

Committees:		Dates:
Corporate Asset Sub (Finance) Committee - For Decision.		01/11/18
Project Sub Committee – For Decision		07/11/18
Subject: Guildhall Yard refurbishment/replacement of pavements UPI: 12025	Gateway 1&2 Project Proposal Regular	Public
Report of: City Surveyor Report Author: Dorian Price, Guildhall Manager		For Decision

Recommendations

1. Approval track and next Gateway	Approval track: 2. Regular Next Gateway: Gateway 3/4 - Options Appraisal (Regular)			
2. Resource requirements to reach next Gateway	Item	Reason	Funds/ Source of Funding	Estimated Cost (£)
	Staff Time PM	Project Management.	City Surveyors Local Risk Budget	£5,000
	Survey and Design Costs	Option appraisals and design against key criteria. pavements and drainage.	City Surveyors Local Risk Budget	£17,500
			Total	£22,500
3. Next steps	<p>3.1 Engage a Consultant to carry out a survey and detailed design proposal for the pavements and drainage.</p> <p>3.2 Provide detailed options and associated costs by means of a Gateway 3/4 report for members approval.</p>			

Project Summary

4. Context	<p>4.1 Damaged pavements and membrane throughout the Guildhall Yard is causing water ingress into the basements of various buildings.</p> <p>4.2 The current Guildhall Yard was repaved late 1990's and as it lies within the Guildhall Conservation Area, any works will require planning permission.</p> <p>4.3 The current arrangement of sand laying for all ceremonial events with horses, will be reviewed to obviate this arrangement.</p> <p>4.4 Future options will match the current design and offer any change to the stone more appropriate with current requirements; in consultation with planners and stakeholders.</p> <p>4.5 This project is priority no.3 of the projects agreed by Corporate Asset Sub Committee in October 2017.</p> <p>4.6 This report seeks Members approval to fund option appraisals and designs to establish the refurbishment/replacement of the pavements in the Guildhall Yard, and improved drainage to prevent water ingress.</p> <p>4.7 This project will also consider the need to renew smoke vents to the Members Car Park.</p>
5. Brief description of project	<p>5.1 To repair and/or replace the membrane and pavements in the Guildhall Yard and improve the drainage system.</p>
6. Consequences if project not approved	<p>6.1 Reputational and Health and Safety implications with regard to damage to electrical and mechanical equipment due to water ingress as a result of damaged membrane and surface water drains and drainage.</p> <p>6.2 Damaged pavements causing slip and trip hazards across the yard.</p> <p>6.3 Water damage to décor and equipment in the basement of buildings.</p>
7. SMART Objectives	<p>7.1 Water ingress ceases and internal finishes and equipment are not under constant degradation.</p> <p>7.2 Safe storage of assets without any concerns of any water damage.</p> <p>7.3 New surface water drains and drainage installed to cope with and disperse excess water.</p> <p>7.4 New Paving stones will provide a safer walking surface for both people and animal hooves.</p>

8. Success criteria	<p>8.1 Repairs or replacement will be conducted within an agreed timeframe and budget constraint.</p> <p>8.2 A watertight membrane and renewed drainage system to eliminate health and safety issues.</p>
9. Key Benefits	<p>9.1 Buildings at less risk of damage from water ingress from both the damaged pavements, membrane and the surface water drainage.</p> <p>9.2 Safer walking surface for both people and animal hooves.</p> <p>9.3 Heavier vehicles less likely to cause damage.</p>
10. Notable exclusions	10.1 See Appendix 1 – Area of Pavement survey
11. Governance arrangements	<p>Spending Committee: Finance Committee</p> <p>Senior Responsible Officer: Dorian Price.</p> <p>Project Board: Yes</p>

Prioritisation

12. Link to Strategic Aims	2. To provide modern, efficient and high quality local services, including policing, within the Square Mile for workers, residents and visitors
13. Links to existing strategies, programmes and projects	13.1 To maintain the overall condition of the Guildhall complex to a satisfactory level, preventing premature failure of the Guildhall complex and the condition of assets contained therein as set out in the City Surveyor's forward maintenance plan.
14. Project category	7a. Asset enhancement/improvement (capital)
15. Project priority	A. Essential

Options Appraisal

16. Overview of options	<p>16.1 Option 1 – Phased programme to replace pavements, damp proofing, membrane and surface water drains and drainage throughout the Guildhall Yard.</p> <p>16.2 Option 2 – Single phase programme to replace pavements, damp proofing, membrane and surface water drains and drainage throughout the Guildhall Yard.</p>
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Project Planning

17. Programme and key dates	Overall programme: Programme will depend on the options presented at the next Gateway and coordination with building
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	<p>projects which will affect the Guildhall Yard, such as works to St Lawrence Jewry Church, the Guildhall Art Gallery and events taking place at Guildhall.</p> <p>Key dates: Lord Mayor's Show 2019/20 and 2020/21. Events planned for the Guildhall throughout the project.</p> <p>Next Gateway: 3/4 Report to February 2019</p> <p>Other works dates to coordinate: Any temporary closure of buildings in 2020. (Dates to be approved and finalised by Town Clerk and Culture Heritage and Libraries Committee).</p>
18. Risk implications	<p>Overall project risk: Green</p> <ul style="list-style-type: none"> • Interdependencies with existing activities and those planned during the implementation of the works. • Weather impeding progress due to the location of the works. • Unforeseen utility services beneath Guildhall Yard. • Extent of structural repair required.
19. Stakeholders and consultees	<p>Town Clerk Chamberlains Remembrancer City of London Police St Lawrence Jewry Church Department of the Built Environment, including Planning</p>

Resource Implications

20. Total estimated cost	Likely cost range: 2. £250k to £5m											
21. Funding strategy	Choose 1: No funding confirmed	Choose 1: Internal - Funded wholly by City's own resource										
	<table border="1"> <thead> <tr> <th>Funds/Sources of Funding</th> <th>Cost (£)</th> </tr> </thead> <tbody> <tr> <td>City Cash Reserves (2019/20)</td> <td>£1M - £3M</td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">Estimated Total</td> <td>£1M -£3M</td> </tr> </tbody> </table>		Funds/Sources of Funding	Cost (£)	City Cash Reserves (2019/20)	£1M - £3M					Estimated Total	£1M -£3M
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Estimated Total	£1M -£3M											
21.1 Subject to the option chosen by Members and tender cost implications, there is no existing specific financial provision for the implementation of this project and therefore the issue of funding will need to be addressed at the next Gateway.												

	21.2 Costs in the range of £1m to £3m cannot be accommodated from any of the central contingencies and therefore it is likely that a request for an additional draw down from the City Cash reserves will be necessary, requiring the approval of the Resource Allocation Sub and Finance Committees.
22. On-going revenue implications	22.1 Refurbishment/replacement of pavements will reduce on-going maintenance costs in the future and sanding/drain clearing operation.
23. Investment appraisal	Not applicable. However, value for money will be considered when reviewing the options and procurement route.
24. Procurement strategy/Route to Market	24.1 Procure consultant to produce options appraisal, with the option to extend their services. 24.2 Evaluate on cost and quality.
25. Legal implications	25.1 Reputational risk in the event of an unplanned failure or incident. 25.2 Health and safety due to water ingress entering the Art Gallery basement and affecting the electrical and mechanical operation of Lift 40. 25.3 Public Liability due to damaged pavements throughout the Guildhall Yard (Slips, Trips and Falls). 25.4 Reputational Risk due to building fabric deterioration by water ingress with premature lifecycle failure of the built assets. 25.5 Planning permission requirements.
26. Corporate property implications	26.1 Replacement/refurbishment of pavements will ensure that the Guildhall Yard remains in a good, safe, statutory compliant condition.
27. Traffic implications	27.1 A traffic management system will be required as the works progress across the yard.
28. Sustainability and energy implications	28.1 Giving consideration to the environment, economic and social impact of the City's practices.
29. IS implications	29.1 None Anticipated.
30. Equality Impact Assessment	An Equality Impact Assessment is not required.

Appendices

Appendix 1	Plan of Yard to be resurfaced
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Contact

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