



# Portfolio Holder Decisions

## Resources Portfolio

1. **Roofing Works to the Civic Centre, Poulton-le-Fylde** (Pages 1 - 4)  
Report of the Service Director Performance and Innovation.

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## Portfolio Holder Report

The portfolio holder will make a decision on this item after seven days have elapsed (including the date of publication).

Report of:	Portfolio Holder	Date of publication
Marianne Hesketh, Service Director Performance and Innovation	Cllr Alan Vincent, Resources Portfolio Holder	19 April 2018

### Roofing Works to the Civic Centre, Poulton-le-Fylde

#### 1. Purpose of report

- 1.1 To seek approval for roofing works to the Civic Centre, Poulton-le-Fylde and to include the scheme in the Council's 2018/19 Capital Programme.

#### 2. Outcomes

- 2.1 To deliver the Asset Management programme of works to maximise the return from our assets.

#### 3. Recommendation/s

- 3.1 That approval is given for roofing works to areas of pitched tile roofs of the Civic Centre.
- 3.2 That the scheme, costing £15,000, is added to the Council's 2018/19 Capital Programme.

#### 4. Background

- 4.1 The Civic Centre pitched roofs have aged tile coverings. Areas and isolated tiles have perished and require replacement and re-fixing. Sections of roof tiles will be replaced to improve water tightness, along with replacement of and improvements to fixing method and substrate where required. Gutters and lead work will be improved in locations to aid with water dispersal and improve water tightness.

**5. Key issues and proposals**

- 5.1 External painting works are required to areas of the Civic Centre which is being funded from the revenue budget. To undertake painting works access equipment will be required to access certain areas at high level.
- 5.2 It is proposed that during the painting works areas that are accessible and require roofing work be undertaken by utilising the painting access equipment, thus reducing the costs of access equipment for each work stream.
- 5.3 Quotations for the roofing works have been sought through ‘The Chest’ procurement portal. A supplier has been selected to undertake the roofing works at a cost of £15,000 including contingencies.

**6. Delegated functions**

- 6.1 The matters referred to in this report are considered under the following executive function delegated to the Resources Portfolio Holder (as set out in Part 3 of the council’s constitution): “To consider the management, repair, maintenance and use of the Council’s land and buildings.”

<b>Financial and legal implications</b>	
Finance	The cost of roofing works totalling £15,000 (including contingency) is being funded through the capital investment reserve. The scheme will be added to the Capital Programme accordingly.
Legal	The quotation process is compliant with the Council’s Contract Financial Procedure Rules. A contract will be entered into with the successful contractor.

**Other risks/implications: checklist**

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

<b>risks/implications</b>	<b>✓ / x</b>
community safety	<b>x</b>
equality and diversity	<b>x</b>
sustainability	<b>x</b>
health and safety	<b>x</b>

<b>risks/implications</b>	<b>✓ / x</b>
asset management	<b>✓</b>
climate change	<b>x</b>
data protection	<b>x</b>

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<b>List of background papers:</b>		
name of document	date	where available for inspection
None		

**List of appendices**

None

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