

## READING BOROUGH COUNCIL

### REPORT BY DIRECTOR OF ECONOMIC GROWTH AND NEIGHBOURHOOD SERVICES

<b>TO:</b>	POLICY COMMITTEE		
<b>DATE:</b>	26 SEPTEMBER 2019		
<b>TITLE:</b>	BUILDINGS COMPLIANCE AND CONDITION PROGRAMME		
<b>LEAD COUNCILLOR:</b>	CLLR BROCK CLLR EMBERSON	<b>PORTFOLIO:</b>	LEADERSHIP CORPORATE & CONSUMER SERVICES
<b>SERVICE:</b>	REGENERATION AND ASSETS	<b>WARDS:</b>	BOROUGHWIDE
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#### 1. PURPOSE AND SUMMARY OF REPORT

- 1.1 Compliance audits and surveys carried out across the Council's corporate buildings identified an indicative package of compliance and condition works of the order of £6M over the next three years.
- 1.2 This report seeks approval to release designated capital spend of £4.5M to carry out a programme of compliance and condition work over the next three years.

#### Appendix - Compliance and Condition Programme 2019/20

#### 2. RECOMMENDED ACTIONS

- 2.1 That Policy Committee endorse the release of designated Capital Programme funding of £4.5m to deliver a three year programme of compliance, condition and priority health and safety works to corporate buildings.
- 2.2 That Policy Committee delegate authority to the Executive Director of Economic Growth and Neighbourhood Services to enter into contracts as required to deliver these works within the approved budget and procurement processes.

#### 3. POLICY CONTEXT

- 3.1 The Council is required to ensure its buildings are safe and well maintained. Regular compliance audits and condition surveys are carried out to this end. The outputs of this work inform corporate and service decisions about the future of individual and groups of properties, to assess how those properties are performing, and to support decisions about maintenance, forward investment and disposal.
- 3.2 By way of example, in 2018/19 a £2.008m programme of work delivered:
  - Statutory compliance on asbestos, legionella control and fire risk - £280K
  - Compliance works for Zurich Insurance, other compliance and H&S works - £195K
  - Completion and ongoing works from 2017/18 - £253K
  - Condition Programme Projects - including at the Town Hall, South Reading and

Southcote Community Hubs and Henley Road Crematorium - £1.275m

- 'Non-building' works - £5K

3.3 At full Council on the 26<sup>th</sup> of February 2019 the Capital Programme was approved. This included a budget allocation over the three year Medium Term Financial Strategy (MTFS) period of £4.5m for building condition and compliance works.

#### 4. THE PROPOSAL

4.1 The designated £4.5m budget has been provisionally allocated across the three year programme as below:-

Budget Allocation	2019/20	2020/21	2021/22
Condition Works	1,600	1,100	600
H&S and Compliance	400	400	400
<b>Total Allocation</b>	<b>2,000</b>	<b>1,500</b>	<b>1,000</b>

4.2 The provisional package of works over the MTFS period currently exceeds the available annual budget. As an initial, high level exercise at this stage, the programme is purely indicative as expected. The programme will be developed and refined over coming months and managed going forward via robust ongoing processes to ensure that expenditure is controlled within budget.

4.3 A corporate officer group has detailed oversight of this programme and its budget. Both are monitored on a monthly basis to ensure high priority works are implemented, the timing of other works is reviewed based on budget availability and that adequate contingencies are retained for unforeseen works. Any works not carried out in 2019/20 will be included in the programme for 2020/21 and continue to be subject to these management and monitoring processes within the overall programme.

4.4 Further condition surveys, analysis of maintenance expenditure and future plans for buildings will inform the production of the indicative 20/21 condition and compliance programme early in 2020. A further report will be submitted to Policy Committee at that time, providing an update on implementation and spend on the 19/20 programme and setting out the provisional programmes for 2020/21 and 2021/22.

#### 5. CONTRIBUTION TO STRATEGIC AIMS

5.1 The health and safety works to Council properties contribute to securing the most effective use of the Council's resources in the delivery of high quality, Best Value public services.

#### 6. EQUALITY IMPACT ASSESSMENT

6.1 Asset surveys include compliance with the Disability Discrimination Act, and the subsequent prioritisation of needs takes the DDA into consideration. DDA compliance is also part of the SAMG asset appraisal process, and L&P consideration.

#### 7. LEGAL IMPLICATIONS

7.1 The Council as an employer must, as far as is reasonably practicable, safeguard the health, safety and welfare of its employees under Section 2 of the Health and Safety at Work Act 1974, in particular a safe place of work with safe access and egress.

- 7.2 In addition, the Council has responsibilities for the safety of its property portfolio under the Building Act 1984, under which regulations have been issued concerning asbestos, water management, electrics, wiring, lighting, ventilation, materials, structure testing, resistance to moisture etc. There is also fire legislation in relation to the building, materials etc.
- 7.3 The Disability Discrimination Act required the Council to remove obstacles to access to its buildings and facilities, to the best of its ability, from 1 October 2004.

## **8. FINANCIAL IMPLICATIONS**

- 8.1 This report proposes to allocate £4.5m Capital Programme funding for condition/compliance and priority health and safety works to Council buildings over the a three year programme to April 2022.
- 8.2 This funding is critical to meeting the safety, building maintenance and DDA requirements of the Council's extensive property portfolio.
- 8.3 The appended current programme of works for 2019/20 reflects needs identified through inspections and condition/ structural surveys and has been informed by maintenance expenditure and the asset management plan. They have been evaluated through the corporate asset appraisal process.

## **9. ENVIRONMENTAL IMPLICATIONS**

- 9.1 The corporate estate offers significant opportunities to contribute to the Council's sustainability objectives, and much has been achieved in this regard over recent years. The estate will continue to play a key role in delivering such objectives in the context of the Climate Emergency Declaration for Reading. Further initiatives will emerge as part of the Action Framework currently under development.
- 9.2 Work to all Council buildings is carried out with regard to best sustainable practices and all projects are shared with the Sustainability Team to ensure any opportunities to deliver additional measures and/or attract external funding to support sustainability are explored and maximised.