

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

Reference Number:	2259
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Department:	Development
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Subject:	Essential planned maintenance to City Council properties
Total Value:	£681,600 (Type: Revenue)
Decision Being Taken:	Approve the funding of essential planned maintenance schemes to Nottingham City Council properties as detailed in exempt Appendix A and to authorise the placing of orders for the works arising out of those schemes through direct in-house DLO / NCH and NCC approved procurement routes. (An assessment for the most appropriate delivery route, based on capacity, specialism and VFM is regularly reviewed at 'Make or Buy/Commercialism' working party meetings. Attendees include; Property Services/NCH/Neighbourhood Services /Organisational Transformation)

**Reasons for the Decision(s)**

**Planned maintenance is essential to ensure that Nottingham City Council's assets are fit for the purpose required of them to deliver services and do not deteriorate and become unmanageable or cause health & safety risks.**

**From analysis of Council property data, including condition surveys, a programme of annual planned maintenance schemes has been prepared and prioritised. The programme is based on the requirement to bring properties from their present condition to ensure that they are 'fit for purpose', to meet statutory and contractual obligations and to maintain them at the required standard for service delivery.**

**This programme has been discussed and agreed with service user Directors at the CLT SAM sub group to ensure corporate buy in to the prioritisation of these schemes.**

**It is recommended that the funding is approved for the programme of planned maintenance to the properties shown in exempt appendix A to support departments in service delivery and meeting statutory requirements. The total cost of this programme is £681,600.00, which is within the Planned Maintenance budget allocation of £4.344m for 2015/16**

**The programme of works will be procured through the already approved procurement routes and in accordance with OJEU compliance. These works will be scheduled for completion by 31st March 2016. Value for Money will be achieved by utilising a mix of the following procurement methods for planned maintenance spend where appropriate. Use of in-house resources (Neighbourhood Services / NCH DLO) where appropriate, and use of open book frameworks such as the EMPA II, and the current Repairs & Maintenance Framework via Woodhead One.**

**Value for money will additionally be achieved through the delivery of a properly planned programme of works. This will ensure that properties are maintained to a standard fit for the appropriate operational use / service being delivered from the site and that services continue to be provided uninterrupted from building failures. Value will be achieved by helping to ensure that the Council moves towards a model of recognised good practice to allocate planned and reactive maintenance activities on an ideal ratio of 70:30. Hence effective planned maintenance reduces the level of responsive maintenance (which by its nature offers reduced value benefits) and allows funds to be used more effectively on tackling backlog maintenance.**

**Other Options Considered:**

**Do Nothing - this option was rejected as failure to maintain City Council Properties will cause a risk of building closure and service disruption or failure to raise revenue.**

**Undertake reactive repairs only when system breakdowns or significant property malfunctions occur. - this option was rejected because reactive repairs will incur increased costs over planned maintenance and may risk unplanned building closure, service disruption and loss of revenue.**

**Background Papers:**

**None**

**Published Works:**

**None**

<b>Affected Wards:</b>	Citywide
<b>Colleague / Councillor Interests:</b>	None
<b>Exempt Information:</b>	
<b>Description of what is exempt:</b>	<p>Appendix A is exempt from publication under paragraph 3 of Schedule 12A to the Local Government Act 1972 because it contains information relating to the financial or business affairs of the City Council and, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information. It is not in the public interest to disclose this information because it contains details of proposed expenditure on individual schemes which would prejudice the Council's position when seeking quotations for the works.</p> <p>An appendix (or appendices) to this decision is exempt from publication under the following paragraph(s) of Schedule 12A of the Local Government Act 1972</p>
<b>3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).</b>	The public interest in maintaining the exemption outweighs the public interest in disclosing the information because, having regard to all the circumstances, it contains details of proposed expenditure on individual schemes which would prejudice the Council's position when seeking quotations for the works.
<b>Documents exempt from publication:</b>	DDM-PlannedMaintenance-Aug12015-V2.pdf
<b>Consultations:</b>	Those not consulted are not directly affected by the decision.
<b>Crime and Disorder Implications:</b>	None
<b>Equality:</b>	EIA not required. Reasons: Ref - Suggested Checklist - Guidance for officers carrying out equality impact assessment (EIA) - 2.11.11. item D:It would be disproportionate to carry out EIA - the decision or report is not relevant to equality in that there is no way it could have any different effect on people in relation to their race, gender or transgender, disability, religion or belief, sexual orientation, age, maternity or pregnancy, marriage or civil partnership
<b>Decision Type:</b>	Portfolio Holder

<b>Subject to Call In:</b>	<b>Yes</b>
<b>Call In Expiry date:</b>	<b>02/12/2015</b>
<b>Advice Sought:</b>	<b>Legal, Finance, Procurement, Other: Kevin Shutter(kevin.shutter@nottinghamcity.gov.uk)</b>
<b>Legal Advice:</b>	<p><b>The proposal to seek approval to the funding set out in the report, of itself, raises no significant legal issues and is supported. Where external procurement for services and works is necessary to compliment the inhouse provision this will need to be undertaken in accordance with the Council's Financial Regulations and Contract Procedure Rules.</b></p> <p><b>Advice provided by Malcolm Townroe (Legal Services Manager) on 17/08/2015.</b></p>
<b>Finance Advice:</b>	<p><b>The cost of this work is estimated at £681,600. This can be met from the Planned Maintenance budget of £4.344m in 2015/16. The remaining uncommitted balance of this budget would be £0.551m.</b></p> <p><b>Advice provided by Georgina Lewis (Finance Analyst) on 06/08/2015.</b></p>
<b>Procurement Advice:</b>	<p><b>There are no significant procurement concerns with the proposals set out in the report. Procurement will work alongside the client to procure any services that fall outside of the remit of the in-house provision.</b></p> <p><b>Advice provided by Sue Oliver (Category Manager - Procurement) on 07/08/2015.</b></p>
<b>Other Advice:</b>	<p><b>From a Strategic Assets &amp; Property perspective these Planned Maintenance Works need to be undertaken for the reasons stated in the report. As the funding is contained within the Planned Maintenance Budget, the proposed Schedule of schemes is supported. Advice provided by Kevin Shutter (Director of Strategic Assets &amp; Property)on 11/09/2015</b></p> <p><b>Advice provided by Kevin Shutter (Director of Strategic Assets &amp; Property) on 11/09/2015.</b></p>
<b>Signatures</b>	<p><b>Graham Chapman (PH for Resources and Neighbourhood Regeneration)</b></p> <p><b>SIGNED and Dated: 25/11/2015</b></p> <p><b>David Bishop (Deputy CE, CD for Development and Growth)</b></p> <p><b>SIGNED and Dated: 24/11/2015</b></p>