

# HIGHLAND & ISLANDS FIRE BOARD

18 January 2008

Agenda Item	
Report No	

## MAINTENANCE MONITORING REPORT

Report by the Interim 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 21<sup>st</sup> December 2007 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.
- 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: Interim Director of Housing & Property Services

Date: 7 January 2008

Author/Ref: Jason Kelman, Project Manager

**BUILDING MAINTENANCE PROGRAMME**

**2007/08 REVENUE - NEW**

**BA4001**

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	750		2,250	Order issued	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	4,512	-1,512	Completed	101887, 103751, 104810
<b>HQ</b>		<b>Sub Total</b>			<b>6,500</b>	<b>750</b>	<b>4,512</b>	<b>1,238</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	65	108	1,427	In Progress	101694, 104732
North	M&W	Dingwall	Cracks to wall & External Decoration	Hugh Gardner	1,700	1,650		50	In Progress	101391
North	M&W	Ullapool	Female showers	Hugh Gardner	1,500			1,500	Awaiting Quotations	
North	N	Thurso	Yard tarmac	James Campbell	1,900	1,857		43	In Progress	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	
North	SH	Brae	Hot water system		800			800	Awaiting Quotations	
North	SH	Sumburgh	Floor tiles		500			500	Awaiting Quotations	
North	SH	Whalsay	South face wall render		1,500			1,500	Awaiting Quotations	
<b>North</b>		<b>Sub Total</b>			<b>14,300</b>	<b>3,572</b>	<b>783</b>	<b>9,945</b>		

**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	150		50	Order issued	100516, 101814
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	1,010		-10	Order Issued	100517
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	700		-350	Order issued	103315
South	E	Grantown	Replace store door	David Rose	110			110	Order issued	Included in Order 100517
South	E	Inverness	Repair metal staircase to plant room	Angus MacDonald	2,700	4,400		-1,700	Order issued	99596
South	E	Inverness Station	Pedestrian barrier/chevron markings at front & rear	Angus MacDonald	1,000			1,000	Order issued	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	Remedial Works to rear boundary wall	Angus MacDonald	0	2,600		-2,600		
South / HQ	E	Inverness Station & HQ	Bird Control	Angus MacDonald	3,000		900	2,100	In Progress	100354
South	E	Kingussie	Fit drainage channel outside appliance bay door	David Rose	1,500	2,000		-500	Order issued	100519
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	1,300		-950	Order issued	101820
South	M&W	Lochaline	Replace water heater	John Sneedon	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			500		
South	WI	Stornoway	Remedial Drainage Works		0	0	577	-577	Completed	104791
South	WI	Stornoway	Replace compressor/hydrant store doors		1,800			1,800		
<b>South</b>		<b>Sub Total</b>			<b>19,210</b>	<b>12,160</b>	<b>11,004</b>	<b>-3,954</b>		

**BUILDING MAINTENANCE PROGRAMME****2007/08 REVENUE - NEW**

BA4001

Division	Area	Location	Work Required	Staff	Budget	Committed	Paid	Balance	Comments	Order No.
Training	E	Seafield Road	Yard re-surface	Angus MacDonald	10,000			10,000		
Training	E	Seafield Road	Drains	Angus MacDonald	3,000	500		2,500	Order issued	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	85		1,915	Order issued	103614
<b>Training</b>		<b>Sub Total</b>			<b>16,000</b>	<b>585</b>	<b>219</b>	<b>15,196</b>		
		<b>Grand Total of Revenue Projects</b>			<b>56,010</b>	<b>17,067</b>	<b>16,518</b>	<b>22,425</b>		