

REPORT TO BUCHAN AREA COMMITTEE – 21 NOVEMBER 2017

HISTORIC ASSET MANAGEMENT PROJECT ANNUAL UPDATE

1 Recommendations

The Committee is recommended to:

- 1.1 Note and make comment on the annual update on the Historic Asset Management Project.**
- 1.2 Continue to support the approach taken by the Historic Asset Management Project.**
- 1.3 Note that an annual update will be submitted annually to this Committee.**

2 Background / Discussion

- 2.1 Area Committees were last reported to in June 2016 and the Infrastructure Services Committee (ISC) on 6 October 2016. Members were informed of the completion of the Historic Asset Management Project (HAMP) data base and agreement was sought for the commencement of the maintenance programme. It was agreed at these Committees that an annual update to Area Committees and ISC on the HAMP project work would be reported. This report provides an update to Members on the work of the project now 12 months on, with the repair and maintenance programme well underway.
- 2.2 The HAMP has an allocated budget of £200,000 per year. There are over 500 non-operational historic assets in Council ownership on the HAMP list. For the 2016/17 financial year, this budget was fully spent in line with project requirements. Table 1 below shows projects completed since September 2016. The budget for 2017/18 has also been fully committed, with the project at Kincardine O' Neil Old Church taking up a significant proportion of the allocation. HAMP staff are working through the priority list, bringing forward principally those sites with a health and safety score, as per agreed survey criteria. An explanation of the criteria is attached in Appendix 1.

Table 1 HAMP Projects Completed since October 2016, shown in order of completion

Asset	Works	Area
Completed Projects (October 2016 – March 2017)		
Bronchal Well, Aberchirder	Masonry & timber repairs	B&B
New Pitsligo War Memorial	Repointing and cleaning	B

Tarland Old Kirk	Bellcote removal	M
Market Cross, Inverbervie	Repairs and re-render	K&M
Fife Gates, Duff House, Banff	Repairs, new sections & repainting	B&B
Completed Projects (April 2017- current)		
Auchterless Old Kirk	Ivy removal and repairs to gable, bell and bellcote	F
Kincardine O Neil Old Church	Full repairs and consolidation of all four walls of Old Church	M
Turriff Market Cross	Emergency repair works to repair loose finial	F
Ramsay Burial Aisle, Newmachar	Repointing and repairs to loose stone blockwork and repair of marble memorial plaques	G
Biggar Fountain, Banff	Stone replacement, repairs & cleaning	B&B
Inverurie Symbol Stones	Removal from site and stone conservation	G
Banchory Watchtower	Patch repair render and slates	M

2.3 The repair works at Kincardine O' Neil Old Church commenced in April 2017 and were completed in September 2017. This is the first time HAMP has repaired an entire church structure (four walls, gable ends, but no roof). It has cost a total of £120,000 to make safe the walls and fully repair the structure so that no further repair work will be required for a considerable amount of time. As a direct consequence, the budget for 2017/18 is now fully committed and apart from the projects listed as on going in Table 2, no new work will be undertaken for the remainder of this financial year.

2.4 Ivy removal work carried out at Auchterless Old Parish Church, comprised complete removal of ivy on the gable end of the church, as well as ivy treatment on two sections of wall. The removal of the ivy uncovered an original Dutch bell, dating to 1644, and has relieved the B listed structure of a considerable amount of weight. This was the first time the HAMP project had undertaken ivy removal work; the project has identified a further 3 sites where similar ivy work is required.

2.5 During the past 12 months, as a direct result of projects being undertaken, we have not only been able to see physical improvements to the non-operational historic assets in Council ownership, but are also in a position going forward, to allocate the budget more accurately; we now know from our completed projects, how much a project for specific types of works is likely to be.

Table 2 – HAMP Ongoing Projects for 2017/18

Asset	Current situation	Area
Macduff Town Cross	Awaiting architect's scheme for removal of crenellations and new railings installed to alleviate weight on viewing platform.	B&B
Maryculter Old Parish Church Churchyard	Out to tender for repair works to burial aisle structure in churchyard.	K&M
St John's Church and Churchyard, Gamrie	Structural and archaeological survey work ongoing to help prioritise and cost repair works.	B&B
Meldrum Burial Aisle, Marnoch	Awaiting outcome of genealogy search to try and trace a living descendent. Significant repair works required (at significant cost).	F

2.6 A number of potential projects have been identified for 2018/19 shown in Table 3 below. These will be dependent on budget and deliverability. They have been allocated based on the HAMP prioritised health and safety scoring system used in the surveys (see Appendix 1).

Table 3 – HAMP Proposed Projects for 2018/19

Asset	Works required	Area
St John's Church and Churchyard, Gamrie	Repairs scheme to church structure and boundary walls	B&B
St Brandon's Graveyard, Inverboyndie	Repair works to burial vault and boundary wall	B&B
Kennethmont Old Church Churchyard	Ground stabilisation, repair works to burial aisles and boundary wall.	M

Kildrummy Old Churchyard	Repairs to St Bride's Chapel and burial vaults	M
Inverbervie Old Church	Ivy removal and potential stone repair	K&M
Migvie Stone	Temporary removal from site, stone cleaned & new display solution required	M
The Bass, Inverurie	Tree works, rabbit removal and ground works to stabilise surface of structure	G

- 2.7 There may be other smaller scale projects, both urgent and non-urgent, that come forward as unforeseen issues arise with certain sites. In addition to enabling those project listed above, HAMP contributes financially to Roads and Landscape Services for historic bridges work. It also provides a degree of financial support to other Council work such as the Tullich Church and Symbol Stones project, the Vinery Options Appraisal and the Inverurie Symbol Stones project.
- 2.8 This report is intended as a summary update on the HAMP project. Should Members require any further information about the project or sites mentioned in this report, please contact the HAMP Project Officer: Frances Swanston, frances.swanston@aberdeenshire.gov.uk
- 2.9 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report and are satisfied that the report complies with the Scheme of Governance and relevant legislation. Their comments have been incorporated into the report.

3 Scheme of Governance

- 3.1 This report is being presented to all six Area Committees and following this, to the Infrastructure Services Committee on 25 January 2018, under the provisions of paragraph B.1.2 of the Scheme of Governance. This follows a decision taken at the ISC meeting of 6 October 2016 that there would be an annual update on the HAMP project to all Area Committees and to ISC.

4 Implications and Risk

- 4.1 Aberdeenshire Council is aware of its duties under the Equality Act 2010 and in particular the Public Sector Equality Duty. An Equality Impact Assessment is not required because the reason for the report is for the committee to note and consider and there will be no differential impact, as a result of the report, on people with protected characteristics.
- 4.2 There are no direct staffing implications arising from this report. The HAMP budget of £200,000 is a Revenue budget and is allocated from the

Historic Environment budget line. The budget for 2017/18 is fully committed on a number of projects in addition to the work that took place at Kincardine O' Neil. Should any unexpected, urgent works be required to any historic assets, a further budget would need to be sought.

- 4.3 No risks have been identified as relevant to this matter on a Corporate or Strategic Level in terms of the Aberdeenshire Council Risks Register. There are on-going operational health and safety risks with historic structures in Council ownership, which this project seeks to address by carrying out the prioritised system or repair and maintenance.
- 4.4 The content of this report has been considered against the Town Centre First Principle and would have no impact upon the town centres listed, therefore a Town Centre First Impact Assessment is not required. The sites listed in the tables in this report are not within the town centres of any of the towns listed in the Local Development Plan (Peterhead, Fraserburgh, Inverurie, Westhill, Stonehaven, Ellon, Portlethen, Banchory, Turriff, Huntly, Banff, and Macduff) where the principle applies. There is great potential for historic assets located in town centres to impact in a very positive way. The projects proposed for 2018/19 are not located in any of the defined town centres, but the HAMP project does have assets on its list that are.

Stephen Archer
Director of Infrastructure Services

Report prepared by Frances Swanston, Environment Planner/Project Officer, Historic Asset Management Project
Date 31 October 2017

Appendix 1 - HAMP Survey Criteria – Summary of prioritisation process

Site surveys were carried out using a specially devised app on a GPS-enabled tablet and the data was later exported into an Excel spreadsheet. Survey outcomes were assigned a numerical value in terms of need for maintenance across a variable number of potential criteria including wall and roof condition, rainwater goods, vandalism and ivy damage. This score enabled a basic ranking in terms of maintenance required for each heritage asset; Shire wide.

A health and safety score was also assigned to each asset, ranking between 0 and 3. It was considered that sites with a health and safety score, and therefore an associated risk or concern, would be addressed as soon as possible.

Prioritised Heritage Asset List

Numerical coding was used to highlight any necessary works identified during the survey. This allows for quick and easy visual differentiation across different criteria pertaining to any single asset.

- 5 – Major Structural Damage
- 4 – Immediate Repairs Required
- 3 – Significant Maintenance
- 2 – Minor Issues
- 1 – No Immediate Maintenance

Stage 1

Stage 1 scores were generated by totalling all the assigned condition coding's resulting from the Phase 1 Surveys, excluding health and safety. Each survey instrument has different series of questions so a different maximum score can be achieved. The maximum Stage 1 Score which could be achieved for each survey category:

- Buildings = 35
- Graveyards = 25
- Monuments = 30

In order to proportionally prioritise each individual asset, irrespective of sub category, a standardised scoring system was determined.

The Stage 1 percentage is generated using the formula of:

$$\text{Calculated Score} / \text{Maximum Score} \times 100$$

Scores resulting from this calculation allow further prioritisation of assets.

Stage 2

The Stage 1 prioritised list was then ranked in terms of health and safety scoring. Assets considered to have health and safety issues were automatically placed at the top of the priority list, regardless of scores generated at Stage 1. Assets without a noted health and safety risk, and therefore score, were also subject to this further grading method.

A total percentage was then generated using the above formula, but incorporating the scoring taken from the health and safety score. This health and safety grade was added to the Stage 1 Score and then the formula applied again. The maximum potential for this stage is:

Buildings = 40
Graveyards = 30
Monuments = 35

Scores resulting from this calculation allow an advanced prioritisation of assets to be completed. The requirement for this Stage 2 process enables not only all assets to be equal, but also highlights those with an associated health and safety risk. The final result is therefore a single prioritised list for all assets, with health and safety risks having precedence.