

**REPORT TO: NEIGHBOURHOOD RESOURCES AND DEVELOPMENT COMMITTEE
14 MAY 2001**

REPORT ON: PLANNED MAINTENANCE 2001/2002 PHASE 1

REPORT BY: DIRECTOR OF NEIGHBOURHOOD RESOURCES AND DEVELOPMENT

REPORT NO: 288-2001

1.0 PURPOSE OF REPORT

- 1.1 This report seeks approval for the City Architectural Services Officer to obtain offers and tenders, and for the Director of Support Services in conjunction with the Director of Neighbourhood Resources & Development to accept these offers and tenders, for Planned Maintenance Works up to a total cost of £30,000.

2.0 RECOMMENDATIONS

It is recommended that:

- 2.1 The City Architectural Services Officer be authorised to obtain offers and tenders for the Planned Maintenance Work and
- 2.2 The Director of Support Services, in conjunction with the Director of Neighbourhood Resources & Development be authorised to accept the offers and tenders as recommended by the City Architectural Services Officer for works unable to be undertaken by Dundee Contract Services.

3.0 FINANCIAL IMPLICATIONS

- 3.1 The expenditure of £30,000 in the financial year 2001/02 is included within the current approved Financial Plan for the financial year 2001/02.

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 A substantial amount of miscellaneous fabric repairs are required to the Department's buildings. The work is essential to safeguard structures, ensure buildings are wind/watertight, comply with legislation and ensure the safety of occupants. Phase 1 of these works is to be undertaken at a total cost not exceeding £30,000. It is envisaged that Dundee Contract Services will carry out the majority of 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 the many and varied jobbing works necessary which are unable to be undertaken by Dundee Contract Services.

7.0 CONSULTATION

- 7.1 The Director of Finance and Support Services have been consulted in the preparation of this report.

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.

Director of Neighbourhood Resources and Development

Date.....