

## ABINGDON TOWN COUNCIL

Report to	Finance Governance & Asset Management Committee
Meeting date	13 October 2022
Report author	Victoria Moore
Agenda item	14

### REPORT OF THE PROPERTIES OFFICER

1. **Purpose of the Report**

1.1 To update members of current works and property progress in the Guildhall complex

2. **Summary**

2.1 **Royse Drains** Ridge is progressing with arranging works for the project.

2.2 **Guildhall Stonework** Andrew Townsend architects are progressing with arranging works for the project.

2.3 **Guildhall Roof** Works are in progress

3. **Action required**

3.1 Members are asked to note **Point 6**

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.

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**

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.

6. **Key information and options**

6.1 **Royse Drains** – Ridge will be submitting tender documents to contractors no later than Monday 10th October. Following this there will be a three-week tender period, with a two-week review window before Ridge provide their tender analysis. It is hoped for the selected contractor to start w/c 5 December or sooner but given the time in the year and the expected construction pauses over Christmas, holidays works may have to start first week of January 2023.

6.2 **Guildhall Stonework** – Cliveden’s draft report on the archway masonry is awaiting results of paint samples which they should have by the end of this week. Andrew Townsend Architects amended specification and drawings for the work to the wc/kitchenette area will sent to the Properties Officer for approval W.C 10<sup>th</sup> October. Properties Officer and Andrew Townsend will meet to discuss tendering for the external and internal works. A tender document will be issued to potential contractors to undertake the works.

7. **Financial/budget implications**

7.1 Items detailed in the above report will have no additional implications to finances or budget.

8. **HR implications**

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

9. **Supporting papers and appendices**

9.1 No supporting documents attached to this report.