projects within the available finance.
- 3.5 Members should be aware that the build-up in outstanding work has an affect on the demand for reactive maintenance and it may be difficult to contain these works within the allocated budget.
- 3.6 Within the programme, a lower priority has been given to works in St Aldates Chambers in view of the developing office accommodation issues with this building.
- 3.7 Although there a number of items of major work required at Community Centres, the capital programme contains a separate budget which could be used to finance these (subject to further reports and approvals). Additionally, these works may need to be considered in the light of the impending overall Community Centre review.

#### **4. Consultation**

- 4.1 The report has been included in the Forward Plan, but to date no comments have been received. In compiling the report, all relevant Business Units were asked to submit bids for inclusion in the work programme and a number of responses were received.

#### **5. Alternative Options**

- 5.1 In compiling the proposed programme, there are little, if any, options for the revenue spending elements. These budgets are based on historic levels of spending for the various properties over recent years that have been necessary to maintain the buildings in a basic, weatherproof and safe operational condition, or to meet lease obligations. None of the proposed works address Disability Discrimination Act requirements, budgets for which exist elsewhere in the capital programme
- 5.2 The capital spending part of the programme has to be spent (under accountancy rules) on works which will add value or significantly prolong

the life of the property. From the numerous possible projects, those included in the proposed programme are suggested as being the most urgent or beneficial within the available finance.

- 5.3. As indicated above, the total assessed needs for all buildings add up to a significant number of items of work for which no budget exists. The list of these items is shown in the full copy of the spreadsheet which is available in the Member's Room. The significance of these items will be clear from their description and their omission will eventually have serious implications for the buildings concerned and the services provided. Of particular note is the now considerable backlog in external decoration of properties, which, if continued, will inevitably lead to far greater expense due to the need to carry out associated timber and other repairs where paint protection has been lost. A range of the most urgent of these works is shown below:-

**Works for which no budget exists:-**

Building	Item of Work	Value
Residential and Commercial Properties	External Decoration	£80,000 pa (on a 5 year rolling programme)
Bury Knowle House	External Repair & Decoration	£20,000
Northgate Hall	External Repair and Decoration	£20,000
Covered Market	Replace Asbestos Cement Sheets	£50,000
Town Hall	Parapet Repairs	£8,000
Town Hall	Emergency Light Repairs	£20,000
Town Hall	External Repairs and Decorations	£50,000
Town Hall	Repair / Replace Rainwater Goods	£20,000
Town Hall	Hot Water and Heating Repairs & Upgrading	£60,000
Town Hall	Roof Repairs	£30,000
Blackbird Leys Community Centre	Replacement Heating System	£100,000
Blackbird Leys Community Centre	Rewiring	£25,000
Cowley Community Centre	Replacement Heating System	£75,000
Cowley Community Centre	Replace Roof Coverings	£25,000

East Oxford Community Centre	Replacement Heating System	£40,000
Donnington Community Centre	Replace Roof Coverings	£25,000
Regal Community Centre	Replacement Heating System	£10,000
Risinghurst Community Centre	Replace Roof Coverings	£20,000
Risinghurst Community Centre	Rewiring	£12,000
South Oxford Community Centre	Rewiring	£75,000
Community Centres	External Decoration & Repair	£205,000 (total for all buildings)
Parks Pavilions	Refurbishments	£250,000 (estimated value based on old surveys)
Parks Pavilions	External Decoration & Repair	£127,500 (total for all buildings)
St. Giles Churchyard	Stone Wall Repairs	£25,000
St. James Churchyard	Wall Repairs	£10,000
Cemetery Buildings	External Decoration & Repairs	£85,000 (total for all buildings)
Brasenose Farm Depot	Repairs to Barn	£15,000

The majority of these projects are likely to be classed as Revenue funded expenditure, as they do not fall within the definition for Capital funding.

- 5.4 Should Members require the inclusion into the programme of alternative items or those from the above list of un-funded items, then correspondingly funded items will have to be deleted.
- 5.5 Following Officer discussions on the future management of the Covered Market, it is proposed that all day-to-day management of this building will now be arranged through City Works, who have staffing responsibilities for the Market Ports. A consequence of this is that the £40,000 revenue budget for reactive and services maintenance at the Covered Market be transferred to City Works, and these are therefore excluded from this year's programme. The Strategic Management Board have approved this change.

## **6. Financial Implications**

- 6.1 A financial profile for the capital part of the programme is attached as Appendix B
- 6.2 All revenue budgets are already included in the overall Council Budget.

## **7. Legal Implications**

- 7.1 There are no specific legal implications

## **8. Staffing Implications**

- 8.1 There are no staffing implications other than the possible use of external Consultants for some of the individual capital projects contained within the programme, the fees for which are contained within the budgets shown.
- 8.2 Oxford Building Solutions will carry out the vast majority of the works in the proposed programme, as in previous years.

## **9. Other possible means of achieving the objectives.**

- 9.1 As explained above, the works outlined in the programme are all considered essential to keep buildings operational in terms of maintaining them in a weatherproof condition, addressing health and safety issues or meeting lease obligations.
- 9.2 Looking to the future, it is proposed that, during the 2005/06 financial year, officers investigate other means of financing the backlog of outstanding repairs and thereby reduce the pressure of on-going maintenance to all properties. Options to be considered are:-
  - Working in partnership with commercial organisations to finance and carry out the outstanding repairs,
  - Working in partnership with tenants to carry out the outstanding repairs,
  - Re-evaluating the property portfolio to identify any funds that might be released which could be used to finance the maintenance works,
  - Other options which may be identified during the process.

Hopefully, these investigations can be carried out during the 2005/06 financial year so that any possible new arrangements can be implemented from 2006/07 onwards.

## **10. Timetable**

10.1 The works will be implemented throughout the 2005/2006 financial year.

## **11. List of Appendices**

Appendix A:- Proposed programme of revenue and capital works

Appendix B:- Financial Appraisal

THIS REPORT HAS BEEN SEEN AND APPROVED BY:

Portfolio Holders: Councillor Baker ~ Procurement Portfolio  
Councillor Hollingsworth ~ Financial Stability and Asset  
Management

Legal and Democratic Services: Julie Thomlinson

Financial Management: Mike Baish, Paul Sheppard and Anna Winship

Background papers: None