



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

THE GRANGE, NUTHOLT LANE,
ELY, CAMBRIDGESHIRE CB7 4EE
Telephone: 01353 665555

MEETING: **ASSET DEVELOPMENT COMMITTEE**

TIME: 4:00pm

DATE: 23rd April 2018

VENUE: Council Chamber, The Grange, Nutholt Lane, Ely

ENQUIRIES REGARDING THIS AGENDA: Adrian Scaites-Stokes

DIRECT DIAL:(01353) 616456 EMAIL: adrian.scaites-stokes@eastcambs.gov.uk

Membership:

Conservative Members

Cllr Bill Hunt (Chair)
Cllr Lisa Stubbs (Vice Chair)
Cllr Christine Ambrose Smith
Cllr Paul Cox
Cllr Andy Pearson
Cllr Mathew Shuter

Substitutes

Cllr Ian Bovingdon
Cllr Lis Every
Cllr Mike Rouse

Lead Officer:

John Hill, Chief Executive

Quorum: 3 Members

Liberal Democrat Member

Cllr Lorna Dupré
(Spokesperson)

Substitute

Cllr Sue Austen

A G E N D A

1. Public Question Time
- the meeting will commence with up to 15 minutes public question time
2. Apologies and Substitutions
3. Declarations of Interest
To receive declarations of interest from Members for any items on the Agenda in accordance with the Members Code of Conduct.

4. Minutes:
Asset Development Committee 4th December 2017
5. Chairman's Announcements
6. Asset Maintenance Programme 2017-18
7. Forward Agenda Plan
8. EXCLUSION OF THE PUBLIC INCLUDING REPRESENTATIVES OF THE PRESS

That the press and public be excluded during the consideration of the remaining item nos. 9 to 10 because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items there would be disclosure to them of exempt information of Categories 1,2 and 3 of Part I Schedule 12A to the Local Government Act 1972 (as amended).

9. Site in Ely
10. Land Development Opportunities and Asset Development Programme Update 2018/19

NOTES:

1. The maximum capacity for meetings in the Council Chamber has been set by the Fire Officer at 100 persons.
Allowing for Member/Officer attendance and room layout constraints, this will normally give **a capacity for public attendance of 60 people**.
Admittance to the Council Chamber is on a “**first come, first served**” basis and public access will be from 30 minutes before the start time of the meeting.
2. Fire instructions for meetings:
 - If the fire alarm sounds please make your way out of the building by the nearest available exit - i.e. the back staircase or the fire escape in the chamber. Do not to use the lifts.
 - The fire assembly point is in the front staff car park by the exit barrier.
 - This building has an auto-call system to the fire services, so there is no need for anyone to call the fire services.
 - The Democratic Services Officer will sweep the area to ensure that everyone is out of this area.
3. Reports are attached for each agenda item unless marked “oral”.
4. If required all items on the agenda can be provided in different formats (e.g. large type, Braille or audio tape, or translated into other languages), on request, by calling Main Reception on (01353) 665555 or e-mail: translate@eastcamb.gov.uk
5. If the Committee wishes to exclude the public and press from the meeting, a resolution in the following terms will need to be passed:

“That the press and public be excluded during the consideration of the remaining item no(s). X because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category X of Part I Schedule 12A to the Local Government Act 1972 (as amended).”



EAST
CAMBRIDGESHIRE
DISTRICT COUNCIL

AGENDA ITEM NO. 4

Minutes of a meeting of the Asset Development Committee held in the Council Chamber, The Grange, Nutholt Lane, Ely on 4th December 2017 at 4:00pm.

P R E S E N T

Councillor Bill Hunt (Chairman)
Councillor Christine Ambrose Smith
Councillor Paul Cox
Councillor Lorna Dupré
Councillor Lis Every (as a Substitute)
Councillor Mathew Shuter
Councillor Lisa Stubbs

I N A T T E N D A N C E

Maggie Camp – Legal Services Manager and Monitoring Officer
Spencer Clark – Open Spaces & Facilities Manager
Emma Grima – Director Commercial
Phil Rose – East Cambs Trading Company
Adrian Scaites-Stokes – Democratic Services Officer
Elie Hughes – Ely Museum

26. **PUBLIC QUESTION TIME**

There were no public questions.

27. **APOLOGIES AND SUBSTITUTIONS**

No apologies for absence were received.
Councillor Lis Every substituted for Councillor Andy Pearson.

28. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

29. **MINUTES**

It was resolved:

That the minutes of the Asset Development Committee meeting held on 9th October 2017 be confirmed as a correct record and be signed by the Chairman.

30. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made the following announcements:

- The period for submissions of interest in the Mepal Outdoor Centre closed this afternoon. The Working Party would be considering and evaluating those received at its meeting on 18th December.
- A presentation would be given at this meeting from Ely Museum about its future plans.
- The new public car park at The Dock was now open and had proved an immediate success. It had been expected that there would be moderate use initially but already it was receiving substantial use with occupancy rates of 60%, 70% or 80% with the older car park at similar levels or higher. Customers had expressed delight with the new car park. Prices for parking there would remain frozen for 18 months.
- There was a mistake in the report relating to the new Littleport car park, as it should have read the opening would be January **2018**. However, the car park would actually be opening early, on 22nd December 2017, ahead of schedule.

Councillor Lorna Dupré had used The Dock car park and had been rather pleased with it but noted that no information had been put up about prices on the machines. This information was needed.

31. **PRESENTATION: UPDATE ON ELY MUSEUM PLANS**

Councillor Lis Every, the Chairman of the Ely Museum Trustees, introduced Elie Hughes, the Museum Curator.

Elie Hughes advised the Committee that the Museum would be undertaking a development project, funded via the Heritage Lottery. This funding would allow the development of plans for submission in August 2018, in an attempt to release £1.6 million in funding. An architect and other professionals had been hired to assist in drawing up the plans, which could be reported back to this Committee in February.

The plans involved extending the existing building upwards. This new floor would house the back-of-house systems as well as providing an educational facility. The main building would be refurbished by reconfiguring the ground floor, replacing the current glass entrance, restoring the windows, highlighting architectural features and remodelling the garden. The new galleries introduced would focus on the history of the fens including their drainage. Upstairs there would be information on trades, farming, the jail and history up to the 20th century. The Museum would also act as a 'heritage hub', to help visitors find out about the area and signpost them to other attractions in the area.

The plans were being built up and consultation with various local groups was being done, to help influence the design. An activity plan was also being created and aimed to reach out to other local locations. These would be included in a substantial business case ready for submission.

The next steps would involve going back to the Heritage Lottery Fund, after raising match funding during the Spring, with an application. Then there will be a waiting period through to December for an answer. It was hoped that, all being well, work could start in January 2019.

Councillor Bill Hunt reminded the Committee that the Council was the freeholder of the Museum and had responsibility for the major structure of the building. The Council also awarded funding to the Museum and clearly had to safeguard the taxpayers' money. The wonderful work done by the Museum was recognised and the Committee would try to be as helpful as possible.

Councillor Lis Every stated that there was a real partnership with the City of Ely Council, which was a major contributor.

Councillor Mathew Shuter noted that museums generally were struggling and wanted to know if people paid to enter and if there was a 'Plan B' if the funding bid failed. Did the Museum link in with the 'Visit Cambridge' initiative? The Museum Curator explained that a charge was made for entry, to help cover running costs, but the rate was not high as it did not wish to make this a barrier to people wanting to visit. There were also multiple concessions in place. The plans being drawn up would stand the Museum in good stead and, if the major funding submission was unsuccessful, the Museum would look to make smaller grant bids to enable some work to be completed. The Museum was confident that the visitor numbers forecast could be achieved but if they should drop off then the situation would be reviewed. The Museum co-ordinated with Tracey Harding concerning Visit Cambridge.

Councillor Christine Ambrose Smith asked whether it had links to the Ely Society and the cathedral. The Curator explained that it acted as a hub and directed visitors to other locations.

32. **PARADISE POOL DECOMMISSIONING**

The Committee considered a report, reference S194 previously circulated, about the demolition of the old Paradise Pool.

The Open Spaces and Facilities Manager reminded the Committee that the Paradise Pool had issues in the past, including youngsters using the flat roof. It would therefore be a difficult building to manage once the new pool opened, as it would have to be boarded up and unused. This would incur some risks of vandalism and costs to patrol it. Therefore it was recommended that it be demolished once it stopped being used to prevent it becoming an eyesore.

Councillor Lorna Dupré acknowledged the health and safety risks if it were not demolished but there would still be risks on the site if this happened and it would still have a negative visual impact. Why would an asbestos survey need to be undertaken?

The Committee was informed that the proposed asbestos survey would be much more extensive, as it would check what was in the building. Removing

the building would leave a clear open site, which would be more acceptable than a deteriorating building.

Councillor Bill Hunt noted that there would be a few days between the closing of the old pool and the opening of the new, to allow staff transfer and training. It would be sensible to demolish the old pool and clear the site to prevent the temptation for vandalism and make it as safe as possible.

It was resolved:

That the Paradise Pool building be demolished as soon as it cease operating.

33. **ASSET MAINTENANCE PROGRAMME 2017-18**

The Committee considered a report, reference S193 previously circulated, updating Members on the Asset Management Planned Maintenance Programme for 2017/18 including spend to date.

The Open Spaces and Facilities Manager advised the Committee that not much had changed since the last report, though some items had moved on. There had been a number of in-house department moves, the Palace Green Ely toilets had been given a face lift and there would be a number of upgrades in The Grange over the next few weeks. The Council had been working well with Palace Green Homes on the new car parks, which had been delivered on time and to budget.

Councillor Bill Hunt appreciated the co-operation with Palace Green Homes, which had produced an exceptional standard of work for both the new car parks.

It was resolved:

That the actual spend (as at 31st October 2017) as set out in Appendix 1 be noted.

34. **FORWARD AGENDA PLAN**

The Committee considered its Forward Agenda Plan.

The Chief Executive reminded the Committee that there would be an additional item at its February meeting, that being an update on Ely Museum's plans.

35. **EXCLUSION OF THE PUBLIC INCLUDING REPRESENTATIVES OF THE PRESS**

It was resolved:

That the press and public be excluded during the consideration of the items 11 and 12 because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the

public were present during the item(s) there would be disclosure to them of exempt information of Category 3 of Part I Schedule 12A to the Local Government Act 1972 (as amended).

36. **LAND DEVELOPMENT OPPORTUNITIES AND ASSET DEVELOPMENT PROGRAMME UPDATE 2017/18**

The Committee considered an Exempt report S195, previously circulated, that provided an update on land development opportunities and the asset development programme.

The Committee was advised that although a lot of work was taking place the report appeared 'lighter' than previously. Included within it was a recommendation to formally approve the suspension of a feasibility study for one site.

The Barton Road site was progressing well, with the development being delivered in two parts. The superstructures had been completed with work now up to the first floor level. It was anticipated that the apartments would be available for sale from January 2018. The house sales would be held back until the show home was completed.

A good start had been made with the Soham site, with the foundations completed and the superstructure going up. The car park at the Dock Ely had gone well and it was expected that the new Littleport car park would be opening during December.

Councillor Bill Hunt wanted to ensure that residents near Barton Road were kept fully advised on progress. He was concerned that people should refer to the Paradise Pool as the 'old pool', so as not to confuse it with the Paradise Centre.

It was resolved:

That the progress in relation to the Land Development Opportunities and Asset Development Programme be noted and that the suspension of a feasibility study be approved.

37. **EXEMPT MINUTES – 9th OCTOBER 2017**

It was resolved:

That the Exempt Minutes of the meeting held on 9th October 2017 be confirmed as a correct record and be signed by the Chairman

The meeting concluded at 4:45pm.

ASSET DEVELOPMENT COMMITTEE

Lead Officer: John Hill, Chief Executive

FORWARD AGENDA PLAN

Democratic Services Officer: Adrian Scaites-Stokes

2nd July 2018 4:00pm		15th October 2018 4:00pm		17th December 2018 4:00pm	
Agenda Planning Meeting #	28 th March 2018	Agenda Planning Meeting #	4 th April 2018	Agenda Planning Meeting #	TBA
Report Deadline:	20 th June 2018	Report Deadline:	3 rd October 2018	Report Deadline:	5 th December 2018
Asset Maintenance Programme 2017-18	S Clark	Asset Maintenance Programme 2018-19	S Clark	Asset Maintenance Programme 2018-19	S Clark
Land Development Opportunities & Asset Development Programme EXEMPT	P Rose ECTC	Land Development Opportunities & Asset Development Programme EXEMPT	P Rose ECTC	Land Development Opportunities & Asset Development Programme EXEMPT	P Rose ECTC
Forward Agenda Plan	A Scaites-Stokes	Forward Agenda Plan	A Scaites-Stokes	Forward Agenda Plan	A Scaites-Stokes

ASSET DEVELOPMENT COMMITTEE

Lead Officer: John Hill, Chief Executive

FORWARD AGENDA PLAN

Democratic Services Officer: Adrian Scaites-Stokes

4 th March 2019 4:00pm		TBA 4:00pm		TBA 4:00pm	
Agenda Planning Meeting #	TBA	Agenda Planning Meeting #	TBA	Agenda Planning Meeting #	TBA
Report Deadline:	20 th February 2019	Report Deadline:	TBA	Report Deadline:	TBA
Asset Maintenance Programme 2018-19	S Clark	Asset Maintenance Programme 2018-19	S Clark	Asset Maintenance Programme 2018-19	S Clark
Land Development Opportunities & Asset Development Programme EXEMPT	P Rose ECTC	Land Development Opportunities & Asset Development Programme EXEMPT	P Rose ECTC	Land Development Opportunities & Asset Development Programme EXEMPT	P Rose ECTC
Forward Agenda Plan	A Scaites-Stokes	Forward Agenda Plan	A Scaites-Stokes	Forward Agenda Plan	A Scaites-Stokes

Asset Management Budget

Asset	Planned Expenditure	Nature of Work	Committed to Date	Notes	Additional Expenditure	Nature of Work
Public Car Parks						
	12,000.00	The Grange- Resurfacing/Repairs	0.00	Works b/fwd from last year		
	3,800.00	Drainage gully cleaning	1,014.00	Annual routine maintenance		
	2,500.00	Emptying of interceptor tanks	2,945.00	Annual routine maintenance		
	1,000.00	Newnham Street- Walkway white lining	0.00	Works b/fwd from last year		
	6,600.00	Newnham Street- Reconfiguration of disabled spaces	0.00	Works b/fwd from last year		
	3,050.00	Angel Drove security Blocks	3,041.00	Completed		
	3,000.00	Insertion of expansion joints to littleport car park wall	0.00	Works to be completed Feb 2018		
	2,000.00	Generall Pot hole repairs	0.00	Ongoing budget for repairs		
Un-planned works					18.33	Paint for Barton Road
					763.93	Poets House barrier repairs
					0.00	Repairs to Barton Road Wall - Awaiting costings
Total Public Car Parks	33,950.00		7,000.00		782.26	
Closed Churchyards						
		Roadway repair - St Mary's - Burwell	0.00	Awaiting quotations		
		Wall repair - St Marys - Burwell	0.00	Completed, Paid out of Churchyard budget		
	2,015.00	New foul drain installation - St Marys Ely	2,015.00	Completed		
Total Closed Churchyards	2,015.00		2,015.00		0.00	
Barton Road						
Un Planned works						
Total Barton Road	0.00		0.00		0.00	
Littleport Depot						
	165.00	Emptying of septic tank (upto 1,000 gallons)	350.00	Annual routine maintenance		
	395.00	Asbestos Survey	395.00	Completed		
	3,500.00	Legionalla remedial works	1,810.00	Works identified from the assessments carried out, completed		
Un-planned works						
Total Littleport Depot	4,060.00		2,555.00		0.00	
Oliver Cromwell House						
	500.00	Gutter clearing/minor repairs	0.00	General maintenance		
	499.00	Intruder alarm monitoring	499.00	Annual routine maintenance		
	500.00	Redecoration	0.00	General maintenance		
	637.00	EICR Remedials	637.00	Completed		
	350.00	Asbestos Survey	350.00	Completed		
	1,500.00	Legionella remedial works	264.00	Works identified from the assessments carried out completed		
Un-Planned works					3,000.00	Detailed Building Survey
					125.00	Martin & Mortimer
Total Oliver Cromwell House	3,986.00		1,750.00		3,125.00	
Paradise Swimming Pool						
	450.00	Renewal of display energy certificate	330.00	Annual Compliance Completed		
	495.00	Asbestos Survey	495.00	Completed	1,685.00	Additional Demolition survey required
	245.00	Servicing of lighting protection system	255.00	Annual routine maintenance		
Un-planned works					6,774.00	Rectify loose tiles
					5,360.00	Installation of refurb. Pump
					930.00	Re seal around skimmer box throats
Total Paradise Swimming Pool	1,190.00		1,080.00		14,749.00	
Play Areas						
	5,000.00	Equipment replacement	174.33	Required for replacement items		
Total Play Areas	5,000.00		174.33		0.00	

Asset Management Budget

Asset	Planned Expenditure	Nature of Work	Committed to Date	Notes	Additional Expenditure	Nature of Work
Public Conveniences						
	4,000.00	Legionella remedial works	3,303.00	Works identified from the assessments carried out		
	1,170.00	Asbestos Surveys	1,170.00	Completed		
	520.00	Routine servicing of dual pump station at Littleport Toilets	0.00	Annual routine maintenance		
	5,000.00	Redecoration and tiling	0.00	Maintenance works required		
Un-planned works					907.53	Electrical works Soham, Palace Green & Littleport
Total Public Conveniences	10,690.00		4,473.00		907.53	
Public Footpaths/Open Spaces						
District	15,000.00	Repair to various footpaths	0.00	Burwell Churchyard road repairs - awaiting costing		
Un-planned works					280.00	Cleaning of the bus shelters
					4,308.00	Streetlights, Soham, Witchford, Ely, Littleport, Kirtling, Witcham
Total Public Footpaths/Open Space	15,000.00		0.00		4,588.00	
The Grange						
	3,000.00	Replacement carpet	0.00	Replacement programme		
	2,100.00	Service of & replacement compressor airconditioning in server room	2,322.73	service cost, replacement being carried out this year		
		Installation of intruder alarm and CCTV	19,029.64	Completed		
		Gully roof repairs	0.00	Investigating		
	3,000.00	Legionella remedial works	585.00	Works identified from the assessments carried out completed		
	1,800.00	DDA Assessment	1,800.00	Completed		
	450.00	Fire Risk Assessment	450.00	Completed		
Un-planned works					19,213.60	Boiler upgrade - Annexe
					5,195.49	Council Chamber Lighting
					330.48	Elec works 4 asbestos survey
					17,476.03	Upgrade AV system Council Chamber
					2,972.00	Works from Asbestos Survey
					12,086.00	Additional fire detection units installed throughout the Grange highlighted in the Fire Risk Assessment
Total The Grange	10,350.00		24,187.37		57,273.60	
Wentworth Travellers Site						
	1,000.00	Jetting of drainage gullies and emptying interceptor tank	519.00	Annual routine maintenance		
	512.00	Servicing of sewage treatment plant	1,040.50	repaired pump not working.		
	105,515.00	Replacement of sewage treatment plant	116,573.67	Works completed		
	1,000.00	Legionella testing and remedial works	0.00	None required		
	220.00	Asbestos Survey	220.00	Completed		
	85.00	De-sludge of treatment plant (per 1,00 gallons)	310.00	Annual routine maintenance		
Un-planned works					1,423.92	PI 1 - Fence & New Water Heater
					225.87	Plot 5 Replacement immersion
					190.84	Immersion repairs to plots 1,7 & 8
					65.48	Streetlight repair
					2,290.68	Replacement Distribution Boards
					136.14	Plot 5 installation of 32 amp socket
Total Wentworth Travellers Site	108,332.00		118,663.17		4,332.93	
Unit 6 St Thomas Place						
	162.50	Asbestos Survey	162.50	Completed		
	1,000.00	Legionella remedial works	0.00	None required		
Total Unit 6 St Thomas Place	1,162.50		162.50		0.00	

Asset Management Budget

Asset	Planned Expenditure	Nature of Work	Committed to Date	Notes	Additional Expenditure	Nature of Work
Unit 8 St Thomas Place						
	1,000.00	Legionella remedial works	0.00	Non required		
	162.50	Asbestos Survey	162.50	Completed		
Total Unit 8 St Thomas Place	1,162.50		162.50		0.00	
70 Market Street, Ely (CAB)						
	200.00	Legionella remedial works	22.66	Works identified from the assessments carried out		
	116.66	Asbestos Survey	116.68	Completed		
Total 70 Market Street, Ely (CAB)	316.66		139.34		0.00	
72 Market Street, Ely (Cams Acre)						
	200.00	Legionella remedial works	22.66	Works identified from the assessments carried out		
	116.66	Asbestos Survey	116.66	Completed		
Total 72 Market Street, Ely (Cams Acre)	316.66		139.32		0.00	
74 Market Street, Ely (Registry Office)						
	200.00	Legionella remedial works	22.66	Works identified from the assessments carried out		
	116.66	Asbestos Survey	116.66	Completed		
Total 74 Market Street, Ely (Registry Office)	316.66		139.32		0.00	
Cemetery Lodge						
	395.00	Asbestos Survey	395.00	Survey Completed		
	150.00	Boiler servicing/Gas safe check (Annual)	120.00	Completed		
Total Cemetery Lodge	545.00		515.00		0.00	
Ely Museum						
	4,500.00	Main roof surfaces investigation	0.00	Not started		These works have been carried forward from last year. After a meeting with the Museum and Chairman we now know the timescales of the Museums work programme and works identified here will be carried out to ensure the Council is maintaining its asset.
	4,000.00	Insulation of main roof space	0.00	Not Started		
	3,000.00	Replacement of lead flashing on chimney stacks	0.00	Not Started		
	1,500.00	Replacement of roof tiles	0.00	Not Started		
	500.00	Internal flues to be ventilated and capped externally	0.00	Not Started		
	1,000.00	Installation of French drain	0.00	Not Started		
	1,000.00	Ventilation of roof space	0.00	Not Started		
	5,000.00	Main walls to be repointed	0.00	Not Started		
	4,000.00	External window/door/eaves joinery repair wet rot damage	0.00	Not Started		
	4,000.00	Investigate and undertake floor repairs	0.00	Not Started		
	6,000.00	Internal replastering	0.00	Not Started		
	395.00	Fire alarm monitoring	365.00	Annual compliance - completed		
	395.00	Asbestos Survey	395.00	Completed		
	1,000.00	Legionella remedial works	68.00	Works identified from the assessments carried out completed		
Total Ely Museum	36,290.00		828.00		0.00	
St Johns Road Garages						
	250.00	Jetting of drainage gullies	0.00	Routine Maintenance		
Total St Johns Road Garages	250.00		0.00		0.00	
The Old Barn, Littleport						
	500.00	Legionella remedial works	138.00	Works identified from the assessments carried out - completed		
	3,000.00	Repair of external cracked walls	1,485.00	Completed		
Total The Old Barn, Littleport	3,500.00		1,623.00		0.00	

Asset Management Budget

Market Place, Ely						
			0.00			
Un-planned works						
Total Market Place, Ely	0.00		0.00		0.00	
Mepal Outdoor Centre						
	5,787.00	Security boarding	5,866.53	Works in progress		
	424.00	Signage	424.00	Completed		
(assumed 6 months)	5,735.70	Installation of cameras - 955.95 per month	7,647.60	Monthly charges still ongoing		
	65.48	Isolation of power to make safe	65.48	Completed		
	2,000.00		1,500.00	Waste clearance from site		
Un-planned works						
Total Mepal Outdoor Centre	14,012.18		15,503.61		0.00	
Asset	Planned Expenditure	Nature of Work	Committed to Date	Notes	Additional Expenditure	Nature of Work
Other						
Fixed Electicial Testing						
The Grange	4,155.00		8,659.10	Over spend due to the change in legislation regarding DB boards		
Wentworth Travellers Site	810.00		887.40	completed		
Portley Hill	2,500.00					
Oliver Cromwell House	504.00		1,747.19	Completed inc. additional remedial workd req.		
Public Conveniences	1,575.00					
ECIR reports Market Square	734.40		550.80	1st, 2nd & 3rd Quarter		
			374.79	Completed ECIR at The Barn		
Total Fixed Electrical Testing	10,278.40		11,844.49		0.00	
Contributions to works						
	-200.00	Ely museum fire alarm				
Periodic Inspections, Surveys, Valuations & Misc. Projects						
None planned	16,000.00	Contingency				
Maltings Hall / Cottage	1,075.00	Asbestos Survey	1,075.00			
E Space North	795.00	Asbestos Survey	795.00			
E Space South	750.00	Asbestos Survey	750.00			
Earith Bridge Traveller Site	220.00	Asbestos Survey	220.00			
					149.00	DEC certificate for Maltings Cottage
					250.73	ECIR remedial works
Total Misc. Projects	18,840.00		2,840.00		399.73	
Valuation of Assets (end of year financial accounts)						
	3,500.00		0.00		0.00	
Valuation of Assets (corporate projects)						
	5,000.00		0.00		0.00	
	Approved Budget		Committed to Date		Additional	
	289,863.56		195,794.95		86,158.05	

281,953.00

APPENDIX 2

Asset	Planned Expenditure	Nature of Work	Committed to Date	Notes	Additional Expenditure	Nature of Work
Public Car Parks						
	12,000.00	The Grange- Resurfacing/Repairs	0.00	Works b/fwd from last year		
	4,000.00	Drainage gully cleaning in all car parks				
	2,500.00	Emptying of interceptor tanks in all car parks				
	1,000.00	Newnham Street- Walkway white lining				
	6,600.00	Newnham Street- Reconfiguration of disabled spaces				
	2,500.00	General Pot hole repairs				
	10,000.00	Streetlight survey/repairs				
Un-planned works						
Total Public Car Parks	38,600.00		0.00		0.00	
Closed Churchyards						
	8,000.00	Roadway repair - St Mary's - Burwell				
	300.00	Jetting of drain in St Marys Churchyard				
Total Closed Churchyards	8,300.00		0.00		0.00	
Barton Road						
Un Planned works						
Total Barton Road	0.00		0.00		0.00	
Littleport Depot						
	165.00	Emptying of septic tank (up to 1,000 gallons)				
	80.00	Legionella Risk Assessments				
Un-planned works						
Total Littleport Depot	245.00		0.00		0.00	
The Hive Leisure Centre						
		Pumping Station service / maintenance	TBA			
		Car Park Maintenance & Drainage	TBA			
		Streetlighting	TBA			
		Barrier - Service / maintenance	TBA			
Un-Planned works						
Total The Hive Leisure Centre	0.00		0.00		0.00	
Play Areas						
	5,000.00	Equipment replacement				
Un-Planned works						
Total Play Areas	5,000.00				0.00	
Public Conveniences						
	1,000.00	Legionella Risk Assessments				
	5,000.00	Redecoration and tiling				
Un-planned works						
Total Public Conveniences	6,000.00		0.00		0.00	

Asset Management Budget

Asset	Planned Expenditure	Nature of Work	Committed to Date	Notes	Additional Expenditure	Nature of Work
Public Footpaths/Open Spaces						
	15,000.00	Repair to various footpaths				
	13,700.00	Manor Court Road Footpath				
	10,000.00	District Streetlights				
Un-planned works						
Total Public Footpaths/Open Space	38,700.00		0.00		0.00	
The Grange						
	3,000.00	Replacement carpet	0.00	Replacement programme		
	12,500.00	Gully roof repairs (estimated cost)				
	125.00	Legionella Risk Assessment				
Un-planned works						
Total The Grange	17,425.00		0.00		0.00	
Wentworth Travellers Site						
	1,000.00	Jetting of drainage gullies and emptying interceptor tank		Annual routine maintenance		
	512.00	Servicing of sewage treatment plant				
	170.00	Legionella Risk Assessment				
	85.00	De-sludge of treatment plant (per 1.00 gallons)				
Un-planned works						
Total Wentworth Travellers Site	1,767.00		0.00		0.00	
Unit 6 St Thomas Place						
Total Unit 6 St Thomas Place	0.00		0.00		0.00	
Unit 8 St Thomas Place						
Total Unit 8 St Thomas Place	0.00		0.00		0.00	
70 Market Street, Ely (CAB)						
	125.00	Legionella risk assessment				
Total 70 Market Street, Ely (CAB)	125.00		0.00		0.00	
72 Market Street, Ely (Cambs Acre)						
	125.00	Legionella risk assessment				
Total 72 Market Street, Ely (Cambs Acre)	125.00		0.00		0.00	
74 Market Street, Ely (Registry Office)						
Total 74 Market Street, Ely (Registry Office)	0.00		0.00		0.00	

Asset Management Budget

Asset	Planned Expenditure	Nature of Work	Committed to Date	Notes	Additional Expenditure	Nature of Work
Cemetery Lodge						
	150.00	Boiler servicing/Gas safe check		Annual routine maintenance		
Total Cemetery Lodge	150.00		0.00		0.00	
Ely Museum						
	4,500.00	Main roof surfaces investigation	0.00	Not started		These works have been carried forward from last year. After a meeting with the Museum and Chairman we now know the timescales of the Museums work programme and works identified here will be carried out to ensure the Council is maintaining its asset.
	4,000.00	Insulation of main roof space	0.00	Not Started		
	3,000.00	Replacement of lead flashing on chimney stacks	0.00	Not Started		
	1,500.00	Replacement of roof tiles	0.00	Not Started		
	500.00	Internal flues to be ventilated and capped externally	0.00	Not Started		
	1,000.00	Installation of French drain	0.00	Not Started		
	1,000.00	Ventilation of roof space	0.00	Not Started		
	5,000.00	Main walls to be repointed	0.00	Not Started		
	4,000.00	External window/door/eaves joinery repair wet rot damag	0.00	Not Started		
	4,000.00	Investigate and undertake floor repairs	0.00	Not Started		
	6,000.00	Internal replastering	0.00	Not Started		
	395.00	Fire alarm monitoring				
	125.00	Legionella risk assessment				
Total Ely Museum	35,020.00		0.00		0.00	
St Johns Road Garages						
	250.00	Jetting of drainage gullies		Routine Maintenance		
Total St Johns Road Garages	250.00		0.00		0.00	
The Old Barn, Littleport						
	125.00	Legionella risk assessment				
	395.00	Service of sewage dual pump				
Total The Old Barn, Littleport	520.00		0.00		0.00	
Market Place, Ely						
Un-planned works						
Total Market Place, Ely	0.00		0.00		0.00	
Mepal Outdoor Centre						
	11,471.40	Monthly fee for security cameras - 955.95 per month				
Un-planned works						
Total Mepal Outdoor Centre	11,471.40		0.00		0.00	

Asset Management Budget

Asset	Planned Expenditure	Nature of Work	Committed to Date	Notes	Additional Expenditure	Nature of Work
Other						
Fixed Electical Testing						
ECIR reports Market Square	800.00					
Wentworth Travellers Site	1,000.00					
Total Fixed Electrical Testing	1,800.00		0.00		0.00	
Contributions to works						
	-200.00	Ely museum fire alarm	0.00			
Periodic Inspections, Surveys, Valuations & Misc. Projects						
None planned	16,000.00	Contingency				
Total Misc. Projects	16,000.00		0.00		0.00	0.00
Valuation of Assets (end of year financial accounts)						
	3,500.00		0.00		0.00	
Valuation of Assets (corporate projects)						
	5,000.00		0.00		0.00	
	Approved Budget		Committed to Date		Additional	
	189,798.40		0.00		0.00	

0.00

ASSET MAINTENANCE PROGRAMME 2017/18

Committee: Asset Development Committee

Date: 23rd April 2018

Author: Open Spaces & Facilities Manager

[S289]

1.0 ISSUE

1.1 To update Members on the Asset Management Planned Maintenance Programme for 2017/18 including spend to date.

1.2 To advise on the Asset Management Plan for 2018/19

2.0 RECOMMENDATION

2.1 Members are requested to note actual spend (at 31st March 2018) set out in Appendix 1.

2.2 Members are requested to approve the Planned Preventative Maintenance Programme on Appendix 2 for 2018/19

3.0 BACKGROUND/OPTIONS

3.1 The following works have now been completed from the 2017/18 programme.

- Installation of Intruder alarm at The Grange
- Installation of new security cameras at The Grange
- Upgrading of the lighting in the Council Chamber
- Upgrading of the AV system in the Council Chamber

3.2 Actual spend to date (from 31/3/2018) £281,316.00 representing 97.27% of total estimated maintenance programme costs for 2017/18 programme.

3.3 The Asset Management Plan for 2018/19 is attached at Appendix 2.

- The demolition of Paradise Swimming Pool will be undertaken this year, however we gain The Hive Leisure Centre.

4.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT

4.1 Equality Impact Assessment (EIA) not required.

5.0 APPENDICIES

5.1 Appendix 1 – Asset Management Planned Maintenance Programme 2017/18.
Appendix 2 – Asset Management Planned Maintenance Programme 2018/19

Background Documents

None

Location

Room 106
The Grange
Ely

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