



Pubcare and Repair & Maintenance

Looking After Your Pub

PUNCH

INVESTING IN PUBLICANS

WHY DOES REPAIR & MAINTENANCE MATTER?

It can make the difference between customers coming into your pub to spend their money, or walking down the road to spend it with your competitor.

Preserving your pub makes good business sense in the long term. Keeping on top of regular repairs will reduce wear and tear and help prevent bigger and more costly problems further down the line.

A WELL-MAINTAINED PUB IS MORE LIKELY TO:

- Have a greater kerbside appeal, therefore boost footfall
- Raise customers' perception of quality
- Offer a safer, more comfortable environment for staff and customers
- Be more energy-efficient, therefore help to reduce overheads
- Reduce legislative/local council intervention



WHAT IS THE REPAIRS AND MAINTENANCE FUND?

Put simply, it is a great way for you to save towards the future repairs and maintenance of your pub.

The Repairs and Maintenance fund is built into all new agreements, but the clear benefit is that your fund is an investment in your business – one that will pay dividends from day one.



HOW IT WORKS

You have a Punch Tenancy Agreement you will pay £40 per week into your repairs fund, or, if you have a lease agreement, £100 per week.

This is invoiced weekly forming part of your property invoice and will be collected in line with your payment terms. This money will sit within a separate Repairs & Decorations Account where it will accrue interest.

You can withdraw from this account up to three times a year; however, the minimum value that can be withdrawn at any time is £1000. In order to withdraw funds from the account you should first discuss your requirements with your Operations Manager providing invoices or quotations for works.

Your Property Manager is responsible for signing off all withdrawals from the account and will refund your trade and rent account when satisfied that the works have been completed.

WHAT IT COVERS

The fund covers repairs and maintenance to the current main building fabric and costly items that you will have to maintain and replace during the term of your tenancy or lease, for instance:

Replacement boilers; electrical rewiring; internal and external decoration; roof repairs/replacement; new external signage and planned preventative maintenance such as statutory compliance testing.

(Unless otherwise covered by Pubcare)
It doesn't cover new building works/improvements, day-to-day repairs, e.g. reactive drain clearing, broken glazing or fixtures and fittings repairs and replacements.

OTHER QUESTIONS YOU MAY HAVE

Q: What happens if I can't find anything to spend the money on during a particular year?

A: The fund is designed to deal with repairs and maintenance over the lifetime of the Retail Contract. Any funds unused will be carried over into the next year and can be saved to manage more expensive items such as roof replacements or external decorations.

Q: How do I access my repairs and maintenance fund?

A: When you need to access the fund, contact your Operations Manager and they will be able to advise you on the content of your application to withdraw funds. Once you have completed repairs/replacements, a property manager will inspect the work and arrange for the release of agreed funds.

Q: What happens if I assign or surrender my lease and I have money left in my fund?

A: When your account is closed your trade and rent account will be credited with any monies sitting within the Repairs and Decorations Account. Punch will reimburse remaining money when satisfied that all outstanding trade and rent debt or dilapidation obligations have been settled.

Q: How is the repair budget for my pub calculated?

A: This is calculated at £40 per week for a Tenancy and £100 per week for a lease.

Q: How will I gain interest on my fund?

A: The fund accrues interest which is calculated twice yearly in April and October. The interest rate is 0.5% below base rate as set by the Bank of England.

You will receive a statement showing all transactions within the Repairs and Decorations Account including interest in April and September each year.

The Repairs and Maintenance fund is standard on all new Agreements.

WHAT IS PUBCARE?

Here at Punch, we're all about giving you all the support you need to run your pub successfully and, most importantly, safely. That's why we have developed the Pubcare scheme to further enhance the support we can offer to you.

WHAT IS PUBCARE?

It's a service to help you meet your statutory maintenance and annual checks for your business. It's specifically related to electrical and gas safety with a comprehensive maintenance programme for cellar cooling equipment.

WHAT DOES IT INVOLVE?

We will arrange the following services as part of your lease agreement. These will ensure that you comply with statutory requirements.

WHAT DOES IT COST?

To help you budget and manage your finances, you will be charged annually in weekly instalments of £28+vat.

Pubsafe Service	Details	Cost Per Year charged weekly
Cellar Cooling Comprehensive maintenance cover programme	Includes 2 planned maintenance visits and 24/7 reactive maintenance via Punch repairs (01283 502222). When an appliance covered by the scheme is due for replacement, the cost of this installation with a market leading cellar cooler is included	£500
Electrical Inspections & Testing Fixed Wiring, Emergency Lighting & Fire Alarms	Regular inspections & tests carried out by NICEIC accredited contractor, Frequency of inspections as follows (as per statutory guidance):- Fixed Wiring & Emergency Lighting: Annual inspections Fire Alarm: Six monthly inspections (Note: The Pubcare fees cover all costs of testing & inspections, plus any remedial works required up to the first anniversary of the start of the agreement. Should remedial works be required from Year 2 onwards, your Property Manager will contact you to discuss an action plan for these works)	£526
Gas Safety Boilers & Gas Catering Equipment	Annual gas safety checks of all relevant appliances, including boilers, gas fires and gas catering equipment. (Note: The Pubcare fees cover all costs of testing & inspections, plus any remedial works required up to the first anniversary of the start of the agreement. Should remedial works be required from Year 2 onwards, your Property Manager will contact you to discuss an action plan for these works)	£430
Total		£1456

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