

Finance and Resources Committee

10.00am, Thursday, 14 January 2016

Common Good Planned Maintenance Programme and Common Good Reporting

Item number	7.15
Report number	
Executive/routine	
Wards	

Executive summary

On 19 October 2015, the Governance Risk and Best Value Committee requested that the Head of Finance explore ways to use the Common Good Fund to pro-actively maintain and refurbish Common Good property.

This report advises the Committee with a proposed planned maintenance programme to use the Common Good Fund for this purpose.

This report also clarifies to which Committees Common Good matters are reported.

Links

Coalition pledges	P30 , P31
Council outcomes	CO19
Single Outcome Agreement	SO2 , SO3

Common Good Planned Maintenance Programme and Common Good Reporting

Recommendations

- 1.1 Members of the Finance and Resources Committee are asked to:
 - 1.1.1 Approve the use of the Common Good Fund for the activities planned for the Common Good maintenance programme outlined in the report;
 - 1.1.2 Note that actual and planned maintenance programme will be reported to the Finance and Resources Committee annually within the Common Good Performance Report; and
 - 1.1.3 Note that all Common Good matters will be reported to Finance and Resources Committee, unless policy decisions are required in which circumstance the matter will be reported to Corporate Policy and Strategy Committee.

Background

- 2.1 The City of Edinburgh Council has a statutory obligation under the Local Government etc. (Scotland) Act 1994, Section 15(4) (b) in administering property held as part of the common good to have regard to the interests of all of the inhabitants of the City. In effect the Council holds the Common Good Fund for the benefit of the City as a whole.
- 2.2 The purpose of this report is to advise the Committee of proposals for a Common Good Planned Maintenance Programme which was requested at the Governance, Risk and Best Value Committee meeting on 19 October 2015.
- 2.3 The Committee noted that the Head of Finance would explore ways to use the Common Good fund to pro-actively maintain and refurbish Common Good property. Following consultation with colleagues in Corporate Property, a number of options were explored to use the fund for planned maintenance of Common Good property and proposals are outlined in the main report.
- 2.4 The Committee noted on 24 September 2015 that there were a number of actions related to Common Good from the Governance, Risk and Best Value and the Corporate Policy and Strategy Committee. It was noted that due to these various actions, a decision was required to decide the most appropriate Committee to which to report Common Good related issues.

Main report

- 3.1 The current priorities and issues affecting the Council's Corporate Property portfolio highlight the on-going need for inspections and a pro-active maintenance programme to ensure that the Common Good assets are maintained to a satisfactory level.
- 3.2 At 31 March 2015, the Common Good Fund balance stood at £1.65 million, with £1.18 million held separately for the sale of East Market Street Garage which was transferred to the Common Good Fund following approval by the Finance and Resources Committee on 27 August 2015. In 2015/16, £0.67 million has been spent on the acquisition of Custom House and £0.16 million has been received following the sale of assets. The current balance of the Common Good Fund is therefore £2.32 million.
- 3.3 Following review by Corporate Property, the planned property maintenance of Common Good assets has been broken down into various activities with the estimated annual cost of these activities and the potential sites which could be covered, detailed in Appendix 1. This proposed initial spend of around £0.190m will inform the future programme.
- 3.4 However, these estimates are subject to change as if the planned preventative maintenance uncovers items which require additional critical work, it would be prudent to front load the work and subsequently reduce the annual commitment.
- 3.5 In addition, it is proposed to fund a project for Scott Monument lighting which is forecast to cost £0.122 million (£0.077 million in 2015-2016 and £0.045 million in 2016-2017).
- 3.6 This proposed approach would ensure that the Common Good Fund is used astutely for the purpose of maintaining and refurbishing Common Good assets.
- 3.7 The Planned Maintenance Programme will be reviewed annually and included as part of the Common Good Performance Report which is reported to Finance and Resources Committee in September.
- 3.8 All Common Good matters will be reported to Finance and Resources Committee, unless policy decisions are required in which circumstance the matter will be reported to Corporate Policy and Strategy Committee.

Measures of success

- 4.1 An effective planned maintenance programme of Common Good property.

Financial impact

- 5.1 Use of the Common Good Fund to maintain Common Good property.

Risk, policy, compliance and governance impact

- 6.1 There is a risk that the condition of Common Good property will deteriorate unless it is pro-actively maintained.

Equalities impact

- 7.1 There is no direct impact of the report's contents to equalities related issues. However, the statutory obligation placed on the Council for the management of Common Good property is for the benefit of all of the City's inhabitants.

Sustainability impact

- 8.1 There are no impacts on carbon, adaptation to climate change and sustainable development arising directly from this report.

Consultation and engagement

- 9.1 None.

Background reading/external references

[Governance, Risk and Best Value Committee](#) 19 October 2015. Please see item 5. Revenue Monitoring 2014/15 – Outturn Report and decision 2) for details

[Finance and Resources Committee Rolling Actions Log](#) 29 October 2015 item 25.

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Links

Coalition pledges	P30 – Continue to maintain a sound financial position including long-term financial planning P31 – Maintain our city's reputation as the cultural capital of the World by continuing to support and invest in our cultural infrastructure.
Council outcomes	CO19 – Attractive Places and Well Maintained – Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards and maintenance of infrastructure and public realm.
Single Outcome	SO2 – Edinburgh's citizens experience improved health and

Agreement wellbeing, with reduced inequalities in health

Appendices Appendix 1 – Proposed works and estimated cost

Appendix 1				
Proposed Works	Potential Activities	Potential Sites	Estimated Annual Cost	Additional Notes on Activities
High Level Surveys	Survey and Video, gutter cleaning, replacement of slipped slates, lightning protection and man-safe checks. Minor repairs	<ul style="list-style-type: none"> • Calton Hill (Nelson Monument and James Craig House) • City Chambers complex • Lady Stairs House • Meadows Pillars • People Story Museum • Scott Monument 	£0.015m	Costs for any necessary larger repairs identified, particularly if scaffold or barriers/ street closures involved, are additional.
Sustainability Surveys	Lighting surveys, controls, heating and general energy efficiency surveys.	<ul style="list-style-type: none"> • Calton Hill (Nelson Monument and James Craig House) • City Chambers complex • Lady Stairs House • People Story Museum • Scott Monument 	£0.005m	Initial surveys to determine condition and options. Confirmation and monitoring surveys thereafter.
Planned Preventative Maintenance	Decoration; flooring, blinds/curtains. Window-cleaning. Window restrictors.	<ul style="list-style-type: none"> • City Chambers complex • Lady Stairs House • People Story Museum • Scott Monument • Calton Hill Buildings 	£0.150m	Particular emphasis on common and service area in first instance. Room/area upgrades thereafter.
Sustainability Works	Lighting; LEDs, external lighting. Heating adjustments and upgrades. Draught exclusion; checks, repairs and installation.	<ul style="list-style-type: none"> • City Chambers complex • Lady Stairs House • People Story Museum • Scott Monument • Calton Hill Buildings • External lighting to various monuments 	£0.020m	Work based on feedback from Sustainability Surveys above.
Estimated Annual Cost			£0.190m	