

ST LEGER HOMES OF DONCASTER LTD

Company limited by guarantee registered in England
Company Number 05564649

West Area Board Meeting

REPORT

Date : 14 July 2008

Item : 05

Subject : Batched Repairs

Presented by : Rob Chapple
Business Maintenance Manager

Prepared by : Kevin Fisher
Planned Maintenance Business
Manager

Purpose : To inform the West Area Board of the
criteria and procedure for the allocation of
batched repairs.

Recommendation :

That the West Area Board note and discuss the contents of this report.

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**To the Chair and Members of the
ST LEGER HOMES OF DONCASTER WEST
AREA BOARD**

**Agenda Item No. 05
Date: 14 July 2008**

1. Report Title

1.1 Batched Repairs

2. Purpose

2.1 The purpose of the report is to outline the criteria and procedure for the allocation of batched repairs.

3. Background

3.1 Batched repairs (Category F) are works that are carried out by our Business Development Team. The batching of works enable St Leger Homes to plan works in geographical areas to ensure best use of resources.

3.2 The priorities for carrying out repairs are as follows:

A (Emergency Repairs) Within 2 Hours

B (Urgent Repairs) Within 24Hours

C (Routine Repairs) Within 5 working days

D (All other repairs not meeting batched criteria) Within 20 working days

F (Batched/Planned Repairs) Within 3 month

3.3 St Leger Homes Repairs and Maintenance Policy outline batched repairs as works that will be completed within 3 months and are those repairs which are larger or more complex in nature and which can be scheduled as part of a programme of works in order to take advantage of economies of scale and to reduce administrative and overhead costs.

3.4 The Audit report of 2007 also outlines the need to work towards a 60/40 split of works in favour of planned or batched repairs. This is a governmental target that is been tasked of all housing management organisations. This is regarded as good practice within these organisations. This is also a key target requested by Doncaster Metropolitan Borough Council (DMBC).

4. Consultation

- 4.1 The Repairs and Maintenance Policy is reviewed annually and was last reviewed in March 2008 by the following groups:

SJC

BME Focus Group

Disability Group

St Leger Homes Board

DMBC

- 4.2 The Policy was accepted by all groups and is due for a further review in 2009.

5. Financial Implications / Risk / Diversity

5.1 Financial

The batching of larger works ensures that resources are utilised more effectively to reduce overhead costs such as travel time, fuel costs and quantity and cost of materials. Other works are also identified at the same time within the area, which reduces the need to revisit the properties.

All works identified can be undertaken as a programmed package. This reduces costs incurred by responsive repairs.

6. Report Author

Kevin Fisher

Planned Maintenance Business Manager

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