



**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

# Officer Delegated Decision

11 June 2024  
Deputy Chief Executive and s151  
Officer




## Improvement works to Guildhall Arts Centre Clocktower and adjoining roof coverings

This report recommends the approval of a construction contract for the clocktower and roof repair works at Guildhall Arts Centre Grantham.

### Contact

Gyles Teasdale – Head of Property and ICT

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<b>Decision made by:</b>	Deputy Chief Executive and s151 Officer
<b>Decision:</b>	Officer Delegation
<b>Public or Exempt:</b>	Public
<b>Reasons for exemption:</b>	N/A
<b>Conflicts of interest:</b>	No
<b>Policy compliant:</b>	Yes
<b>Details of delegation:</b>	The Deputy Chief Executive is authorised under at Part 3 (c) for Delegated Powers to Officers, item 28 (Tendering) of the constitution to accept tenders and award contracts to contractors on behalf of the Council in the following circumstances: a) Following a tender process strictly in accordance with the Council's Contract Procedure Rules and Financial Regulations. b) For carrying out works and/or the provision of goods and/or services.

## **1. Implications**

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

### ***Finance***

- 1.1 There is a budget allocation of £200k in the approved capital programme to undertake these works. In the event that that further works are identified as part of the core works, then it may be appropriate to vire additional budget at the project to ensure all works are undertaken at the same time. This would avoid incurring unnecessary costs such as scaffolding if works were undertaken at a later stage. This will be monitored once the works have commenced.

Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer

### ***Procurement***

- 1.2 Under contract procedure rules, this requirement should be competed in order to achieve value for money.

Due to these works being identified as urgent, a procurement exception report has been approved and the contract will need to be direct awarded.

Completed by: Helen Baldwin Procurement Lead

### ***Legal and Governance***

- 1.3 In accordance with the Council's constitution and contract procedure rules the Deputy Chief Executive & S151 Officer has authority to agree contracts with a total value over £100,000 but up to £200,000. The estimated value of the contract must include the full lifetime of the contract (including any possible extension periods) plus VAT if applicable.

Completed by: Mandy Braithwaite, Legal Executive

## **2. The Purpose of the Report**

- 2.1 To approve the authority to instruct Hardy Construction Ltd to undertake repairs to the clock tower and pitched roofs either side of the clock tower to prevent further water ingress. The works include stripping of roof coverings and repair and decoration to the timber structure of the clock tower. As these works progress, it

may be found that further works of repair are required due to past water ingress, therefore then there may be a requirement to allocate further budget to the project. This situation will be reviewed once the works have commenced and further investigations have been completed.

A report has been received from a specialist engineering and surveying practice who found the following issues:

- Timber decay to parts of the clock tower mouldings and deteriorated previous resin repairs which have the potential for water ingress to the supporting structural framework behind.
- Poor decorative condition to some of the paintwork which could lead to further water ingress and potential for timber decay.
- A number of loose, slipped and missing slates from the adjoining roofs on either side of the clock tower which will allow water ingress and further deterioration of the timber roof structure.
- Decay to the head of the timber capitals and transoms of the clock tower glazed section.
- A detailed closer inspection and assessment is required of the sedimentary stone coping and moulded cornice to the parapet which is in bad condition in parts. This assessment will enable detailed measurements to be taken of the defective stonework so that new blocks can be cut and carved for fitting at a later stage.

In response to the report, some repairs were carried out to the flat roofs, one side of the pitched roofs in 2023, as well as cleaning out gutters, however, there remains risk of further deterioration of the roof covering, decay to the structural integrity of the clock tower and potential for water ingress to the ballroom which would prevent its use.

Past water ingress is evident to the ballroom to 3 areas of the ceiling and high level walls. The ballroom ceiling is understood to be lath and plaster, which if it becomes wet through water ingress from above will constitute a considerable weight and would pose a substantial risk to life and limb should it collapse and strike someone below.

Further water ingress was reported on 22<sup>nd</sup> May 2024 to the ballroom and by having the works to the clock tower carried out with a scaffold in place will enable further investigation of adjoining roof coverings to ascertain the point of water ingress.

The Property Services team have obtained a written quotation from a specialist contractor for £139,972.28 to address the issues.

The site set up including erection of scaffolding and pavement hoarding is anticipated to start in July and the works would continue through to end of October.

An Exception Request was approved on 2<sup>nd</sup> October 2023 to undertake these works, since then it is evident that further spend may be required as noted in 2.1 above.

### **3. Available Options Considered**

3.1 Option 1 – Approve the appointment of the contractor at a cost of £139,972.28 to enable the essential work to be carried out to the clock tower and to prevent further water ingress to the structure of the Guildhall above the ballroom.

Option 2 – Not to approve instruction of the work. This is not a recommended option as there are financial and health and safety risks evident from delaying works which could mean the structure of the clock tower is compromised due to the effects of water ingress to the timber structure and the ballroom ceiling continue to deteriorate.

### **4. Preferred Option**

4.1 Option 1 – Approval to instruct the contractor at a cost of £139,972.28 to enable essential roof repair works to be undertaken.

### **5. Reasons for the Decision(s)**

5.1 A report was issued in September 2022 by a specialist engineering and surveying practice who found the following issues:

- Timber decay to parts of the clock tower mouldings and deteriorated previous resin repairs which have the potential for water ingress to the supporting structural framework behind.
- Poor decorative condition to some of the paintwork which will lead to further water ingress and potential for timber decay.
- A number of loose, slipped and missing slates from the French style pitched roofs on either side of the clock tower which will allow water ingress and further deterioration of the timber roof structure. Further missing slates to roofs below and adjacent to the clock tower.
- Decay to the head of the timber capitals and transoms of the clock tower glazed section.
- Repairs required to the sedimentary stone coping and moulded cornice to the parapet which is in bad condition in parts, further investigation and measuring up required once scaffolding is in place to determine the extend of work required.

Some immediate repairs were carried out to the flat roofs, one side of the pitched roofs in 2023, as well as cleaning out gutters, however, there remains a risk of further deterioration of the roof covering, decay to the structural integrity of the clock tower and potential for water ingress to the ballroom which would prevent its use.

Past water ingress is evident to the ball room to 3 areas of the ceiling and high level walls. The ballroom ceiling is understood to be lath and plaster, which if it

becomes wet through continued water ingress from above will constitute a considerable weight and would pose a substantial risk to life and limb should it collapse and strike someone below.

Due to the urgent nature of the works this Decision paper has been completed. The issues outlined above are causing a health and safety risk to the users of the ballroom if there is further water ingress. The Property Services team have obtained a written quotation from a specialist contractor for £139,972.28 which will deliver a long term solution to the problem.

Signed by: **Richard Wyles**

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Dated: 11 June 2024