

**TAVISTOCK TOWN COUNCIL
BUDGET & POLICY COMMITTEE**

19th NOVEMBER 2019

EMERGENCY MAINTENANCE – TOWN HALL LIFT

1) PURPOSE OF REPORT

To provide the Committee with an opportunity to consider how best to proceed in relation to the recent failures of the Town Hall lift.

2) CORPORATE POLICY CONSIDERATIONS

The implications of the failure impact both upon Community Commitments – Ec5 (Community Assets), Ec7 (Events), together with its commitment to the built and wider environment (EN1) (Environment).

3) LEGAL AND RISK MANAGEMENT ISSUES

The Council is under an obligation in accordance with the Equality Act 2010 to undertake reasonable measures to provide disabled access and avoid discrimination in relation to its built estate. At an operational level the risk is that an inability to provide adequate means of access impacts upon both the experience of customers and potential income streams, should the premises become unsuitable for various uses.

4) RESOURCE ISSUES

The resource issues associated with this report are as set out within. More particularly the estimated cost for a replacement lift is anticipated to be in the order of £35-£45,000. However, it has not yet been possible to test this estimate against provider figures so it should be treated with caution.

5) ENVIRONMENTAL ISSUES

There are no direct environmental issues arising in connection with this report, notwithstanding there may be some variations in energy usage and prospective noise levels as between options.

6) COMMUNICATION ISSUES

The content of this Report has been developed in association with the Managers of the service.

7) RECOMMENDATIONS

The Budget & Policy Committee recommend that Tavistock Town Council:

- a) seek tenders for the replacement of the Town Hall lift;
- b) agree to make available up to £45,000 from the Extraordinary Maintenance Reserve Budget.

1) BACKGROUND

- 1.1 The Committee will be aware that there have been ongoing problems with the operation of the Town Hall lift for a period of approaching 2 years. Moreover, the potential need for works to the lift has been recognised for more than that acknowledging the age and issues associated with the equipment.
- 1.2 In the current financial year in the order of £6,500 has been expended in trying to keep the lift in working order. In your Officers opinion it is highly unlikely to be cost effective to continue to try to repair. Moreover, a quotation received from the current provider for a compliance and equipment upgrade is estimated at a little under £40,000 – clearly not value for money.

2) ISSUES AND OPTIONS

- 2.1 The current failure of the lift means that facility users are being advised of the issues and signposted to alternative arrangements for access (via the North door). Similarly, Staff are being made available to assist where necessary with regard to access.
- 2.2 However, the current situation is unsustainable (and inevitably unfortunate as we move towards the Christmas period where there tend to be more bookings for events and functions). That said, the time taken to both tender and mobilise to install a new lift does mean that installation can occur when there is less demand on the service in the New Year.
- 2.3 Preliminary inquiries are being made with providers and 2 additional quotations have been sought. However, by virtue of the size of the works it will be appropriate to advertise on Contract Finder albeit that, as this is a specialist area, it is likely that the advertisement period will be relatively short. Your Officers will make every effort to contact prospective providers to ensure a proper and competitive choice for the Council and to expedite the process.

- 2.4 More generally the impact on the Extraordinary Maintenance Reserve is appreciable – the current balance will be reported at your Meeting. This does therefore increase the level of risk attaching to the need to address any future emergency repair or maintenance to Council premises. Also, (realistically) it means that it is unlikely the Council would be in a position to meet more than one additional commitment of this scale in the immediate future. There is also the risk, pending receipt of prices, that quotations come in higher than anticipated which would place a further strain upon this budget.

The instructions of the Council and Committee are sought.

**Wayne Southall
General Manager
Tavistock Town Council
November 2019**

