

**HITCHIN COMMITTEE
7 MARCH 2017**

PART 1 – PUBLIC DOCUMENT

AGENDA ITEM No.

10

INFORMATION NOTE: REPAIRS AND MAINTENANCE OF THE HITCHIN MUSEUM BUILDING

INFORMATION NOTE OF THE HEAD OF FINANCE, PERFORMANCE AND ASSET MANAGEMENT

This note provides details from the Head of Finance, Performance and Asset Management regarding the repairs and maintenance of the Hitchin Museum building.

1. The Hitchin Museum Building is still being used by the museum service for storage.
2. The property is being maintained via our general property compliance contract. This ensures that regular checks on the building are carried out and any required works are carried out.
3. The value of the works carried out over the last three years have been just over £12k. There have not been any capital works carried out over this period.
4. A condition survey was carried out in 2013 which identified the works that would be required for the future maintenance of the building.
5. Whilst the building is still in use, no significant works are planned to take place. When the building is declared surplus to current service use, a review will be carried out of the future use of the building. This will reflect the decision taken by Cabinet in December 2014 and the report that was presented to the Hitchin Area Committee in January 2015.