

## REPORT TO THE EXECUTIVE



<b>DATE</b>	<b>28<sup>th</sup> April 2009</b>
<b>PORTFOLIO</b>	<b>Resources</b>
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**Asset Management-  
Fire & Asbestos Works to Council Buildings  
Programme 2009/10 to 2011/12**

**PURPOSE**

1. To obtain approval to release funds from the Capital Programme 2009/10 to undertake Fire & Asbestos works.
2. To agree an outline programme of specific works to be undertaken in 2009/10 within the Council Buildings.

**RECOMMENDATION**

3. That the Programme of Works set out in [Appendix 1](#) be approved, and the budget of £75,000 in the Capital Programme for 2009/10 be released.
4. That the Head of Property Consultancy be authorised to seek suitable tenders to undertake these works in accordance with the Council's Standing Orders and, in consultation with the Executive Member for Resources, appoint a contractor to carry out the works.

**REASONS FOR RECOMMENDATION**

5. It is a legal requirement for the Council as the 'Duty Holder' under Regulation 4 of the Control of Asbestos at Work Regulations 2006 to assess and manage asbestos on non-domestic buildings.
6. It is a legal requirement for the Council as an 'employer' or 'controller of premises' under the Regulatory Reform (Fire Safety) Order 2005, to assess and manage fire safety on its premises.

**SUMMARY OF KEY POINTS**

7. Appendix 1 attached, outlines the proposed 3 year programme for the Fire & Asbestos management works within Council Buildings. Each scheme will require further development in detail and costing.

8. The 3 year Fire & Asbestos Works Programme has been compiled in reference to the Fire Risk Assessments and the Asbestos Survey Reports on the Council buildings/premises.
9. The prioritisation of the schemes over the 3 year Capital Programme has been based on the categorisation of the "Areas of Concern" highlighted within the respective reports.

For example: Category A Works are scheduled-in for the first year of the 3 year Capital Programme and the larger schemes are planned to be phased over a 2 to 3 year period.

10. In addition to the selection criteria, the following Risk Management Implications have been considered in relation to the non-delivery of Fire & Asbestos Capital Programme of Works:

<b><u>Implications</u></b>	<b><u>High</u></b>	<b><u>Medium</u></b>	<b><u>Low</u></b>	<b><u>None</u></b>
Financial		<b>x</b>		
Environmental	<b>x</b>			
Personnel / Resources				<b>x</b>
Crime & Disorder				<b>x</b>
Health, Safety & Welfare	<b>x</b>			
Data Protection				<b>x</b>
Freedom of Information				<b>x</b>
Legal	<b>x</b>			
Equalities & Diversities				<b>x</b>
Reputation		<b>x</b>		

**Proposed Fire & Asbestos Works for 2009/10**

11. Various Council Buildings – improvement works to the various buildings highlighted as Category A Works within the Fire Risk Assessments. (Appendix 2 summarises the location and nature of works required). Category A Works are defined as ‘dangerous situations’.
12. Burnley Market Hall – Phase One installation of new ‘double knock’ fire alarm system, allowing the Market Hall Management Team to investigate the area of concern upon first alarm bell without the need for total evacuation, before second alarm bell notifies Fire Service and the need for immediate evacuation of the premises. Fire Officer does not recommend fire alarm testing or fire drills due to public safety being compromised.
13. Parker Lane Civic Offices – Removal of asbestos panel to rear of main door to Parker Lane elevation. Risk Assessment identified the need for safe removal due to anticipated works on the door and surrounding area.

14. All priorities for works within the 3 year Fire & Asbestos Programme have been based on the recommendations from the Fire Risk Assessments and Asbestos Reports. An element of flexibility must be retained to react to the inclusion of schemes that services and others come forward with 'as revised' priorities as strategies develop, such as the Asset Management Plan (acquisitions, disposals, leasing etc.) and as specific needs arise. In addition to the above, Type 3 Surveys have to be carried out before work commences in any area, the Survey results may identify/unearth Asbestos Containing Materials (ACM's) within the structure that may require removal.

#### **FINANCIAL IMPLICATIONS AND BUDGET PROVISION**

15. The 2009/10 Fire & Asbestos Works Budget has been approved at £75,000.00 which is intended to cover the schemes highlighted in paragraphs 11, 12 and 13. The estimated cost of the works is £63,750 for payments to contractors, and £11,250 for Property Consultancy staff recharges.

#### **POLICY IMPLICATIONS**

16. As an 'Employer' and 'Duty Holder' the Council has a legal requirement to carry out the necessary Risk Assessments and Surveys in order to manage the asbestos content and the Fire Safety within our buildings/premises.

#### **DETAILS OF CONSULTATION**

17. Chair of Better Services Scrutiny.

#### **BACKGROUND PAPERS**

18. Fire Risk Assessments and the Asbestos Survey Reports held in Property Consultancy and the Health & Safety Unit.

#### **FURTHER INFORMATION**

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