



**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

# Officer Delegated Decision

16<sup>th</sup> June 2025

Richard Wyles – Deputy Chief Executive and  
s151 Officer

## **To seek approval to provide further additional budget allocation for essential repairs to the clock tower at the Guildhall Arts Centre, Grantham**

### **Contact**

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<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 the clock tower 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.
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## 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 £389,875 in the General Fund Capital Programme in order to allow the works to the roofs to progress. As works have progressed and areas of the timber structure been uncovered it has become apparent the extent of the timber repairs required to the clock tower is more extensive than originally estimated. Additional redecoration works have also been added to the scope of the contract as the existing scaffolding can be utilised which makes this work more cost effective. Further funding is required of £60,994 for the works and £9,963 for consulting, structural engineering and project management resource, taking the total budget allocation to £460,816. The additional budget of £70,941 will be transferred from the property maintenance reserve to fund these works.

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

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

- 1.2 The delegation within the Constitution allows the Deputy Chief Executive to sign this decision.

Completed by: James Welbourn, Democratic Services Manager

### ***Procurement***

- 1.3 Of the £70,941 exc VAT, the additional repair works through Hardy Construction total £60,994 which is a clearly identified scope of works and under the separate contract that relates to structural timber works to the clock tower. This is to provide continuity of workmanship and enables the current scaffolding to be utilised which

is the most cost effective way of delivering the additional works. An Exemption Request has been approved. In relation to William Saunders' costs which are a total of £24,965, this firm is on the SKDC Asset Management Framework and this will be how they are procured. The remainder is for project management resource.

A contract of this value should be tendered in line with the Authorities Contract Procedure Rules, however, owing to the nature of works and need for continuity, further use of Hardy Construction is recommended. The value is under the Procurement Act 2023 Threshold and poses low risk of challenge

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 the additional structural repairs to the clock tower and redecoration works to the Guildhall and to extend the consultant's scope to include their ongoing support.

## **3. Available Options Considered**

- 3.1 Option 1 – Approve the funding so that these essential works can be undertaken whilst we have a contractor on site as there are immediate and serious repair issues to be addressed, which if not carried out would present health and safety risks to the structure of the Guildhall.
- 3.2 Option 2 – Not to award the funding for the additional repair work. This is not a recommended option as there will be a risk of further deterioration of the building fabric, risks of structural collapse of the clock tower and continued loss of revenue for the Guildhall Arts Centre.

## **4. Preferred Option**

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

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

- 5.1 Over the course of the repair works the fabric of the building has been able to be more closely examined from the scaffolding and after further uncovering of the timber structure has been undertaken this has resulted in further repairs being required. This is reflected in the additional ODD's being required to secure the necessary funds to complete the repair works. The original budget allocation was £200,000; an ODD was subsequently approved in November 2024 to increase this

amount to £278,300 due to issues with roofs adjacent to the main clock tower which had begun to leak. A further ODD was approved in March 2025 when it became apparent structural repairs were required to the clock tower taking the total approval at that time to £389,875.

- 5.2 Scaffolding has been erected to enable the roof repairs and redecoration works to be undertaken. As the work has progressed and the timber cladding has been removed thereby exposing the timber structure, it has become apparent the extent of the repairs is more than originally estimated. The contractor was unable to provide a fixed price for the works as by their nature the full extent of them were not able to be known, so these works have been undertaken using costs based on time and materials.
- 5.3 Our consultant reviews all costs and has confirmed the works are essential and represent good value for money. The consultant recommends these additional works are done at the same time as the other roofing works as it will be most cost effective approach whilst we have a contractor on site and scaffolding is available.
- 5.4 Not addressing these repairs will lead to structural failure of the clock tower in time. The Guildhall is a Grade 2 listed building and therefore there is an obligation on the Council to maintain its building fabric in good condition. Clearly if there were to be a failure of the structural integrity of the clock tower this will create a significant health and safety hazard to occupants and staff.
- 5.5 The request for further funding is submitted as the contractor is on site carrying out other planned work and 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 a further £5,000 which have been included in the approval request.
- 5.7 The duration of the works is scheduled for a period up to August 2025 and we have included the contractors preliminary costs and a contingency sum up to this period.
- 5.8 Due to the urgency of the works, a procurement exception report has been prepared in order to allow continuity of the contractor and for the works to commence at the earliest opportunity. This is attached as an Appendix.

Signed by: Richard Wyles