

**REPORT TO: NEIGHBOURHOOD RESOURCES AND DEVELOPMENT COMMITTEE
12 JUNE 2000**

REPORT ON: PLANNED MAINTENANCE 2000/2001 PHASE 1

REPORT BY: DIRECTOR OF NEIGHBOURHOOD RESOURCES & DEVELOPMENT

REPORT NO: 400-2000

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 £50,000.

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.

3.0 FINANCIAL IMPLICATIONS

3.1 The Director of Finance has stated that the estimated cost of £50,000 for the Planned Maintenance Works can be contained within Neighbourhood Resources and Development Department's Capital Estimates 2000/2001.

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 £50,000. 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 under Phase 1.

7.0 CONSULTATION

7.1 The Director of Support Services and the Director of Finance 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 any containing confidential or exempt information) were relied on to any material extent in preparing the above Report.

Director of Neighbourhood Resources & Development.....

Date