



PORTFOLIO HOLDER DECISION NOTICE

INDIVIDUAL DECISION BY THE PORTFOLIO HOLDER FOR FINANCE AND EFFICIENCY

TOPIC – CORPORATE (NON-HOUSING) OPERATIONAL PROPERTY – RELEASE OF FUNDS FOR PROPOSED PROJECTS

PROCEDURAL INFORMATION

The Access to Information Procedure Rules – Part 4, Section 22 of the Council's Constitution provides for a decision to be made by an individual member of Cabinet.

In accordance with the Procedure Rules, the Corporate Director (Governance), the Chief Executive and the Head of Finance are consulted together with Chairman and Vice Chairman of the Principal Scrutiny Committee and all Members of the relevant Scrutiny Panel (individual Ward Members are consulted separately where appropriate). In addition, all Members are notified.

Five or more of these consulted Members can require that the matter be referred to Cabinet for determination.

Contact Officers:

Case Officer:

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Committee Administrator:

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SUMMARY

The 2008/09 Capital Programme makes budgetary provision for a range of high priority urgent works to operational properties predominantly as a result of Phase I of the Corporate Property Condition Survey (CAB 1559 refers).

Urgent works were identified to the following sites: -

- (i) Guildhall – Waterproofing Works to Walton Room Roof Terrace
- (ii) West Wing – Replacement Mansard roof to Top floor
- (iii) City Offices – Replacement Heating Boilers
- (iv) Meadowside Leisure Centre – Repairs to roofing and external rendering (CAB 1348 refers)

WORKS PROCUREMENT UPDATE

In relation to site (i), HGP Architects Ltd have recently concluded an extensive survey and report on the reasons for water ingress. These findings are currently

being worked into a detailed specification of works for tender purposes, together with a budget estimate for works. It is proposed that this work will be subjected to a competitive tender as soon as possible, in compliance with Standing Orders. Subject to contract and programme, works will be undertaken this financial year.

In relation to site (ii), following competitive tenders being received, Williams Roofing have been awarded the re-roofing works. Scaffolders (Passingham) are currently erecting access scaffolding. Reroofing and related external repairs and redecoration works will begin (subject to weather) week commencing 22nd September and will take approximately 8 weeks to complete.

In relation to site (iii), following competitive tenders being received; Star Mechanical & Electrical Services have been awarded the work to replace the boilers. Works are due to commence on 22nd September and will take approximately 6 weeks to complete.

In relation to site (iv) and following a competitive tender exercise, Carillion have been awarded the work to repair the roof and replace the rendering to the front elevation. Works subject to contract are due to commence during mid-October and will take approximately 6 weeks to complete. A contribution yet to be awarded by Cunningham Lindsey (Loss Adjustors) under the defects indemnity insurance which was taken out at the time of construction, is anticipated to offset the Council's costs.

BUDGET

All works and associated fees are estimated and projected to come within the respective capital budgets of: -

Site (i)	=	£81,000
Site (ii)	=	£190,000
Site (iii)	=	£60,000
Site (iv)	=	<u>£171,000 *</u>
Total		<u>£502,000</u>

* Note to Final Notice – figure amended from £154,000 in draft notice – see “Further Alternative Options Considered and Rejected Following Publication of the Draft Portfolio Holder Decision Notice”.

DECISION

That in accordance with Financial Procedure Rule 6.4 (iv), authority be given for release of expenditure for the Capital Schemes set out in this Decision Notice.

REASON FOR THE DECISION AND OTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

Having planned and procured these urgent and high priority works in accordance with the Council's Contracts Procedure Rules and Project Management Protocols, time is now of the essence to progress the works. This will minimise risk of further consequential damage and/or enable the Council to comply with Health & Safety Legislation in the management of its operational buildings.

FURTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED FOLLOWING PUBLICATION OF THE DRAFT PORTFOLIO HOLDER DECISION NOTICE

Councillor Kelsie Learney commented on the fact that some of the works had commenced before the Final Decision Notice had been published and asked for the authority by which funds were released.

The officers acted in the belief that the Cabinet Reports (CAB 1353 Appendix F and CAB 1348 concerning Meadowside considered at Cabinet meetings on 15th November 2006 and 17th January 2007 respectively, together with the later paper on Corporate (Non-Housing) Property Condition Survey considered at the Cabinet meeting of 12 December 2007 (CAB1559)) gave the necessary authority to go ahead to make repairs at eight locations, totalling £862,000. These papers gave details of the works required and the cost estimates for the works. The risk assessment included in CAB 1559 report made it clear that it was essential for these works to be carried out. Tenders for the works that were committed were all within the cost estimates of CAB 1559, and in relation to Meadowside within the budget of £171,000, all as previously approved and as set out in the report on Capital Strategy presented to Cabinet on 9th July 2008 (CAB 1680 refers).

In respect of Site (iv) (Meadowside), the figure of £154,000 in the draft Portfolio Holder Decision Notice omitted a sum of £17,000 which had been identified in CAB 1559 (Corporate Property Condition Survey) and CAB 1680 (Capital Strategy and Programme 2008/09-2013/14) as being required for miscellaneous building works.

At the Cabinet meeting of 12 December 2007 Cabinet made it clear that it wanted the works carried out as soon as practical, but the minutes of the meeting only say that the Cabinet was informed of the detail of high priority works necessary. It is recognised that this could be construed as not actually giving authority to release the funds. For the avoidance of any doubt therefore this Portfolio Holder Notice is being issued to confirm authority to release £502,000 for these works.

This has highlighted the need to clarify in reports at which stage capital monies are released and this will be done in future Cabinet reports to ensure that the reporting procedures are maintained, whilst preventing any unnecessary delay.

DECLARATION OF INTERESTS BY THE DECISION MAKER OR A MEMBER OR OFFICER CONSULTED

None

DISPENSATION GRANTED BY THE STANDARDS COMMITTEE

N/A

Approved by: (signature)

Date of Decision 2 October 2008

Councilor Frederick Allgood. Portfolio Holder for Finance & Efficiency