



Joint Management Committee Meeting 21st January 2025 –

Report on Property Matters

Please find below an update for Cttee of actions taken and other work in the pipeline.

1 Gas Alarm

A qualified engineer has confirmed the following:

'I can confirm it is not regulation that a gas alarm has to be fitted in the boiler room.'

2 Redecoration After the Flood

Completed and costs to be included in loss adjuster claim.

3 Legionella Report

The immediate recommended actions are being taken forward.

4 Winter Maintenance

With the building closed for winter, the team have been very busy on maintenance and repair. As well as the redecoration after the flood this has included:

- Ceiling repairs going thorough to the extension
- Ceiling repairs to the kitchen
- Preparations for new café
- Minor works on the stores
- Alarm call outs
- Alarm maintenance visits
- Shelves
- Floor cleaning and other winter cleaning and working with museum on new cleaning schedule
- Working with museum on updating building evacuation procedure

- Replace old sink
- Cabinet repairs
- Air con servicing
- Underfloor heating repairs
- Regular boiler and heating maintenance visit.

5 Lift

New maintenance arrangements are in place.

Actions following the flood are complete and information has been prepared for the loss adjuster.

The lift engineers have also confirmed the further works to be carried out in 2025 and funds are in the budget for this.

6 Alarm /CCTC Contract

Current arrangements are under review.

7 Building Security and Access

Door codes need to be changed and, going forward, can only be held by appropriate persons.

It would also be a good idea to confirm what other security measures are in place or are needed.