

For Noting

Agenda Item 6.4
Meeting Date: 27/08/2025

To: The Management Committee
From: The Technical Services Manager
Subject: Planned & Cyclical Works Progress Report

1. Introduction / Purpose

1.1 The purpose of this report is to update Committee with progress on various planned and cyclical projects.

2. Background

2.1 This report provides an update on various planned and cyclical maintenance projects that have previously been approved by Committee.

3. Planned Maintenance – Replacement Bathrooms (Rosewood and Lindens)

3.1 The works substantially completed during June with some no access cases being programmed in during July and August. Practical Completion Certification was issued on 25 July 2025.

3.2 The project remains on budget refer Appendix 1. The Final Account is currently being prepared.

3.3 The project completed on programme.

3.4 A summary of the tenant satisfaction results can be found at Appendix 2.

4. Cyclical Painterwork

4.1 Following an incident during June the works were suspended. This incident led to an Unacceptable Actions Enforcement being placed on a tenant. We are currently looking to recommence the works.

4.2 The project remains on budget refer Appendix 1.

4.3 The project is currently behind programme.

5. Cyclical Gutter Cleaning

- 5.1 Year 3 work has been completed.
- 5.2 The project completed within budget refer Appendix 1.
- 5.3 The final account has been prepared for signing refer Appendix 1.

6. Cyclical Electrical Inspections

- 6.1 Works have commenced in July 2025. EICRs are being carried out timeously to ensure anniversary dates are met.
- 6.2 No payments have yet been requested.
- 6.3 The project is on programme.

7. 48 Linnhead Drive

- 7.1 Works commenced on site during May 2025.
- 7.2 The project remains on budget refer Appendix 1. It is anticipated that additional costs will be incurred due to delays on site (see 7.3).
- 7.3 The project is currently behind programme with the contractor submitting a notice of delay. The reasons for this delay have yet to be fully established but could include undiscovered issues with the existing building, delays in information, utilities delays etc. This is currently being reviewed by the Design Team and the Contractor.

8. Risk

- 8.1 When considering the progress of cyclical and planned maintenance projects we have identified the main risks under the following risk categories and the measures we have taken to mitigate such risks.

Risk Category	Mitigating Measure
Financial – <ul style="list-style-type: none">• Poor contract management could lead to unknown increased costs Reputation - <ul style="list-style-type: none">• Decreased tenant satisfaction of planned and cyclical works not carried out	Having a reporting system in place along with using external consultants to review costs Project have programmes monitored throughout contract

Property/ Stock Condition - <ul style="list-style-type: none"> Poorly maintained properties 	Carrying out planned and cyclical contracts ensure we continue to meet SHQS.
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9. Delivery of our Strategic Objectives

Area	Related Strategic Objective(s)
Carrying out cyclical and planned works	1. Provide high quality and affordable homes 2. Engage effectively with tenants and service users 3. Deliver value for money 7. Achieve the highest standards in all that we do

10. Application of our Core Values

Area	Related Core Value(s)
Carrying out cyclical and planned works	Invest and Support Accountable and Compliant Efficient and responsible

11. Compliance and Assurance

- 11.1 Having cyclical and planned maintenance contracts in place to deliver or programmes, contributes to good governance. This approach means we are compliant with Regulatory requirements as follows:

Compliance Source	Details
The Scottish Social Housing Charter	4. Quality of Housing 5. Repairs, maintenance and improvements

11.2 Evidence Bank

Evidence	Assurance Exercise Location
<ul style="list-style-type: none"> Cover Report 	The Scottish Social Housing Charter: Outcome 4 and 5

Committee is reminded that our Assurance Exercises are available in the Committee Log-in Area of our website, which Committee can access at any time.

12.0 Summary/Conclusions/Recommendations

- 12.1 Project progress has been outlined in sections 3 – 7.
- 12.2 Risk has been considered at Section 8.
- 12.3 Section 9 shows how carrying out cyclical and planned works, contributes to the delivery of our strategic objectives.
- 12.4 Section 10 shows how carrying out cyclical and planned works, contributes to the application of our Core Values.
- 12.5 Section 11 sets out how we comply with Regulatory requirements.
- 12.6 Committee is invited to note this update.

Project Spend Monitoring Report

N.B Spend figures include VAT

1. Bathroom Replacement including the installation of overbath showers

Project Scope: Replacement bathrooms and associated works to Rosewood and Lindens

	Approved Amounts	Spend to date
CCG	£332,585.56	£249,840.00
Clerk of Works	In house	n/a
Total	£332,585.56	£249,840.00

See Reid Associates Cost Report 1 attached.

2. Painterwork

Project Scope: All stock

	Approved Amounts	Spend to date
JS McColl	£332,360.23	£116,262.00
DA Gilmour (CoW)	£12,960.00	£1,296.00
Total	£332,360.23	£117,558.00

3. Gutter Cleaning

Project Scope: All stock including Glenmuir Estates

	Approved Amounts	Spend to date
Tenement Steps	£53,378.83	£57,076.98
- Glenmuir Estates*	£5,200.00	
Clerk of Works	In house	n/a
Total	£58,578.83	£57,076.98

See Reid Associates Final Account attached.

* this is substantially funded by owners contributions

4. 48 Linnhead Drive Refurbishment

Project Scope: Refurbishment of 5 no. flats and close

	Approved Amounts	Spend to date
MPMH	£744,119.00	£263,280.00
Clerk of Works	In house	n/a
Total	£744,119.00	£263,280.00

See Reid Associates Cost Report 3 attached.

Rosehill Housing Association

Bathroom Replacements 2025

Cost Report Nr 1

May 2025



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1.0 **INTRODUCTION**

1.1 **This report sets out the current financial position of Rosehill Housing Association - Bathroom Replacements 2025.**

1.2 **The report indicated that the project is within budget, with a contingency balance of £25,900.**



2.0 EXECUTIVE SUMMARY

Rosehill Housing Association
Bathroom Replacements 2025
Cost Report Nr 1
May 2025

Project: Bathroom Replacements 2025
Employer: Rosehill Housing Association 250 Peat Road Glasgow G53 6SA
Contract Administrator Reid Associates 13 Sandyford Place Glasgow G3 7NB
Contractor: CCG (Scotland) Ltd 1 Cambuslang Road Cambuslang Investment Park Glasgow G32 8NB
Form of Contract: SBCC Standard Building with Quantities for use in Scotland (SBC/Q/Scot) 2016 Edition

<u>Description</u>	<u>Current Report</u>	<u>Previous Report</u>
Original Contract Period	11 weeks	
Contract Start Date	26/03/2025	
Contract Completion	27/05/2025	
Extension (EOT)	-	-
Revised Contract Completion Date	-	-
Revised Contract Period	-	-
Contract Period Expired	-	-
Contract Administrator Instruction Issued	2	
Interim Certificates Issued	1	
Gross Certified to Date	£ 65,258	
Contract Sum	£ 277,155	
Authorised Expenditure	£ 277,155	
Anticipated Final Account	£ 277,155	
Saving/Addition to Authorised Expenditure Sum -	£ -	



APPENDIX A - DETAILED COST REPORT

Rosehill Housing Association
 Bathroom Replacements 2025
 Cost Report Nr 1
 May 2025

	Previous Report No:	Change +/-	Current Report No: 1
Contract Sum	-	-	£ 277,155
Omit: Contingencies	-	-	10,000
Contract Sum Adjustment	£ -	£ -	£ 267,155
Add/Omit: Net Adjustment of Provisional Sums (Part 2)	-	-	-
Add/Omit: Estimated value of Authorised Variations (Part 3)	-	-	(15,900)
Add/Omit: Estimated value of Anticipated Variations (Part 4)	-	-	-
Sub Total	£ -	£ -	£ 251,255
Add/Omit: Loss & Expenses	-	-	-
Estimated Current Contract Value	£ -	£ -	£ 251,255
Add/Omit: Allowance for Contingencies	-	-	25,900
Estimated Current Contract Value	£ -	£ -	£ 277,155
Amount of Gross Valuation to date: _____	£65,258		
Valuation Number: _____	1		



PART 2: PROVISIONAL SUMS

Rosehill Housing Association
Bathroom Replacements 2025
Cost Report Nr 1
May 2025

AI/EI Nr	Description & Reference	BQ ALLOWANCES			EXPENDITURE OF BQ ALLOWANCES			
		P.S.	Profit & Attendances	Total	Quotation	Profit & Attendances	Allocation for work not instructed	Total
-	Replacement of electrical consumer units	30,000	-	30,000	5,000	-	25,000	30,000
				TOTAL	£ 30,000			
							TOTAL	£ 30,000
							Less BQ Allowances	£ 30,000
							TOTAL ADDITION/ OMISSION	£ -



PART 3: CONTRACT ADMINISTRATOR'S INSTRUCTIONS

Rosehill Housing Association
Bathroom Replacements 2025
Cost Report Nr 1
May 2025

AI NR.	DESCRIPTION	NET ADJUSTMENTS	
		Omission £	Addition £
1.1	Omission of Addresses	4,000	-
1.2	Tenant Opt Outs	3,700	-
2.1	Omission of Addresses	10,000	-
2.2	21 Elliston Drive - convert from cold water storage to mains supply in bathroom	-	-
2.3	4 Elliston Drive - replace non-slip flooring in ensuite	-	300
2.4	Radiator Replacements - Agreed rate	-	-
3.1	9 Elliston Crescent - Additional works	-	1,500
TOTAL		£ 17,700	£ 1,800
Less Addition/Omission		£ 1,800	£ 1,800
Total Addition/ Omission		£ 15,900	£ -



PART 4: ANTICIPATED VARIATIONS

Rosehill Housing Association
 Bathroom Replacements 2025
 Cost Report Nr 1
 May 2025

AV NR.	DESCRIPTION	NET ADJUSTMENTS	
		Omission £	Addition £
1.1	Syphon Replacements	-	-
TOTAL		£ -	£ -
Less Addition/Omission		£ -	£ -
Total Addition/ Omission		£ -	£ -



ROSEHILL HOUSING ASSOCIATION

GUTTER CLEANING 2023 - 2026

FINAL ACCOUNT OF THE WORKS

AS CARRIED OUT BY

TENEMENT STEPS

CONTRACT ADMINISTRATOR

**Reid Associates
13 Sandyford Place
Glasgow
G3 7NB**

Tel: 0141 248 6545

QUANTITY SURVEYOR

**Reid Associates
13 Sandyford Place
Glasgow
G3 7NB**

Tel: 0141 248 6545

AUGUST 2025



ROSEHILL HOUSING ASSOCIATION

GUTTER CLEANING 2023 - 2026

FINAL ACCOUNT OF THE WORKS

AS CARRIED OUT BY

TENEMENT STEPS

Amount of Tender dated 10th March 2023 £ 44,482.36

Deduct

Contingencies Ddt £ 2,118.21

£ 42,364.15

ADJUSTMENTS

OMISSIONS

ADDITIONS

1.0 Contract Administrator Instructions

1.1 Included in Meared Works

-

-

2.0 Preliminaries

2.1 Preliminaries

-

-

3.0 Measured Works

-

-

NR DESCRIPTION

1. Existing Site/ Building/ Services

38,364.15

47,564.15

2. Provisional Sums/ Dayworks

4,000.00

-

42,364.15

47,564.15

42,364.15

42,364.15

£ -

£ 5,200.00

Add

5,200.00

AMOUNT OF FINAL ACCOUNT

£ 47,564.15

13 Sandyford Place
Glasgow
G3 7NB

Measured and Calculated

Perel Associates

6th August 2025

Chartered Quantity Surveyors

Contractor's signature.....

Address.....

Date.....

ROSEHILL HOUSING ASSOCIATION

48 LINNHEAD DRIVE

COST REPORT NR 3

AUGUST 2025



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1.0 **INTRODUCTION**

- 1.1** **This report sets out the current financial position of the Refurbishment of 48 Linnhead Drive.**
- 1.2** **The contingencies fund balance currently sits at £12,179.**
- 1.3** **Please note that we have still to receive costs from MPMH for certain variations to the contract. We have included our estimates meantime and will review against the contractor's costs on receipt.**
- 1.4** **MPMH have issued a notice of delay. At this stage the extent of the delay is unknown but is expected to be significant. This report does not contain any potential loss and expense associated with the delay.**



2.0 PROJECT SUMMARY

ROSEHILL HOUSING ASSOCIATION
48 LINNHEAD DRIVE
COST REPORT NR 3
AUGUST 2025

Project: 48 Linnhead Drive
Employer: Rosehill Housing Association Limited 250 Peat Road Glasgow G53 6SA
Architect/CA: John Gilbert Architects 201 The White Studios Templeton on the Green 62 Templeton Street Glasgow G40 1DA
Contractor: MPMH Ltd Block 3, Unit 5, Parkway Point 270 Springhill Parkway Glasgow Business Park Glasgow G69 6GA
Form of Contract: Minor Works Building Contract with Contractor's Design MWD/Scot (2016 Edition)

<u>Description</u>	<u>Current Report</u>	<u>Previous Report</u>
Original Contract Period	20 weeks	20 weeks
Contract Start Date	05/05/2025	05/05/2025
Contract Completion	19/09/2025	19/09/2025
Extension (EOT)	-	-
Revised Contract Completion Date	-	-
Revised Contract Period	-	-
Contract Period Expired	-	-
Architect's/Employer Instruction Issued	-	-
Interim Certificates Issued	3	2
Gross Certified to Date	£230,947	£146,421
Contract Sum	£ 620,099	£ 620,099
Authorised Expenditure	£ 620,099	£ 620,099
Anticipated Final Account	£ 620,099	£ 620,099
Saving to Authorised Expenditure -	£ -	£ -

5.0 PART 3 - ANTICIPATED VARIATIONS

ROSEHILL HOUSING ASSOCIATION
 48 LINNHEAD DRIVE
 COST REPORT NR 3
 AUGUST 2025

NR.	DESCRIPTION	NET ADJUSTMENTS	
		Omission £	Addition £
1.	Rentokil bird waste removal works	-	1,800
2.	Drone Survey to roof works	-	1,300
3.	Revised Structural Engineer's Drawings 26th June 2025	-	6,500
4.	Roof Asbestos Survey	-	300
5.	Omit Vinyl Flooring to bathrooms and kitchens (Rosehill confirmed verbally)	1,100	-
6.	Boroscope survey	-	1,400
7.	Repair damaged fascia boards and damaged guttering (estimate - awaiting revised quote from MPMH)	-	3,500
8.	Wallboard to bathrooms/ kitchens in lieu of tiles (estimate - awaiting revised quote from MPMH)	-	2,500
9.	Omit plasterboard from common close areas	400	-
10.	Revised Structural Engineer's Drawings 30th July 2025 (estimate - awaiting revised quote from MPMH)	-	4,000
Total		£ 1,500	£ 21,300
Less Omission		£ 1,500	£ 1,500
Total Addition		£ -	£ 19,800



Appendix 2

Bathroom Replacement Contract Satisfaction

30 tenants participated out of 41 installations (73%)

Question	Result - Yes	Result -No
Were you satisfied with the information provided by Rosehill?	28	2
Were you satisfied with the information provided by Contractors ?	29	1
Were you satisfied with access arrangements processed by Contractor?	27	3
Were you satisfied with the manner and attitude of the contractors?	28	2
Are you satisfied with the overall quality of the work carried out?	29	1
Are you satisfied with your new bathroom ?	30	0
Was Rosehill popping in during the process reassuring?	27	3
Overall how satisfied are you with the entire replacement process from the initial notification to final completion?	Very Satisfied -17 Fairly Satisfied - 11 Neither satisfied or Dissatisfied - 1 no answer given - 1	

Improvements suggested for future contracts:

Tenants shouldn't have to pay for non-standard items

Try to do the work quicker as had to take time off work