

**REPORT TO: PORTCHESTER CREMATORIUM JOINT COMMITTEE – 15 SEPTEMBER 2014**

**REPORT BY: HEAD OF BUILDING SERVICES, FAREHAM BOROUGH COUNCIL**

**BUILDING MAINTENANCE – PROGRESS REPORT**

Set out below is a summary of work planned to be undertaken during the current financial year, and recent decisions made.

<b>FORTHCOMING</b>						
Project	Status	Budget £	Cost	Variation	Reason	Ref
Waiting rooms and toilet refurbishment	Assessing requirements	8,800				9
Works to Mess room	Assessing requirements	2,600				12

<b>IN PROGRESS</b>						
Project	Status	Budget £	Cost	Variation	Reason	Ref
South Chapel – refurbishment	Options from consultant under consideration	175,000 ex fees & VAT				3
Mercury abatement project – sound attenuation work	Checking validity of solution with manufacturer in Spain	9,500				14

<b>ON HOLD</b>						
Project	Status	Budget £	Cost	Variation	Reason	Ref
Waste heat recovery	Tenders received. Scheme on hold	28,000				1
Internal redecoration – rolling programme	Assessing requirements	14,000				5
Water feature	Scheme subject to re- evaluation	3,000				10
Book of remembrance room – Stone work	No works identified	Nil				11

<b>ONGOING</b>						
Project	Status	Budget £	Cost	Variation	Reason	Ref
Steam cleaning paving – rolling programme	Assessing requirements	3,000				6

<b>COMPLETED SINCE PREVIOUS REPORT</b>						
Project	Status	Budget £	Cost	Variation	Reason	Ref
South Chapel – Minor redecoration	Works completed – Easter 2014	2,938	2,938	Nil		2
CCTV camera replacement (rolling programme)	Assessing requirements	14,000				4
Fence and gate works and car parking	Repairs completed	500	400	100		8
Legionella Risk Assessment and register	Register received	320	320	Nil		15
Asbestos register	Register received	525	525	Nil		16
Fire risk assessment and register	Register received	595	595	Nil		17
Hard-wired alarm system	Assessing requirements	12,500				7

**It is recommended that the committee note the program to date and endorse the current approach to managing the asset.**

***Chris Newman***  
**Head of Building Services,**  
**Fareham Borough Council**