

## For Noting

**Agenda Item 8.3**  
**Meeting Date: 27/11/2024**

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

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### **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 – Radiator Replacement Original Stock**

3.1 Our Community Engagement Officer and Technical Services Officer have worked to engage with tenants that we have had no communication from. They have also carried out an exercise to have a signed refusal form completed by tenants who do not wish the radiator install. This form states that should the existing system become uneconomical for Rosehill to repair then the installation of the new radiator must happen at that point. Various reasons have been given for not wanting the new radiators – too much upheaval, ill health, unable to clear enough working space for the contractor, décor damage etc.

3.2 Installation works have now stopped and the contractor has completed their contract works. 220 installs (approximately 75%) have been completed.

3.3 The contractor has agreed that if in the future we require any other installs completed due to change of tenant circumstances then they are willing to carry these installs out on an individual basis.

3.4 The project was completed within budget refer Appendix 1 and the final account has been agreed and signed refer Appendix 2.

#### **4. Planned Maintenance – Replacement Windows and External Doors (Lindens, Rosewood, Johnsburn, New Hurlet, Priesthill Tenements and Rosehill Cottages)**

- 4.1 Installation works for years 1 and 2 are complete except for the two properties which have been postponed due to tenant issues.
- 4.3 The project except for the two outstanding properties has been completed on programme.
- 4.4 The contractor has now also commenced works to the Original Stock pend doors. These were works that were never completed by CMS prior to Covid and then CMS subsequently went into administration and ceased trading.
- 4.4 The project remains on budget refer Appendix 1.

#### **5. Cyclical Painterwork**

- 5.1 These works commenced at Craigbank during May 24 but have been hampered by the weather. Works have been completed at Craigbank and Rosewood. A view will be taken to potentially postpone all other areas other than the closes until the Spring.
- 5.2 The project remains on budget refer Appendix 1.
- 5.3 The project is currently running behind programme due to the inclement weather. To try and maintain the squad on site the closes at Hurlet Tenements are being utilised for 'wet weather' works.

#### **6. Cyclical Gutter Cleaning**

- 6.1 Year 1 and Year 2 works have been completed. The additional works (bringing some stock areas forward which was approved by committee in July) are due to commence during late August / early September. Due to contractor labour issues the works to the Original Stock areas have been making slow progress but the contractor is aiming to have the Original Stock area complete by the Christmas break.
- 6.2 The project remains on budget refer Appendix 1.
- 6.3 The project is currently on programme.

#### **7. Risk**

7.1 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"> <li>Poor contract management could lead to unknown increased costs</li> </ul> Reputation - <ul style="list-style-type: none"> <li>Decreased tenant satisfaction of planned and cyclical works not carried out</li> </ul> Property/ Stock Condition - <ul style="list-style-type: none"> <li>Poorly maintained properties</li> </ul>	Having a reporting system in place along with using external consultants to review costs  Project have programmes monitored throughout contract  Carrying out planned and cyclical contracts ensure we continue to meet SHQS.

## 8. 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

## 9. 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

## 10. Compliance and Assurance

10.1 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
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## 10.2 Evidence Bank

Evidence	Assurance Exercise Location
<ul style="list-style-type: none"> <li>Cover Report</li> </ul>	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.

## 11.0 Summary/Conclusions/Recommendations

11.1 Project progress has been outlined in sections 3 – 6.

11.2 Risk has been considered at Section 7.

11.3 Section 8 shows how carrying out cyclical and planned works, contributes to the delivery of our strategic objectives.

11.4 Section 9 shows how carrying out cyclical and planned works, contributes to the application of our Core Values.

11.5 Section 10 sets out how we comply with Regulatory requirements.

11.6 Committee is invited to note this update.