

AGENDA MANAGEMENT SHEET

Name of Committee **Community Safety Overview & Scrutiny Committee**

Date of Committee **07 June 2005**

Report Title **Asset Management Plan - Trading Standards**

Summary Attached is a Briefing Note relating to the Trading Standards aspects of the Libraries, Heritage & Trading Standards Departmental Asset Management Plan. The full Asset Management Plan will be considered by the Adult & Community Services O&S Committee.

For further information please contact: Edwina Cordwell
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Would the recommended decision be contrary to the Budget and Policy Framework? No.

Background papers None

CONSULTATION ALREADY UNDERTAKEN:- Details to be specified

- Other Committees
- Local Member(s)
- Other Elected Members
- Cabinet Member
- Chief Executive
- Legal
- Finance
- Other Chief Officers
- District Councils

Health Authority

Police

Other Bodies/Individuals

FINAL DECISION

SUGGESTED NEXT STEPS:

Details to be specified

Further consideration by
this Committee

To Council

To Cabinet

To an O & S Committee

To an Area Committee

Further Consultation

Briefing Note Re: Asset Management Plan for Libraries, Heritage & Trading Standards

Community Safety Overview & Scrutiny Committee – May 2004

The County Council is required to produce a strategic overview of its Property strategy. This is the Corporate Asset Management Plan, prepared by Property Services, and builds on the individual Departmental Asset Management Plans.

Within Libraries, Heritage & Trading Standards we operate services out of 40 buildings, spread throughout the County, of mixed age and in some cases leased rather than freehold.

It is imperative to maintain these assets in a good state of repair. In addition the Directorate strives to ensure our buildings are:

- welcoming
- used as much as possible
- in the right place
- shared with partners etc.

The Library and Museum Services are both conducting fundamental reviews of service provision and in turn, location for service points, whether these should be fixed sites, and if partners have preferential sites to our own.

In addition, the County Council is conducting a review of its Warwick/Shire Hall presence, with the option of selling Northgate Street and relocating to a new build on The Saltisford. Montague Road is also under consideration and on occasion both the Fire & Trading Standards premises at Budbrooke.

The Directorate has also received capital funding for the refurbishment of libraries, minor improvements to sites in general and DDA funding to improve physical access to our buildings.

Examples relevant to the Directorate HQ, and Trading Standards of improvements achieved or planned include:

- redecoration of Trading Standards offices
- additional lighting in Trading Standards offices
- replacement of Trading Standards tannoy system speakers
- The following items were funded by DDA:
 - tactile paving to dropped kerbs at Trading Standards

- new ramp at Trading Standards to comply with DDA
- modifications to fire door at Trading Standards providing push bar plus provision of fire exit sign with disabled pictogram
- automatic opening device to entrance and lobby doors at Trading Standards
- provision of low surface temperature radiators to reception area and adjacent interview room.
- disabled car parking spaces: provision of signage and access zones and road marking
- provision of induction loops for reception and meeting/interview room
- a new reception counter is scheduled for 2005/06

For further information on the Directorate's Asset Management Plan, please contact Edwina Cordwell, Head of Resources & Performance on Tel: 01926 412164 or email edwinacordwell@warwickshire.gov.uk

17 May 2004