



## **Portfolio Holder Decisions**

### **Roofing Works to the Civic Centre and to Copse Road Depot VMU, Fleetwood - Resources**

1. **Roofing Works to the Civic Centre, Poulton-le-Fylde** (Pages 1 - 4)  
Report of the Service Director Performance and Innovation
  
2. **Roofing Works to Copse Road Depot Vehicle Maintenance Unit, Fleetwood** (Pages 5 - 8)  
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 on or after 9 August 2019.

Report of:	Portfolio Holder	Date of publication
Marianne Hesketh, Service Director Performance and Innovation	Councillor Alan Vincent, Resources Portfolio Holder	1 August 2019

### 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 2019/20 Capital Programme.

#### 2. Outcomes

- 2.1 To deliver the Asset Management programme of works.

#### 3. Recommendations

- 3.1 That approval is given for roofing works to areas of flat roofs of the Civic Centre.
- 3.2 That the scheme, costing £100,000 (Including contingencies), is added to the Council's 2019/20 Capital Programme.

#### 4. Background

- 4.1 The Civic Centre flat roofs' coverings are aged and have experienced leaks. The roof coverings will be improved with a new liquid applied coating to increase the weather tightness of the surfaces thereby reducing leaks. Areas of roofing will be improved with new details to adjoining surfaces and works to improve water dispersal.

## 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. It is proposed to undertake these works at the same time as the flat roofing works to reduce costs.
- 5.2** The application of a new liquid applied coating (Belzona) is the preferred solution for the flat roofs. Belzona products have been successfully used on other council buildings and are installed by approved contractors.
- 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 £100,000 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 the roofing works totalling £100,000 (including contingency) will be funded from the capital investment reserve and added to the 2019/20 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>
ICT	<b>x</b>
data protection	<b>x</b>

### **Processing Personal Data**

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

report author	telephone no.	email	date
D Long	01253 887467	Daniel.long@wyre.gov.uk	10/07/2019

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

### **List of appendices**

None

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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	Councillor Alan Vincent, Resources Portfolio Holder	1 August 2019

### Roofing Works to Copse Road Depot Vehicle Maintenance Unit, Fleetwood

#### 1. Purpose of report

- 1.1 To seek approval for roofing works to Copse Road Depot Vehicle Maintenance Unit (VMU), Fleetwood and to include the scheme in the Council's 2019/20 Capital Programme.

#### 2. Outcomes

- 2.1 To deliver the Asset Management programme of works.

#### 3. Recommendations

- 3.1 That approval is given for roofing works to the area of flat roof at the VMU at Copse Road Depot.
- 3.2 That the scheme, costing £15,785 (including contingencies), is added to the Council's 2019/20 Capital Programme.

#### 4. Background

- 4.1 The flat roof to the VMU is aged and has deteriorated. The roof covering will be improved with a new liquid applied coating to increase the weather tightness of the surfaces thereby reducing leaks. Areas of roofing will be improved with new details to adjoining surfaces and works to improve water protection and dispersal.

## 5. Key issues and proposals

- 5.1** The application of a liquid applied coating (Belzona) is the preferred solution for the flat roofs. Belzona products have been successfully used on other council buildings and are installed by approved contractors.
- 5.2** A solar panel installation to the flat roof has been considered as part of the council's commitment to addressing climate change. Unfortunately the current options available are not suitable and although solar panels will continue to be considered it is not feasible to proceed with them at this time in relation to this particular asset.
- 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 £15,785 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 the roofing works totalling £15,785 (including contingency) will be funded from the capital investment reserve and added to the 2019/20 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 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>✓</b>
ICT	<b>x</b>
data protection	<b>x</b>



## **Processing Personal Data**

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

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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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