



COTSWOLD
District Council

Council name	COTSWOLD DISTRICT COUNCIL
Name and date of Committee	CABINET MEETING – 4 JUNE 2026
Subject	ABBERLEY HOUSE/CORINIUM MUSEUM ROOF REPAIR PROJECT
Wards affected	Abbey Ward
Accountable member	Councillor Patrick Coleman, Cabinet Member for Finance Email: Patrick.coleman@cotswold.gov.uk
Accountable officer	David Stanley - Deputy Chief Executive and Chief Financial Officer Email: david.stanley@cotswold.gov.uk
Report author	Alan Hope - Head of Strategic Housing, Property & Assets Email: alan.hope@cotswold.gov.uk
Summary/Purpose	The Purpose of the report is to update the Cabinet on the Abberley House Roof Repair Project and the seek delegated authority to proceed with the works post the procurement process.
Annexes	Annex A – Drawing of Abberley House/Corinium Museum Roof Annex B – Proposed Scope of Works for Roof Repair



Recommendation(s)	<p>That Cabinet resolves to:</p> <ol style="list-style-type: none">1. Agree that repair work to the roof is to be expedited2. Delegate authority to the Section 151 Officer, in consultation with the Cabinet Member for Finance, to receive quotations for the repair work and to instruct work to be carried out and to deal with minor matters arising during the works.
Corporate priorities	<ul style="list-style-type: none">• Delivering Good Services• Supporting Communities• Supporting the Economy
Key Decision	YES
Exempt	NO
Consultees/ Consultation	<p>Consultation has been held with:</p> <p>Officers responsible for</p> <ul style="list-style-type: none">• Leisure Contract with Freedom Leisure who operate the Museum,• Procurement• Property & Assets• Health & Safety <p>Tenants of the buildings affected.</p> <p>Further consultation may be carried out as the scope of the works evolves.</p>



1. EXECUTIVE SUMMARY

- 1.1** The roof covering the Cotswold District Council (CDC) owned buildings, Abberley House and the Corinium Museum is compromised in several locations, resulting in water ingress into the tenanted/occupied areas below, including the Corinium Museum and Abberley House upper floor offices.
- 1.2** As a result of the water ingress, the building is at risk of deterioration and CDC are at risk of increasing tenant dissatisfaction/losing tenants and therefore further rental income reduction.
- 1.3** The purpose of this report is to brief Cabinet and seek their approval to proceed with roof repairs.

2. MAIN POINTS

- 2.1** The roof coverings over Abberley House and the Corinium Museum are compromised and require remedial work. Diagram 22-097-100 in Annex A show the roof zones in relation to the buildings.
- 2.2** CDC have employed J S Slater Building Surveyors, a Cirencester based Building Surveying Consultancy with extensive experience of Heritage Buildings, to carry out an inspection of the roof and to recommend remedial actions. J S Slater are developing a scope of works for the roof remedial work, a draft of which is included in Annex B.
- 2.3** Subject to Approval to Proceed, the roof remedial work will be procured using a competitive process managed by the CDC/Publica Procurement team.

3. ALTERNATIVE OPTIONS

- 3.1** The Council could choose to take no action. However, advice received from J S Slater, an established Building Surveying Consultancy with experience of heritage buildings, confirms that the works identified within the Scope of Works are necessary. Failure to undertake these works is likely to result in continued and potentially accelerated deterioration of the building's fabric.
- 3.2** Permitting the building to deteriorate further is likely to have an adverse impact on tenants and on the rental income received by CDC, and may result in increased costs of repair at a later date.



4. CONCLUSIONS

- 4.1** It is recommended that the roof repair works are put to the market for competitive quotations in accordance with CDC Procurement policies and that the works are carried out.

5. FINANCIAL IMPLICATIONS

- 5.1** The 2026/27 Budget includes a general provision of £0.4m within the capital programme for Asset Management. In addition, it is anticipated that a further £0.2m of unspent budget from 2025/26 will be carried forward into 2026/27, subject to approval as part of the 2025/26 year-end outturn process.
- 5.2** It is proposed that the roof remedial works are funded from this combined allocation. The final estimated cost of the works will be confirmed following completion of the procurement process.

6. LEGAL IMPLICATIONS

- 6.1** The council has a duty to keep its buildings in good repair for the safety of the building's occupiers and visitors, as well as to maintain the value of its assets. In this instance, deciding not to do the required repairs could drive tenants away but could also bring claims against the council.
- 6.2** As enforcer in a number of areas of law, the council should make sure it complies with all legislation or face reputational damage.
- 6.3** As mentioned earlier in this report, the council will need to follow its procurement rules as detailed in its constitution.

7. RISK ASSESSMENT

- 7.1** Failure to proceed with the Roof Repair Works may result in further deterioration of the building's fabric, potential loss of tenants, reduced rental income, and increased costs associated with future remedial works. In the longer term, this could give rise to health and safety risks. These risks would be mitigated through the implementation of the works identified within the Scope of Works currently being developed by J S Slater.
- 7.2** There is a risk that the cost of the works may exceed the available budget provision. In light of significant inflation within the construction sector following the COVID-19 pandemic, and ongoing market volatility influenced by recent geopolitical events,



including the conflict in Iran, it is difficult to accurately predict final costs in the current challenging environment. This risk will be mitigated through an open and competitive procurement process, designed to achieve an appropriate balance between quality and cost, in accordance with the Procurement Act 2023.

- 7.3** There is a risk of limited market interest from service providers. The construction supply chain has been adversely affected by challenging economic conditions since the COVID-19 pandemic in 2020. High-quality contractors are often operating at capacity and are therefore more selective in the projects for which they tender. Due to its heritage nature, this project may be considered too large and/or complex for some roofing contractors, while at the same time being too small for some general contractors. This risk will be mitigated through pre-tender market engagement with contractors to raise awareness of the opportunity and gauge levels of market interest.

8. EQUALITIES IMPACT

- 8.1** None anticipated.

9. CLIMATE AND ECOLOGICAL EMERGENCIES IMPLICATIONS

- 9.1** The roof of the Abberley House/Corinium Museum buildings has not formed part of the Solar Strategy previously implemented by CDC. However, it is proposed that, during the course of the roof repair preconstruction works, an assessment be undertaken to determine the suitability of incorporating such measures, and that a business case evaluation be carried out where appropriate. If programme and budget considerations allow, any approved decarbonisation measures would be incorporated into the project. However, given that the roof is currently compromised and requires repair, it is considered undesirable to delay the necessary repair works. As a listed building, the roof structure and configuration may not be suitable for photovoltaic (PV) installation.

10. BACKGROUND PAPERS

- 10.1** None

(END)