



**London Borough of Hammersmith & Fulham**

**CABINET MEMBER DECISION**

**28 APRIL 2014**

**MORTLAKE CEMETERY CHAPEL : STONWORK AND ROOF REPAIRS TO EXTERNAL STRUCTURAL FABRIC**

**Report of the Leader of the Council**

**Open report**

**Classification:** For Decision

**Key Decision:** No

**Ward Affected:** All

**Accountable Executive Director:** Nigel Pallace - Executive Director of Transport & Technical Services

**Report Author:**  
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**AUTHORISED BY:**  
The Cabinet Member has signed this report.

**DATE:** 30<sup>th</sup> April 2014.

## 1. EXECUTIVE SUMMARY

- 1.1 As part of the council's Planned Maintenance Programme Inspections and detailed surveys were carried out at Mortlake Cemetery Chapel and various remedial works were identified, requiring attention to prolong the life of the building and to ensure the works identified did not develop and cause health and safety issues. Two main areas of remedial works were identified:
- Stone repairs at high level; and
  - Repairs to damaged roof area.
- 2.2 Due to the specialist nature of the works required ACL have carried out a tender process and obtained specialist sub-contractor tenders as follows

SUB – CONTRACTOR	(£)
MEC Limited	48,928.00
Suttons Projects Limited	50,490.00
Higham Roofing Limited	52,251.00
3 Active Limited	67,221.00

It is recommended that the contract be awarded to ACL and their sub-contractor (MEC) for stonework and roof repairs in the sum of £48,928.

- 2.3 The funding for this scheme will be provided from the Corporate Planned Maintenance Programme 2013/2014 (Approved at Cabinet on the 14<sup>th</sup> January 2013). This variation to programme is in accordance with the agreed protocol for programme amendment and scheme substitution and has been agreed by the Director of Building and Property Management and the Executive Director of Finance and Corporate Services in consultation with Corporate Asset Delivery Team (CADT).

## 2. RECOMMENDATION

- 2.1 That approval be given for the works to be procured via Amey Community Limited (ACL) in accordance with the approved Terms and Conditions of the Tri-Borough TFM contract, at an estimated cost of £48,928.00 plus a Contingency Sum of £4,892.80 and fees of £8,073, making a total cost of £61,893.

## 3. REASONS FOR DECISION

- 3.1 The works detailed in this report needs to be undertaken to eliminate any potential Health and Safety risks in the near future given the current state of the affected areas. Also these works will prolong the life of the building as the investment with retain the weather-tightness of the property.

#### 4. INTRODUCTION AND BACKGROUND

4.1 The chapel provides an extremely important service to the local community and should, therefore, be maintained to maximise the life of the property. The areas identified as requiring repair and if not repaired, could also constitute a health and safety issue as, for example, falling stonework could be potentially fatal.

#### 5. PROPOSAL AND ISSUES

5.1 The proposed works consist of erecting appropriate scaffold to allow access to the damaged stone areas and the roof coverings and associated structure requiring repair.

#### 5.2 Funding, Cash flow and programme of works

5.2.1 The funding for this scheme will be met from the Corporate Planned Maintenance programme 2013-2014 which was approved at Cabinet on the 14<sup>th</sup> January 2013 as a key decision. This is a variation to programme and is in accordance with the agreed protocol for programme amendment and scheme substitution and has been agreed by the Director of Building and Property Management and the Executive Director of Finance and Corporate Services in consultation with the Corporate Asset Delivery Team (CADT).

5.2.2 The anticipated cash flow for these works is as follows:

	<u>2014 / 2015</u>	<u>2015/ 2016</u>	<u>TOTAL</u>
Works	£48,928	£0	£48,928
Contingency Sum	£ 4,892	£0	£ 4,892
BPM Fees	£ 8,073	£0	£ 8,073
<b>TOTAL</b>	<b>£ 61,893</b>	<b>£0</b>	<b>£61,893</b>

5.2.3 Cost Code: 99207 PLE001 CAP005 CENV00858

#### 5.3 Programme of works

5.3.1 The anticipated programme of work is as follows

Cabinet Member Approval	25 <sup>th</sup> April 2014
Lead-in period	6 weeks
Commencement of work	9 <sup>th</sup> June 2014
Completion of works	26 <sup>th</sup> July 2014

## **6. OPTIONS AND ANALYSIS OF OPTIONS**

### **6.1 Procurement Details**

- 6.1.1 The Cabinets of each of the Tri-Borough councils gave approval to the appointment of Amey Community Limited to provide Facilities Management Services for a period of 10 years (Plus 3 years optional extension). The Cabinet of Hammersmith & Fulham Council giving their approval on the 13<sup>th</sup> May 2013.
- 6.1.2 Client-side officers from LINK (WCC, RBKC & LBHF) have reviewed the project requirements and programme timescale and agree that the appointment of Amey Community Limited is appropriate for this project. The contractor has been approached and agrees that they can meet the specific requirements of this project.

## **7. CONSULTATION**

- 7.1 These works form part of the Corporate Planned Maintenance Programme and have been added as a variation to programme in accordance with the agreed protocol for the programme amendment and scheme substitution and has been agreed by the Director of Building and Property Management and the Executive Director of Finance and Corporate Services in consultation with the Corporate Asset Delivery Team (CADT). The proposals have been developed in consultation with ELRS officers.
- 7.2 There are no energy saving implications for these works.
- 7.3 Landlords License is not applicable to this project.

## **8. EQUALITY IMPLICATIONS**

- 8.1 Not Applicable.

## **9. LEGAL IMPLICATIONS**

- 9.1 There are no direct legal or procurement implications as it is proposed to carry out the work under an existing Council contract.
- 9.2 Implication verified by Babul Mukherjee – Solicitor (Contracts) - Bi-Borough Legal Services - Extension 3410.

## **10. FINANCIAL AND RESOURCES IMPLICATIONS**

- 10.1 This project is fully funded by the Corporate Planned Maintenance Programme.

10.2 Implications verified by Christopher Harris - Head of Corporate Accountancy & Capital – FCS - Extension: 2581

## **11. RISK MANAGEMENT**

11.1 A post-contract risk register will be developed jointly with the contractor once they have been appointed, in order that risks can be managed throughout the duration of the project.

11.2 Implications verified/completed by: Warren O’Leary, Interim Practice Manager, TTS- Building Property Management 020 8753 1707

## **12. PROCUREMENT AND IT STRATEGY IMPLICATIONS**

12.1 There are no procurement related issues as the recommendation relates to the placing of an order under an existing term contract awarded to Amey Community Ltd for facilities management services (including planned and reactive building maintenance).

12.2 Implications verified/completed by: Alan Parry Bi-borough Procurement Consultant (TTS), Corporate Procurement Team, Extension: 2581

### **LOCAL GOVERNMENT ACT 2000** **LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT**

<b>No.</b>	<b>Description of Background Papers</b>	<b>Name/Ext of holder of file/copy</b>	<b>Department/ Location</b>
1.	ACL tender details and LINK recommendations	Suha: Al-Dhayf,	LINK (RBK&C)