

**REPORT TO: COMMUNITIES COMMITTEE – 19 APRIL 2004**  
**REPORT ON: PLANNED MAINTENANCE 2004/2005 - PHASE 1**  
**REPORT BY: DIRECTOR OF COMMUNITIES**  
**REPORT NO: 264 – 2004**

## **1.0 PURPOSE OF REPORT**

- 1.1 This report seeks approval for the City Architectural Services Officer to obtain offers, tenders, or negotiate partnerships and for the Depute Chief Executive (Support Services) in conjunction with the Head of Communities to accept these offers/tenders/partnership agreements, for Planned Maintenance up to a total cost of £179,000 as detailed in Appendix 1

## **2.0 RECOMMENDATIONS**

It is recommended that:

- 2.1 the City Architectural Services Officer be authorised to obtain offers, tenders, or partnership agreements for the Planned Maintenance Work detailed in Appendix 1.
- 2.2 the Depute Chief Executive (Support Services), in conjunction with the Head of Communities be authorised to accept the offers, tenders/partnership agreements as recommended by the City Architectural Services Officer for works to be undertaken by Dundee Contract Services and other contractors.

## **3.0 FINANCIAL IMPLICATIONS**

- 3.1 The expenditure of £179,000 can be met from the £300,000 planned maintenance allocation within the 2004/05 departmental Capital Programme.

## **4.0 LOCAL AGENDA 21 IMPLICATIONS**

- 4.1 Acceptance of this report will ensure that resources are used efficiently and waste is minimised.

## **5.0 EQUAL OPPORTUNITIES IMPLICATIONS**

- 5.1 None

## **6.0 BACKGROUND**

- 6.1 The work is essential to comply with legislation and ensure the safety of occupants and users of departmental properties. Phase 1 of these works is to be undertaken at a total cost not exceeding £179,000. It is envisaged that Dundee Contract Services will carry out the majority of these works. To ensure that the repairs are carried out timeously, it is considered beneficial that the Director of Support Services be empowered to accept the most favourable offers and tenders for these works to be undertaken by Dundee Contract Services and other contractors.

## **7.0 CONSULTATION**

- 7.1 Consultation has taken place with the Chief Executive, Depute Chief Executive (Finance), and Depute Chief Executive (Support Services).

## **8.0 BACKGROUND PAPERS**

8.1 No background papers as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than containing confidential or exempt information) were relied on to any material extent in preparing the above report.

**Stewart Murdoch**  
**Head of Communities**

**9 April 2004**

**APPENDIX 1****PROPOSED PROJECTS FOR PLANNED MAINTENANCE – PHASE 1**

<b>Description</b>	<b>Location</b>	<b>Estimated Cost</b>
Window replacement/security shields - Phase 2	Kirkton Community Centre	£25,000
Upgrade and extension of CCTV and Security Measures	Menzieshill Community Centre	£14,000
Replacement/Repair to heating systems – Phase 1	Kirkton Community Centre	£101,000
Water systems – remedial works – Phase 2	Various Sites	£15,000
Fixed electrical installations – replacement/remedial works – Phase 2	Various Sites	£20,000
Supply and install new alarm/security system	Ardler Complex	£4,000
		<b>£179,000</b>