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## Policy and Finance Committee

**Date:** 23 August 2021

**Title:** White House

**Purpose of the Report:**

To seek Committee approval for expenditure from the White House earmarked reserve for several maintenance projects.

**Contact Officer:**

Sarah Sandiford, Deputy Town Clerk

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<b>Corporate Objective/s</b>	LLTC Five Year Plan –	
<b>Implications:</b>		
<b>Financial</b>	Yes	White House earmarked reserve 9041/920 current balance £22,721
<b>Human Resources</b>	No	
<b>Operational/Service delivery</b>	No	
<b>Procedural/Legal</b>	No	
<b>Risk/Health and Safety</b>	No	
<b>Environmental Aims</b>	No	

### 1 RECOMMENDATION/S

Should members be minded, the proposals are:

- 1.1 To approve the expenditure of up to £10,000 from the White House earmarked reserve 9041/920 for several planned maintenance projects.

### 2 BACKGROUND

- 2.1 Committee will be aware that historically, a programme of planned maintenance at the White House is brought to the committee for approval. This will generally include matters such as decorating, carpet replacement and so on.

- 2.2 As a result of the pandemic, with the council offices being closed and staff working from home, no work has been undertaken for some time. With the building re-opened and staff due back from early September, it is proposed to undertake several minor repairs and maintenance projects.
- 2.3 Work proposed is separate from the Council's recently endorsed facilities improvements programme, which will consider matters such as disability access, equalities, adequate accommodation for staff, furniture replacement and improvements to the Council Chamber at the White House, and considering improvements the Council's other assets.
- 2.4 Quotes are yet to be sought, but all work will be undertaken following financial regulations and with the Council's equalities and environmental ambitions in mind, e.g. use of local suppliers where possible.
- 2.5 Works required to be undertaken include:
- i) Repair to emergency lighting in the cellar
  - ii) Repairs following damp in the tower
  - iii) Repair to the smoke detector in the tower
  - iv) Repainting of ceilings following the change to new LED lighting
  - v) Repairs and maintenance to the front door, if required (service and fitting of safety devices already approved by the committee)
  - vi) Recommendations resulting from the recent asbestos survey in the cellar
- 2.6 The committee is asked to consider approval of expenditure from the White House earmarked reserve for these purposes, up to a total of £10,000.
- 2.7 It is not anticipated that any single piece of work will exceed officer authorisation limits but should this be the case, Committee approval will be sought.

**End.**