

DECISION NO:

18/147

For Member Services use only



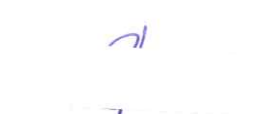
Concurrence No:

066255

Action under delegated authority of Chief Executive	
Action under delegated authority of Director of Finance and Cabinet Member for Finance	X
Action taken by Chief Executive in consultation with Cabinet Member(s)	

Subject: Broxbourne Depot – Repairs to broken sky lights in Unit B1-B4

Signature and designation of officer(s) taking action:


19/10/18

18-10-18  
 Chief Executive Date Director of Finance Date  

15/10/18  
 Head of Financial Planning and Reporting Date

Name of Cabinet Member(s) Consulted:

I have been consulted and concur with the proposals set out below:

Councillor K A Ayling

Cabinet Member for Finance

Signature:

Date:


30/10/18

Councillor

Cabinet Member

Signature:

Date:

Name of any member who has declared a conflict of interest in relation to this decision:

**THIS DOCUMENT WILL BE PUBLISHED ON THE COUNCIL'S WEBSITE**

The report overleaf sets out the decision to be taken, the reasons for the decision, and the details of alternative options, if any, considered and rejected.

Officer decisions are available for public inspection, both at the Borough Offices and on the Council's website, for a period of six years after the decision is made. Background papers are available for four years.

**RECOMMENDED that:**

- a) Approval is given for an exception as per 3.8 (i) of the Council's Contract Standing Orders to allow PJS Building Services to be appointed to carry out the repairs the broken skylights at Unit B1-B4 as the repair time limits for tendering cannot be met for reasons of extreme urgency.

**Purpose**

To request an exception to Contract Standing Orders to carry out the repairs to the broken skylights at Unit B1-B4 at Broxbourne Council's Depot site.

**The Project**

Some of the skylights have been leaking for at least 2 years in unit B1 – B4 which is currently let to D & L Vehicle Services, repairs have been carried out previously to seal around the sky lights, but all the sky light panels are now broken and leaking. The Council has an obligation under the terms of the lease to keep the structure in good repair.

The skylights cannot be replaced like for like as they are not manufactured anymore. As the perspex glass in the skylights has been broken by birds, they are all leaking.

The only cost effective solution to repair the skylights is to purchase roof panels that can be fitted over the top of the sky light and sealed. PJS Building Services have already used a test panel and offered it up to the skylights to confirm it covers the skylight and the profile matches the roof.

Due to the roof only being accessible by scaffolding, there would be costs for a contractor to just carry out a quotation for the works. There are no other contractors currently that would be able to undertake these works, without incurring the additional scaffolding costs. It is therefore, in the Council's best interests for PJS Building Services to be engaged to complete the works.

The cost of the works has been quoted at £7,650 to cover the leaking skylights with panels and seal them.

**Works Programme**

To cover 23 skylights with roof panels to prevent leaks.

**Financial, Legal and Risk Management Implications**

The Council has made repairs in the last 2 years to rectify the problem with skylights but now the Perspex glass has failed and the current leaks are bigger than they have been previously.

**Alternative Options Considered and Rejected**

Covering the panels is the only repair option. The sky light could be replaced but these would have to be specially manufactured and would be very expensive. The only other alternative would be to replace the roof.

## Contribution to the Council's Objectives

The Council's repair obligation under the terms of the lease is met.

Contact Officer: Luke Kubik

Ext: 5724

Date

02/10/2018

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Action reported to the Cabinet on:

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