



Strategic Development Lead (Architecture)
Dover District Council
White Cliffs Business Park
Dover CT16 3PJ

For the Attention of: Rob Page (sent by e-mail)

Our Ref: 1056_D129A

04th June 2020

Dear Rob,

Re: Pre NLHF Delivery Phase Urgent Repair Works

Further to the meeting with David Parish and yourself on Wednesday 3rd June we are pleased to provide a breakdown of the most urgent repair works which we agreed should be undertaken before the main capital works. These are necessary in order to reduce the risk of further decay to the precious building fabric.

We also provide a fee proposal and outline of a possible programme.

In order of priority, the proposed urgent repair areas to be targeted are:

- a. Strip and provide new lead covered roof to ex-parking services area; we know that the roof over ex-parking services is in a very poor state and most of the lead covering is either split and/or suffering from severe underside lead corrosion. The flashband patch repairs applied by Hipperson will only last as a short term stop-gap solution. We also note from more recent survey work and uncovering by Hipperson and Colman Contractors, that some of the timber roof structure and deck have deteriorated and are in need of replacement. It should be noted that once the lead is stripped fully the entire roof will need to be replaced and more work to the timber structure may be necessary. Because of this it would be advantageous to reconfigure the roofs to improve rainwater runoff and disposal.
- b. Strip and provide new lead roofs over the Connaught Hall galleries; we know the lead roof is of particular concern because of the Burges decorations it covers and has recently begun to leak in new areas above the southerly gallery. Intrusive investigation repairs by Colman Contractors has revealed a modern roof construction built on top of the original roof deck which is not allowing the building to breathe or adequately support the lead roof covering. The extent of underside lead corrosion is considerable with holes and splits appearing across the roof finish at an alarming rate. Where water leaks have occurred water has become trapped within the roof build-up, exacerbating decay. To make matters worse the trapped water is seeping through and damaging the elaborate decorated timber ceiling above the Connaught Hall.
- c. Work in relation to ongoing building fabric maintenance – to cover areas of particular concern highlighted within the accompanying copy of the Heritage at Risk report, ref. 1056_D048B_HA Markup 200604. Predominantly, we would want to focus on locations where water ingress continues to be an issue/risk to the building fabric.
- d. Means of escape improvements – We understand that DDC have employed a specialist to undertake a Fire Risk Assessment, who has identified improvements which DDC would like to make to the building. While we are unsure of the scope of these interventions we will seek to incorporate these into the scope of the urgent repairs, as funds allow.
- e. Window repairs – work to specific windows; we are in possession of a detailed condition survey undertaken by Holywell Glass and the windows in the ex-parking services, Mayors Parlour upper and lower ground floor corridors, Mayors Parlour first floor east and west windows are in a poor state. In addition, repairs are also required to some of the stained glass throughout the building and there are broken handles and glass to many of the windows in the high street staircases, Sessions House courtyard and southerly windows to the cells under the Stone Hall. Broken panes of glass are marked with an 'x' or in note form on the condition survey external elevation drawings and noted within the internal condition



survey QI notes. If repair funds permit it would be advantageous to tackle some of the most urgent repair items identified but for this Holywell glass would also need to be involved. They have already outline costs for the NHLF application and these would need to be firmed up.

We have previously provided very early estimate figures for the purpose of DDC securing funding and we are pleased to hear DDC are making inroads to securing funding for these much needed repairs. We understand that the funding currently being sought is £360,000, which will need to include fees and all expenses.

In order to be as efficient as possible, we feel the repairs could be scheduled, procured, tendered and delivered in the same way as the Intrusive Investigations recently undertaken as part of the NLHF Development Phase works.

For Haverstock and a team of consultants to undertake this work, we propose to apply a design team percentage fee of 20% to this sum to cover scoping, design development, specification and drawings for tender, statutory approvals, administering a contract, overseeing the work to completion and defects inspection. This equates to a construction cost of £300,000 and a fee of £60,000.

As noted the urgent repairs need to be completed before the NLHF construction work begins, which is currently programmed for October 2021, assuming the second round application is successful. This is a fairly tight schedule and we would need approval as soon as possible.

We would therefore look to develop a package of information, submit the necessary consent applications and tender the repairs in parallel with the planned NLHF stage 4 work and aim to achieve this by the start of the New Year 2021, allowing construction work to commence in the spring 2021.

The joint Planning and Listed Building Consent application recently submitted largely covers the proposed works listed above, but we will double check and coordinate the proposals with Alison Cummings, the Principal Heritage Officer. Likewise, Scheduled Monument Consent will also be discussed and agreed with Alison. Additionally, the information recently circulated to DDC Building Control largely covers the proposed works, but again we will liaise with Martin Leggatt, Head of Assets & Building Control in order to ensure he is content with the proposed repairs.

If this is acceptable, we assume our appointment for this work could be dealt with as an extension of our existing contract. Please confirm.

We trust this is clear but if you have any queries please get in touch. We look forward to hearing from you.

Yours sincerely,

Tom Gibb
Partner