

APPENDIX C

“Project Mandate”

Agenda item number:

Date of issue:

Meeting: Programme Board

Date: 21st October 2013

Report by: David Blanchard

Job title: Corporate Property Officer

Service
:Central

Status:

Subject: CEMETERY CHAPEL : Schedule of works identified by Gleeds condition survey

1 Purpose of report

Gain approval for capital repair works in the sum of circa £10k for 2014/15 programme.

The structure of the chapel is in reasonable good condition , however the condition survey identified a package of works required to keep state of repair in good condition. Iron rainwater goods, require replacement in part and re-painting /re-fixing. Timber on bell tower requires painting, stone work requires attention. Chapel door painting.

2 Recommendations

Capital budget of £10k is approved for the works and competitive quotes are received for works to be completed in 2014/15.

3 Background

A 5 year planned maintenance programme has been completed which has identified the above repair works and a timescale.

4 Legal, financial and IT implications

–

Financial Up to £10k capital expenditure.

5 Initial Assessment of risk

Surface areas are wearing as the weather attacks the external parts of the building, parts of guttering broken and maintenance is required to prevent onset of further problems .

Insufficient funds for this level of R & M in special expenses.

6 Equalities and diversity and staffing implications

No implications
