

Report on	Update Report on Road Nameplate Inspections and Replacements
Reporting Officer	Terry Scullion, Head of Property Services
Contact Officer	Paddy Conlon, Building and Assets Manager

Is this report restricted for confidential business?	Yes	
If 'Yes', confirm below the exempt information category relied upon	No	X

1.0	Purpose of Report
1.1	To update members on the 2017 inspection of Road nameplates and replacements
2.0	Background
2.1	Road and Street names plates are inspected annually by in-house grounds maintenance staff as part of summer/autumn programme of grass cutting around nameplates. Inspection details are recorded on a hand held tablet device and record various details about signage condition and location. Other than minor remedials that can be actioned on site at the point of survey, remedials identified are passed to the Building Maintenance team for action.
3.0	Main Report
3.1	In excess of 3,500 nameplates have been surveyed across 2,004 roads within the district over the past five months. The survey to date has identified the following: <ul style="list-style-type: none"> • Approx 79% of the nameplates are in place and in good condition • Approx 12% of nameplates are damaged in some way (e.g. sign leg damage, nameplate damage, or damage to the backboard) • Approx 9% of the nameplates are not in place.
3.2	The inspection regime will generate reactive maintenance task required in the short term to deal with defects or vandalism. The replacement over the longer term of poor quality or missing nameplates is subject to available budgets.
3.3	Following the introduction of the new nameplate design agreed by Council in 2017 a quotation exercise was carried out for making new nameplates, installation and removing any old signs.
3.4	To date three orders totally 150 nameplates have been placed for replacement road/street nameplates across the district. There are 50 nameplates included in each order to available of bulk order discount. The total value of each order is £5,380.65. Due to bulk purchase the replacement cost per sign is £107.61 (includes 10% discount). Work includes making the nameplate, removal of old sign or what remains of it, installation of a new nameplate and making good work any surface repairs.

	All nameplates ordered as part of the 150 signs to date are in English. The cost of a Bilingual road name plate is £185.75 supplied and installed, however bulk ordering will reduce this cost by 10%. Installation of the 150 replacement nameplate is ongoing.
4.0	Other Considerations
4.1	<p><u>Financial & Human Resources Implications</u></p> <p>Financial: Within Property Services maintenance budgets</p> <p>Human: Staff time with inspection, repair and replacement</p>
4.2	<p><u>Equality and Good Relations Implications</u></p> <p>N/A</p>
4.3	<p><u>Risk Management Implications</u></p> <p>N/A</p>
5.0	Recommendation(s)
5.1	Members are requested to note the content of this report.
6.0	Documents Attached & References
6.1	N/A