



**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**



# Officer Delegated Decision

14<sup>th</sup> November 2024

Richard Wyles – Deputy Chief Executive and  
s151 Officer

## To seek approval to provide additional budget allocation for essential roof repairs at the Guildhall Arts Centre, Grantham

### Contact

Gyles Teasdale  
Head of Property Services & ICT



07980 794584



[gyles.teasdale@southkesteven.gov.uk](mailto:gyles.teasdale@southkesteven.gov.uk)

<b>Decision made by:</b>	Richard Wyles – Deputy Chief Executive and S151 Officer.
<b>Decision:</b>	To seek approval to provide further funding for additional repairs to roofs at the Guildhall
<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>	Part 3(c) of the Constitution: 20 - Management of Services To manage services: Provides the Deputy Chief Executive delegated authority. a) In accordance with any policy decisions made by, or guidelines issued by, the Council b) Within budgets made or approved by the Council c) In compliance with all Rules of Procedure and Codes set out in the Constitution

	And to take such decisions or actions as they are required or authorised to take in: d) Understanding orders adopted and decision made by the Council for implementation e) Their role as proper officers of the Council as defined in Section 270(3) of the Local Government Act 1972.
--	--

## 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 an approved budget allocation of £200,000 in the General Fund Capital Programme in order to allow these works to progress. Following a roof leak to an adjoining roof that has caused elements of the building to be temporarily closed, further funding is required of £70,000 for the works and £8,300 for project management resource, taking the total budget allocation to £278,300. The additional budget of £78,300 will be transferred from the property maintenance budget to fund these works.

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

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

1.2 There are no significant legal and governance implications arising from the report which are not already reflected elsewhere in the report, particularly in relation to procurement and compliance with the Council's Contract Procedure Rules.

Completed by: Mandy Braithwaite, Legal Executive

### ***Procurement***

1.3 Further funding £78,300 ex VAT is below the 50% threshold of the original contract value increase. This is to provide continuity funds to repair the roof and the scope of the contract has not changed so a new procurement is not required.

Completed by: Helen Baldwin (Procurement Lead)

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

- 2.1 To seek approval for the funding to enable us to instruct the contractor to undertake further roof repair works to the Guildhall.

## **3. Available Options Considered**

- 3.1 Option 1 – Grant the funding so that these essential works can be undertaken whilst we have a contractor on site as there are immediate repair issues to be addressed, health and safety risks and loss of revenue is being suffered by the Guildhall Arts Centre.
- 3.2 Option 2 – Not to grant the funding for the additional roof work. This is not a recommended option as there will be a risk of further deterioration of the building fabric, risks to the safety of Guildhall users and continued loss of revenue for the Guildhall Arts Centre.

## **4. Preferred Option**

- 4.1 Option 1 – Provide additional funding in order that essential roof repairs can be undertaken.

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

- 5.1 A recent leak from a roof adjacent to the current project caused a section of the plaster ceiling to fall into the Guildhall Art Centre ballroom, leading to a high risk to the health and safety of anyone using the ballroom. This room has now been closed with the consequence that the Arts Centre is losing revenue from letting this room out for events.
- 5.2 Inspections and investigation by our consultant and ourselves have resulted in our recommendation to replace the roof coverings to the hipped roofs above the ball room.
- 5.3 Not addressing these repairs will lead to further deterioration of the building fabric, but also unsafe conditions in the ballroom and public areas during periods of rainfall including a risk to health and safety of the public. In the ballroom the ceiling consists of an ornate plaster ceiling which, when soaked through from rain, will collapse and fall, thereby creating a health and safety hazard to members of the public and SKDC staff using the room. In addition, water ingress can cause damage to electrical installations including lights and cabling which will create a health and safety hazard to occupants and staff.
- 5.4 The proposed works will enable the erection of scaffolding to access the work areas and will renew the defective slate roof coverings. A contingency sum has been

included for repairs to stonework that are also evident and some allowance for additional works to the timber roof structure.

- 5.5 The ODD is submitted as a contractor is on site carrying out other planned work and with seasonal increases in heavy rainfall more prevalent at this time it is essential the work is addressed quickly to mitigate the risks identified and to ensure the Arts Centre can remain open and be revenue producing.
- 5.6 Resources will be required to manage the project for SKDC and these amount to £8,300 which have been included in the approval request.
- 5.7 The duration of the works is scheduled for a period up to April 2025 and will involve scaffolding being erected along the perimeter of the building. Service disruption will be kept to a minimum throughout the works and the contractor will work with the Centre team to programme the works during the quietest periods.

<b>Report Timeline:</b>	Call-in deadline (where applicable)	N/A
	Date decision effective (subject to call-in)	N/A

Signed by:

**R Wyles, 14/11/2024**