

## Policy and Resources Committee

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<b>Date:</b>	<b>11 June 2013</b>
<b>Title:</b>	<b>Scout Headquarters</b>
<b>Purpose of the Report:</b>	<b>To report the findings of the annual inspection</b>
<b>Contact Officer:</b>	<b>Rob Goss, Project Officer</b>
<b>Background</b>	

The Scout Headquarters is located on Southern Road Recreation ground and is leased from the Town Council. The lease expires in 2036 and within the lease, the Thame 1<sup>st</sup> Scout Group as tenant are required to fulfil certain obligations relating to the up keep of the building and grounds.

These include keeping the building in good repair, to redecorate the building internally and externally when required and to inform the Council of any alterations or additions to the building.

This is the first inspection since the lease was signed at Full Council on 5 February 2013. The reasons for implementing an annual inspection are:

- i) Good landlord practice as inspections are part of the lease conditions.
- ii) It ensures that any issues are picked up early protecting the Council should the lease end for any reason and the asset is not in a fit state of repair. In such a situation the Council could be left with a large financial outlay to bring the asset back to the condition of the lease.
- iii) It helps identify any repairs that are the responsibility of the Council and informs future budget requirements.

The table attached as an appendix to this report summarises the findings of the building inspection carried out on 31 May 2013.

### Risk Assessment

<b><i>Risks</i></b>	<b><i>Controls</i></b>
Items are not addressed meaning the Council insurance becomes invalid.	The production of a comprehensive list to ensure that health and safety issues are addressed will ensure insurances are valid.
Items of routine maintenance are missed causing property damage and unnecessary expenditure.	Any failings in relation to maintenance be brought to the Town Clerk's attention and addressed in the relevant way.

### Resource Appraisals

The inspection highlighted some long standing issues that have previously not been addressed.

**Legal Powers:** Local Government Act 1972 Schedule 14 Para 27; Open Spaces Act 1906 section 9 and 10.

### Recommendation:

- i) That the actions in the report be implemented by the responsible organisation.***