

**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 is currently working with the contractor Neat Heat, where they have had no communication from tenants (30 no.) or tenants are refusing the works (45 no.). This exercise has been hampered due to staff sicknesses and lack to Technical Services resource.

3.2 Installation works have slowed due to the lack of available properties available for installs. 198 installs have been completed to date.

3.3 Works are generally of a high standard and most tenants have been really pleased with the work.

3.3 The project remains on budget refer Appendix 1.

3.4 The project is currently running behind programme due to the number of no accesses / refusals now being encountered.

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

- 4.1 Survey works have been substantially completed. Two properties remain outstanding following five access attempts at each. These will now be escalated which may result in force access cases.
- 4.2 Installation works for year 1 are complete. Year 2 works have commenced with New Hurlet having been completed. Works to Priesthill Tenements will commence in mid May.
- 4.3 The project remains on programme with Year 1 works completed and Year 2 commenced with an overall estimated completion date of September 2024.
- 4.4 The project remains on budget refer Appendix 1.

**5. Cyclical Painterwork**

- 5.1 These works are scheduled to commence during May 24.

**6. Cyclical Gutter Cleaning**

- 6.1 Year 1 works are complete. Year 2 works have commenced with works to Hurlet Tenements and New Hurlet having been completed.

**7. Risk**

- 7.1 Not carrying out cyclical and planned maintenance may lead poorly maintained stock and potentially tenant dissatisfaction with the quality of their home. It also ensures we are complying with 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. Delivery 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

### 10.2 Evidence Bank

Evidence	Assurance Exercise Location
<ul style="list-style-type: none"><li>Cover Report</li></ul>	<b>Standard 4</b> The governing body bases its decisions on good quality information and advice and identifies and mitigates risks to the organisation's purpose.

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 delivery 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.