

Report of Head of Asset Management

Report to Director of City Development

Date: 28 November 2014

Subject: Design & Cost Report: Roof Repair works, Victoria Hall, Town Hall

Scheme Number: 16996 / THR / 000

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): City and Hunslet	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

In 2013 Norfolk Property Services (NPS) carried out a detailed condition survey of the Leeds Town Hall (LTH) roof.

The NPS report has identified a number of works required to bring the roof structures and coverings up to a satisfactory and serviceable condition. These works have been prioritised grade 1-4 with 1 being identified as the most urgent and 4 being of the lowest priority.

In recent months there has been increased water ingress into the main Victoria Hall which has affected the ornate ceiling. If the roof repair works are not progressed this could have an implication on the operation of events held in the Victoria Hall.

Recommendations

The Director of City Development is recommended to give Authority to Spend £148,000 to undertake repairs to the roof above the Victoria Hall of Leeds Town Hall.

1.0 Purpose of this report

- 1.1 The purpose of this report is to gain Authority to Spend £148,000 to undertake repairs to the roof above the Victoria Hall at Leeds Town Hall.

2.0 Background information

- 2.1 A report on the condition of the Town Hall Roof was prepared by NPS in September 2013. It advises on the backlog roof maintenance works required, the majority of which are recommended to be carried within 5 years of the inspection.
- 2.2 The Council approved, following a report to SIB in December 2013, £5m capital funding for expenditure on maintenance of heritage assets, £1.26m of which has been set aside for the backlog maintenance to the Town Hall.
- 2.3 The ornate ceiling of the Victoria Hall has been affected by increased water penetration from the roof above. The ceiling and roof above has been inspected by NPS, from floor level and via a hoist. They advise that there are small sections open to the elements due to slipped or broken slates and this needs to be repaired as soon as possible in order to prevent damage to the ceiling and structure below.

3.0 Main Issues

- 3.1 The roof above the Victoria Hall is in need of repair works to prevent further water penetration and damage to the structure and ceiling of the Hall below.
- 3.2 NPS estimate, including fees, for the roof repairs to the Victoria Hall is £148,000. These works require to be carried out ahead of the main backlog maintenance work required to the other roofs of the Town Hall.
- 3.3 The above works were discussed at the initial Project Board meeting for the Town Hall on 22 September 2014 and it was agreed that this work would be carried out.

3.4 Programme

- 3.4.1 A detailed scope of works and specification will be produced and roof repairs will be subject to standard LCC procurement and tender rules.

4.0 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 CEL, NPS & LTH management.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 There are no impacts on any of the protected equality characteristics and a full equality impact assessment is not required.

4.3 Council policies and City Priorities

4.3.1 It is important that this work is carried out as soon as possible to ensure that the extensive and varied events that are held in the Victoria Hall are able to continue.

4.4 Resources and value for money

Full scheme estimate

The scheme has an estimated cost of £148,00 for all materials, labour and fees.

Capital Funding and Cash Flow.

Funding Approval :								
Previous total Authority to Spend on this scheme	TOTAL	TO MARCH	FORECAST					
	£000's	2015 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's	2017/18 £000's	2018 on £000's	
LAND (1)	0.0							
CONSTRUCTION (3)								
FURN & EQPT (5)	0.0							
DESIGN FEES (6)	0.0							
OTHER COSTS (7)	0.0							
TOTALS	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Authority to Spend required for this Approval	TOTAL	TO MARCH	FORECAST					
	£000's	2014 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's	2017/18 £000's	2018 on £000's	
LAND (1)	0.0							
CONSTRUCTION (3)	133.0		133.0					
FURN & EQPT (5)	0.0							
DESIGN FEES (6)	15.0		15.0					
OTHER COSTS (7)	0.0							
TOTALS	148.0	0.0	148.0	0.0	0.0	0.0	0.0	
Total overall Funding (As per latest Capital Programme)	TOTAL	TO MARCH	FORECAST					
	£000's	2014 £000's	2014/15 £000's	2015/16 £000's	2016/17 £000's	2017/18 £000's	2018 on £000's	
LCC Funded	148.0		148.0					
Total Funding	148.0	0.0	148.0	0.0	0.0	0.0	0.0	
Balance / Shortfall =	0.0	0.0	0.0	0.0	0.0	0.0	0.0	

Parent Scheme Number : 16996

Title : Leeds Town Hall – Roof Replacement Scheme.

Revenue Effects

There will be no additional revenue consequences following the implementation of this proposal

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 This property is a public building and as such the works involved are vital to ensure that both public and LCC staff user's health and public safety are not compromised in any way.
- 4.5.2 This decision is a significant operational decision and is therefore not subject to Call-In.
- 4.5.3 The Director of City Development has the authority to make this decision under powers granted under Part 3 of the Council's Constitution.

4.6 Risk Management

- 4.6.1 All work will be risk assessed and carried out using approved methods of working, and will be programmed as far as possible to minimise Health & Safety risks.
- 4.6.2 **Risk Assessments** – The appointed contractor will provide all site specific risk assessments and method statements prior to work starting on site.
- 4.6.3 **Design Issues** – Where required these will be agreed between NPS, CEL and LTH Management.
- 4.6.4 **Financial Issues** – Regular monitoring will ensure work remains within its allocated budget.
- 4.6.5 **Service Delivery Issues** – To minimise disruption to the building users/occupiers all work programming issues to be discussed and agreed LTH site management to ensure continual safe delivery of services during the roof repair works.
- 4.6.6 **Programme Issues** – To be fully monitored to ensure start on site and completion dates are on time.

5.0 Conclusion

- 5.1 In order to prevent damage to the structure and ceiling of the Victoria Hall and to ensure that the Victoria Hall remains fully operational it is essential that these roof repair works are progressed.
- 5.2 Failure to undertake the works may result in disruption to council services and loss of income.

6.0 Recommendations

6.1 The Director of City Development is requested to give Authority to Spend £148,000 to undertake repairs to the Victoria Hall roof of Leeds Town Hall.

7 Background documents¹

7.1 None.

¹ The background documents listed in this section are available for download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.