

REPORT TO: RECESS SUB COMMITTEE – 21 JULY 2003
REPORT ON: PLANNED MAINTENANCE 2003/2004 - PHASE 3
REPORT BY: ACTING DIRECTOR OF NEIGHBOURHOOD RESOURCES AND DEVELOPMENT
REPORT NO: 474-2003

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 Director of Support Services in conjunction with the Acting Director of Neighbourhood Resources & Development to accept these offers/tenders/partnership agreements, for Planned Maintenance up to a total cost of £22,745 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 Director of Support Services, in conjunction with the Acting Director of Neighbourhood Resources & Development 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 £22,745 can be met from anticipated slippage within the 2003/04 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 3 of these works is to be undertaken at a total cost not exceeding £22,745. 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 The Chief Executive, Directors 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.

Stewart Murdoch
Acting Director of Neighbourhood Resources and Development

14 July 2003

APPENDIX 1

PROPOSED PROJECTS FOR PLANNED MAINTENANCE – PHASE 3

Location	Description	Estimated Cost
Broughty Ferry Library	Upgrade of Heating System	£2,500
Finmill Centre	Alter Roof Height of Garage	£4,600
Mitchell Street Centre	Work to Reception/Kitchen area	£7,500
Mitchell Street Centre	Upgrade Fire Alarm System	£8,145
		£22,745