

## APPENDIX A “Project Mandate”

Agenda item number:

Date of issue:

Meeting: Programme Board

Date: 6<sup>th</sup> October 2014

Report by: Jane Galilee

Job title: Estates Manager

Service: Central

Status: Prepared for management Team to consider

Subject: Snowhill Industrial Estate – works to parapet walls to prevent leaks.

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### 1 Purpose of report

To ensure funds are available for the repair of the above buildings to prevent further deterioration to their physical condition and prevent water ingress.

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### 2 Recommendations

£47,000 (inc say 5% for fees) is earmarked in the capital budget for 2015/16.

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### 3 Background

The units are fully let and income producing on internal repairing leases. Following the roof covering replacement last year the amount of water ingress into units has reduced substantially. However, not completely and therefore further investigations are on going with regard to parapets and internal guttering being under suspicion.

The drains have been investigated and £8,500 of works is required (revenue).

A 5 year planned maintenance programme is to be completed on the facility identifying external works of repair required for any further on going requirements once the water ingress is fully resolved.

The main recommended works comprise the following;

Parapet and internal gutter repairs/improvement.

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Legal, financial and IT implications

Legally MBC are responsible for any of an external structural nature under the terms of the leases granted to occupiers.

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Initial Assessment of risk

Elements of the building are not performing and allowing water ingress and must be repaired to maintain a water tight quality.

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Equalities and diversity and staffing implications

The buildings must be water tight to allow the tenants to go about their business without suffering water ingress into units.

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