

REPORT TO: SOCIAL WORK & HEALTH COMMITTEE - 26 NOVEMBER 2007

REPORT ON: MINOR CAPITAL WORKS 2007-08

REPORT BY: DIRECTOR OF SOCIAL WORK

REPORT NO: 594-2007

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 Director of Social Work to accept these offers, tenders or partnership agreements for Minor Capital Works up to a total cost of £236,000.

2.0 RECOMMENDATIONS

It is recommended that the Social Work Committee:-

- 2.1 The City Architectural Services Officer be authorised to obtain offers, tenders or partnership agreements for the Minor Capital Works detailed in Appendix 1.
- 2.2 The Depute Chief Executive (Support Services), in conjunction with the Director of Social Work be authorised to accept the offers, tenders or partnership agreements as recommended by the City Architectural Services Officer for these works to be undertaken by Dundee Contract Services and other contractors.

3.0 FINANCIAL IMPLICATIONS

- 3.1 A budgeted allocation of £236,000 has been provided for within the Social Work Department's Capital Plan and revenue budget for financial year 2007/08.

4.0 MAIN TEXT

- 4.1 A number of minor capital works are proposed for the Department's buildings. The works is necessary to comply with legislation, ensure the safety of occupants and enhance facilities and are to be undertaken at a total cost not exceeding £236,000. It is envisaged that Dundee Contract Services will carry out a proportion of these works. To ensure that the works are carried out timeously, it is considered beneficial that the Depute Chief Executive (Support Services) be empowered to accept the most favourable offers, tenders or partnership agreements for these works. A list of the proposed projects is appended to the report.

5.0 POLICY IMPLICATIONS

- 5.1 This Report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. There are no major issues.

6.0 CONSULTATIONS

- 6.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance) and Head of Finance have been consulted in the preparation of this report.

7.0 BACKGROUND PAPERS

None.

Alan G Baird
Director of Social Work

16 November 2007

SOCIAL WORK DEPARTMENT

<i>Property</i>	<i>Description of Work</i>	<i>Estimated Cost</i>
Oakland Centre	Install acoustic panels to improve sound insulation	£10,000
Craigie House	Finalise upgrade of grounds to meet needs of frail elderly residents	£6,000
Wellgate Day Centre	Upgrade visitor WC's facility at reception area	£15,000
The Elms	Upgrade existing en-suite facilities to improve robustness within the Close Support Unit	£30,000
Out of Hours and Community Alarm Services	Relocate Out of Hours Service to an adjacent property and expand Community Alarm Service use of current joint property to meet current standards. Joint development of facilities with DCS	£80,000
Whitetop Centre	Upgrade bathroom in respite room to create full sized assisted facility	£25,000
Polepark Centre	Major roof repairs	£35,000
Lochee Family Support Centre	Create staff office within open plan space	£5,000
Turiff House	Create smoke room to meet current building standards	£15,000
Craigie house	Create smoke room to meet current building standards	£15,000
<i>Total</i>		£236,000