



## Operational Officer Decision Record

Where the decision has a financial value of between £100k - £350k and does not have a **significant** impact on two or more wards

**1. Subject and details of the matter** (to include reasons for the decision and detail of any previous cabinet decision)

**Grimsby Town Hall (the “Site”) – Phase One Conservation, Restoration and Maintenance of Grimsby Town Hall external elevations (East Wing)**

As part of the Council's programme of backlog maintenance to support maintaining condition to corporate premises, works are required to the external facades of Grimsby Town Hall and are planned to be phased over several years. The initial first phase incorporates the rear East elevation around the Bremerhaven Room and Council Chamber. Works include replacing deteriorated rain water goods and guttering, lime repointing works, cleaning, stone work repairs, timber window repairs, decorations.

Following an open tender through YORTender, approval is sought to award a contract for the first phase of works to Grimsby Town Hall to Halestone Restoration Limited.

**2. Decision being taken**

1. That the Executive Director Place and Resources, in consultation with the Portfolio Holder from Finance, Resources and Assets make an award as set out below to Halestone Restoration Limited.

The procurement for works was conducted in line with procedure. An open tender was published on YORTender on 12<sup>th</sup> June 2023, with a tender return date of 31<sup>st</sup> July 2023. Seven (7) tender bids were received and evaluated by most economically advantageous tender evaluation.

The successful tenderer was Halestone Restoration Limited who scored highest overall with a ranking of three (3) for quality and one (1) for price.

The decision will result in the award of the works contract to the successful contractor to proceed to construction phase at a cost of £224,602.34 excluding VAT.

The cost of EQUANS fees to oversee the project are in addition to this amount at a cost of £29,198.30 excluding VAT and there will be close monitoring of a 10% contingency allowance.

The total cost, including the above, provisional sums and Asbestos Survey and Sampling fees will be **£337,730.88 excluding VAT**.

### 3. Anticipated outcome(s)/benefits

The external façade is deteriorating through failure and wear of existing materials. By repairing the external fabric, this will safeguard the asset for the future and ensure the interior is protected.

#### Outcomes:

- \* Proceed with award of the works contract to mitigate any potential increases in cost
- \* Issue award letter
- \* Work commences on site

#### Benefits:

The procurement of this scheme followed an open tender to the wider market for pricing.

This work has been viewed by multiple contractors, with seven (7) contractors returning a tender. We are satisfied with the price and demonstrates how competitive this price is.

The commencement of the project will ensure the premise continues to be maintained to a suitable standard, will mitigate repeat visits (and costs) associated with the repair of the existing roof and will prevent future leaks and any associated service disruption. The works will also alleviate negative press received relating to the condition of the premise. Ultimately the investment will enable the premise to continue to be operational and deliver services to the borough.

### 4. Details of any alternative options considered and rejected by the officer when making the decision

There are no alternative options for consideration.

To do nothing would result in the deterioration of the asset and repair costs escalating, increasing the Council's liability. This would not only eventually affect the physical structure of the premise, but also the aesthetics of the premise, resulting in reputational damage.

### 5. Background documents considered (web link to be included or copies of documents for publishing)

A tender report has been produced for this project capturing the programme and allocated sums.

**6. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons**

No

**7. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)**

None

**8. Monitoring Officer Comments (Monitoring Officer or nominee)**

Clear operational decision with proper process followed.

**9. Section 151 Officer Comments (Deputy S151 Officer or nominee)**

The cost of the works is to be managed from within the Backlog Maintenance budget within the Council's approved Capital Investment Programme.

**10. Human Resource Comments (Head of People and Culture or nominee)**

There are no direct HR implications arising from the contents of this report.

**11. Risk Assessment (in accordance with the Report Writing Guide)**

The consequences of reducing investment or removing it in its entirety would eventually lead to the condition of the premise deteriorating to the extent where it is likely to result in organisational failure in the delivery of Council services and the Council being in a position of reputational and financial risk in respect to premise closures and at worst resulting in dangerous structures.

**12. If the decision links to a previous one taken by Cabinet, has the Cabinet Tracker been updated?**

N/A

**13. Decision Maker:**

Name: Sharon Wroot

Title: Executive Director Place and Resources

Signed: REDACTED

Dated: 21.11.23

**14. Consultation carried out with  
Portfolio Holder:**

Name: Cllr Stephen Harness

Title: Portfolio Holder for Finance,  
Resources and Assets

Signed: REDACTED

Dated: 21<sup>st</sup> November 2023