

POLICY & FINANCE COMMITTEE

26 NOVEMBER 2020

NEWARK CASTLE ELECTRICAL UPGRADE AND FIRE ALARM INSTALLATION

1.0 Purpose of Report

- 1.1 To advise Members of work identified at Newark Castle and request that budget is allocated from the Change Management reserve to complete this work in-year.

2.0 Background Information

- 2.1 In 2019, a Health & Safety review of Newark Castle was undertaken, in conjunction with asset management, as part of the site's transition to the Heritage & Culture Business Unit. This review included a refresh of the site's Fire Risk Assessment and assessment of the wiring and electrical systems. An initial budget of £34,000 for the Risk Assessments and Associated works was set up in the Castle revenue budget.
- 2.2 Following this review, an external Mechanical and Electrical consultant was appointed to design the fire alarm system, electrics and emergency lighting system as identified in the review and with consideration for the historic nature of the site. Following competitive tender EP Consultants were appointed and commenced work in January 2020.
- 2.3 Due to the pandemic, work was put on hold and access to the Castle was restricted accordingly to ensure compliance with both the fire risk assessment and COVID-secure measures. Over the last few months, Asset Management have worked with the Heritage & Culture Business Unit to obtain Scheduled Monument Consent, and EPC have provided the team with a pre-tender estimate of the work required.
- 2.4 The work is now business critical; without the installation of the fire alarm system the site will not be able to re-open for tours and weddings, the first of which is booked for May 2021. Additionally, without the electrical upgrade the Castle will be at high risk of non-compliance to British Standard BS5266, and will not be able to renew its Electrical Installation certificate.

3.0 Proposals

- 3.1 It is proposed to now urgently move ahead with these works, ensuring that the Castle can deliver events and activity in 2021 as planned, including the seven weddings currently scheduled.
- 3.2 In order to proceed with the work a Capital budget is required of £85,000 financed by £58,400 from the Change Management reserve and a revenue contribution of £26,600, which is remaining from the original budget set up for the Risk Assessments and associated works.

4.0 Equalities Implications

- 4.1 None. This work is only in consideration of risk, health and safety and compliance.

5.0 Digital Implications

5.1 This is the first stage of ensuring that the Castle can support updated and upgraded technologies, by having robust and safe electrical installation in place.

6.0 Financial Implications (FIN20-21/2167)

6.1 A report to Senior Leadership Team back in June 2019, agreed a budget to carry out the initial risk assessments and associated works:

Budget Agreed £	Actual Spend to Date £	Budget Remaining £
34,000	7,400	26,600

6.2 Due to the pause in works during March 2020, the remaining budget of £26,600 was transferred to a reserve, ready for when the works recommenced. This can now be used to finance the Capital expenditure.

6.3 A budget is required in the Capital Programme of £85,000, therefore to avoid any further revenue costs, it is proposed that the balance of £58,400 is financed by a contribution from Change Management Reserve.

7.0 Community Plan – Alignment to Objectives

7.1 Newark Castle is an iconic asset for the District, seen both as a community cornerstone with a growing Friends and Volunteer group and an integral part of the strategic vision for tourism and the local economy. Maintaining and protecting this asset for future years supports:

- Creation of vibrant and self-sufficient communities where residents actively contribute to their local area
- Delivery of inclusive and sustainable economic growth

8.0 RECOMMENDATION

That a Capital budget be created in 2020/21 for £85,000 financed from the Change Management and Management Carry Forwards Reserve for the Newark Castle works.

Reason for Recommendation

To complete works urgently as identified in the health and safety risk review.

Background Papers

Nil

For further information please contact Carys Coulton-Jones on Ext 5773.

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