

CABINET

16 October 2018

RUTLAND COUNTY MUSEUM & CATMOSE COTTAGE ROOF WORKS

Report of the Strategic Director for Places

Strategic Aim:	Sustainable Growth	
Key Decision: Yes	Forward Plan Reference: FP/280618	
Reason for Urgency:	N/A	
Exempt Information	No	
Cabinet Member(s) Responsible:	Mr G Brown, Deputy Leader and Portfolio Holder for Planning, Environment, Property and Finance.	
Contact Officer(s):	Andrew Edwards, Head of Property Services	01572 758391 aedwards@rutland.gov.uk
Ward Councillors	Councillor B Callaghan Councillor A Lowe	

DECISION RECOMMENDATIONS

That Cabinet:

Approves the release of up to £15k of funds from Section 106 Contributions to support the design and development of the tender package for the repair and replacement of the roof of Rutland County Museum and Catmose Cottage.

1. Delegate authority to the Head of Property Services in consultation with the Portfolio Holder for Regulatory Services, Waste Management, Planning Policy and Operations, Property Services, Finance including Revenues and Benefits and Internal Audit and the Director of Resources to determine a procurement route, award criteria and issue and receive tenders (if applicable) for the design works, and if suitable suppliers are identified move forward and award a contracts for all design works necessary to repair and replace the roof over Rutland County Museum and Catmose Cottage.
2. Delegate authority to the Head of Property Services in consultation with the Portfolio Holder for Regulatory Services, Waste Management, Planning Policy and Operations, Property Services, Finance including Revenues & Benefits and Internal

Audit and the Director of Resources to determine a procurement route, award criteria and issue and receive tenders (if applicable) for the construction works.

3. To note that a further report will be submitted at a future date seeking authorisation of the release of funds necessary for the completion of the works Endorses...

1 PURPOSE OF THE REPORT

- 1.1 To approve the release of up to £15k of funding which will allow the preparation of the tender package for the repair and replacement of components of the roof covering Catmose Cottage and the Rutland County Museum.
- 1.2 This will allow tenders to be sourced from potential contractors thereby reducing risks for the Council when a second report is presenting to Cabinet requesting the release of funds for the construction works.
- 1.3 The delegation of authority to the Head of Property Services in consultation with the Portfolio Holder and Director of Resources authority to proceed and appoint a designer to undertake the works with the minimum of delay will ensure that the Council are in a position to award works to start in Spring 2019.
- 1.4 Whilst the request to release £15k of funds and delegation to appoint a designer would not normally require Cabinet approval it should be noted that this has the potential to be part of a larger project. This larger project has an approximate value of £130k subject to the outcome of the design works which will require Cabinet approval.
- 1.5 In addition, this report is requesting that Cabinet delegate authority to the Head of Property Services in consultation with the Portfolio Holder and Director of Resources to determine the procurement route and award. This will allow contractors to submit tenders for the works thereby providing actual project costs. This will give certainty when requesting authority from Cabinet to releases the funds.

2 BACKGROUND AND MAIN CONSIDERATIONS

- 2.1 The building currently occupied by Rutland County Museum was built in 1794-95 as a Riding School for the Rutland Fencible Cavalry. It was built by Colonel Gerard Noel Edwards MP, who also built and lived in Catmose Lodge, now the County Council's headquarters. It continued to be used by local military units, including the Leicestershire Yeomanry, until after the Great War, during which it housed the King of Belgium's carriages.
- 2.2 The Riding School was gifted to Rutland County Council in 1967 by Gerard Noel Edwards' descendant Charles Noel for use as a museum. The Riding School has a unique roofing construction, described by Pevsner as "spectacular roof trusses with central king posts, plus paired crown-post arrangement" which supports a wide roof span, designed to allow the exercise area for horses to be completely covered without obstructions on the ground.
- 2.3 The building was mostly constructed from local materials, including stone from Barleythorpe, roof tiles from Grantham, and timber from Stamford. The massive

deal timbers of the roof however came from the Baltic, transported by sea to Hull, then to Spalding, and then by boat up the Welland to Stamford. The building also includes Catmose Cottage, which was the Officer's Quarters, and a stable block, armoury & stores, which now form the entrance to the Museum and first floor offices.

- 2.4 The unique nature of the building led to it being registered as a Grade II Listed Building in 1971, defined as "buildings that are of special interest, warranting every effort to preserve them". The building's listing includes Catmose Cottage, the Riding School and the stable block.
- 2.5 Over the years a piecemeal approach has been taken to repairs, addressing issues that arise as small one off works. Over the last 3 years approximately £12.5k has been spent addressing these issues but the roof has deteriorated to a point where it no longer makes economic sense to continue with this approach....

3 SCOPE OF THE WORKS

- 3.1 In the summer of 2017 a condition report was commissioned for the roof. This concluded that there were a series of works that were required see table below:

Works Required
Repairs to existing coverings
Re-Roofing of 3 Dormers
Re-Roofing of section of internal roofing
Lead cappings to stonework gable
Replacement of Valley Sections
Replacement of Guttering and external Rain Water Goods
Chimneys and Brickwork

- 3.2 These works were identified following an external inspection with minimal intrusive investigation. To maximise cost certainty it is proposed that the works are fully scoped and that tenders are invited from potential contractors. It is proposed that a second report is presented to Cabinet seeking approval for the release of the funds, when known, to undertake the works.

4 PLANNING CONSIDERATIONS

- 4.1 Given that this is a Grade 2 listed asset it will be necessary to submit an application for listed building consent. This is not anticipated to be an issues as the proposals involve replacing where practicable 'like-for-like'.

5 CONSULTATION


- 5.1 Consultation has taken place internally with Senior Elected members, Finance and Legal Services. Comments are included within this report.

6 ALTERNATIVE OPTIONS

- 6.1 This report seeks the release of funds to support the further development of design solution and tender of the works to obtain an accurate cost.
- 6.2 The only other option would to request the delegation of full estimated cost. However this approach carries significant risk as we would be requesting funds based upon an initial estimate based on a visual inspection and may not reflect tender prices. This approach could involve a second Cabinet report requesting additional funds.

7 FINANCIAL IMPLICATIONS

- 7.1 This report seeks the release of up to £15k from S106 receipts to support the design of the works and to obtain accurate costs for the full scope of works discussed in Section 3. This will provide sufficient funds should any additional attendance works e.g. scaffolding or an inspection tower be required to fully access the roof.
- 7.2 In identifying this funding source a number of options have been considered. These included:

Funding Source	Council Holding Sufficient Funding	Commentary	Preferred Option
Section 106	Yes	Appropriate S106 has been identified and could be used to fund the works.	
Capital Receipts	No	The Council are not holding sufficient Capital Receipts to fund the project	
Borrowing	N/A	Would incur additional costs to the revenue budget, although the impact would be low for the initial works the full cost circa £130k would cost circa £5k per annum for 25 years	
Hawkesmead	Yes	Flexible funding and could be used.	

The preferred option is S106 as no approved projects would be affected and we have worked with Planning and legal to identify suitable S106 agreement(s) that can fund the work.

7.3 The total overall project cost is currently estimated as being circa £130,000 including design, works and contingencies. However this is a preliminary cost at the moment and will be further refined based upon the recommendations set out in this report.

7.4 The budget report (8/2018, 20th February 2018) indicated that condition surveys were to be carried on all Council owned assets (para 4.5.4), these work continue but the roof works are essential and need completing prior to the completion of the estate wide survey works.....

8 LEGAL AND GOVERNANCE CONSIDERATIONS

8.1 The works will be procured in accordance with Contract Standing Orders.

9 DATA PROTECTION IMPLICATIONS

9.1 A Data Protection Impact Assessments (DPIA) has not been completed for the following reason: This report only requests approval for the release of funding so an assessment is not required in this case.

10 EQUALITY IMPACT ASSESSMENT

10.1 This reports seeks approval for the release of funds. There is no requirement for an EIA.

11 COMMUNITY SAFETY IMPLICATIONS

11.1 There are no Community Safety Implications.

12 HEALTH AND WELLBEING IMPLICATIONS

12.1 There are no Health and Wellbeing Implications.

13 ORGANISATIONAL IMPLICATIONS

13.1 There are no organisational implications. Repairs to the roof can be undertaken with little disruption to the day to day operations of the museum.

14 CONCLUSION AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

14.1 The approach proposed within the report will ensure that there is an approach adopted to the roof that will ensure its long term future irrespective of the use of the building.

14.2 In addition true costs will be determined following tender enabling an accurate figure to be requested from Cabinet.

15 BACKGROUND PAPERS

15.1 There are no additional background papers to the report.

16 APPENDICES

16.1 There are no Appendices.

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