

<b>Extraordinary Regeneration and Property Committee</b>	
<b>Meeting Date</b>	14 <sup>th</sup> September 2022
<b>Report Title</b>	Queenborough Guildhall
<b>EMT Lead</b>	Emma Wiggins, Director of Regeneration and Neighbourhoods
<b>Head of Service</b>	Joanne Johnson, Head of Regeneration, Economic Development and Property
<b>Lead Officer</b>	Deborah Hardy, Buildings Manager
<b>Classification</b>	<b>Open</b>
<b>Recommendations</b>	To support the inclusion of Queenborough Guildhall in the recommended programme of Condition Surveys (under consideration in a separate report).

## **1 Purpose of Report and Executive Summary**

- 1.1 This report supports the Committee paper on Property Condition Surveys by focusing on a specific example within Swale Borough Council's Property portfolio, namely the Queenborough Guildhall.

## **2 Background**

- 2.1 Queenborough Guildhall is an 18<sup>th</sup> century Grade II municipal building in Queenborough High Street, currently home to a well-regarded local history museum and Queenborough Town Council.
- 2.2 The condition of the Guildhall was last formally assessed in December 2018, and the surveyor's report is attached as Appendix A.
- 2.3 The overall condition of the building was graded 'B – Average' and recommendations were made for works over a five-year period.
- 2.4 Repair and maintenance activity undertaken at Queenborough Guildhall since the Condition Survey includes the following:
- Plumbing - remedial pipe works (May 2019)
  - Front door redecoration (August 2019)
  - Works to clock – new internal movement (January 2021)
  - Roof works - rear pitch: inspect and replace tiles – (February 2021)
  - Internal doors replaced with fire doors (July 2021)
  - Lighting to alleyway between 44 High Street and museum (September 2021)
  - Gutter, gully and drainpipe clearance (September 2021)

- Repairs to external wall following a vehicle incident (October 2021)
- Roof works and lead flashing repairs following high winds (February 2022)
- Sash window refurbishment to the front (August 2022)
- Carpet to the ground floor, staircase and landing (August 2022)
- Fixing of water ingress on second floor (September 2022)
- Stair lift service (due September 2022)

### 3 Proposals

- 3.1. That Queenborough Guildhall is reinspected as part of the next set of Condition Surveys, which is being recommended to the Regeneration and Property Committee for outsourcing.

### 4 Alternative Options

- 4.1 The alternative options for Condition Surveys in general are set out in the Property Condition Surveys report, under consideration on the Regeneration and Property Committee main agenda.
- 4.2 The single alternative option for this report is to exclude Queenborough Guildhall from the next set of Condition Surveys which would be anomalous and not recommended.

### 5 Consultation Undertaken or Proposed

- 5.1 There has been no consultation on this report, and none is proposed given the report's informative role.

### 6 Implications

Issue	Implications
Corporate Plan	The Corporate Plan identifies the following relevant objective: <i>“Continue to reduce dependence on government-controlled funding sources.”</i> Effectively-managed property assets will ensure income from Swale’s property portfolio is maximised and future reactive expenditure minimised.
Financial, Resource and Property	A well-managed estate supports optimum income generation and effective resource management. Condition Surveys underpin effective estate management and robust financial planning.
Legal, Statutory and Procurement	None linked to this report.
Crime and Disorder	None linked to this report.

Environment and Climate/Ecological Emergency	None specifically linked to this report, although optimised building maintenance can contribute to reduced carbon footprints.
Health and Wellbeing	None linked to this report, although a well-maintained estate will have positive impacts on residents' and visitors' perceptions and wellbeing.
Safeguarding of Children, Young People and Vulnerable Adults	None linked to this report.
Risk Management and Health and Safety	A planned maintenance programme informed by a robust evidence base will help minimise health and safety risks.
Equality and Diversity	None linked to this report.
Privacy and Data Protection	None linked to this report.

## **7 Appendices**

Appendix A - Queenborough Guildhall Condition Survey December 2018.

## **8 Background Papers**

Property Condition Surveys - Report to Regeneration and Property Committee, 14<sup>th</sup> September 2022