



LEIGHTON-LINSLADE TOWN COUNCIL

Grounds and Environmental Services Committee

Date: 14th September 2020

Title: Ten-year planned maintenance programme update.

Purpose of the Report: To provide Members with an update to the ten-year planned maintenance programme for all pavilion buildings plus key assets.

Contact Officer: Ian Haynes – Head of Grounds and Environmental Services

Corporate Objective/s		Objective 34 – To create a ten-year planned maintenance programme for buildings and assets.
Implications:		
Financial	√	Costs to be reviewed and considered for future budgets.
Human Resources		None
Operational/Service delivery		None
Procedural/Legal	√	Moral obligation to maintain our assets and Occupiers Liability Acts 1957 and 1984 will be relevant
Risk/Health and Safety		Legal obligation under The Workplace, (Health, Safety and Welfare) Regulations 1992

1. RECOMMENDATIONS

1.1 To note the report.

1.2 That a more detailed financial report be brought back to this Committee at its December meeting.

2. BACKGROUND

- 2.1 The Town Council has both a moral and legal obligation to ensure its assets are in a fit condition for use.
- 2.2 All refurbishments associated with the 2013 condition surveys have now been completed and to maintain the standard of hireable assets that the Town Council has in its portfolio, a ten-year planned maintenance schedule (PMS) for all of the Grounds and Environmental Service's buildings plus key assets has been developed.

3. CONSIDERATIONS

- 3.1 Our retained building surveyor has provided the attached summaries for each asset within the responsibility of this committee.
- 3.2 The project brief comprises: -
- Pages Park Pavilion
 - Astral Park Sports and Community Centre
 - Linslade Memorial Pavilion
 - Parson's Close Recreation Ground – Toilets, Pump Room and kiosk area
 - Parson's Close Recreation Ground - Bandstand
 - Leighton Buzzard War Memorial
 - Linslade War Memorial
- 3.3 Included within the documentation provided by our retained building surveyor has been the preparation and production of Asbestos Management surveys by a certified Asbestos Contractor/Consultant for all properties described above (not including the war memorials). The preparation and production of gas safety test certificates by a GasSafe or equivalent commercial accreditation for all properties above containing a gas supply have been received and the preparation and production of an electrical test compliance certificate by an NICEIC or equivalent commercial certified electrical contractor for all properties above (not including the war memorials) have also been received.
- 3.4 The PMS summary documents should be considered as live documents with accuracy costs and assumptions diminishing over time. The cost forecast does not include un-foreseeable failures.

4. RECOMMENDATION

- 4.1 The development of the PMS is key to ensuring that the Town Council correctly budgets for future planned maintenance. The attached summaries will be reviewed and careful consideration given to the impact the recommendations will have on the future budget setting process over the coming years. As town council assets, there is every reason that commensurate funding be secured to safeguard their long-term use. It is anticipated that a more detailed report

considering the financial implications will be brought to the December meeting of this committee.

5. CONCLUSION

- 5.1 Should Members be minded noting the report, **Objective 34** (of the Town Council's 5 Year Plan and Objectives 2019-24) will then have been addressed. By doing so, the Town Council will continue to meet its moral obligations to maintain assets in accordance with the Occupiers Liability Acts 1957 and 1984 and legal obligation under The Workplace, (Health, Safety and Welfare) Regulations 1992.