



# ***Saltash Town Council***

***Konsel An Dre Essa***



*The Guildhall*  
*12 Lower Fore Street*  
*Saltash*  
*PL12 6JX*  
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30 September 2021

Dear Councillor

I write to summon you to the **Meeting of the Property Maintenance Sub Committee** to be held at the Guildhall on **Wednesday 6th October 2021 at 6.30 pm.**

We encourage members of the public and press attending Council meetings to wear a face covering, unless medically exempt, to be mindful and respect others space and to consider their own unique circumstances before attending.

The meeting is open to the public and press. Any member of the public requiring to put a question to the Town Council must do so 24 hours prior to the meeting by email [enquiries@saltash.gov.uk](mailto:enquiries@saltash.gov.uk)

Yours sincerely,

S Burrows  
Acting Town Clerk

**To Councillors:**

R Bickford R Bullock J Dent S Martin S Miller P Samuels G Taylor D Yates	All other Councillors for information
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## **Agenda**

1. Health and Safety Announcements.
2. To elect a Chairman.
3. To elect a Vice Chairman.
4. Apologies.
5. Declarations of Interest:
  - a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
  - b. Acting Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.
6. Questions - A 15-minute period when members of the public may ask questions of Members of the Council.

Please note: Any member of the public requiring to put a question to the Council must do so 24 hours prior to the meeting by writing or email.
7. To receive and approve the minutes of the Property Maintenance Sub Committee held on Tuesday 22nd September 2020 as a true and correct record. (Pages 4 - 11)
8. To receive and review the Town Council Five-Year Repair and Maintenance Plan together with the Services Committee budget sheets. (Pages 12 - 19)
9. To consider and recommend to the Policy and Finance Committee to appoint an interim Building Surveyor. (Pages 20 - 21)
10. Public Bodies (Admission to Meetings) Act 1960:  
To resolve that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.
11. To consider any items referred from the main part of the agenda
12. Public Bodies (Admission to Meetings) Act 1960:  
To resolve that the public and press be re-admitted to the meeting.
13. To consider urgent non-financial items at the discretion of the Chairman.

14. To confirm any press and social media releases associated with any agreed actions and expenditure of the meeting.

Date of next meeting:                      To be confirmed.

## **SALTASH TOWN COUNCIL**

### **Minutes of the Property Maintenance Sub-Committee held on the virtual Zoom platform on Tuesday 22<sup>nd</sup> September 2020 at 6.00 p.m.**

**PRESENT:** Councillors: R Bickford – Vice Chairman, G Challen, J Dent – Chairman, S Martin, S Miller, W Phillips – (Vice Chairman – part), B Samuels, P Samuels.

**ALSO PRESENT:** 1 Member of the Public, G Peggs – Building Consultant, S Burrows – Assistant Town Clerk, S Emmet – Finance Officer, R Enticknap – Service Delivery Manager, D Joyce – Administration Officer.

**APOLOGIES:** None.

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### **ANNOUNCEMENTS**

The Chairman confirmed that all present could hear the proceedings.

The Chairman confirmed all person's present.

The Chairman confirmed the meeting was quorate.

The Chairman informed all attendees of the meetings procedures.

### **1/20/21 TO APPOINT A CHAIRMAN**

Councillor Bickford proposed Councillor Dent to remain as Chairman of Property Maintenance Sub Committee. Councillor Martin seconded Cllr Bickford's proposal.

Following a vote, it was **RESOLVED** to appoint Councillor Dent as Chairman of Property Maintenance Sub Committee.

### **2/20/21 TO APPOINT A VICE CHAIRMAN**

Councillor Phillips proposed Councillor Bickford to be Vice Chairman of the Property Maintenance Sub Committee. Councillor Challen seconded Councillor Phillips' proposal.

Following a vote, it was **RESOLVED** to appoint Councillor Bickford as Vice Chairman of the Property Maintenance Sub Committee.

**3/20/21      RECORDING OF MEETINGS – PLEASE NOTIFY THE CHAIRMAN IF YOU ARE INTENDING TO RECORD THIS MEETING**

None.

**4/20/21      DECLARATIONS OF INTEREST**

- a. To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
- b. To receive any declarations from Members of Matters of Public Interest regarding matters to be considered at this meeting.

Councillor	Agenda Item	Pecuniary/Non-Pecuniary	Reason	Left the Meeting
Bickford	14	Non-Pecuniary	Volunteer Director at PL12	Yes

- c. Dispensations required.

**5/20/21      QUESTIONS FROM THE PUBLIC**

None.

**6/20/21      TO RATIFY THE COVID-19 DELEGATED DECISION REGISTER:**

Ref Nr.	Details	Decision Agreed	Committee	Sub Committee
STC66	Kitchen equipment for Maurice Huggins Room	APPROVED	N/A	PROPERTY MAINTENANCE

It was **RESOLVED** to approve the items listed on the COVID-19 Delegated Decision Register.

**7/20/21      FINANCE AND BUDGET**

It was **RESOLVED** to note.

8/20/21

**TO RECEIVE THE FIVE-YEAR REPAIR AND MAINTENANCE PLAN**

Members reviewed the Five-Year Maintenance Plan with the following recommendations:

The Guildhall:

It was resolved to **RECOMMEND** to Services that:

1. The external and internal repairs and decorations be precepted £20,000 for the year 2021/22.
2. The passenger lift be precepted £5,000 for the year 2021/22 for any major works which may be required.

Maurice Huggins Room:

It was **RESOLVED** to note that no major works are planned or scheduled within the current five-year plan for the Maurice Huggins Room.

Longstone Park:

Members discussed the option of further storage in the loft space above Longstone Depot. The Building Consultant advised that due to the loft installation having been installed within regulations the rafters would not allow for boarding and therefore storage is not currently viable.

It was **RESOLVED** to note no major works are planned or scheduled within the current five-year plan for Longstone Depot.

Library:

Members discussed the major works scheduled and planned for the Library are anticipated to be financed by the Public Works Loan.

The Building Consultant advised the works for the outside seating area had not been included in the tender documents.

It was **RESOLVED** that:

1. The Service Delivery Manager liaises with the Assistant Town Clerk for the vision of the patio area and provides quotes for Members consideration.
2. The works to the patio area be allocated to budget code Library Property Maintenance current available balance £15,000.

Station:

Councillor Bickford updated Members on the station works and advised that there were no further major works expected for the building maintenance over the next few years.

It was **RESOLVED** to note no major works are planned or scheduled within the current five-year plan for the Station.

Public Toilets:

It was **RESOLVED** to note no major works are planned or scheduled within the current five-year plan for the Public Toilets.

Heritage Museum:

It was **RESOLVED** to note no major works are planned or scheduled within the current five-year plan for the Heritage Museum.

Joint Burial Board – St Stephens

It was **RESOLVED** to note no major works are planned or scheduled within the current five-year plan for St Stephens.

Churchtown Cemetery:

It was **RESOLVED** to note:

1. No major works are planned or scheduled within the current five-year plan for Churchtown Cemetery.
2. The Assistant Town Clerk to investigate the damaged gate being claimed under STC insurance policy.

### Outdoor Land and Fences:

Members discussed the possibility of Victoria Gardens being owned by the Council in the near future and the major works required within the garden such as tree surgery and refurbishments of gates be budgeted within the current five-year plan.

Councillor Phillips proposed £10,000 be precepted for the next five years for major works in Victoria Gardens. Councillor B Samuels seconded Councillor Phillips' proposal.

It was resolved to **RECOMMEND** to Services:

1. To precept £10,000 over the next five years for the works to be undertaken upon devolution of Victoria Gardens.

It was **RESOLVED** that:

2. Councillor P Samuels pursues devolution progress and additional funding options for remedial works required with Cornwall Council.

### Waterfront Pontoon:

Members discussed the previous maintenance programme for the pontoon provided by an external contractor Underhill Engineering. Members agreed that this be further considered to ascertain any major works to be included in the current five-year plan.

It was **RESOLVED** that the Service Delivery Manager reviews the pontoon maintenance report and requirements and highlights any major works to be financially forecasted and considered.

For clarification and the purpose of the minutes the Assistant Town Clerk requested Members to confirm their approval of the updated current five-year maintenance plan.

Following a vote, it was **RESOLVED** to approve the updated five-year maintenance plan as agreed above.



**9/20/21      REVIEW THE PROCUREMENT PROCESS FOR PROPERTY MAINTENANCE AT ALL SITES. (PURSUANT TO SERVICES HELD ON 21.11.19 MINUTE NO.79/19/20)**

The Chairman proposed that on the appointment of a Service Delivery Manager and Assistant Service Delivery Manager it was best practice for the Service Delivery Team to manage any minor property maintenance for Council sites unless classified as major works and requiring further regulated considerations that fall outside of the Service Delivery Teams remit. These major works would be referred to the Building Consultant.

It was **RESOLVED** that minor works are to be undertaken by the Service Delivery Team and major planned and regulated works to be referred to the Building Consultant.

**10/20/21      TO REVIEW ALL ACCOMMODATION REQUIREMENTS AND PLAN FOR FUTURE NEEDS OF THE COUNCIL.**

It was **RESOLVED** to defer this item to a future meeting to allow the newly appointed Service Delivery Manager and Community Hub Team Leader sufficient time to survey all Council property reporting back to Members for further consideration.

**11/20/21      TO REVIEW THE SUB COMMITTEE TERMS OF REFERENCE. (PURSUANT TO P&F HELD ON 25.02.20 MINUTE NO. 157/19/20)**

The Chairman confirmed that the Property Maintenance Sub Committee reports to the Services Committee and not to the Policy and Finance Committee.

It was **RESOLVED** to delegate the Terms of Reference to the Administration Department to work up and submit to Members for additional input and approval.

The Building Consultant left the meeting.

Councillor Bickford declared an interest in the next agenda item and was removed to the waiting room.

**12/20/21      TO CONSIDER FUTURE OPTIONS AND COSTS FOR THE MAURICE HUGGINS ROOM. (PURSUANT TO PROPERTY MAINTENANCE HELD ON 29.05.19 MINUTE NR.08/19/20 & SERVICES HELD ON 11.09.19 MINUTE NR.44/19/20 & FULL COUNCIL HELD ON 03.10.19 MINUTE NR.183/19/20)**

Members discussed a request from Community Enterprises PL12 to manage and maintain community organised projects from the Maurice Huggins Room.

The Chairman proposed that in principle a flexible agreement between the Council and Community Enterprises PL12 be further explored in the subletting of the Maurice Huggins Room.

It was resolved to **RECOMMEND** to Services that in principle:

1. The Chairman and Councillor Phillips negotiates further the terms of tenancy with Community Enterprises PL12.
2. Enquiries to Cornwall Council be made regarding the possibility of sub-letting the MHR.

Councillor Bickford was invited and returned to the meeting.

**13/20/21      TO CONSIDER THE GUILDHALL KITCHEN REFURBISHMENT AND COSTS.**

Councillor Phillips informed Members on the current poor condition and layout of the Guildhall kitchen.

Members were informed costings had been previously obtained by the Acting Service Delivery Manager prior to the pandemic lockdown.

It was **RESOLVED** for the newly appointed Service Delivery Manager to review and obtain quotes and work alongside the Chair and Vice Chair under delegated authority to refurbish the Guildhall kitchen.

**14/20/21      PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) 15/20/21 Act 1960, it was **RESOLVED** that the public and press leave the meeting because of the confidential nature of the business to be transacted.

**15/20/21      TO CONSIDER ANY ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

None.

**16/20/21      PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

It was **RESOLVED** that the public and press be re-admitted to the meeting.

**17/20/21      TO CONSIDER URGENT NON-FINANCIAL MATTERS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIRMAN**

None.

**18/20/21      PRESS AND SOCIAL MEDIA RELEASES**

None.

**19/20/21      DATE OF NEXT MEETING**

To be arranged.

Meeting rise at 7:36pm

Signed: \_\_\_\_\_  
Chairman

Dated: \_\_\_\_\_

	A	B	C	D	E	F	G	H	I	J	K	L
1			Saltash Town Council -Services Property Maintenance 5 Year Plan - Major Works/Projects Only									
2		Budget	2021/2022									
3			Current Year	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	Approved	comments	✓	
4	Item		updated 22nd September 2020									
5	1	Item										
6	2	Major works	EMFs									1 of 7
7		External & Internal repairs and decorations	6470 GH EMF Guildhall Maintenace	£0.00	£0.00	£60,000.00	£0.00	£0.00	£0.00	£35,000 Already precepted, A further £25,000 to be precepted		
8		Programme of carpet renewal and replacement	6470 GH EMF Guildhall Maintenace	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	Completed 2013-2018, to be reviewed for 2024/25		
9		Passenger Lift (Six Month Check insurance requirement) Emergency EMF	EMF LIFT Maintenance	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	OTIS Geoff to go through report produced by OTIS £16,000 quote received most of the items are recommendations.		
10												
11		TOTAL	£0.00	£0.00	£60,000.00	£0.00	£0.00	£0.00	£0.00			
12	Item		updated 22nd September 2020									
13	3	Maurice Huggins Room										2 of 7
14		Major Works	EMFs									
15		External & Internal repairs and decorations										
16												
17												
18		TOTAL	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00			
19												
20	4	Longstone Park Depot										
21		Major Works	EMFs									
22		External & Internal repairs and decorations	£0.00	£0.00	£0.00	0	0	0				
23		TOTAL	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00				
24												
25												
26												
27												
28												
29												

	A	B	C	D	E	F	G	H	I	J	K	L
Item		Budget	2021/2022 Current Year	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	Approved	comments	v	
EMF Library										updated 22nd September 2020		3 of 7
Major Works												
Replace curtain walling and windows including Mechanine Windows		Public Works Loan Board & 6971 EMF Library Property Maintenance	£102,300.00							Original Estimate £122,000		
Refurbishment Works to include:		Public Works Loan Board & 6971 EMF Library Property Maintenance	£103,405.80									
Professional Fees for the above		Public Works Loan Board & 6971 EMF Library Property Maintenance	14399.41									
Other Costs		Public Works Loan Board & 6971 EMF Library Property Maintenance	231									
Renew housings to extraction units		Public Works Loan Board & 6971 EMF Library Property Maintenance	incl									
Repairs to rainwater goods		Public Works Loan Board & 6971 EMF Library Property Maintenance	incl									
Planting areas to west elevation		Public Works Loan Board & 6971 EMF Library Property Maintenance	incl							Original Estimate £2500		
Additional office Space and staff toilet		Public Works Loan Board & 6971 EMF Library Property Maintenance	incl							Original Estimate £34950		
Internal and External decorations (making good from replacement of curtain walling)		Public Works Loan Board & 6971 EMF Library Property Maintenance	incl							Original Estimate £5000		
Café Area		Public Works Loan Board & 6971 EMF Library Property Maintenance	incl							Original Estimate £12000		
Mechanical Extract Fan to Kitchen and Toilets		Public Works Loan Board & 6971 EMF Library Property Maintenance	incl							Original Estimate £1500		
Public disabled toilet		Public Works Loan Board & 6971 EMF Library Property Maintenance	incl							Original Estimate £8000		
Refurbishment Works Shortfall Increase in Materials		6971 LI EMF Saltash Library Property Maintenance										
TOTAL			£220,336.21	£20,574.00	£0.00	£0.00	£0.00	£0.00				
Station												
Major works		EMFs										
External & Internal repairs and decorations												
			£0.00	£0.00	£0.00	£0.00	£0.00	£0.00				

[illegible]

Account	Actual Received/ Spend 2020/21	EMF Balances B/F 2020/21	To/From Reserves & Budget Virements 2021/22	Budget 2021/22	Actual Received/Spend YTD 2021/22	Actual Funds to Receive/ Available to Date 2021/22	Notes	Budget 2022/23	Budget 2023/24	Budget 2024/25	Budget 2025/26
Guildhall Operating Income											
Guildhall Income											
4200 GH Income - Guildhall Bookings	5,842	0	0	5,100	848	4,252		10,261	10,323	10,385	10,447
4201 GH Income - Guildhall Refreshments	0	0	0	130	33	97		257	258	260	261
4202 GH Guildhall Piano	0	0	0	10	0	10		20	20	20	20
4206 GH Income - Guildhall Misc Property Income	8,143	0	0	115	0	115		232	234	235	237
Total Guildhall Income	13,985	0	0	5,355	881	4,474		10,770	10,835	10,900	10,965
Total Guildhall Operating Income	13,985	0	0	5,355	881	4,474		10,770	10,835	10,900	10,965
Guildhall Operating Expenditure											
Guildhall Expenditure											
6400 GH Rates - Guildhall (6400)	8,608	0	0	8,691	8,608	83		8,743	8,795	8,848	8,901
6401 GH Water Rates - Guildhall (6401)	271	0	0	750	57	693		755	759	764	768
6402 GH Gas - Guildhall (6402)	1,538	0	0	2,000	456	1,544		2,012	2,024	2,036	2,048
6403 GH Electricity - Guildhall (6403)	3,406	0	0	4,000	475	3,525		4,024	4,048	4,072	4,097
6404 GH Fire & Security Alarm - Guildhall (6404)	758	0	0	1,237	918	319		1,245	1,252	1,260	1,268
6405 GH Fire Extinguishers - Guildhall (6405)	361	0	0	0	0	0		0	0	0	0
6408 GH Cleaning Materials & Equipment - Guildhall (6408)	1,132	0	0	1,000	644	356		1,006	1,012	1,018	1,024
6409 GH Boiler Service & Maintenance	609	0	0	1,006	67	939		1,012	1,018	1,024	1,030
6410 GH General Repairs & Maintenance	1,154	0	0	2,515	634	1,881		2,530	2,545	2,561	2,576
6411 GH TV License & PRS	128	0	0	375	21	354		377	380	382	384
6412 GH Lift Service & Maintenance	1,685	0	0	2,500	2,095	405		2,515	2,530	2,545	2,561
6413 GH Refreshment Costs - Guildhall	0	0	0	190	0	190		376	379	381	383
6414 GH Replace Equipment - Guildhall	30	0	0	1,000	97	903		1,006	1,012	1,018	1,024
6418 GH Professional Fees	0	0	0	1,026	0	1,026		1,032	1,038	1,045	1,051
6420 GH Legionella Risk Assessment (Guildhall)	280	0	0	443	105	338		445	448	451	453
Total Guildhall Expenditure	19,960	0	0	26,733	14,176	12,557		27,078	27,240	27,405	27,568
Guildhall Staffing Expenditure											
Guildhall Staffing Expenses	27	0	0	402	0	402		404	406	410	412
6678 ST GH Staff Training (Guildhall)	0	0	0	500	0	500		503	506	509	512
Guildhall Staffing Costs	26,121	0	0	22,931	11,462	11,469		26,616	27,414	28,239	29,084
Total Guildhall Staffing Expenditure	26,148	0	0	23,833	11,462	12,371		27,523	28,326	29,158	30,008
Total Operating & EMF Expenditure	46,108	0	0	50,566	25,639	24,927		54,601	55,566	56,563	57,576
Total Guildhall Operating Expenditure	46,108	0	0	50,566	25,639	24,927		54,601	55,566	56,563	57,576
Total Guildhall Operating Surplus/ Deficit	(32,123)	0	0	(45,211)	(24,757)	(20,454)		(43,831)	(44,731)	(45,663)	(46,611)
Guildhall EMF Expenditure											
6470 GH EMF Guildhall Maintenance	3,916	32,593	0	15,000	0	47,593		15,000	15,000	0	0
6696 ST GH EMF Staff Contingency (Guildhall)	0	1,840	0	1,160	0	3,000		0	0	0	0
Total Guildhall EMF Expenditure	3,916	34,433	0	16,160	0	50,593		15,000	15,000	0	0
Total Guildhall Expenditure (Operational & EMF)	50,023	34,433	0	66,726	25,639	75,520		69,601	70,566	56,563	57,576
Total Guildhall Budget Surplus/ (Deficit)	(36,039)	(34,433)	0	(61,371)	(24,757)	(71,047)		(58,831)	(59,731)	(45,663)	(46,611)

Account	Actual Received/S pend 2020/21	EMF Balances B/F 2020/21	To/From Reserves & Budget Virements 2021/22	Budget 2021/22	Actual Received/Spend YTD 2021/22	Actual Funds To Receive/ Available to Date 2021/22	Notes	Budget 2022/23	Budget 2023/24	Budget 2024/25	Budget 2025/26
<b>Library Operating Income</b>											
<b>Library Income</b>											
4517 LI Library - Fines (Collected on behalf of CC)	5	0	0	568	0	568		1,137	1,144	1,150	1,157
4518 LI Library - Photocopying Fees	0	0	0	566	0	566		1,133	1,140	1,146	1,153
4519 LI Hire of Video, DVDs & Books (Collected on behalf of CC)	0	0	0	110	0	110		219	221	222	223
4524 LI Library Book Sales	307	0	0	151	194	(43)		152	153	154	155
4525 Library - Miscellaneous Income	353	0	0	0	0	0		0	0	0	0
4526 LI Library Activity Income	0	0	0	100	0	100		101	101	102	102
4527 LI Library Cafe Rental Income	0	0	0	3,000	0	3,000		6,000	6,036	6,072	6,109
4528 Library Merchandise Income	0	0	0	425	0	425		850	855	860	865
<b>Total Library Income</b>	<b>664</b>	<b>0</b>	<b>0</b>	<b>4,920</b>	<b>194</b>	<b>4,726</b>		<b>9,592</b>	<b>9,650</b>	<b>9,706</b>	<b>9,764</b>
<b>Total Library Operating Income</b>	<b>664</b>	<b>0</b>	<b>0</b>	<b>4,920</b>	<b>194</b>	<b>4,726</b>		<b>9,592</b>	<b>9,650</b>	<b>9,706</b>	<b>9,764</b>
<b>Library Operating Expenditure</b>											
<b>Library Expenditure</b>											
6900 LI Rates - Library	13,473	0	0	14,004	13,473	531		14,088	14,172	14,257	14,343
6901 LI Water Rates - Library	0	0	0	323	0	323		325	327	329	331
6902 LI Gas - Library	1,251	0	0	1,730	349	1,381		1,741	1,751	1,762	1,772
6903 LI Electricity - Library	1,742	0	0	1,412	286	1,126		1,421	1,429	1,438	1,447
6904 LI Fire & Security Alarm - Library	504	0	0	915	422	493		920	926	931	937
6905 LI Fire Extinguishers - Library	227	0	0	0	0	0		0	0	0	0
6908 LI Cleaning Materials & Equipment - Library	337	0	0	1,643	0	1,643		1,653	1,663	1,673	1,683
6909 LI Boiler Service & Maintenance - Library	205	0	0	1,006	64	942		1,012	1,018	1,024	1,030
6910 LI General Repairs & Maintenance - Library	692	0	0	2,012	759	1,253		2,024	2,036	2,048	2,061
6911 LI TV License & PRS - Library	283	0	0	1,258	57	1,201		1,265	1,273	1,280	1,288
6913 LI Refreshment Costs - Library	0	0	0	252	0	252		253	255	256	258
6914 LI Replace Equipment - Library	979	0	0	1,026	0	1,026		1,032	1,038	1,045	1,051
6918 LI Professional Fees (Private Contractors)	945	0	0	1,006	0	1,006		1,012	1,018	1,024	1,030
6920 LI Legionella Risk Assessment - Library	280	0	0	516	140	376		519	522	525	529
6921 LI IT & Office Costs - Library	4,118	0	0	5,131	2,173	2,958		5,161	5,192	5,224	5,255
6922 LI Library Activities	575	0	0	1,400	1,126	274		1,408	1,417	1,425	1,434
6923 LI PWLB Loan Repayment & Interest	0	0	0	21,500	0	21,500		21,500	21,500	21,500	21,500
<b>Total Library Expenditure</b>	<b>25,613</b>	<b>0</b>	<b>0</b>	<b>55,134</b>	<b>18,849</b>	<b>36,285</b>		<b>55,334</b>	<b>55,537</b>	<b>55,741</b>	<b>55,949</b>
<b>Library Staffing Expenditure</b>											
Library Staff Expenses	264	0	0	1,900	26	1,874		1,912	1,923	1,934	1,946
6682 ST LI Staff Training (Library)	340	0	0	1,509	78	1,431		1,518	1,527	1,536	1,546
Library Staffing Costs	84,234	0	20,691	94,903	51,172	64,422		97,750	100,682	103,703	106,815
<b>Total Library Staffing Expenditure</b>	<b>84,837</b>	<b>0</b>	<b>20,691</b>	<b>98,312</b>	<b>51,276</b>	<b>67,727</b>		<b>101,180</b>	<b>104,132</b>	<b>107,173</b>	<b>110,307</b>
<b>Total Operating &amp; EMF Expenditure</b>	<b>110,450</b>	<b>0</b>	<b>20,691</b>	<b>153,446</b>	<b>70,125</b>	<b>104,012</b>		<b>156,514</b>	<b>159,669</b>	<b>162,914</b>	<b>166,256</b>
<b>Total Library Operating Expenditure</b>	<b>110,450</b>	<b>0</b>	<b>20,691</b>	<b>153,446</b>	<b>70,125</b>	<b>104,012</b>		<b>156,514</b>	<b>159,669</b>	<b>162,914</b>	<b>166,256</b>
<b>Total Library Operating Surplus/ Deficit</b>	<b>(109,786)</b>	<b>0</b>	<b>(20,691)</b>	<b>(148,526)</b>	<b>(69,931)</b>	<b>(99,286)</b>		<b>(146,922)</b>	<b>(150,019)</b>	<b>(153,208)</b>	<b>(156,492)</b>
<b>Library EMF Expenditure</b>											
6971 LI EMF Saltash Library Property Maintenance (from CC)	11,298	11,788	0	16,500	0	28,288		0	0	0	0
6972 LI EMF Library Equipment & Furniture	583	14,417	0	17,500	14,812	17,105		0	0	0	0
6973 LI EMF Loan Repayment for 2020-21	0	23,000	0	0	0	23,000		0	0	0	0
6698 ST LI EMF Staff Contingency (Library)	0	15,941	(12,097)	0	0	3,844		0	0	0	0
<b>Total Library EMF Expenditure</b>	<b>11,881</b>	<b>65,146</b>	<b>(12,097)</b>	<b>34,000</b>	<b>14,812</b>	<b>72,237</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Library Expenditure (Operational &amp; EMF)</b>	<b>122,331</b>	<b>65,146</b>	<b>8,594</b>	<b>187,446</b>	<b>84,937</b>	<b>176,249</b>		<b>156,514</b>	<b>159,669</b>	<b>162,914</b>	<b>166,256</b>
<b>Total Library Budget Surplus/ (Deficit)</b>	<b>(121,667)</b>	<b>(65,146)</b>	<b>(8,594)</b>	<b>(182,526)</b>	<b>(84,743)</b>	<b>(171,523)</b>		<b>(146,922)</b>	<b>(150,019)</b>	<b>(153,208)</b>	<b>(156,492)</b>

Notes

To/From Reserves & Budget Virements 2021/22

1. £10,000 vired from 6698 EMF Library Staff Contingency to Library Staffing Costs
2. £5,105 plus £10,886 = Total = £15,991 from 6971 EMF allocated to the Library Refurbishment Project



Account	Actual Received/ Spend 2020/21	EMF Balances B/F 2020/21	To/From Reserves & Budget Virements 2021/22	Budget 2021/22	Actual Received/Spent YTD 2021/22	Actual Funds To Receive/ Available to Date 2021/22	Notes	Budget 2022/23	Budget 2023/24	Budget 2024/25	Budget 2025/26
<b>Maurice Huggins Operating Expenditure</b>											
<b>Maurice Huggins Expenditure</b>											
7000 MA Rates - Maurice Huggins	(268)	0	0	0	0	0		0	0	0	0
7001 MA Water Rates - Maurice Huggins	0	0	0	0	1	(1)		0	0	0	0
7003 MA Electricity - Maurice Huggins	(192)	0	0	0	87	(87)		0	0	0	0
7004 MA Fire & Security Alarm - Maurice Huggins	157	0	0	0	158	(158)		0	0	0	0
7005 MA Fire Extinguishers - Maurice Huggins	44	0	0	0	0	0		0	0	0	0
7010 MA General Repairs & Maintenance - Maurice Huggins	0	0	0	0	45	(45)		0	0	0	0
7020 MA Legionella Risk Assessment - Maurice Huggins	280	0	0	0	140	(140)		0	0	0	0
<b>Total Maurice Huggins Expenditure</b>	<b>21</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>430</b>	<b>(430)</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Maurice Huggins Operating Expenditure</b>	<b>21</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>430</b>	<b>(430)</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Maurice Huggins Operating Surplus/ (Deficit)</b>	<b>21</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>430</b>	<b>(430)</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Maurice Huggins EMF Expenditure</b>											
6472 EMF Maurice Huggins Room	0	2,000	0	0	0	2,000		0	0	0	0
7071 MA EMF Maurice Huggins (Furniture & Sundry Items)	394	606	0	0	0	606		0	0	0	0
<b>Total Maurice Huggins EMF Expenditure</b>	<b>394</b>	<b>2,606</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,606</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Maurice Huggins Expenditure (Operational &amp; EMF)</b>	<b>415</b>	<b>2,606</b>	<b>0</b>	<b>0</b>	<b>430</b>	<b>2,176</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Maurice Huggins Budget Surplus/ (Deficit)</b>	<b>(373)</b>	<b>(2,606)</b>	<b>0</b>	<b>0</b>	<b>430</b>	<b>(3,036)</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Notes

To/From Reserves & Budget Virements 2021/22

1. £2,000 6472 EMF to be used for operational expenditure 2021/22

Account	Actual Received/ Spend 2020/21	EMF Balances B/F 2020/21	To/From Reserves & Budget Virements 2021/22	Budget 2021/22	Actual Received/Spend YTD 2021/22	Actual Funds To Receive/ Available to Date 2021/22	Notes	Budget 2022/23	Budget 2023/24	Budget 2024/25	Budget 2025/26
<b>Isambard House Operating Income</b>											
<b>Isambard House Income</b>											
4301 SA Isambard House - Bookings	0	0	0	1,250	438	813		2,550	2,565	2,581	2,596
4302 SA Isambard - Refreshment Income	0	0	0	2,500	0	2,500		5,000	5,030	5,060	5,091
<b>Total Isambard House Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,750</b>	<b>438</b>	<b>3,313</b>		<b>7,550</b>	<b>7,595</b>	<b>7,641</b>	<b>7,687</b>
<b>Total Isambard House Operating Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,750</b>	<b>438</b>	<b>3,313</b>		<b>7,550</b>	<b>7,595</b>	<b>7,641</b>	<b>7,687</b>
<b>Isambard House Operating Expenditure</b>											
<b>Isambard House Expenditure</b>											
6800 SA Rates - Isambard House	3,583	0	0	3,659	3,543	116		3,681	3,703	3,725	3,747
6801 SA Water Rates - Isambard House	53	0	0	572	(53)	625		576	579	583	586
6802 SA Gas - Isambard House	159	0	0	1,869	(159)	2,028		1,880	1,892	1,903	1,914
6803 SA Electricity - Isambard House	159	0	0	2,775	(159)	2,934		2,791	2,808	2,825	2,842
6804 SA Fire & Security Alarm - Isambard House	77	0	0	954	1,288	(334)		959	965	971	976
6805 SA Fire Extinguishers - Isambard House	184	0	0	0	0	0		0	0	0	0
6808 SA Cleaning Materials & Equipment - Isambard House	0	0	0	1,500	364	1,136		1,509	1,518	1,527	1,536
6810 SA General Repairs & Maintenance - Isambard House	300	0	0	500	1,284	(784)		503	506	509	512
6811 SA TV License & PRS - Isambard House	0	0	0	2,080	0	2,080		2,093	2,105	2,118	2,131
6813 SA Refreshments Costs - Isambard House	0	0	0	105	0	105		210	211	213	214
6814 SA Replace Equipment - Isambard House	81	0	0	965	108	858		971	976	982	988
6818 SA Professional Costs - Isambard House	250	0	0	1,026	0	1,026		1,032	1,038	1,045	1,051
<b>Total Isambard House Expenditure</b>	<b>4,846</b>	<b>0</b>	<b>0</b>	<b>16,005</b>	<b>6,216</b>	<b>9,789</b>		<b>16,205</b>	<b>16,301</b>	<b>16,401</b>	<b>16,497</b>
<b>Isambard House Staffing Expenditure</b>											
6671 Staff Expenses - Isambard House	0	0	0	250	0	250		252	253	255	256
6672 ST SA Staff Training - Isambard House	0	0	0	1,000	0	1,000		1,006	1,012	1,018	1,024
6627 ST SA Caretaking & Cleaning Staff - Gross Pay - Isambard House	0	0	7,000	0	0	7,000		14,000	14,420	14,853	15,298
<b>Total Isambard House Staffing Expenditure</b>	<b>0</b>	<b>0</b>	<b>7,000</b>	<b>1,250</b>	<b>0</b>	<b>8,250</b>		<b>15,258</b>	<b>15,685</b>	<b>16,126</b>	<b>16,578</b>
<b>Total Operating &amp; EMF Expenditure</b>	<b>4,846</b>	<b>0</b>	<b>7,000</b>	<b>17,255</b>	<b>6,216</b>	<b>18,039</b>		<b>31,463</b>	<b>31,986</b>	<b>32,527</b>	<b>33,075</b>
<b>Total Isambard House Operating Expenditure</b>	<b>4,846</b>	<b>0</b>	<b>7,000</b>	<b>17,255</b>	<b>6,216</b>	<b>18,039</b>		<b>31,463</b>	<b>31,986</b>	<b>32,527</b>	<b>33,075</b>
<b>Total Isambard House Operating Surplus/ (Deficit)</b>	<b>(4,846)</b>	<b>0</b>	<b>(7,000)</b>	<b>(13,505)</b>	<b>(5,778)</b>	<b>(14,727)</b>		<b>(23,913)</b>	<b>(24,391)</b>	<b>(24,886)</b>	<b>(25,388)</b>
<b>Isambard House EMF Expenditure</b>											
6473 SA EMF Station Building (Purchase & Capital Works)	143,272	82,273	16,439	0	39,381	59,331		0	0	0	0
6870 SA EMF Isambard House	0	5,000	0	20,000	0	25,000		0	0	0	0
6695 ST SA EMF Staff Contingency - Isambard House	0	9,000	(7,000)	0	0	2,000		0	0	0	0
<b>Total Isambard House EMF Expenditure</b>	<b>143,272</b>	<b>96,273</b>	<b>9,439</b>	<b>20,000</b>	<b>39,381</b>	<b>86,331</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Isambard House Expenditure (Operational &amp; EMF)</b>	<b>148,118</b>	<b>96,273</b>	<b>16,439</b>	<b>37,255</b>	<b>45,596</b>	<b>104,371</b>		<b>31,463</b>	<b>31,986</b>	<b>32,527</b>	<b>33,075</b>
<b>Total Isambard House Budget Surplus/ (Deficit)</b>	<b>(148,118)</b>	<b>(96,273)</b>	<b>(16,439)</b>	<b>(33,505)</b>	<b>(45,159)</b>	<b>(101,058)</b>		<b>(23,913)</b>	<b>(24,391)</b>	<b>(24,886)</b>	<b>(25,388)</b>

Notes

To/From Reserves & Budget Virements 2021/22

1. £7,000 vired from 6695 EMF Isambard House Staff Contingency to Station Staffing Costs
2. £16,439 EMF Income received from S106 External Funding for Refurbishment Works

Account	Actual Received/ Spend 2020/21	EMF Balances B/F 2020/21	To/From Reserves & Budget Virements 2021/22	Budg et 2021/2 2	Actual Received/Spend YTD 2021/22	Actual Funds To Receive/ Available to Date 2021/22	Notes	Budget 2022/23	Budget 2023/24	Budget 2024/25	Budget 2025/26
Service Delivery Operating Income											
Service Delivery Income											
Grounds & Premises Income											
4500 SE Allotment Rents	2,512	0	0	3,000	3,290	(290)		3,018	3,036	3,054	3,073
4510 SE Public Footpath Grant	1,223	0	0	1,240	1,526	(286)		1,247	1,255	1,262	1,270
4512 SE Misc Income Grounds & Premises	96	0	0	0	15	(15)		0	0	0	0
4523 SE Service Delivery Income - Seagull Bags	677	0	0	1,710	883	827		1,720	1,731	1,741	1,752
Total Grounds & Premises Income	4,507	0	0	5,950	5,714	236		5,985	6,022	6,057	6,095
Town & Waterfront Income											
4521 SE Waterfront Income - Annual Mooring Fees	6,095	0	0	8,500	8,268	232		8,551	8,602	8,654	8,706
4522 SE Waterfront Income - Daily Mooring Fees	50	0	0	3,000	844	2,156		6,277	6,315	6,353	6,391
4530 SE Waterfront Income - Dingy Park	0	0	0	0	0	0		6,000	6,036	6,072	6,109
4532 SE Contract Income	0	0	0	3,000	0	3,000		4,000	4,024	4,048	4,072
Total Town & Waterfront Income	6,145	0	0	14,500	9,112	5,388		24,828	24,977	25,127	25,278
Total Service Delivery Income	10,652	0	0	20,450	14,826	5,624		30,813	30,999	31,184	31,373
Total Service Delivery Operating Income	10,652	0	0	20,450	14,826	5,624		30,813	30,999	31,184	31,373
Service Delivery Operating Expenditure											
Service Delivery Expenditure											
Grounds & Premises Expenditure											
6209 PR Oyster Beds	0	0	0	1	0	1		1	1	1	1
6503 SE Allotments	1,162	0	0	800	135	665		805	810	814	819
6506 SE Grounds Maintenance & Watering (6506)	24,761	0	0	8,500	2,359	6,141		10,000	10,060	10,120	10,181
6508 SE Public Toilets (Operational Costs)	6,403	0	0	4,000	(39)	4,039		4,024	4,048	4,072	4,097
6517 SE Cross (Maintenance)	2,728	0	0	2,515	29	2,486		2,530	2,545	2,561	2,576
6525 GR Public Toilets (Repairs & Maintenance Costs)	1,553	0	0	1,000	900	100		1,006	1,012	1,018	1,024
6526 SE Tools, Equipment & Materials (Store & All Areas)	5,595	0	0	4,000	1,592	2,408		4,024	4,048	4,072	4,097
6529 G&P Refuse Disposal	3,706	0	0	5,030	2,239	2,791		5,060	5,091	5,121	5,152
6907 SE Seagulls Bags	780	0	0	1,774	489	1,285		1,784	1,795	1,806	1,817
Longstone Expenditure											
7100 LO Rates - Longstone	0	0	0	2,104	0	2,104		2,116	2,129	2,142	2,154
7101 LO Water Rates - Longstone	0	0	0	401	0	401		404	406	409	411
7103 LO Electricity - Longstone	574	0	0	1,893	57	1,836		1,905	1,916	1,928	1,939
7104 LO Fire & Security Alarm - Longstone	265	0	0	895	309	586		900	906	911	916
7105 LO Fire Extinguishers - Longstone	142	0	0	0	0	0		0	0	0	0
7107 LO Rent - Longstone	0	0	0	4,500	2,625	1,875		4,500	4,500	4,500	4,500
7108 LO Cleaning Materials & Equipment - Longstone	326	0	0	600	278	322		604	607	611	615
7110 LO General Repairs & Maintenance - Longstone	1,513	0	0	733	84	649		738	742	747	751
7114 LO Replace Equipment - Longstone	1,352	0	0	1,000	50	950		1,006	1,012	1,018	1,024
7121 LO IT & Office Costs - Longstone	1,057	0	0	1,006	615	391		1,012	1,018	1,024	1,030
6419 GH Longstone Depot	495	0	0	0	(2,000)	2,000		0	0	0	0
Total Longstone Expenditure	5,724	0	0	13,132	2,018	11,114		13,185	13,236	13,290	13,340
Total Grounds & Premises Expenditure	52,410	0	0	40,752	9,724	31,028		42,419	42,646	42,875	43,104
Town & Waterfront Expenditure											
6504 SE Street Furniture (Maintenance)	1,119	0	0	2,000	895	1,105		2,012	2,024	2,036	2,048
6505 SE Street Lighting	302	0	0	200	93	107		201	202	204	205
6511 SE Tourism & Signage	0	0	0	1,000	0	1,000		1,006	1,012	1,018	1,024
6512 SE Bus Shelters (Maintenance)	0	0	0	500	0	500		503	506	509	512
6515 SE Festive Lights Maintenance & Electricity	1,364	0	0	900	165	735		905	911	916	922
6519 SE Flags & Bunting	1,831	0	0	3,078	1,763	1,316		3,097	3,115	3,134	3,153
6522 SE Pontoon (Maintenance Costs) (6522)	2,431	0	0	5,478	1,473	4,005		5,511	5,544	5,577	5,610
6524 SE Vehicle Maintenance and Repair Costs	10,360	0	0	8,000	3,592	4,408		8,048	8,096	8,145	8,194
6527 SE Salt Bins Refill	629	0	0	1,006	0	1,006		1,012	1,018	1,024	1,030
6528 SE Pontoon Accommodation	1,776	0	0	10,563	2,844	7,719		10,626	10,690	10,754	10,819
6530 SE Contract Expenditure	0	0	0	1,006	0	1,006		2,000	2,012	2,024	2,036
Total Town & Waterfront Expenditure	19,811	0	0	33,731	10,824	22,907		34,921	35,130	35,341	35,553
Total Service Delivery Expenditure	72,221	0	0	74,483	20,548	53,935		77,340	77,776	78,216	78,657
Service Delivery Staffing Expenditure											
Service Delivery Staffing Expenses	2,779	0	0	4,829	2,550	2,279		4,858	4,887	4,916	4,946
6676 ST Services Delivery Staff Training	3,668	0	0	7,500	(594)	8,094		7,545	7,590	7,636	7,682
Service Delivery Staffing Costs	113,817	0	30,000	#####	88,368	136,710		200,930	206,959	213,168	219,562
Total Service Delivery Staffing Expenditure	120,264	0	30,000	#####	90,325	147,082		213,333	219,436	225,720	232,190
Total Operating & EMF Expenditure	192,486	0	30,000	#####	110,873	201,017		290,673	297,212	303,936	310,847
Total Service Delivery Operating Expenditure	192,486	0	30,000	#####	110,873	201,017		290,673	297,212	303,936	310,847
Total Service Delivery Operating Surplus/ (Deficit)	(181,834)	0	(30,000)	#####	(96,047)	(195,393)		(259,860)	(266,213)	(272,752)	(279,474)
Service Delivery EMF Expenditure											
Grounds & Premises EMF Expenditure											
6471 GH EMF Heritage Centre	0	5,056	0	0	0	5,056		0	0	0	0
6571 SE EMF Saltash Recreation Areas	0	26,809	0	4,000	0	30,809		0	0	0	0
6588 EMF Victoria Gardens	0	0	0	10,000	0	10,000		0	0	0	0
Longstone EMF Expenditure											
7170 LO EMF Longstone Depot Capital Works	0	500	0	0	0	500		0	0	0	0
Total Longstone EMF Expenditure	0	500	0	0	0	500		0	0	0	0
Total Grounds & Premises EMF Expenditure	0	32,365	0	14,000	0	46,365		0	0	0	0
Town & Waterfront EMF Expenditure											
6570 SE EMF Notice Boards (Repair & Replace)	13	1,839	0	0	0	1,839		0	0	0	0
6572 SE EMF Festive Lights (6572)	17,675	5,582	0	5,000	0	10,582		0	0	0	0
6573 SE EMF Public Art & Maintenance	520	1,443	0	0	0	1,443		0	0	0	0
6574 SE EMF Salt Bins	0	2,728	0	0	264	2,464		0	0	0	0
6575 SE EMF Street Furniture (New & Replace)	0	2,749	0	0	301	2,448		0	0	0	0
6578 SE EMF Equipment and Vehicles (Capital Works)	49,816	(10,213)	0	30,000	2,348	17,439		0	0	0	0
6582 SE EMF Town War Memorial (6582)	0	1,978	0	0	0	1,978		0	0	0	0
6584 SE EMF Pontoon Maintenance Costs	0	10,697	0	0	0	10,697		0	0	0	0
7000 EMF Staff Contingency (Service Delivery)	76,999	54,596	(30,000)	0	21,633	2,963		0	0	0	0
Total Town & Waterfront EMF Expenditure	145,021	71,399	(30,000)	35,000	24,546	51,853		0	0	0	0
Total Service Delivery EMF Expenditure	145,021	103,764	(30,000)	49,000	24,546	98,218		0	0	0	0
Total Service Delivery Expenditure (Operational & EMF)	337,507	103,764	0	#####	135,418	299,236		290,673	297,212	303,936	310,847
Total Service Delivery Budget Surplus/ (Deficit)	(326,855)	(103,764)	0	#####	(120,593)	(293,611)		(259,860)	(266,213)	(272,752)	(279,474)

Notes

To/From Reserves & Budget Virements 2021/22

1. £30,000 vired from 7000 EMF Service Delivery Staff Contingency to Service Delivery Staffing Costs

## Building Reinstatement Cost Assessments

***Zurich have recently entered into partner agreements with specialist valuation providers to assist your organisation when looking to procure Building Reinstatement Cost Assessments for your properties and portfolios.***

The need to ensure accuracy of property values for insurance purposes is a priority for many organisations, to ensure their properties are suitably protected from a financial perspective in the event of a loss. Underinsurance occurs when cover is set too low to adequately meet a policyholder's needs and is a recognised issue across the insurance market.

The extent and impact of underinsurance is often only discovered in the event of a claim, not the best time to discover any errors or oversights. The consequences can be significant, particularly if it could reduce the final settlement figure, leading to a need to source additional funding to meet any shortfall, or if it results in delays in reinstatement. It is therefore important to carefully assess and declare accurate property values when arranging insurance cover in order to ensure you receive full claims settlements in the event of a loss.

Property insurance aims to put you back in the same position you were in immediately before a loss, and whilst slight nuances exist depending on the basis of cover, this remains the central principle. Property values do not remain static, and sums insured should be subject to a review process to maintain appropriate accuracy. Such reviews can consist of full valuation assessments, desk top updates and sampling exercises.

It is key that a robust and structured approach is taken to ensure that your premises, portfolios and assets are correctly assessed from a reinstatement cost perspective. In order to help you facilitate this, Zurich have established *vendor relationships* with three specialists within this field that you may wish to consider in supporting the correct valuation of your assets.

For more information please speak with your RIC.

### **Our Partners**

We have partnered with the following organisations and can recommend that you consider their building valuation services:

#### **Rushton International**

Contact Details: [Gareth.Williams@rushton.co.uk](mailto:Gareth.Williams@rushton.co.uk)

Link: <https://www.rushton.co.uk/insurance-valuations/>

#### **Cardinus Risk Management**

Contact Details: [insurance@cardinus.com](mailto:insurance@cardinus.com) or 020 7469 0262

Link: <https://www.cardinus.com/building-insurance-valuation/>

#### **Bailey Partnership**

Contact Details: [p.schlussas@baileyp.co.uk](mailto:p.schlussas@baileyp.co.uk)

Link: <https://www.baileypartnership.co.uk/services/>

These organisations are specialists in the area of building reinstatement costs assessments and are able to assist in providing a range of assessment approaches tailored to your needs, ranging from desk top reviews, through to detailed on-site assessments. Please contact the organisations directly, quoting **ZURICH20** to discuss your needs and source a quote for any building reinstatement cost assessments you require.

### **Case Study: Mutual client of Zurich and Cardinus**

When you move into a brand-new apartment it is, perhaps, reasonable to expect no hidden increased costs.

That was certainly the view of a group of directors whose 200 plus unit building had only been handed over to them some 18 months previously.

The directors instructed Cardinus to complete a professional valuation and, as part of their instruction, asked that VAT on rebuilding costs, debris removal and professional fees should be included in the assessment

A declared value of £29m was provided. The surveyor attended site and completed on-site measurements as well as validating these with scale plans provided by the directors. A reinstatement cost assessment report at £56m including VAT was released... a shortfall of £27m and a considerable shock for all concerned, especially the almost doubling of the insurance premium for each of the residents!

### **How does this happen?**

A question that we get asked quite frequently is, if I set my insurance cover based upon the original development cost of constructing the property, that should be adequate shouldn't it?

Unfortunately, in most cases development costs do not compare well, if at all, with the costs of reinstatement following e.g. a serious fire. There are many factors which make reinstatement costs higher including:

- The need to commence works urgently
- The timescales involved when you have residents rendered homeless
- Demolition costs
- Changed surroundings due to the passage of time
- Addition of features and e.g. outbuildings post-development
- Additional site access costs
- The need to protect undamaged sections of a building from e.g. the elements
- Less efficient work programming requirements
- The scale of scaffolding and other access costs
- The need to protect and prop adjacent buildings
- The differing profile of professional fees
- Developer's costs being set on fixed price tenders, in some cases longer than a year before the first plant is brought onto site
- Economies of scale for developers buying materials in bulk not usually replicated in claims situations
- Zero rating for VAT for new build

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