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<b>Report To:</b>	<b>Environment &amp; Regeneration Committee</b>	<b>Date:</b>	<b>1 June 2016</b>
<b>Report By:</b>	<b>Corporate Director Environment, Regeneration &amp; Resources</b>	<b>Report</b>	<b>ENV/13/16/AF/EM</b>
<b>Contact Officer:</b>	<b>Eddie Montgomery</b>	<b>Contact No:</b>	<b>01475 712472</b>
<b>Subject:</b>	<b>Port Glasgow Town Hall / Greenock Municipal Buildings Condition and Future Investment</b>		

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## **1.0 PURPOSE**

- 1.1 The purpose of the report is to address the action raised by the June 2015 Environment & Regeneration Committee which requested a report on works at Port Glasgow Town Hall and Greenock Municipal Buildings including condition of the buildings and the level of investment required with potential timescales. The report also seeks approval for the progression of projects within the Greenock Municipal Buildings addressing the condition of elements / areas of the buildings.

## **2.0 SUMMARY**

- 2.1 The Committee has previously considered and approved the progression of projects within the Greenock Municipal Buildings and Port Glasgow Town Hall. The projects addressed a number of key areas including core condition of elements / areas of the buildings and works associated with the Council's Modernisation programme and Office Asset Management Plan. The report includes a summary of recent investment, current committed investment and potential future investment required (where information is available).
- 2.2 Property Services have undertaken an access study and targeted condition survey of areas of the Greenock Municipal Buildings roof which has identified the highest priority areas for investment with a project now progressed to detailed design stage.
- 2.3 The October 2015 Committee previously approved the progression of a project for the District Court Room which has now been progressed in more detail with external funding sought. This report provides the updated position and proposals for progression.

## **3.0 RECOMMENDATIONS**

- 3.1 That the Committee note the report on condition of Port Glasgow Town Hall and Greenock Municipal Buildings and the level of investment required with potential timescales.
- 3.2 That the Committee approve the issue of tenders for the Greenock Municipal Buildings Wallace Place Elevation Roofing & Associated Works, and grant delegated authority to the Head of Legal & Property Services to accept the lowest acceptable tender provided the cost is within the budget allocation for the project (paragraph 6.6 & 7.2).
- 3.3 That the Committee approve the revised funding proposals and progression of the District Court Room Restoration project (paragraph 6.7 & 7.2).

Aubrey Fawcett  
Corporate Director  
Environment, Regeneration &  
Resources

## **4.0 BACKGROUND**

- 4.1 Following the approval to proceed with prioritised works within Port Glasgow Town Hall and Greenock Municipal Buildings obtained at the June 2015 meeting of the Environment & Regeneration Committee, the Committee requested a further report on the condition of the buildings and the level of investment required with potential timescales. The report also provides an update on the work undertaken to date in respect of addressing the need for an access strategy for the Greenock Municipal Buildings and follow-up works undertaken to assess the requirements in terms of building fabric upgrade, predominantly through elements such as window replacement and re-roofing.
- 4.2 Updated condition surveys for a substantial number of the Council's portfolio were carried out during 2<sup>nd</sup> and 3<sup>rd</sup> quarters 2014. This information was utilised, as part of the planned periodic review of the Corporate Asset Management Plan, to update the forward investment summary within the current plan. The plan was also updated to reflect the significant changes to the Council's Asset base over the last 5 years. A summary of the condition information on Port Glasgow Town Hall and Greenock Municipal Buildings is included as Appendices 1 and 2 to this report.
- 4.3 A report on 'Other Property Assets' was submitted to the February 2015 Policy & Resources Committee.

The 'Other Property' Assets category includes the following:

- Leisure Trust Managed properties (major maintenance responsibility remains with the Council) including sports facilities, community halls and town halls.
- CHCP Council related properties i.e. resource centres, children's homes etc.
- Cemetery and Crematorium related properties.
- Libraries and Museums.
- Operational properties i.e. lifecycle and major maintenance works not specifically addressed by AMP funding model.

Both Port Glasgow Town Hall and Greenock Municipal Buildings were included on the Asset list within the appendix of that report which also included a forward years investment plan with estimates of future maintenance and upgrading costs. The costs were categorised by order of priority with estimates split for works required within years 1 to year 5, and years 6 to year 10. It should be noted that the estimated costs outlined above relate to the repair and maintenance of the fabric and services infrastructure of the facilities only and do not include any element of remodelling, enhancement or upgrading to address significant suitability issues which are normally taken forward through separate comprehensive refurbishment.

## **5.0 PORT GLASGOW TOWN HALL**

### **5.1 Condition**

The overall condition rating from the 2014 survey was C – Poor (defined as - showing major defects and/or not operating as intended). A summary of the elemental condition is included as Appendix 1. It should be noted that there has been improvement from the 2014 survey which reflects the recent investment in the property summarised in 5.2 below. The prioritised investment approved at the June 2015 Committee will further improve the overall condition of the property which should be able to be reported as B – Satisfactory (defined as - performing as intended but showing minor deterioration) in the 2016 return of Corporate Asset Statutory Performance Indicators. A summary of recent investment, current committed investment and potential future investment required is outlined in the tables below.

## 5.2 Recent Investment

The property has benefited from some significant elemental refurbishment / lifecycle replacement in the last 5 years summarised below:

Year	Description of Work	Cost (£m)	Investment Target
2012	Electrical distribution upgrade	0.080	Condition / Electrical compliance
2013	Main reception upgrade	0.011	Condition / Suitability / Equality (DDA)
2013	Ground and 1 <sup>st</sup> Floor Toilet Refurbishment	0.150	Condition / Energy & utilities efficiency
2014	Lift Refurbishment	0.027	Condition / Equality (DDA)
2014	Rewiring Phase 1	0.059	Condition / Electrical compliance / Energy efficiency
2015	Window Replacement Phase 1	0.045	Condition / Energy efficiency (fabric upgrade)
2015	Rewiring Phase 2	0.190	Condition / Electrical compliance / Energy efficiency
2016	Rewiring Phase 3	0.140	Condition / Electrical compliance / Energy efficiency
2016	Window Replacement Phase 2	0.061	Condition / Energy efficiency (fabric upgrade)
<b>Investment Total</b>		<b>0.763</b>	

## 5.3 Current Committed Investment

The June 2015 Committee approved the use of the Core Property Services allocation to address replacement roof coverings and the remainder of windows requiring replacement. Both of these elements required to be taken forward in phases with the expenditure split across financial years 2015/16 and 2016/17. All works have now reached formal acceptance stage with the roofing works commenced and two phases of window replacement completed with the final phase to be co-ordinated with the on-going roofing works. The completion of this work will significantly improve the overall building fabric condition.

Year	Description of Work	Cost (£m)	Investment Target
2016	Re-roofing Works Phase 1	0.305	Condition / Energy efficiency (fabric upgrade)
2016	Re-roofing Works Phase 2	0.041	Condition / Energy efficiency (fabric upgrade)
2016	Window Replacement Phase 3	0.101	Condition / Energy efficiency (fabric upgrade)
<b>Investment Total</b>		<b>0.447</b>	

## 5.4 Future Prioritised Investment

The building condition survey carried out in 2014 included information on recommended works within a 10 year period. A summary of these are included in the table below. It should be noted however that the costs are indicative and subject to detailed technical assessment/scoping. The estimated costs relate only to the repair and maintenance of the fabric and services infrastructure of the facilities and do not include any element of remodelling, enhancement or upgrading to address significant suitability issues which are normally taken forward through separate comprehensive refurbishment.

Element / Description of Work	Yr1- Y5	Yr6 - Yr10	Estimate (£m)
Floors & Stairs – lifecycle replacement	-	✓	0.050
Ceilings – repair/replacement of lath and plaster / partial renewal.	✓	-	0.020
Internal Walls & Doors – plaster repairs and general upgrading of doors as required.	✓	-	0.050
Sanitary Services – toilet refurbishment 2 <sup>nd</sup> floor.	✓	-	0.025
Mechanical Services – Heat emitters to 1 <sup>st</sup> and 2 <sup>nd</sup> floors, hot and cold water distribution and calorifier upgrade/replacement, internal upvc drains, local small and medium extract ventilation replacement.	✓	-	0.150
Electrical Services – cyclical replacement of fire detection and intruder alarm systems.	✓	-	0.075
Redecorations – cyclical redecoration.	✓	✓	0.050/0.050
External Areas – minor tarmac repairs to rear and repairs to wall at fire escape	✓	-	0.010
<b>Investment Total</b>			<b>0.480</b>
<p>* It should be noted that the external granite and concrete cladding of the building will require overhaul or consideration of an alternative treatment. It is not possible to provide estimated cost for this work without a more detailed survey / technical assessment of the available options. The current window replacement projects have been designed to accommodate future treatment of the external cladding.</p>			

## 6.0 GREENOCK MUNICIPAL BUILDINGS

### 6.1 Condition

The overall condition rating from the 2014 survey was C – Poor (defined as - showing major defects and/or not operating as intended). A more detailed summary of the elemental condition is included as Appendix 1. It should be noted that due to the size and complexity of the Municipal Buildings the condition survey was limited to a relatively high level assessment of the areas that were accessible without the use of specialist access equipment etc. A summary of recent investment, current committed investment and potential future investment required (where available) is outlined in the tables below.

### 6.2 Recent Investment

The property has benefited from some significant elemental refurbishment / lifecycle replacement and investment in specific areas in the last 5 years summarised below:

Year	Description of Work	Cost (£m)	Investment Target
<b>Main Buildings</b>			
2012	Customer Service Centre Alterations	2.140	Modernisation / Office AMP / Condition / Suitability
2012	Toilet Refurbishment 2 <sup>nd</sup> Floor	0.025	Condition / Energy & Utilities efficiency
2013	Banking Hall Refurbishment	0.224	Modernisation / Office AMP / Condition / Suitability
2013	Water Storage	0.043	Condition / Energy & Utilities efficiency
2014	Boiler Replacement	0.085	Condition / Energy &

			Utilities efficiency
2014	Door Security / Fire Alarm Alterations	0.019	Security / Safety / Fire Risk Assessment
2015	Staircase Redecoration (4 <sup>th</sup> floor to carriageway)	0.024	Condition
2015	Registrars Store Structure Remedial Works	0.025	Condition
2015	Window Replacement	0.033	Condition / Energy efficiency (fabric upgrade)
<b>Investment Total</b>		<b>2.618</b>	
<b>Town Hall</b>			
2012	Gents Toilets Refurbishment	0.063	Condition / Energy & utilities efficiency
2012	Female Toilets Refurbishment	0.035	Condition / Energy & utilities efficiency
2012	Town Hall Rewire Ph.2	0.102	Condition / Electrical compliance / Energy efficiency
2013	Stage Lift	0.007	Suitability / Equality (DDA)
2013	Main Door Replacement	0.055	Condition / Fire Risk
2014	Rewire of Saloon	0.053	Condition / Electrical compliance / Energy efficiency
2015	Saloon Plaster Repairs and Redecoration	0.051	Condition / Heritage
2015	Stained Glass Panels Ph.1	0.016	Condition / Heritage
<b>Investment Total</b>		<b>0.382</b>	

### 6.3 Current Committed Investment

The Committee has approved prioritised investment in elemental refurbishment and significant areas of the buildings such as the former District Court offices as part of the Offices Asset Management Plan which will improve the overall condition of the property when completed.

Year	Description of Work	Cost (£m)	Investment Target
<b>Main Buildings</b>			
2016	Toilet Refurbishment / Upgrade	0.047	Condition / Energy & utilities efficiency / Heritage
2016	Basement Storage / Archive (part complete)	0.045	Condition / Modernisation
2016	Lighting Upgrade – Escape Stair	0.010	Statutory / Electrical compliance
2016	Circulation Lighting Upgrade – LED	0.013	Energy efficiency
2016	Carriageway Lighting Upgrade - LED	0.004	Energy efficiency
2016/17	Window Repair / Replacement (balance of funding)	0.117	Condition / Energy efficiency (fabric upgrade)
2015-17	District Court Offices Redevelopment	2.732	Modernisation / Office AMP / Condition / Suitability / Heritage
<b>Investment Total</b>		<b>2.968</b>	
<b>Town Hall</b>			
2016/17	Kitchen Upgrade	0.065	Condition / Suitability

2016	Toilet Refurbishment / Upgrade	0.040	Condition / Energy & utilities efficiency
2016	Stained Glass Panels Ph.2	0.012	Condition / Heritage
<b>Investment Total</b>		<b>0.117</b>	

#### 6.4 Future Prioritised Investment

The building condition survey carried out in 2014 included indicative information on recommended works within a 10 year period. A summary of these (where available) is included in the table below. It should be noted however that the costs are indicative and subject to detailed technical assessment/scoping. The estimated costs relate only to the repair and maintenance of the fabric and services infrastructure of the facilities and do not include any element of remodelling, enhancement or upgrading to address significant suitability issues which are normally taken forward through separate comprehensive refurbishment. It should also be noted that significant elements such as the roof and external walls, windows & doors were not fully surveyed / scoped due to the size / complexity and access restrictions associated with the Municipal Buildings. This work is currently on-going (refer paragraph 6.5 and 6.6 below).

Element / Description of Work	Yr1- Y5	Yr6 - Yr10	Estimate (£m)
Roof – subject to detailed survey and access.	-	-	TBC
Floors & Stairs – lifecycle replacement of coverings	✓	✓	0.400/0.080
Ceilings – general repairs subject to detailed survey.	✓	✓	0.010/0.010
External Walls, Windows & Doors – subject to detailed survey and access	-	-	TBC
Internal Walls & Doors – plaster repairs to lath and plaster subject to detailed survey.	-	-	TBC
Mechanical Services – Future cyclical replacement of hot and cold water installations, above ground drainage and ventilation / air conditioning systems.	-	✓	0.890
Electrical Services – Future cyclical replacement of power and lighting, fire detection, intruder and communication / security systems.	-	✓	1.050
Redecorations – cyclical redecoration.	✓	✓	0.500/0.175
<b>Potential Investment Total</b>			<b>3.115</b>

#### 6.5 Access Strategy

The roof areas over the Municipal Buildings provide a complexity in respect of access, including a variety of fragile/non-fragile coverings and changes in level, varying ease of accessibility, steep pitched areas and unprotected edges.

A Roof Access Management Study was commissioned in 2015 and completed in March 2016. This study will form the basis of a Roof Safety Management Plan / Access Strategy. Works anticipated in connection with this will fall into three categories:

1. Small scale introductions which are low cost and are easily installed. These can be undertaken in a rolling programme.
2. Large scale introductions which have higher individual costs and require more detailed planning.
3. Access works which can be introduced as part of other major works to the building.

The proposed works outlined in 6.6 below will afford an opportunity to introduce improved access (category 3. above). Further works will be identified and advised to Committee in due course as the Access Strategy is developed.

## 6.6 Proposed Roofing & Associated Works

As noted above, the 2014 condition survey provided limited information on the condition of the various existing roofs comprising the Municipal Buildings. The information that was able to be provided from accessible areas indicated that the roof element of the buildings was in overall poor condition (C rating).

A roof survey of specific areas of the Municipal Buildings was undertaken in March 2015 via specialist steeplejacks following reports of water ingress in early 2015. This close inspection revealed that the chimneys were in a poor condition and in some cases required prompt remedial action. The steeplejacks were commissioned to affect temporary repairs to the chimneys and to make the roof temporarily watertight until such time as a final proposal to address the condition of the roof / chimneys could be developed. This temporary work was undertaken via the Central Repairs Allocation (CRA).

Proposals have been developed to address the Wallace Place elevation roof as the most immediate area of priority from the issues noted above. The proposed works will dismantle four chimneys and reconstruct to a specification suitable for the Grade A listed building. Scaffolding is required to access the four locations which will involve scaffolding the entire length of the Wallace Place elevation. There are no bearing points to the rear of the building due to the low level roofs of the Municipal Buildings and therefore a complex system of cantilevered scaffolding will be required.

The roof slates and leadwork also require attention and as access is such an issue it was considered appropriate to undertake a full renovation of the roof to reduce future access requirements. An additional access hatch will be included to aid access to the roof for maintenance and edge protection lanyard system introduced to the rear of roof to reduce risk of falling during maintenance. The front edge is protected by a parapet. The windows to the mansard roof are in very poor condition causing water ingress and draughts to the offices and therefore these will also be replaced as part of the proposed works. A plan indicating the area of the works is included in Appendix 3.

The estimated cost of the works is £700K and it is proposed to fund the works from the current unallocated balance of the 2016/18 Environment & Regeneration Capital Core Property allocation. Permission to issue tenders and approval for delegated authority to accept the lowest acceptable tender is requested with the intention to have the works progressed to site as early as possible and completed during the 2016 summer/autumn period.

## 6.7 District Court Room

The October 2015 Committee considered a report on the proposals to carry out refurbishment work to the District Court Room to facilitate its use as a tourist attraction and possibly a Wedding Suite. At that time approval was granted to proceed with the full restoration option (option 1 within the report) at an estimated cost of £450K subject to application and award of supplementary funding from Historic Environment Scotland.

The project proposals have now been developed in more detail (see Appendix 4) with the estimated total project cost now £465K. The application for supplementary funding to Historic Environment Scotland has been concluded resulting in a confirmed grant of £65K, a shortfall of £85K against the previously indicated estimate of £150K.

It is proposed that the overall shortfall of £100K be addressed by increasing the contribution from the Asset Management Plan accumulated balance (previously approved £153K now £203K) and the contribution from the Core Property Allocation (previously 20K now £70K). Committee approval is requested for the revised funding arrangements (paragraph 7.2 refers).



## 7.0 IMPLICATIONS

### Finance

- 7.1 The Environment & Regeneration Capital Programme includes an allowance of £2m per annum for medium to larger scale repair and lifecycle replacement works addressing the core condition of the Council's 'Other Property' Assets. This allocation also funds an element of the annual statutory duty related works across all core property assets.
- 7.2 The tables below outline the estimated cost implications and proposed funding allocation.

### One off Costs

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
<b>Greenock Municipal Buildings – Roofing &amp; Associated Works</b>					
Capital	E&R Core Property	2016/18	£700K	n/a	
<b>Greenock Municipal Buildings – District Court Room</b>					
Capital	E&R Core Property	2016/17	£70K	n/a	
Earmarked Reserves	GMB Tourism Initiative	2016/17	£127K	n/a	Transferred from Victoria Tower project as a tourist initiative.
AMP	Accumulated Balance	2016/17	£203K	n/a	
Historic Scotland	Historic Scotland Grant	2016/17	£65K	n/a	
			£465K		

## Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
<b>Greenock Municipal Buildings – Roofing &amp; Associated Works</b>					
n/a	n/a	n/a	n/a	n/a	
<b>Greenock Municipal Buildings – District Court Room</b>					
n/a	n/a	n/a	n/a	n/a	

### Legal

7.3 There are no legal issues.

### Human Resources

7.4 There are no human resources issues.

### Equalities

7.5 There are no equalities issues.

### Repopulation

7.6 There are no repopulation issues.

## 8.0 CONSULTATION

8.1 There are no direct staffing implications in respect of the report and as such the Head of Organisational Development, HR and Communications has not been consulted.

8.2 There are no legal issues arising from the content of this report and as such the Head of Legal and Property Services has not been consulted.

## 9.0 LIST OF BACKGROUND PAPERS

- 9.1 Watts Group PLC 2014 Condition Survey Reports  
Forward Years Investment Summary – January 2015  
Greenock Municipal Buildings Access Study – Ryden 2016

Element	Condition		Score (Revisions highlighted)	Element Weighting	Weighted Score (Revisions highlighted)	Revised Total Score
Roofs	C	Poor	0.50	15	7.50	Used where not all elements are applicable
Roofs	A	Good	1.00	-	15.00	
Floors and stairs	B	Satisfactory	0.75	5	3.75	
Ceilings	C	Poor	0.50	2	1.00	
External walls, windows and doors	C	Poor	0.50	20	10.00	
External walls, windows and doors	B	Satisfactory	0.75	-	15.00	
Internal walls and doors	C	Poor	0.50	2	1.00	
Sanitary services	B	Satisfactory	0.75	3	2.25	
Mechanical	C	Poor	0.50	19	9.50	
Electrical	C	Poor	0.50	14	7.00	
Electrical - at Aug 2015	B	Satisfactory	0.75	-	10.50	
Redecorations	C	Poor	0.50	9	4.50	
Fixed internal facilities, furniture and fittings	N/A	N/A	0.00	0	0.00	
External areas	C	Poor	0.50	8	4.00	
Outdoor sports facilities and permanent fixed furniture	N/A	N/A	0.00	0	0.00	
<b>Total</b>				<b>97</b>	<b>50.50</b>	
<b>Overall Property Condition</b>	<b>C</b>	<b>Poor</b>				

Position as at survey date 2Q 2014

<b>B</b>	<b>66.50</b>	<b>68.6</b>
<b>Satisfactory</b>		

Projected position 2Q 2016

Element Condition rating assignment	Rating	Score
Good	A	1
Satisfactory	B	0.75
Poor	C	0.5
Bad	D	0.25

Overall condition category rating	
> 85%	Condition A
60% -85%	Condition B
40% -60%	Condition C
< 40%	Condition D

Element	Condition		Score (Revisions highlighted)	Element Weighting	Weighted Score (Revisions highlighted)	Revised Total Score	
Roofs	C	Poor	0.50	15	7.50	Used where not all elements are applicable	
Floors and stairs	B	Satisfactory	0.75	5	3.75		
Ceilings	B	Satisfactory	0.75	2	1.50		
External walls, windows and doors	C	Poor	0.50	20	10.00		
Internal walls and doors	C	Poor	0.50	2	1.00		
Sanitary services	B	Satisfactory	0.75	3	2.25		
Mechanical	C	Poor	0.50	19	9.50		
Electrical	C	Poor	0.50	14	7.00		
Redecorations	B	Satisfactory	0.75	9	6.75		
Fixed internal facilities, furniture and fittings	B	Satisfactory	0.75	2	1.50		
External areas	B	Satisfactory	0.75	8	6.00		
Outdoor sports facilities and permanent fixed furniture	B	Satisfactory	0.75	1	0.75		
<b>Total</b>				<b>100</b>	<b>57.5</b>		<b>57.5</b>
<b>Overall Property Condition</b>	<b>C</b>	<b>Poor</b>					

Position as at survey date 2Q 2014

Element Condition rating assignment	Rating	Score
Good	A	1
Satisfactory	B	0.75
Poor	C	0.5
Bad	D	0.25

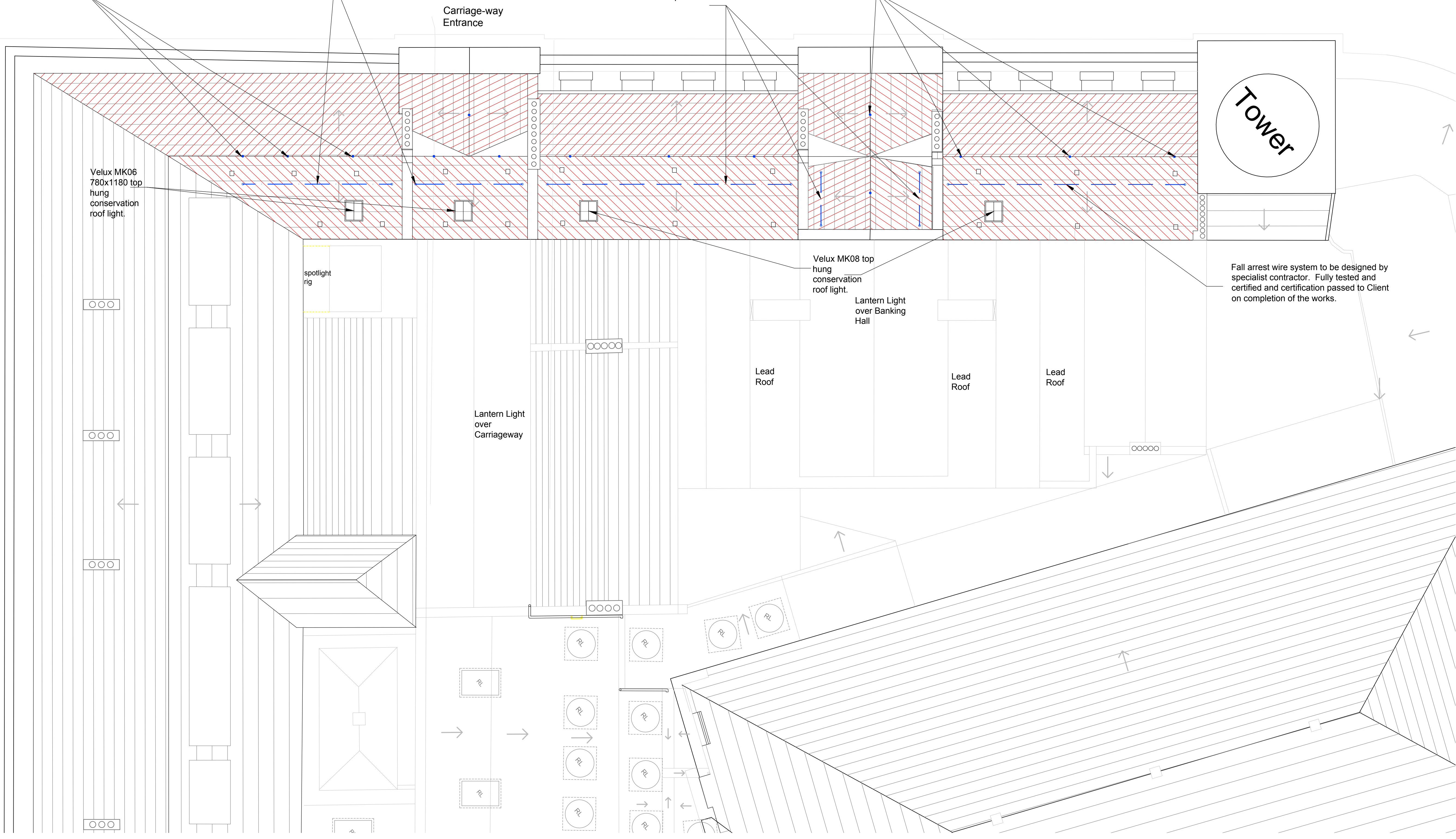
Overall condition category rating	
> 85%	Condition A
60% -85%	Condition B
40% -60%	Condition C
< 40%	Condition D

Existing Fall arrest ridge anchors to be fully tested and certified and the certification passed to Client on completion of the works

Fall arrest wire system to be designed by specialist contractor. Fully tested and certified and certification passed to Client on completion of the works.

Existing Fall arrest ridge anchors to be fully tested and certified and the certification passed to Client on completion of the works

# Wallace Place

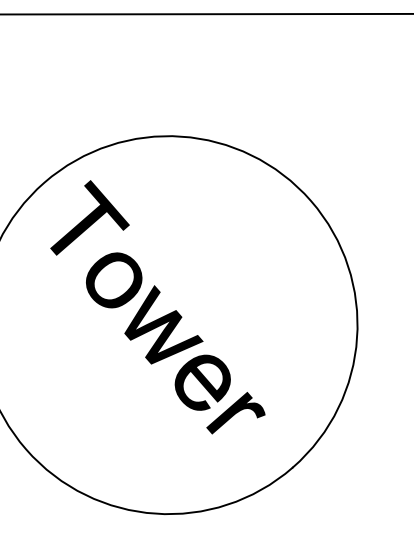


**Planning Notes Wallace Place.**

Wallace Place elevation roof slope to be re-slatted using a replacement slate selected to replicate the characteristics of the existing roof slates, this is to include thickness, texture, colour, size and grading laid on new underslate felt. Samples of proposed slates to be supplied for approval of the Planning authority.

Rear slopes can be re-slatted in new Spanish cupro slate or equal approved by the Planning Authority laid on new underslate felt. SSQ Ultra Heavy Matacota Blue-black roofing slate 7-9mm or CUPA HEAVY 3 Slate from the San Pedro quarry 7-8mm. The extra thickness and weight give it strength to withstand the high wind speeds and driving rain common throughout Scotland

The proposed replacement of damaged external decorative timber detailing to the roof dormers are to match the original detailing, this to include replication of the proportions, dimensions. All new materials, in a selected hardwood from a sustainable source.



Fall arrest wire system to be designed by specialist contractor. Fully tested and certified and certification passed to Client on completion of the works.

Rev Note \_\_\_\_\_ Date \_\_\_\_\_ By \_\_\_\_\_

**Inverclyde council**  
**Environment, Regeneration and Resources**  
 Gerard Malone  
 Head of Legal and Property Services  
 1 Aberfoyle Road,  
 Greenock,  
 PA15 3DE

Client:

Project:  
**Wallace Place  
 Roof Refurbishment  
 Greenock Municipal Buildings**

Project No:  
**15 - 122**

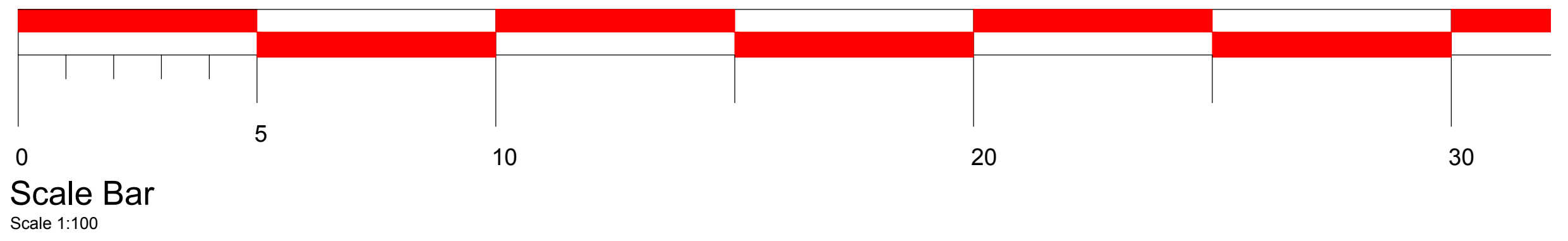
Dwg No: **AL(20)009** Rev:

Drawing Title:  
**Roof Access Safety  
 as  
 as Proposed**

Status:  
**Billing**

Drawn: **rf** Date: **22/02/16**

Checked: **A1** Scale:







**Historical Restoration  
District Court  
Greenock Municipal Buildings**

**Stage 3 Report**

**Inverclyde**  
council

Legal & Property Services  
Environment, Regeneration and  
Resources

## **1 Introduction**

### **1.1 Project History**

Till 1741 the burghal affairs of Greenock were superintended by the laird, the feudal superior, or by a baron-bailie appointed by him. By a charter dated 30 Jan. in that year, and by another dated in 1751, Sir John Shaw gave power to the feuars and sub-feuars to meet yearly for the purpose of choosing 9 feuars residing in Greenock, to be managers of the burgh funds, of whom 2 to be bailies, 1 treasurer, and 6 councillors.

The charter of 1751 gave power to hold weekly courts, to imprison and punish delinquents, to choose officers of court, to make laws for maintaining order, and to admit merchants and tradesmen as burgesses on payment of 30 merks Scots-£1, 13s. 4d. sterling.

The municipal government and jurisdiction of the town continued to be administered under the charter of 1751, until the burgh Reform Act of 1833 came into operation. Under that Act, the town council consisted of a provost, 4 bailies, a treasurer, and 10 councillors, for the election of whom the town was divided into five wards.

The sheriff court for Renfrewshire was held at Paisley until 3<sup>rd</sup> May 1815 when an additional sheriff-substitute for Greenock was appointed. The area covered by the new sheriff was called "The Lower Ward" and included the towns and parishes of Greenock and Port Glasgow, Inverkip and Kilmacolm.

The existing District Court House, originally, the County Building, was built in Greenock's Nelson Street in 1867. Designed by Peddie & Kinnear in the Scottish Baronial style, the three-storied structure was originally 30 meters long and the central tower is 34 meters high. A prison containing 70 cells was constructed at the rear of the property.

*besides many other rooms and offices. These will be on the upper floors, and the ground floor will be occupied by handsome shops.*

Separate Police Buildings were constructed in 1850 and were located in Taylors Close. The police building was demolished as part of the urban clearance project that prepared the area for the construction of the Greenock Municipal Buildings.

Construction of the Greenock Municipal buildings and town-hall, designed by H. and D. Barclay, Glasgow, began on 6 Aug. 1881. The foundation stone was laid at a ceremony on that date.

Provost Dugald Campbell remarked in his speech-

That the new buildings would replace former "spots of disease and death which were situated in this place"

The authorities were unable to purchase a corner section at Cathcart Square but the building work proceeded and the four storey, ashlar, mixed character renaissance style building, with a dome-capped tower almost 75 meters high. The building housed police, cleansing, and sanitary departments.

The 12th August 1881 issue of Building News carried the following news of the work: "*The municipal buildings are situated in the neighbourhood of Cathcart-square and Dalrymple-street, and include a new town-hall and all other rooms required. A tower will rise from the hall 215ft. above street level, and while space and comfort required for business have been provided for, the furnishings of the hall and suite will be artistic and elaborate. The police department on the east side of the town-hall will have every accommodation. The block of the buildings facing Hamilton-street will have a handsome suite of apartments for all municipal meetings,*

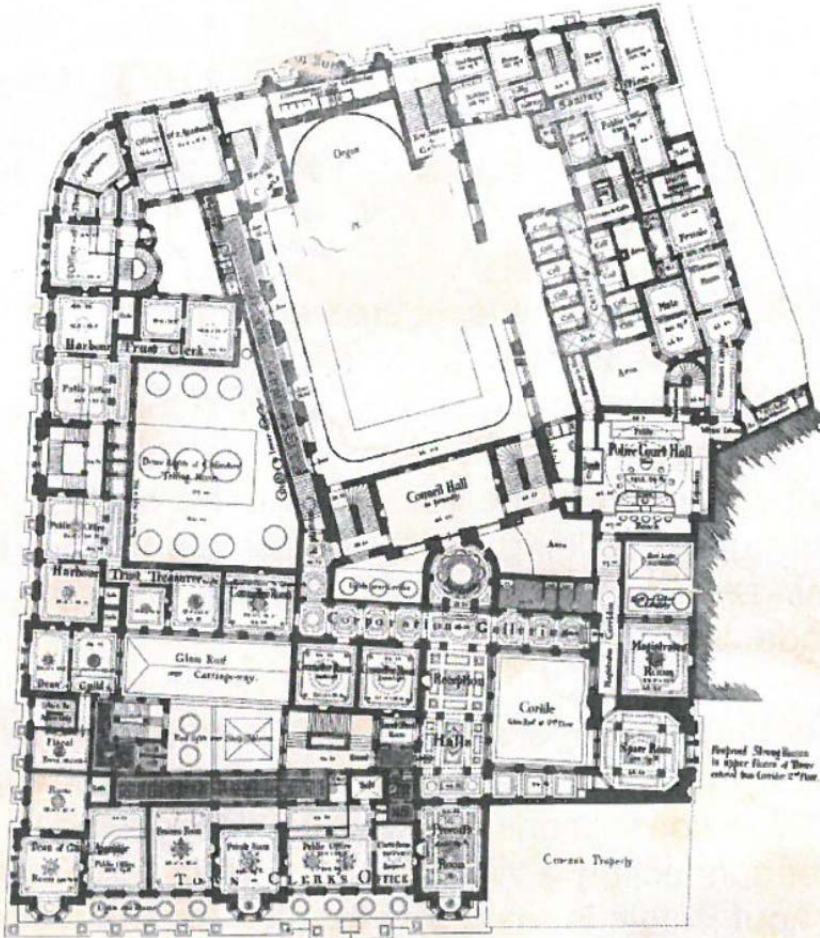
*There will be a piazza running alone; in front of the shops, with pillars of polished red granite. In the portion of the buildings facing Taylor's-close and Wallace- square, there will be the Chamberlain's office and other offices in connection with the Rates-hall. The buildings are being contracted for in three sections. The principal works of two of these have been let, but the third section, - which will comprise the Rates-hall and Harbour Trust offices, is not so far advanced'*

The municipal buildings were listed, Category A, on 13<sup>th</sup> May 1971.

## **1.2 Historic Plan**



### DALRYMPLE ST SECOND FLOOR



PLAN OF FIRST FLOOR FROM HAMILTON ST

### **1.3 Client Brief**

The District Court is located within the Italianate Style, four storey A listed ashlar Municipal Buildings, ornately decorated with classical details outside and lavish decoration inside.

The District Court is accessed via the Grand Corridor and has changed little since it was built. The walls of the court are part panelled with similar panelling on the bench, raked seating and witness box. There are ornate pilasters and corning which extends into the soaring central cupola. Over the bench there is a large decorative painted Victorian glass window featuring a ship and town motto "God Speed Greenock"

The District Court was last used in December 2007 for minor offences such as; road traffic offences, breach of the peace, drunk and incapable and minor assaults. The offender could receive up to a maximum of 60 days imprisonment and a maximum fine of £2500. More serious offences would be brought before the sheriff court at 1 Nelson Street, Greenock.

The "Inverclyde Tourist Group" have been in operation since 2001, and currently run guided tours of the civic areas of the municipal buildings including the Former District Court. The council has previously recognised the importance of its civic suite with the restoration of the aptly named Grand Corridor.

A full restoration will include works to the walls and cornices, restoration of all the wood work, restoration of the painted glass window, new radiators and a new balustrade.

### **1.4 Enabling**

The Former District Court is currently unused. It is however a place of great historical interest and is included in the tours of the Municipal Buildings. The Former District Court has also been used in period TV and Film dramas as it has retained its original features.

Whenever a cruise ship has docked there could be multiple tours a day of the Civic areas of the Municipal Buildings. Each year Greenock has around 45 cruise ships visiting the town during the season. Consideration should be given to this and surrounding, halls, corridors, meeting rooms and offices.

The office staff currently occupying West Stewart Street will be moving into the Former Education offices upon its completion set for February/March 2017.

### **1.5 Planning**

Inverclyde Council's Planning Authority and Historic Scotland have confirmed that the Municipal Buildings are Grade A Listed. An application for Listed Building Planning consent is therefore required.

A walk round was held on site with Planning and Historic Scotland to receive advice on the boundaries of the works.

### **1.6 IT**

Inverclyde Council's IT services will liaise with Environmental Services and Community Protection to ensure that sufficient and appropriate IT installation is incorporated into the scheme.

## **2.1 Building Analysis**

The District Court is located on the first floor of the Municipal Buildings. The court room has retained the majority of its original features, including decorative timber panelling to door height, original ornate railings to the dock, large sections of lime plaster, ornate cornicing, ornate capitals, benching, pews, clerks table and chairs, Judges bench, and large painted glass windows.

Areas of the wood work have received severe vandalism during the time it was used as Greenock's District Court. There is unsightly damage to the lime plaster work, Cornicing and Pilasters due to water ingress via the roof.

The existing Gallery balustrade is lower than would be acceptable for the current building regulations. Also, there are visible signs of what appears to be rot around some windows.



## **2.6 Restoration**

Areas to be restored as follows:

## **2.2 Disruption**

The Municipal Buildings are accessed from Clyde Square.

Careful consideration will have to be given to the method of accessing the site and transporting goods and equipment as there is no vehicle access beyond Cathcart Square. Clyde Square is also a busy pedestrian area.

Thought would also need to be given to movement within the building, noise disturbance to surrounding office accommodation and any inconvenience that may be caused to civic events or tours.

### **2.2.1 Existing Storage**

At present there are currently two stores within the District Court, one is used by catering and the other is used by the cleaners. Catering and cleaning will still have ownership of these stores once the restoration works are complete.

## **2.3 Means Of Escape**

Proposed means of escape are shown on the Plans.

## **2.4 Asbestos**

Inverclyde council hold management surveys and tests have been taken in targeted areas.

## **2.5 Proposed Development**

The full restoration would have to be carried out within the limitations of its Grade A listing.

## **3. Coloured Glass Window**

The decorative glass window will require restoration work. We have obtained specialist advice from the Scottish Glass Studio who are in

### 1. Roof and Masonry repairs

The original roof defects that caused the water ingress that damaged plasterwork have been attended to, however we would re-inspect the roof and masonry prior to carrying out restoration work. An allowance has been included in outline costs for possible additional work.

### 2. Windows

There are rot works that are required to existing window, principally affecting timber sills. Investigation work is required to establish if rot has affected the timber safe lintels and an allowance has been included in outline costs. The windows within the existing holding cells would need to be replaced and the bars removed.



### 4. Doors

The timber decorative panel doors within the scheme would be restored taking them back to the wood and re-lacquering.

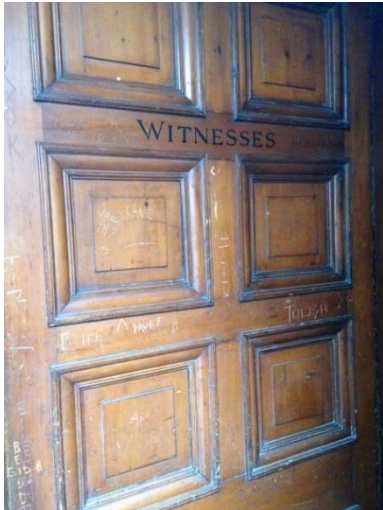
the Historic Scotland Register.



### 5. Plasterwork, Cornices and Pilasters

Water ingress, via the roof, has damaged the ceiling and wall plasterwork. The original lime plaster has been coated in an aertex type acoustic plaster. We would remove this coating, repair the





plasterwork using the Scottish Lime Centre's specification and decorate. Repair and restoration work would also be required using the Scottish Lime Centre's specification to the narrow cornicing, feature cornicing, isolated repairs to the ornate ceiling and renewal of a section of the lathe and plaster vaulted ceilings. As the cornices and decorative plaster shows signs of water staining and investigation will be necessary to ensure their stability.



## 6. Radiators and pipework

We have allowed for the replacement of radiators, pipework and valves.

## 7. Lighting, Power and rewiring

The existing unsympathetic light fittings detract from the original

## 10. Timber Panelling

Graffiti had been carved into the wood panelling and some sections had been varnished. We would make good the panelling and re-stain and re-lacquer the wood. Restoration work would also be carried out to the Judges bench.

interior and we would replace these with fittings that highlight the decorative features and provide task lighting for any future use. Similarly sockets will be located to satisfy the revised layout.

### 8. Rot Works

There has been water ingress over a period of time and thus areas will need to be opened up to ensure that any resultant rot is identified and dealt with. An allowance for any findings has been included in outline costs.

### 9. Decoration & Floorcoverings

The restored plasterwork and cornicing would be painted and decorative details highlighted. The bridal suite and auxiliary areas would be papered. The Balustrading would be painted. The ornate and vaulted ceilings would be painted. The asbestos treads would have to be removed and the radiators and pipe work painted. The existing carpets and backings would be uplifted and new plywood and carpets laid.

### 11. Balustrade to Gallery

The existing balustrade is lower than would be acceptable for current building regulations and we have allowed for a glazed panel to be added to address health and safety concerns. We would also also renew the bench seating.

### 12. Auxiliary Areas

The area behind the large double doors that contains the stairwell, small office and WC will be refurbished under the works to the Former Police Office but the redecoration would be carried out under works to the District Court. This area would be used as a Brides Waiting Area. The back rooms would be upgraded and could also be used as a Brides Waiting Area for Disabled users or for smaller more intimate ceremonies as part of the Wedding Suite. The works would require



#### 2.7.1 Historic Scotland Repair Grant

Historic Scotland has informed that a grant of up to £65,398 may be provided. This initial assessment does not constitute a formal award of grant. News of the award should not be made public until such times as Historic Environment Scotland (HES) have formally announced these decisions.

additional fittings and furnishings to the brides waiting areas. Such as a vanity unit to toilet, shelving to store, new WC and Whb, alterations to supply pipes to WC and ventilation to brides waiting area.

### **2.7.3 Summary of Repairs**

Restoration includes the following elements;

- Rot works related to windows and repairs to windows
- Conservation work to the decorative glass in the central window
- Restoration and re-lacquering of the timber panelled doors.
- Restoration of the lime plaster and decorative cornices and pilasters
- Replacement of radiators and pipework
- Decorative lighting to replace the existing unsympathetic light fittings
- Electrical rewire
- An allowance for rot works
- Restoration of the panelling and re-stain and re-lacquer the wood.
- Glass balustrade to the Gallery to ensure compliance with Building Regulations
- Refurbishment of the back rooms to accommodate the Wedding Suite.
- Decoration and carpets.

### **3.0 Mechanical Works**

The mechanical works are to be contractor designed. The works at present are minor; they include replacement radiator fittings of the same specification but a different finish, new Sanitary Ware and works to associated piping.

### **2.7.2 Implications on Revenue Costs**

Environmental Services are currently reviewing the management of a wedding suite in the District Court Room. Wedding Party groups will have to be escorted through the Municipal Buildings and the Staffing and security implications are being explored.

#### **4.0. ELECTRICAL SERVICES STAGE 3 REPORT** **LIGHTING**

##### **Existing Lighting**

Although the existing artificial lighting scheme affords illumination that is bright enough and evenly distributed, the overall effect is bland, and very little is highlighted. The strip-lights are “cheap and functional (not cheerful)”, poor condition and colour rendering, ugly, almost industrial looking, with little aesthetic merit. Moreover, the existing fittings are not designed to be wall mounted.

They are completely unsuitable from an aesthetic point of view.





### **Daylight Contribution**

A major contribution to the illumination of the space will continue to be daylight from the large painted window and high level windows whose overall effect will vary according to season, time of day, and weather.

### **Proposed Lighting Scheme**

The functional requirements are:

- a) Provide general illumination to the space
- b) Highlight its architectural features
- c) Be suitable for possible use as a wedding venue
- d) Be controllable and have dimming/scene setting capabilities where required.

The proposed scheme as described below selects luminaires mainly from the manufacturer iGuzzini's range. Iguzzini have therefore some computer generated images, calculations, and descriptions and these are inserted in the Appendix.

### **Central Pendant Option**

The middle of the space and Gallery is not easy to light well given the difficulties of suspending traditional pendant type lights from the 15m high central cupola, but does lend itself to wall and cornice lights. A central pendant has been considered, and it's not known whether there has been one in the past or not, but it would pose practical if not insurmountable difficulties of cable routing and securely taking the weight of any new lights from the cupola ceiling. Also, due to the amount of natural light and the proposed solution for the other lighting the need for a central pendant is not compelling, and has not been considered further.

### **Wall Lights**

The main general lighting component of the proposed scheme at lower level would be iGuzzini Fiamma LED wall lights providing both the downward and upward lighting component respectively, with warm colour temperature, to highlight the warm tones of the restored wood

panelling below, and the pilasters and walls above (reflecting some light into the middle of the space, in the process). These would be mounted about 500mm above the wood panelling.

The light toned plasterwork, would provide a large reflective area to bounce and spread the light around in the space whether daylight or artificial. The wall lights will therefore provide a good level of general lighting, including on the Gallery.

It is not considered necessary for these to be dimmable.



### **Cornice Lighting**

High Level Lighting will be provided to be highlight the ornamental plasterwork at high level and Cupola using LED linear strip type lights and tape. The colour temperature will be a cooler white to harmonise with the predominance of blue tones, and will also provide a contrast with the lower level warm tones. For

It is proposed to illuminate the curved ceiling below the Cupola from the main cornice using “Underscore” LED tape from iGuzzini. This would be mounted, concealed from floor level, on the main ledge?

Likewise, it is proposed to illuminate the front of the Cupola columns and ceiling using “Underscore” LED tape from iGuzzini. This would be mounted, concealed from floor level, on the window ledge in front of the columns.

It is proposed to illuminate the vertical faces of the Cupola below the window ledge with linear LED wall washer/downlights as iN60 LED from iGuzzini. This would be unobtrusive and not noticed at floor level and would also provide some illumination to the middle of the space at floor level.

It is proposed that all of the cornice lighting be dimmable.

### **Wedding Lighting**

The above describes the general and feature lighting for the area, and is not tailored specifically for its possible use as a wedding venue. It is assumed that wedding photographers will have their own specialist lighting or use flash to highlight the Bride, Groom, and guests. A PS should be allowed for a little additional spotlighting however.

### **Backlighting of Large Painted Window**

Backlighting the Large Painted Window using a bespoke light box fixed to the back of it was briefly considered but this would cut out the sun light, and have practical, maintenance, and safety issues. It is more feasible, economical, and is therefore proposed to partially backlight the

window using 2 no. narrow beam floodlights mounted at a window sill opposite and above it in the exterior light well. This would only be switched on when there is little daylight.



It is not considered necessary for these to be dimmable.

The floodlights can be powered from a local DB. Due to their remoteness, it is not practical or economical to run switch wiring from the District Court. It is proposed that instead some form of wireless or mains signalling be used for manually switching these when required, in conjunction with a variable timer in case the lights are left on.

### **Ancillary Areas**

Lighting in ancillary areas to be confirmed.

In the Bride Preparation area to be mainly wall mounted, warm white, adjacent mirrors, to allow bride to fix her hair, dress, apply make-up etc.

In room for small weddings, cove type lighting could be provided, to highlight the wood panelling and for ambience. This would be supplemented by luminaires on the ceiling, for general lighting. All lighting to be manually switched.

### **EMERGENCY LIGHTING**

In the main District Court room it is intended to provide emergency lighting using a small number of dedicated LED spotlights at the top of the curved ceiling. Elsewhere, emergency lighting will be integrated into the regular lighting, except in a few places, Illuminated exit signs shall be provided as required, to a style that is in keeping with the surroundings.

### **SMALL POWER AND PA ETC.**

The small power requirements are minimal, but a minimum no. of sockets will be provided. The difficulty is the lack of wall space for mounting these as it is nearly all wood panelling at lower level. Therefore, in the District Court room itself, floor mounted sockets shall be provided, especially under or adjacent portable furniture such as the large table and the Witness Box.

It is also proposed to conceal power and data outlets at the rear facia of the Judges Bench, on under-bench trunking, with a suitable finish. A PA amplifier could also be concealed there in a suitable manner.

There has been little expressed need in the way of ICT provision or of ancillary systems such as PA, but minimal coverage is proposed. Data outlets may be contained in the above mentioned floor boxes and under-bench trunking.

Induction loop systems will be run under the floors.

### **SMOKE DETECTORS**

The existing smoke detector in the Cupola is of the wireless type. This is not totally reliable and is visually unacceptable. This has to be further investigated and resolved, including for safe access for maintenance, and a possible alternative is to use beam detection.

### **POWER SUPPLIES**

Power will be sourced from the Old Police Building which is being refurbished at present. There will be a conveniently located distribution board in the Brides Preparation Room. This is being provided under the Old Police Court contract.

### **CABLE ROUTES**

Taking advantage of the general refurbishment, the entire area shall be rewired. (It is generally wired in MICC at present.) The existing electrical installation shall be stripped out.

Wiring shall be low smoke zero halogen in galvanised conduit run concealed within the plasterwork.

Wiring may also be run under the floor to floor boxes, it is proposed in three compartment galvanised steel trunking.

It is intended to route wiring to the Cupola from below via the void above the curved part of the lower ceiling. Final connections could also be made in this void, which is accessible via a door from the roof space.

Horizontal runs of wiring could also be concealed on top of various cornices at various levels.

Object : Stained Glass Window  
 Installation : Maxi Woody 150 watt 16 degree beam  
 Project number : Inverclyde Council District Court  
 Date : 08.03.2016

**iGuzzini**

## 1 Luminaire data

### 1.1 iGuzzini, MAXIWOODY family (5659)

#### 1.1.1 Data sheet

**Manufacturer: iGuzzini**

#### 5659 Exteriors - Floodlights MAXIWOODY family

5659 :

The fitting is made up of painted die-cast aluminium with closing glass fixed to the frame. The body houses a polished anodised 99.98% superpure aluminium reflector. The optical assembly is equipped with a silicone-front closing glass that guarantees liquid tightness. Special openings in the frames let rain water run off. The fitting has a double cable-clamp (M24x1.5) for through wiring. MaxiWoody can be adjusted about the vertical axis by means of a bracket with graduated scale for adjustment to 10°. This bracket is equipped with mechanical locking devices to guarantee the stability of the light beam. Horizontal pointing is carried out by a ground anchoring plate with slots and holes. It can be fixed to the ground or to the wall by fischer screws. The iGuzzini installation and maintenance protocol simplifies installation. The decompression valve facilitates access to the optical assembly by eliminating the problem of lower internal pressure. All components are fixed on a single plate by means of captive screws, enabling rapid non-routine maintenance operations. The painting process is carried out using acrylic paint (maximum protection against UV solar radiation) of liquid kind (maximum protection against atmospheric agent).

5659.015 - Projector with anchoring bracket - 150 W HIT (CDM-T) - Medium optic - Grey  
 1619 - Lamp Metal halide 150W G12 3000 K (Mastercolour Philips CDM-T)

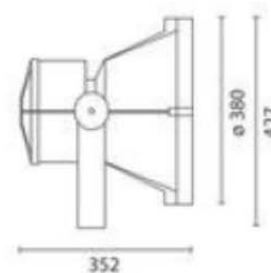
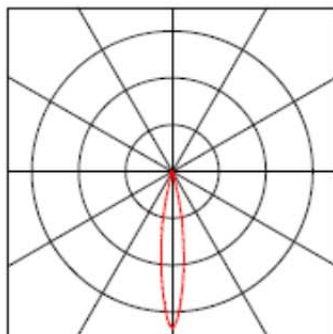
#### Luminaire data

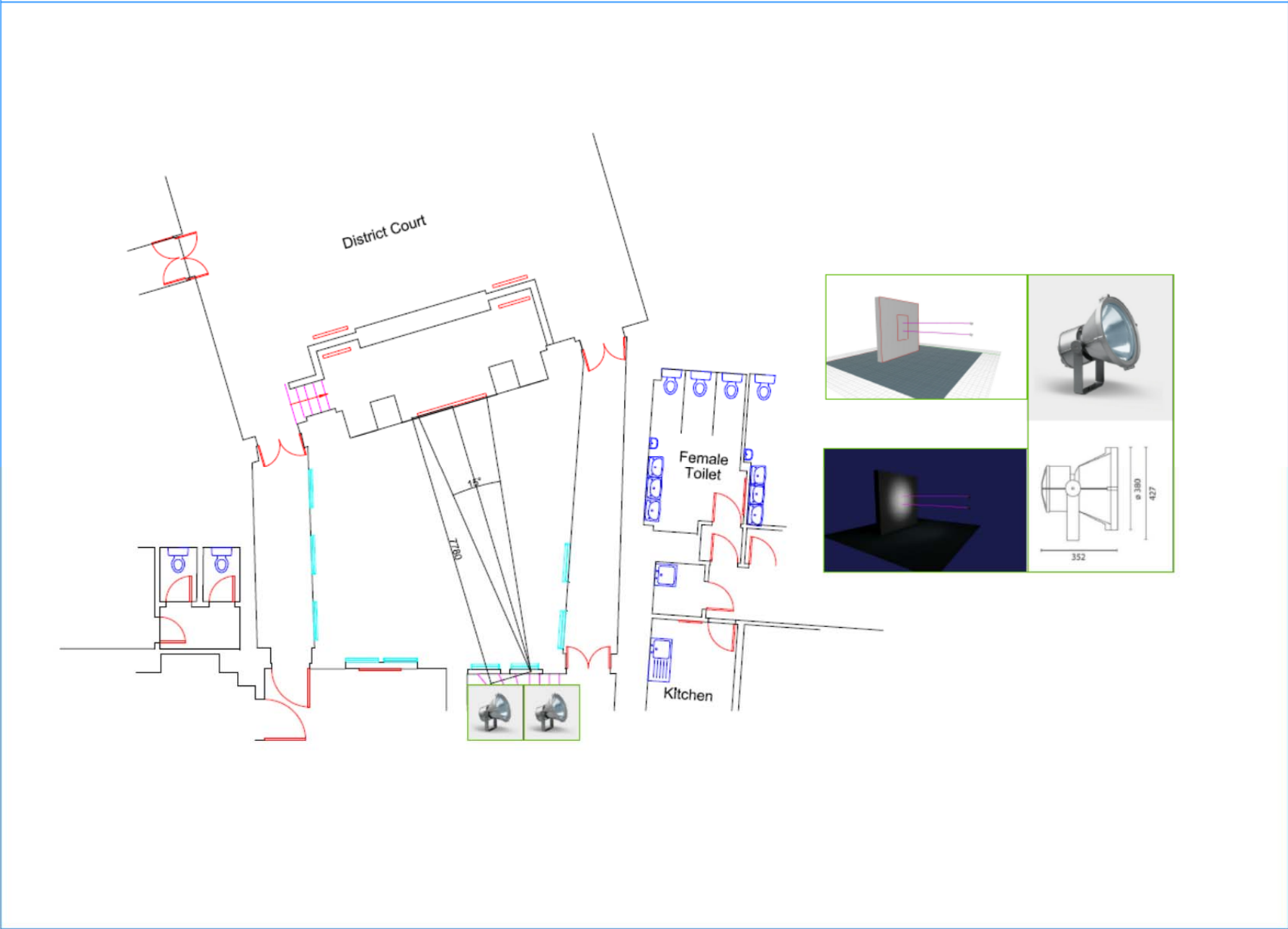
Luminaire efficiency : 76%  
 Luminaire efficacy : 62.59 lm/W  
 Classification : A80 ↓100.0% ↑0.0%  
 CIE Flux Codes : 92 100 100 100 76  
 UGR 4H 8H : 15.0 / 15.0  
 Power : 170 W  
 Luminous flux : 10640 lm

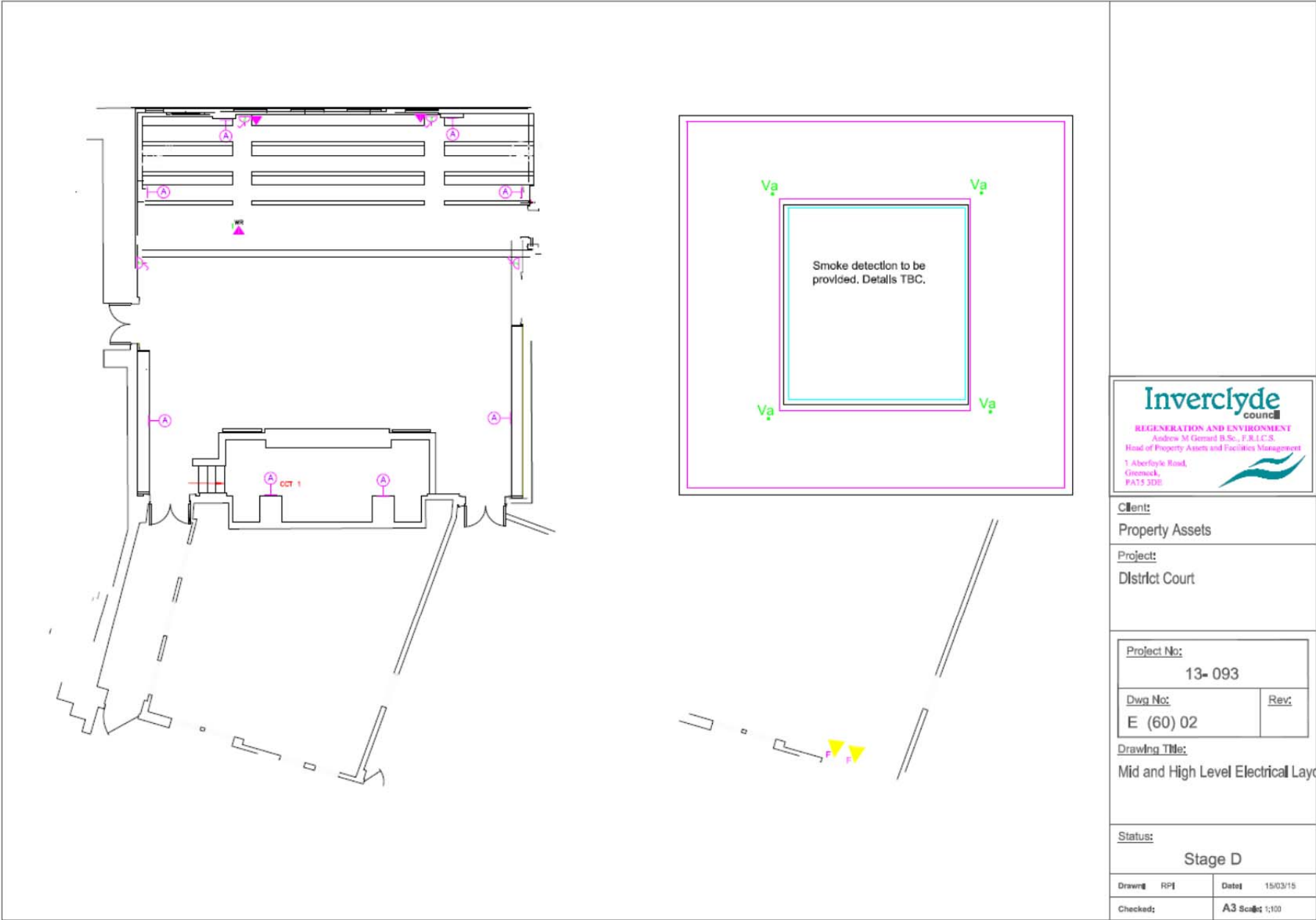
Dimensions : Ø380 mm x 0.0 mm

#### Equipped with

Quantity : 1  
 Designation : Metal halide  
 150W G12  
 3000 K  
 Power : 150 W  
 Colour : 3000  
 Luminous flux : 14000 lm  
 Colour reproduction : 80







**Inverclyde**  
council

REGENERATION AND ENVIRONMENT  
Andrew M Gemmell B.Sc., F.R.I.C.S.  
Head of Property Assets and Facilities Management  
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Greenock,  
PA15 3DE

**Client:**  
Property Assets

**Project:**  
District Court

<b>Project No:</b> 13- 093	
<b>Dwg No:</b> E (60) 02	<b>Rev:</b>

**Drawing Title:**  
Mid and High Level Electrical Layout

**Status:**  
Stage D

<b>Drawn:</b> RPI	<b>Date:</b> 15/03/15
<b>Checked:</b>	<b>A3 Scale:</b> 1:100



**LIGHTING LEGEND**

- LED wall light as iGuzzini Fiamma
- LED wall mounted light as iGuzzini iSign warm white
- 2700K 21W LED wall/ceiling mounted light as iGuzzini BOS
- As above but dimmable
- As above but type C but emergency version
- 3000K LED wall/ceiling mounted light as ASD Solas Luna 2000 EM3 microwave
- Pln spot emergency LED luminaire - details TBC
- External 16 degree beam floodlight as iGuzzini 150 Watt
- Illuminated Exit sign - type TBC
- High Power LED tape as "Underscore" from iGuzzini.
- Linear LED wall washer/downlight as iN60 LED from iGuzzini

**SMALL POWER LEGEND**

- DISTRIBUTION BOARD
- TWIN SWITCHED GENERAL SOCKET OUTLET
- TWIN DATA OUTLET
- SINGLE DATA OUTLET FOR WIRELESS ROUTER
- 3 COMPARTMENT TRUNKING
- DISABLED ALARM PULL CORD
- DISABLED ALARM PANEL
- DISABLED ALARM OVERDOOR LAMP
- DISABLED ALARM RESET PUSH
- FLOOR BOX CONTAINING 1 NO. TWO GANG SOCKETS  
1 NO. TWIN DATA OUTLETS, & 1 NO. MICROPHONE SOCKET

**NOTES:**

1. THE ENTIRE ELECTRICAL INSTALLATION SHALL BE FULLY INSTALLED AND COMMISSIONED TO BS7671 : 2008 17th EDITION.
2. ALL WIRING FOR DATA AND VOICE OUTLETS TO BE CARRIED OUT IN CAT 6 UTP CABLING.
3. ALL ELECTRICAL OUTLETS THAT ARE SHOWN ON FIRE RATED WALLS ARE TO HAVE INTUMESCENT PADS INCORPORATED INTO BACK OF

**SWITCHING LEGEND**

- PRESENCE DETECTOR/PHOTOCELL
- 10A RATED RETRACTIVE SWITCH
- 2 WAY SWITCH
- 10A RATED KEY SWITCH FOR EMERGENCY LIGHTING.

**FIRE ALARM LEGEND**

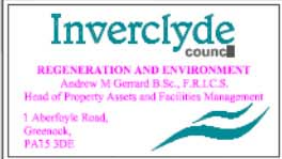
- ANALOGUE ADDRESSABLE SMOKE DETECTOR
- COMBINED ANALOGUE ADDRESSABLE SMOKE DETECTOR AND SOUNDER
- COMBINED ANALOGUE ADDRESSABLE SMOKE DETECTOR, SOUNDER AND BEACON
- ANALOGUE ADDRESSABLE MANUAL CALL POINT
- ADJUSTABLE SOUNDER/BEACON

**FIRE ALARM NOTES**

1. Alarm System shall be L1 to BS 5839-1: 2002
2. Fire Alarm System shall be linked to the Fire Alarm System for the main General and Municipal Building.

**INTRUDER ALARM AND ACCESS CONTROL LEGEND**

PREVIOUS VERSIONS AVAILABLE UPON REQUEST



**Client:**  
Property Assets

**Project:**  
District Court

**Project No:**  
13- 093

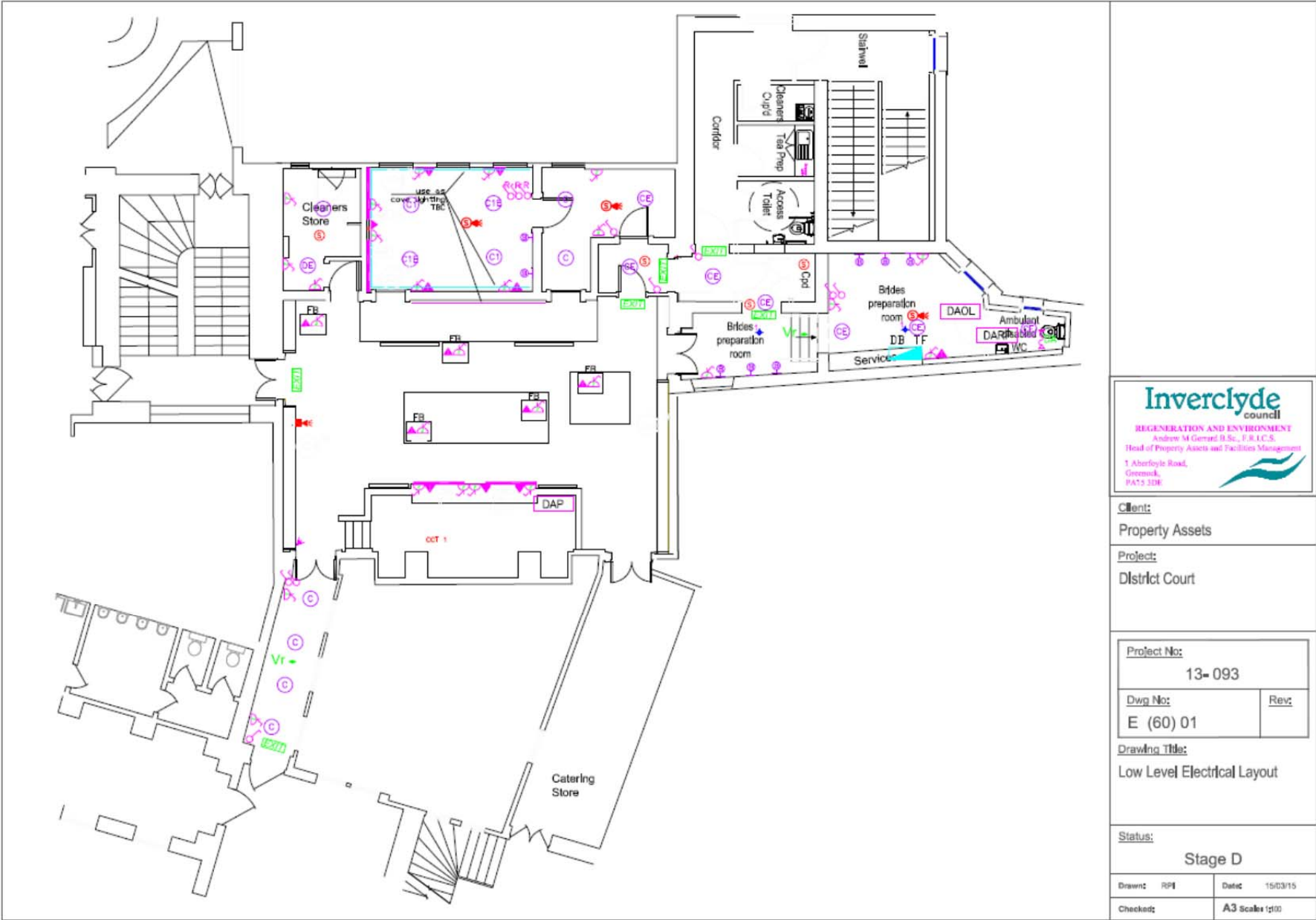
<b>Dwg No:</b> E (60) 03	<b>Rev:</b>
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**Drawing Title:**  
Electrical Legend

**Status:**  
Stage D

<b>Drawn:</b> RPI	<b>Date:</b> 15/03/15
<b>Checked:</b>	<b>A3 Scale:</b> 1:100





**Inverclyde council**  
REGENERATION AND ENVIRONMENT  
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**Client:**  
Property Assets

**Project:**  
District Court

**Project No:**  
13- 093

<b>Dwg No:</b> E (60) 01	<b>Rev:</b>
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**Drawing Title:**  
Low Level Electrical Layout

**Status:**  
Stage D

<b>Drawn:</b> RPI	<b>Date:</b> 15/03/15
<b>Checked:</b>	<b>A3 scales:</b> 1:100

## **5.0 Structural Stage 3 Report**

The proposed opening to allow access into an existing Wc will no longer be included in the District Court Refurbishment, structural works to this area will be carried out under the works to the Former Police office.

## **6.0 CDM Adviser Statement**

The Client and the Project Team are familiar with their responsibilities under the Construction (Design and Management) Regulations 2015. Inverclyde Council Technical Services department is the Principal Designer supported by AHR as the CDM Adviser.

The Project Team is, as an ongoing process, coordinating the design proposals and carrying out design risk management assessments.

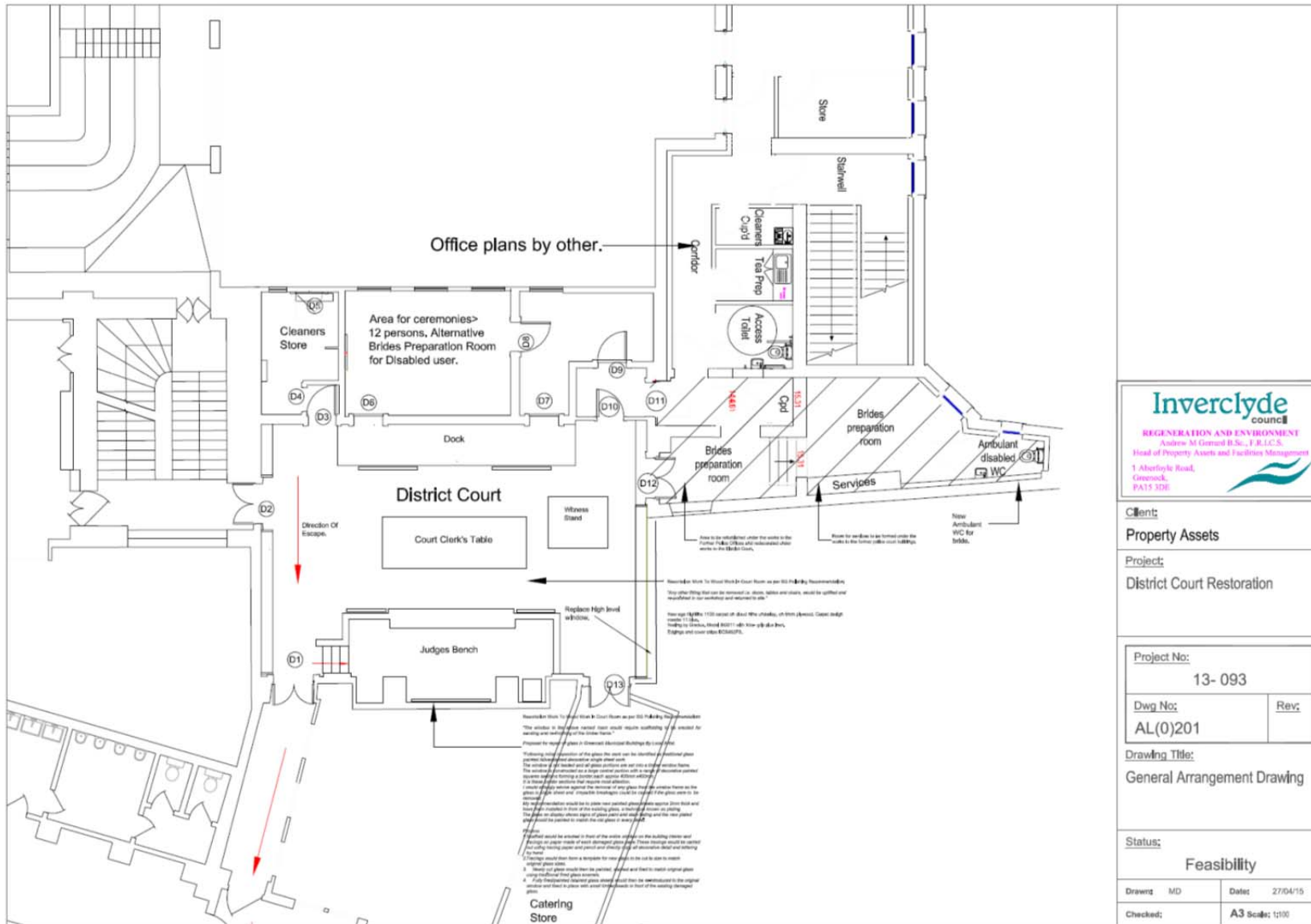
To date, the design risk assessments have included the below listed items:

- Possible presence of asbestos containing materials.  
'Proposed plans were sent to the Asbestos Term Contractor and targeted surveys taken. Some of the samples had positive results. It is proposed to include the removal of asbestos in the contract works.'
- Lighting and the proposal to install high level lights at cornice level.  
'To reduce the frequency of working at height the electrical engineer has proposed that LED bulbs are used in the fittings.'
- Access/ Egress.  
'There is no vehicle access beyond Cathcart Square. Clyde Square is also a busy pedestrian area'  
'The proposed means of escape is of shared ownership with Cathcart House.'  
'Thought would also need to be given to movement within the building, noise disturbance to surrounding office accommodation and any inconvenience that may be caused to civic events or tours
- Principal Contractor's site set up and works, considering the presence of existing building users, the close proximity of the general public, other contractors working in the premises on live construction works.  
The construction stage strategies will be developed considering: The premises existing transport management plan and possible conflict with the works deliveries and waste removals.  
Control and reduction of dust also noise generating activities including; 'sanding down existing historic wood work', 'removing existing internal render coating to lime plaster', 'removing defective lime plaster then repairing and replacing' also lifting old carpets and preparing for new.  
Suitable, close to the works areas, locations for the contractor's welfare facilities, stored materials and equipment.
- Access scaffold locations  
Works access restrictions will highlight that the 'Structural make up and load capacity of balcony is unknown' also that the balconies existing balustrade is low and as part of the contract works, is to be raised.

Management of the above items is being discussed with all concerned and has been collated on the project's Risk Register. Each risk item will be discussed further during a Technical Design Stage CDM workshop also included in the projects Health and Safety File, for the benefit of the tendering contractors and for further discussion and development with the Principal Contractor.

The CDM Adviser will continue to liaise with the Principal Designer and advise the Client and Project Team about their duties in terms of health and safety legislation including the CDM Regulations 2015 also monitor the Principal Contractor and the specialist construction designers reviews and information for the Health and Safety File including the Health and Safety Construction Stage Strategies, Traffic Management Plan, Fire Escape Strategy and the In-Use Stage Strategies, all as developed with input from the Client and the District Court Facilities Managers

## **7.0 Drawings**



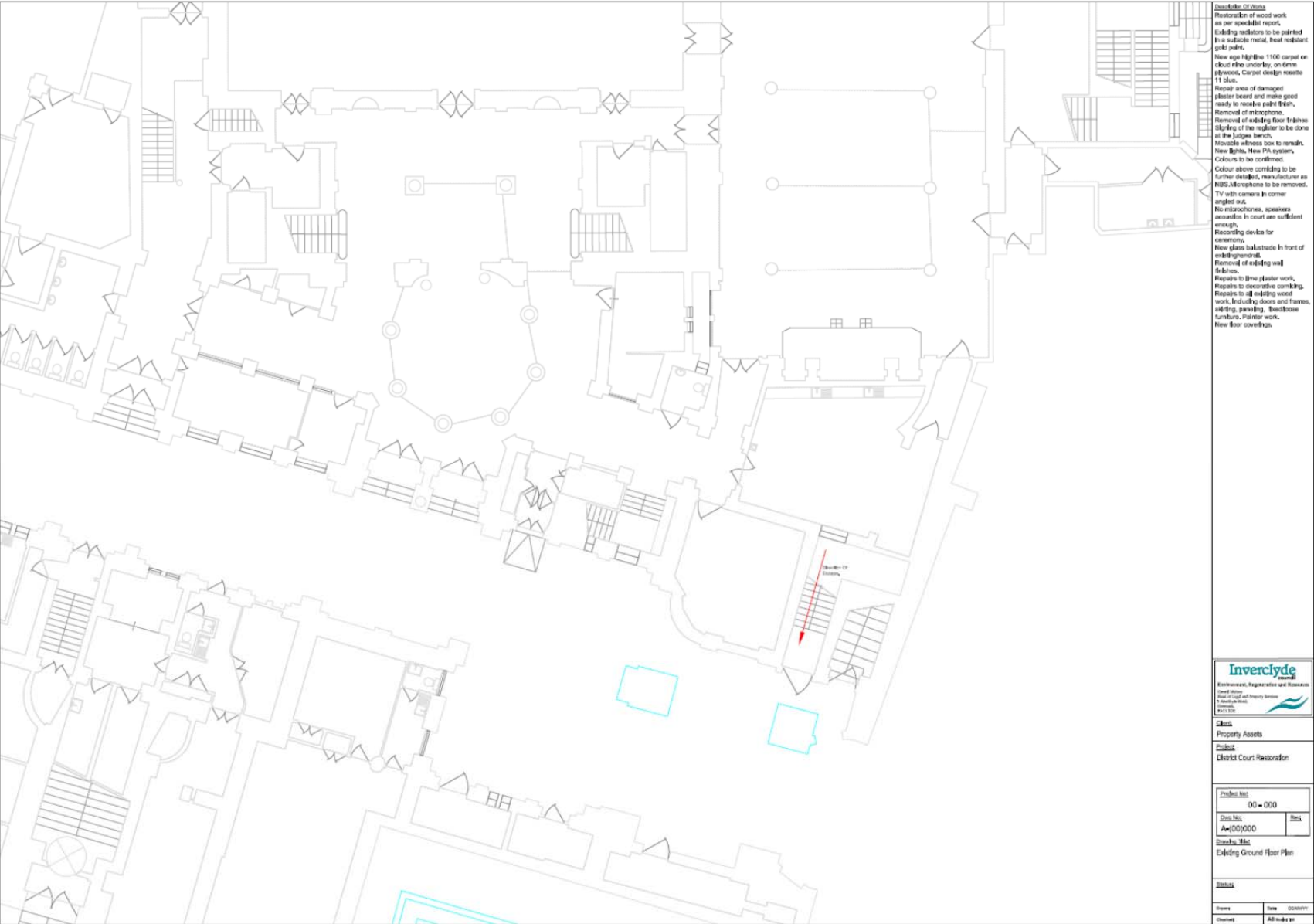
**Inverclyde council**  
 REGENERATION AND ENVIRONMENT  
 Andrew M Gerard B.Sc., F.R.I.C.S.  
 Head of Property Assets and Facilities Management  
 1 Aberfoyle Road,  
 Greenock,  
 PA15 3DE

**Client:**  
 Property Assets  
**Project:**  
 District Court Restoration

<b>Project No:</b> 13- 093	
<b>Dwg No:</b> AL(0)201	<b>Rev:</b>

**Drawing Title:**  
 General Arrangement Drawing

<b>Status:</b> Feasibility	
<b>Drawn:</b> MD	<b>Date:</b> 27/04/16
<b>Checked:</b>	<b>A3 Scale:</b> 1:100



**Details of Work**  
 Restoration of wood work as per schedule report, including sections to be painted in a suitable metal, heat resistant paint.  
 New age light 1100 carpet on about 150 sqm, on 6mm plywood, Carpet design roses 11 dm.  
 Repair area of damaged plaster board and make good ready to receive paint finish.  
 Removal of microphone.  
 Removal of existing floor finishes (slip of the register to be done at the Judges bench).  
 New lights, New PA system, Colours to be confirmed.  
 Colour scheme continuing to be further detailed, manufacturer as B&S, Microphone to be removed.  
 TV with camera in corner angled out.  
 No microphones, speakers according to court are sufficient enough.  
 Recording device for ceremony.  
 New glass balustrade in front of entry hall.  
 Removal of existing wall finishes.  
 Repairs to brick plaster work.  
 Repairs to decorative corning.  
 Repairs to all existing wood work, including doors and frames, siding, panelling, bedside furniture, plaster work.  
 New floor coverings.



**Property Assets**  
**Project**  
 District Court Restoration

**Project No**  
 00-000  
**Date Iss**  
 A-(00)000  
**Drawn By**  
 Existing Ground Floor Plan

**Status**  
**Drawn**  
**Checked**  
**Date** 02/08/11  
**Checked by** All Inverclyde

## **8.0 Means Of Fire Escape**

After discussions with building control, it is now unlikely that wall panelling will need fire treated as the room is essentially not changing.

There are two means of escape, one through the stairwell that adjoins Cathcart House and the other is through the Former Police Offices.

<u>Cost Estimate</u>	
<b><u>1. Roof and masonry repairs</u></b>	£ 16,700.00
Roof works	
Treat/repoint exposed brickwork	
<b><u>2. Windows</u></b>	£ 13,100.00
Renew windows to brides waiting room	
Renew high level windows and timber lintols	
remove bars from "holding area" windows	
<b><u>3. Coloured glass window</u></b>	£ 28,500.00
Repair feature painted glass window (3.00x6.00 approx)	
<b><u>4. Doors</u></b>	£ 6,100.00
Repair/refurbish internal doors (4nr double sets and 9nr single doors)	
<b><u>5. Plasterwork, cornices and pilasters</u></b>	£ 52,200.00
Remove artex from walls above panelling and skim	
Hack off areas of damaged plasterwork and renew in lime plaster	
Repairs to narrow corncing	
Repairs to feature corncing	
Renew section of lathe and plaster vaulted ceilings	
Isolated repairs to ornate ceiling	
<b><u>6. Radiators and pipework</u></b>	£ 15,700.00
Renew radiators, valves and adjust existing pipework	
<b><u>7. Lighting, power and rewiring</u></b>	£ 136,700.00
Rewire power/lighting, new feature lighting protective installation etc.	
<b><u>8. Rot works</u></b>	£ 56,300.00
Rot Works (await survey)	
<b><u>9. Decoration &amp; Floorcovering</u></b>	£ 49,300.00
Paint plastered walls	
Paint cornices	
wallpaper to bridal suite	
Paint balustrading	
Lift carpets/backings, new plywood to floors , new carpet	
Paint ornate ceilings	
Paint vaulted ceiling	
remove asbestos treads to stair nosings	
Paint radiator pipework	
<b><u>10. Timber panelling</u></b>	£ 49,800.00
Refinishing wall panelling and doors	
Refinishing judges bench and court table	
<b><u>11. Balustrade to gallery</u></b>	£ 10,600.00
New feature balustrade to gallery	
Renew backs of bench seating in gallery	
<b><u>12. Auxiliary area</u></b>	£ 20,000.00
Additional fittings/furnishing to brides waiting area	
Vanity unit to toilet	
Shelving to store	
New WC and WHB	
Alterations to supply pipes to WC	
Ventilation to brides waiting area	
<b>Surveys</b>	£ 5,000.00
<b>Building Warrant</b>	£ 5,000.00
	£ 465,000.00

All costs above include an allowance for fees