

ABINGDON TOWN COUNCIL

Report to	Finance Governance & Asset Management Committee
Meeting date	22 March 2022
Report author	Properties Officer
Agenda item	9

PROPERTY MATTERS

1. Purpose of the Report

- 1.1 To update members of current works and property progress in relation the Guildhall complex.
- 1.2 To update members of a request from Abingdon's Polish community regarding available temporary storage space.

2. Summary

Property works

- 2.1 **Current works and property progress** – Currently there are no works in progress. Properties officer is currently looking at the next stage of the works schedule and will begin planning the commencement of the next project.
- 2.2 **Royse Drains** – Ridge is reviewing the recent drain survey and will update shortly on the next stages.
- 2.3 **Guildhall Stonework** – A recent survey of the external walls was carried out on Monday 7th March. This is currently being reviewed by Andrew Townsend architects.
- 2.4 **Guildhall Roof** – Works on the roof have been delayed as planning permission to replace the rooflights needs to be obtained.
- 2.5 **Temporary storage space** - We have received a request from the Polish community to provide any available storage space which can be used to sort donations of goods being distributed to Ukrainians in Poland. This would be on a temporary basis and your officers have offered free use of the Robing Room.

3. **Action required**

- 3.1 Members are requested to note current works and property progress.
- 3.2 Members are requested to note the proposed temporary use of the Robing Room.

4. **Link to strategic plan and objectives**

- 4.1 Maintenance and improvement programme yr. 3
- 4.2 Primary linked objective:
KO2: To develop a resilient, sustainable town which will provide a home for residents now and in the future.
- 4.3 Other objectives addressed:
KO1: To respond effectively and speedily to the climate emergency.
- 4.4 KO3: To manage the Council's assets efficiently and effectively to meet for the needs of the community now and in the future.

5. **Background**

Property works

- 5.1 **Current works and property progress** – Stages of works are included within the 'revised' agreed schedule of works in line with councils 5 yr. strategic plan which was noted by members at the Finance, Governance and Asset Management Advisory Committee on 23rd November 2021.
- 5.2 **Royse Drains** – In response to the survey carried out by lanes for Drain back in 2020 which highlighted the collapsing drain under Royse offices. Ridge Consultants have been appointed and instructed to investigate the repairs needed to the drain and have since been instructed by the Properties Officer to take on these works a preliminary project.
- 5.3 **Guildhall Stonework** – The stonework on the external walls of the Old Magistrates Court, concrete staircase (1950's addition) and the archway is continuing with corrode. Andrew Townsend Architects have been appointed by the Properties Officer to restore the stonework to its original state.
- 5.4 **Guildhall Roof** – Ridge was appointed to survey the Guildhall roof in November 2020. The Survey highlighted works and repairs required to preserve the longevity of the roof. The Properties Officer has obtained quotes for such repairs which are now in progress.

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- 5.5 **Temporary storage space** - In light of Russia's invasion of Ukraine, members may be aware that Abingdon's Polish community have organised collections of donated goods which are being sent to Poland for the Ukrainian refugees. The group currently have free use of the Abbey Buildings, but this arrangement is due to cease at the end of this month.

6. **Key information and options**

Property works

- 6.1 **Current works and property progress** – are in line with the properties officer revised schedule of works to improve and maintain council properties.
- 6.2 **Royse Drains** – A topographical survey and updated drain survey have been completed as of February 2022. Ridge is reviewing both surveys and will be submitting their proposal of the next stages to the Properties Officer.
- 6.2 **Guildhall Stonework** – A full external survey of the external area of the Guildhall focusing on the Old Magistrates court, external concrete staircase and archway was carried on 7th March. Andrew Townsend is currently reviewing the survey and will be submitting his proposals to the Properties Officer on the next stage.
- 6.3 **Guildhall Roof** – Works on the roof have been delayed by the need to obtain Planning Permission to replace two rooflights. Planning application is currently pending. It is likely due to the planning decision process these works may not start until June.
- 6.4 **Temporary storage space**- The group would like to continue being able to receive donations and are seeking alternative premises to allow them to store and sort the donations prior to loading lorries taking them to Poland. They envisage this continuing for April and the beginning of May, but do not require a permanent location.
- 6.5 Your officers have considered this and believe it to be an operational matter as it is a temporary arrangement, and have offered the use of the robing room for this temporary exercise.

7. **Financial/budget implications**

- 8.1 All monies for the forementioned works have been budgeted and agreed. There are no current financial implications.

8. **HR implications**

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8.1 Items detailed in the above report will have no additional implications to staff.

9. **Supporting papers and appendices**

9.1 None

Victoria Moore
Properties Officer
March 2022