

# Public Hall Complex – Refurbishment Schedule Proposal – July 2018

## Scope

The refurbishment plans encompass six main areas:

- **Accessibility** – New platform lift from the foyer to the first floor, Refreshment Room and Main Hall, and on to the Council Chamber. Plus, a second platform lift from the Main Hall allowing access to the stage area.
- **Accessibility** – Provision of a new ‘Changing Places’ style WC facility which is truly wheelchair friendly and accessible. Additional improvements to the ground floor accessible toilet.
- **Usability** – Removal of the central stone wall in the Refreshment Room which currently bisects that room to make the space fully useable for a variety of activities. New Public Hall booking office in the main Foyer.
- **Catering** – Reconfiguration and enlargement of the existing Refreshment Room kitchen into a more comprehensive ‘semi-commercial’ kitchen with the ability to serve directly into the main Hall.  
New bar / refreshment servery in the Refreshment Room.
- **Fire Safety** – The upgrading to FD30s (fire regulations) of every door which exits onto the main Foyer and stairs. This protects the main exit route from the building. More than 12 doors are being upgraded plus additional doors for the new kitchen etc.  
Upgraded fire stopping windows to the Quimperle Room. This is a key safety improvement.
- **General Improvements** – Improved lighting throughout, suspended ceilings, new flooring to Refreshment Room, new kitchen, Long Room, main Foyer and stairs plus other areas. New sound reducing ceiling to the Long Room plus new double-glazed windows for sound reduction.

## Schedule

It was originally planned that the refurbishment works would take place during July and August 2018, and bookings for this period were deliberately reduced. However, since that time the scope of the works has increased due to the upgrading of the fire doors, as identified in our fire risk assessment, and the addition of a second platform lift in the Main Hall together plus the much-improved accessible toilet provisions.

The new programme of works has therefore extended the build time to a minimum of 16 weeks, which by starting on 30<sup>th</sup> July, adds an additional 4 weeks as a potential buffer for completion by Christmas.

After consultation with our contractor and analysis of the current room bookings to the end of 2018, and to minimise the impact as much as possible, the following schedule is proposed:

- Monday 30<sup>th</sup> July – Work starts on the refreshment Room. This room is central to much of the improvement works and where a large amount of the building work will take place. For this reason, this room will be out of action for the duration of the build.
- The structural work in the Refreshment Room will impact on the Long Room below and at this time the improvements in the Long Room will also commence.
- The Main Hall will be partially screened off to allow contractors rear access to the building, at the same time this gives us alternative free space to relocate some of the bookings being displaced by the works.
- Temporary screens are removed as required to allow larger existing Public Hall bookings to go ahead where possible.
- 17<sup>th</sup> September 2018 – With the exception of the New Liskeard Room the remainder of the Public Hall Complex will close for three weeks to allow the contractor to tackle the main entrance, Foyer and stairway. This closure is necessary due to Health & Safety from the scale of the works involved and because during that period the main stairway will be scaffolded, and it will not be possible for public access to the stairs and toilets. Plus of course emergency evacuation could be compromised.
- 8<sup>th</sup> October – The main entrance re-opens and access to the Hall, Quimperle Room, Mayors Parlour and Council Chamber is re-instated. It is also hoped that the Long Room may be partially useable at this point. This will enable the three larger October functions in the Main Hall to go ahead, if with some limitations.
- Work continues for the remainder of the programme with access to the Main Public Hall being maintained for larger events, again with some limitations.

## **Logistics and limitations**

- We will work as closely as possible with our hirers to assist with relocation during the fully closed period, 17/09/18 to 08/10/18.
- To allow for additional letting space during the build it is proposed that the large central tables in the Council Chamber be removed and stored to enable this room to be used for a wider variety of bookings.
- The Mayors Parlour would also be made available for smaller bookings.
- Disruption due to noise and movement of materials etc. is inevitable and we will work closely with our customers to gain their support and understanding.
- Additional staff hours may be required as bookings are relocated from room to room, and to manage the movement of furniture, stores and equipment etc. as the build progresses.
- As with any building works unforeseen delays can happen, however by starting four weeks early (July 30<sup>th</sup>) this builds in a certain amount of 'buffer' and our contractor is committed to hitting the target dates and understands the importance of keeping continuity for our hirers.
- Our contractor is currently working on a more detailed plan of works based on the schedule outlined above.

## **Conclusion**

The Public Hall refurbishment plans, which have been approved by Council, are not only exciting and comprehensive but are the first major works to be carried out on the complex in over two decades.

The works offer many improvements to the safety and sustainability of the building into the future, maintaining this invaluable asset for the town of Liskeard.

It cannot be denied that these works will cause disruption and inconvenience, however this will be the case at whatever time we carry them out and any delay in commencing the project will add increased costs from price rises in materials and labour.

## **Agenda item 7 Facilities Committee Meeting 17<sup>th</sup> July 2018**

**RECOMMENDATION:** That the Facilities Committee **APPROVES** the schedule and timings for the Public Hall Refurbishment Project as outlined above.