

**HIGHLAND & ISLANDS FIRE BOARD**

**22 April 2008**

Agenda Item	
Report No	

**MAINTENANCE MONITORING REPORT**

**Report by the Director of Housing & Property Services**

**SUMMARY**

This report advises Members on the status of maintenance activities for Fire Board properties.

**1 REPORT**

- 1.1 The appended schedule sets out the actual maintenance expenditure as at 31<sup>st</sup> March 2008 against the budget allocations for the year 2007/08.
- 1.2 A building maintenance programme for the planned maintenance for the year 2007/08 itemises the maintenance activities and the expenditure on property within Highland & Islands Fire Board area.

The budget allocation for 2007/08 is £46,010. The estimated final expenditure is £42,340. A figure of £4,075 has been committed this financial year and will require to be carried forward to the 2008/09 budget.

- 1.2 The programme will be regularly updated and presented to the Fire Board for noting purposes.
- 1.3 The remarks and comments column to the right of each page confirms the status of each project.

**RECOMMENDATION**

Members are asked to note the programme and progress being made.

Signature:

Designation: Director of Housing & Property Services

Date: 11 April 2008

Author/Ref: Jason Kelman, Project Manager

## HIGHLAND & ISLANDS FIRE BRIGADE

BUILDING MAINTENANCE PROGRAMME				BA4001	2007/08 REVENUE - NEW					
Division	Area	Location	Work Required	Staff	Budget	Committed	Paid	Balance	Comments	Order No.
HQ	E	Control	2 x fire door repairs	Angus MacDonald	3,000	0	750	2,250	Completed	97771, 97514
HQ	E	HQ	External woodwork survey	Angus MacDonald	500			500	Completed	No Order Required
HQ	E	HQ	Kitchen refurbishment	Angus MacDonald	3,000	0	3,847	-847	Completed	101887, 103751, 104810, 105008
<b>HQ</b>	<b>Sub Total</b>				<b>6,500</b>	<b>0</b>	<b>4,597</b>	<b>1,903</b>		
North	M&W	Aultbea & Achiltibuie	Roof tiles	Hugh Gardner	800	0	450	350	Completed	98668
North	M&W	Dingwall	Door	Hugh Gardner	1,600	0	180	1,420	Completed	101694, 104732
North	M&W	Dingwall	Cracks to wall & External Decoration	Hugh Gardner	1,700	0	1,650	50	Completed	101391
North	M&W	Ullapool	Female showers	Hugh Gardner	1,500	0	3,353	-1,853	Completed	102198
North	N	Thurso	Yard tarmac	James Campbell	1,900	0	1,857	43	Completed	241921
North	OI	Kirkwall	White Lining Drill Yard	Graeme Christie (OI)	0	0	225	-225	Completed	97875
North	OI	Kirkwall & Stromness	Structural survey of drill towers + remedial works	Graeme Christie (OI)	4,000			4,000	Consultant Appointed- Report Completed- Invoice In January	
North	SH	Brae	Hot water system		800	875		-75	Details on E-mail- 12/12/2007	
North	SH	Sumburgh	Floor tiles		500	500		0	Details on E-mail- 12/12/2007	
North	SH	Whalsay	South face wall render		1,500	400		1,100	Details on E-mail- 12/12/2007	
<b>North</b>	<b>Sub Total</b>				<b>14,300</b>	<b>1,775</b>	<b>7,715</b>	<b>4,810</b>		

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BUILDING MAINTENANCE PROGRAMME				BA4001	2007/08 REVENUE - NEW					
Division	Area	Location	Work Required	Staff	Budget	Committed	Paid	Balance	Comments	Order No.
South	E	Aviemore	Secure pit lid	David Rose	200	0	150	50	Completed	100516
South	E	Cannich	Side door replacement (using existing ironmongery)	Angus MacDonald	350	0	424	-74	Completed	99598
South	E	Fort Augustus	Side door repair/painting	Angus MacDonald	200	0	606	-406	Completed	101037
South	E	Grantown	Replace cover boards on appliance bay pit	David Rose	1,000	0	857	143	Completed	101821
South	E	Grantown	Secure pit lid	David Rose	200	0	857	-657	Completed	101821
South	E	Grantown	Replace tiles with anti-slip surface	David Rose	350		596	-246	Completed	103315
South	E	Grantown	Replace store door	David Rose	110			110	Completed	Included in Order 101821
South	E	Inverness	Repair metal staircase to plant room	Angus MacDonald	2,700		2,900	-200	Completed	99596
South	E	Inverness Station	Pedestrian barrier/chevron markings at front & rear	Angus MacDonald	1,000		1,500	-500	Completed	Included in Order 99596
South	E	Inverness Station	Repair plasterboard on rear internal fire escape staircase	Angus MacDonald	500			500	Completed	Included in Order 99597
South	E	Inverness Station	Repair/replace main gas cupboard. maintain pipes/valves	Angus MacDonald	2,000	0	2,490	-490	Completed	99597
South	E	Inverness Station	Structural survey of rear boundary wall	Angus MacDonald			352	-352	Completed	No Order Required
South	E	Inverness Station	Remedial Works to rear boundary wall	Angus MacDonald	0	0	2,579	-2,579	Completed	105422
South / HQ	E	Inverness Station & HQ	Bird Control	Angus MacDonald	3,000		900	2,100	Completed	100354
South	E	Kingussie	Fit drainage channel outside appliance bay door	David Rose	1,500	1,300		200	Order issued- Contractor due to start on 06/02/2008 (weather permitting)	101820
South	E	Kingussie	Attend to drain at rear of station	David Rose	50		25	25	Completed	100520
South	E	Kingussie	Repoint building and tower	David Rose	350			350	Order issued- Contractor due to start on 06/02/2008 (weather permitting)	Included in order 101820
South	M&W	Lochaline	Replace water heater	John Sneddon	400		388	12	Completed	99166
South	M&W	Portree	Yard re-surfacing	Iain McInnes	3,000	0	4,737	-1,737	Completed	101807
South	WI	Benbecula	Replace shower tiles in male toilet area		500	1,000		-500	Instruction to proceed given on the 13/12/2007	
South	WI	Stornoway	Remedial Drainage Works		0	0	577	-577	Completed	104791
South	WI	Stornoway	Replace compressor/hydrant store doors		1,800		1,466	334	Completed	
<b>South</b>		<b>Sub Total</b>			<b>19,210</b>	<b>2,300</b>	<b>21,403</b>	<b>-4,493</b>		

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<b>BUILDING MAINTENANCE PROGRAMME</b>				<b>BA4001</b>	<b>2007/08 REVENUE - NEW</b>					
<b>Division</b>	<b>Area</b>	<b>Location</b>	<b>Work Required</b>	<b>Staff</b>	<b>Budget</b>	<b>Committed</b>	<b>Paid</b>	<b>Balance</b>	<b>Comments</b>	<b>Order No.</b>
Training	E	Seafield Road	Wall repairs and decoration	Angus MacDonald			846	-846	Completed	105009, 106951
Training	E	Seafield Road	Window & Door replacements	Angus MacDonald		0	7,000		Completed	108771
Training	E	Seafield Road	Drains	Angus MacDonald	3,000	0	500	2,500	Completed	102769
Training	N	Invergordon Training School	Drill Tower	Archie Rose / Harold Groat	1,000	0	219	781	Completed	102861
Training	N	Invergordon Training School Fire House	Lights, doors & windows	Archie Rose / Harold Groat	2,000		60	1,940	Completed	103614
<b>Training</b>	<b>Sub Total</b>				<b>6,000</b>	<b>0</b>	<b>8,626</b>	<b>4,374</b>		
	<b>Grand Total of Revenue Projects</b>				<b>46,010</b>	<b>4,075</b>	<b>42,340</b>	<b>6,595</b>		