

## ABINGDON TOWN COUNCIL

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| Report to     | Finance Governance & Asset Management Committee |
| Meeting date  | 17 January 2023                                 |
| Report author | Victoria Moore                                  |
| Agenda item   | 9   |

### REPORT OF THE PROPERTIES OFFICER

1. **Purpose of the Report**

- 1.1 To Update members of current works and property progress within the Guildhall complex

2. **Summary**

- 2.1 Schedule of works and budget for 2023-2024  
2.2 Current works update

3. **Action required**

- 3.1 Members are asked to approve Schedule of works and budget 2023-2024  
3.2 Members are asked to note current works update.

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

- 4.1 Maintenance and improvement programme yr 4
- 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**

- 5.1 **Current works and property progress** – Stages of works are included within the 'revised' agreed schedule of works in line with councils 4 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 Schedule of works and budget for 2023/2024 can be found in appendix 1. All works within the schedule are required improvements to the Guildhall, works scheduled will preserve the building and promote its future use for members, staff, and the local community. Cemetery improvements are required to ensure we comply with the updated EPC Regulations as of April 2023.

6.2 **Current Works**

- Guildhall skylights - replacement is complete.
- Roysse Drain - Tenders were received and were over budget. The lowest quote came in at £127,000, £97,000 over budget. I have since gone back to our original drainage contractor and requested an updated camera survey of the drain and dropped belly. The survey showed the belly has not dropped or deteriorated since their last survey in 2021. It also should be noted the drain has not blocked since the start of the twice-yearly flushing programme introduced in December 2020. Considering the evidence of the recent survey, as Properties Officer I believe the best solution is not to redirect the drain as originally planned, instead have it fully lined. Lining it will prevent any further dropping and greatly improve the flow of waste reducing the twice yearly flushing too annually. Lining the drain will also come in within my budget, cause minimal disturbance to persons within the building, users of the carpark and access to the Crown and Thistle. Lining works will be carried out on 25<sup>th</sup> January 2023 and will be effective for more than 10years.
- Guildhall stonework's All surveys have now been complete. Andrew Townsend Architects are finalising the works specifications which is due to be complete imminently. Andrew will then be offering works to contractors for tender and submitting planning applications.

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**

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

9. **Supporting papers and appendices**

9.1 2023/2024 schedule of works and budget.