

Scrutiny – Corporate and Resources

Strategic Asset Management – Building maintenance and compliance (non-schools)

4th January 2024



Somerset
Council

Building Compliance

What do we mean by compliance?

Compliance duties dictated either by statutory requirements (i.e. the Health and Safety at Work Act 1974) and/or by Council Policy, key examples include:

- Gas safety inspections
- Lift servicing
- Electrical Safety Certificates
- Emergency Lighting inspections
- Fire safety systems, risk assessments
- Legionella checks and risk assessments
- Fire and evacuation procedures
- Asbestos management and condition surveys
- Tree surveys
- Radon monitoring
- Implementing recommended actions following inspection, to make systems compliant

Building Compliance

How is compliance currently managed?

- **Legacy Facilities Management / Property Teams continuing to be responsible for respective areas**
- **Varying arrangements but working together through FM workstream to align processes**
 - **Facilities Management Teams – weekly/monthly Health & Safety tours**
 - **In-house Property Maintenance Team (SCC / SSSDC / MDC)**
 - **In-house Asbestos Team**
 - **Use of contractors**
 - **Annual declaration process / escalation procedures**
 - **(Education Property Team – supporting Schools/Headteachers & Governors)**

Building Compliance

Reporting

- Moving towards unified reporting through use of Civica Property Management System
- Interim collation of separate data through various FM teams:

Key Performance Indicators	What is good performance high or low	Target	Tolerance	Outturns 2023/2024		
				Q1	Q2	Q3
An average for all building compliance across Somerset Council	High	100%	TBC	76%	78%	TBC

Use of Civica Property...

...to underpin compliance and reporting

- **Consistent approach to managing and reporting compliance across the whole Estate**
- **Schools and non-Schools**
- **Single source of the truth**
- **Proactively monitor/manage compliance to ensure statutory requirements are met**
- **Manage and track progress of remedial actions through the system**
- **Automatic notifications to relevant stakeholders of overdue inspections and outstanding actions**

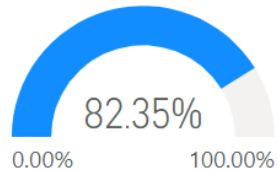
Use of Civica Property...

Portfolio: Multiple selections | FM Team: All | Site Description: Glastonbury Library/Office Hub | Inspection Owner: All

Overdue Inspections: 3 | Overdue Fire Actions: 7 | Overdue Gen. Actions: (Blank) | Overdue Help Calls: 2

Click for tables

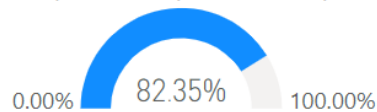
Compliance (Inspections CLOSED)



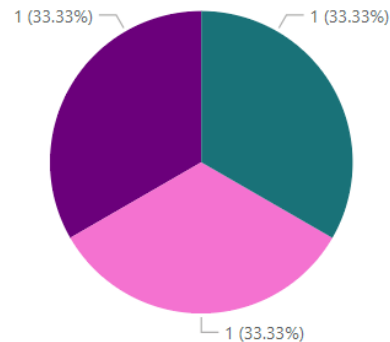
Distinct Types of Non-Compliant Inspections

3

Compliance (Inspections Complete)



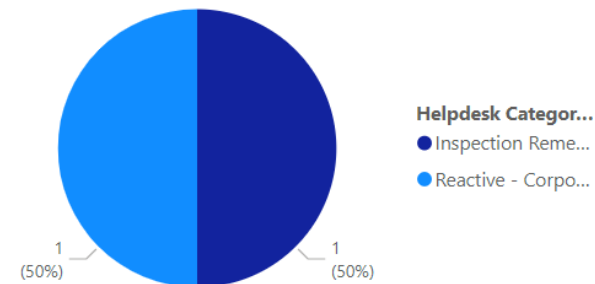
Overdue Inspections



Type Description

- 42-01 - PAT / In Servi...
- Display Energy Certifi...
- Fire Awareness Traini...

Overdue Help Calls



Helpdesk Categor...

- Inspection Reme...
- Reactive - Corpo...

Data refreshed daily at around 9:30am

Building Condition Data

- **Developing a plan to assess and collate consistent building condition data for the corporate estate (subject to resourcing)**
- **Record and collate condition data in Civica Property**
- **Intelligence fed into Civica Property through in-house maintenance operatives (servicing observations etc)**
- **Use of drone technology to survey buildings**
- **Data informs prioritised maintenance plans**
 - **Focus spend on buildings identified for retention/strategic use**
 - **Address urgent/high priority items**
 - **Quality data informs MTFP / capital funding request process**
 - **Agree plans for buildings which may be identified for disposal**



Update on Corporate Building Condition Programme

SITE	PROPOSED PROJECTS (BEING TENDERED / TO BE TENDERED)		Completion date
County Hall, Block A, Taunton	Rectify roof defects		28/02/2024
Taunton Library	Boiler & pumps		30/04/2024
Dunster Pre School	Cladding and Roof works		30/04/2024
Shape Mendip, Shepton Mallet	Roofing and drainage		30/04/2024
Goldenstones Leisure Centre, Yeovil	New fire alarm system		30/09/2024
Court Fields Nursery, Wellington	Drainage repairs, external building fabric works, new rainwater goods		31/01/2024
Olive Tree nursery, Bridgwater	Heating System and External building fabric works		31/03/2024
Langport Library	External Building Fabric works and window replacements		31/05/2024
Nursery at Frome College	Building structure works		31/05/2024
Wells Library	Window replacements, external building fabric works		31/05/2024
Bridgwater Library	Roof renewal/replacement works		31/07/2024
Orchard multi-storey car park, Taunton	Concrete repairs		31/08/2024
County Hall, Taunton	Improve uneven paths, slabs, steps and poor site lighting (H&S)		Under review
Chard Library	External building fabric works, windows, doors, rainwater goods, entrance canopy		TBC
Crewkerne Library	Building structure works, external building fabric works, windows and doors		TBC
Ilminster Library	External building fabric works, windows and doors		TBC
Bouncy Bears Nursery, Wellington	Renew floor and install new ventilation		TBC
Cornhill, Bridgwater	Roof renewal / replacement (initial phase – site surveys and investigations)		TBC
Dunball Area Highways office	Demolition of modular building		TBC
Total Anticipated Costs	(individual project figures excluded for commercial sensitivity)	£1,840,807	

Time for Questions

