

---

**REPORT TO THE MEETING OF THE EXECUTIVE 19 JANUARY 2011****PORTFOLIO: FINANCE AND RESOURCES****REPORT FROM HEAD OF LEGAL, ESTATES AND MEMBER SERVICES****SUBJECT: REPAIRS TO THE REAR ACCESS STEPS AT THE CIVIC SUITE, RAYLEIGH AND THE CREATION OF AN ACCESS RAMP****1 DECISION BEING RECOMMENDED**

- 1.1 To proceed with the refurbishment of the steps at the rear of the Civic Suite and the creation of an access ramp to provide both disabled access and the loading of stores.

**2 REASON/S FOR RECOMMENDATION**

- 2.1 The structure at the rear of the Civic Suite, forming the rear access steps, has failed due to ground movement. A structural engineer's inspection confirmed that the structure was beyond repair and required demolition and rebuilding.
- 2.2 Norfolk Property Services (NPS) were commissioned to design, tender and project manage the works to bring the rear access back into good order. This work was placed as part of the Brentwood Framework Agreement for a fee of £2,950 to include the Construction Design Management legal requirements for the works.
- 2.3 The demolition and construction works were tendered with five companies responding to the tender with prices ranging £21,960 (M T Build) to £33,811. M T Build are considered a competent contractor for this type of work and so NPS have recommended that they are appointed. An indicative copy of the existing and proposed plan is appended.

**3 RESOURCE IMPLICATIONS**

- 3.1 This work can be funded from the 2010/11 Capital Programme allocation of £25,000 for Rayleigh Structural Repairs. Council agreed that the final decision regarding proceeding with these works would be taken by the Executive. The final cost, including fees, would be £24,910. Planning and Building control fees would be extra at about £500 through an internal re-charge.
- 3.2 As the work would be carried out by a contractor and supervised by a consultant civil engineer the internal resources required to deliver the works are limited.

**4 ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 An option to underpin the existing structure was considered, however the costs involved and the uncertainty around the outcome precluded this as a viable option.
- 4.2 An alternative design was considered, having the ramp extending directly back from the door. However, although this was on the face of it a cheaper option, extant drains and trees made it unattractive with considerable risk.

**5 RISK IMPLICATIONS**

- 5.1 Until the existing structure is demolished the cause of the initial failure cannot be determined beyond doubt. The design that has been taken up takes account of the ground conditions observed. The cost of ground exploration tests was not considered justified.
- 5.2 This design assumes that the external structure is independent of the foundations for the rear porch, if it proves when the existing steps are demolished that this has a detriment to the rear porch then additional works will be essential to the foundations of the rear porch. This is not expected to be the case. However without the original detailed construction drawings this will not be clear until the works have started.

I confirm that the above recommendation does not depart from Council policy and that appropriate consideration has been given to any budgetary and legal implications.

SMT Lead Officer Signature: \_\_\_\_\_

**Head of Legal, Estates and Member Services**

---

**Background Papers:-**

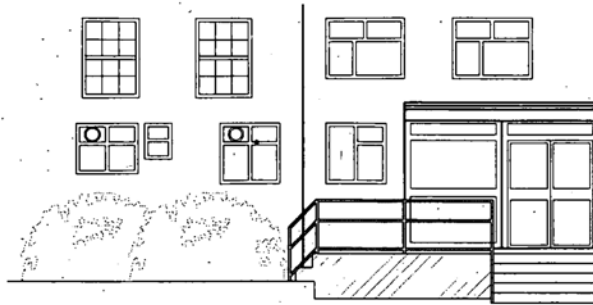
None.

For further information please contact Alan Thomas (Asset Manager):-

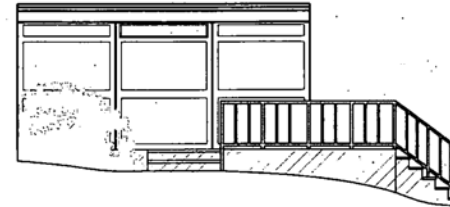
Tel:- 07770 986697

Email:- alan.thomas@rochford.gov.uk

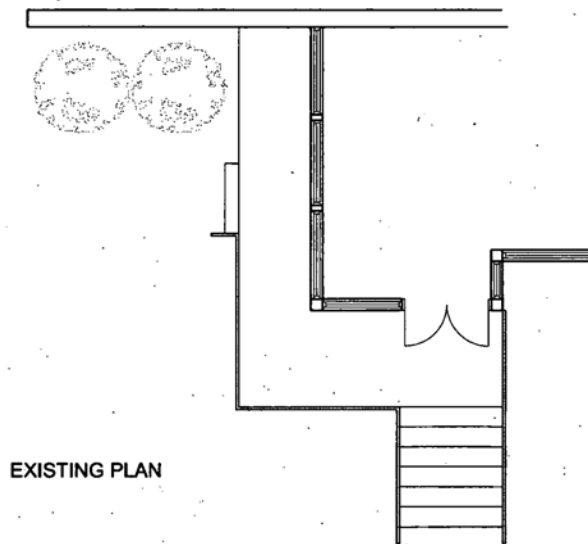
If you would like this report in large print, Braille or another language please contact 01702 546366.



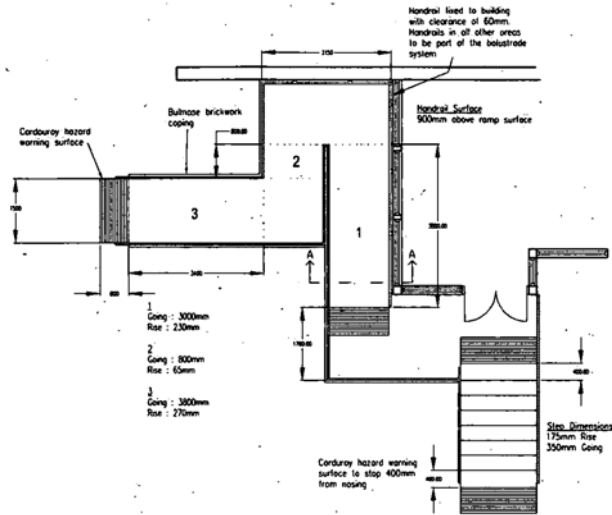
EXISTING SOUTH ELEVATION



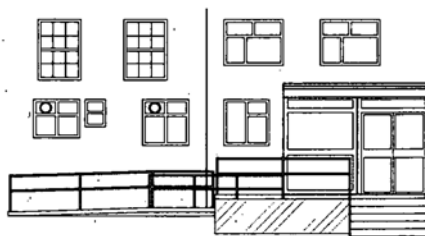
EXISTING EAST ELEVATION



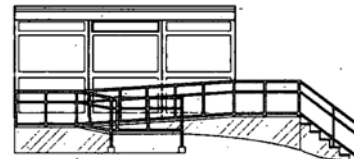
EXISTING PLAN



PROPOSED PLAN



PROPOSED SOUTH ELEVATION



PROPOSED EAST ELEVATION