



Title of Report:	Ballykelly Community Portacabin
Committee Report Submitted To:	Leisure & Development Committee
Date of Meeting:	19th January 2021
For Decision or For Information	For Decision

Linkage to Council Strategy (2019-23)	
Strategic Theme	Resilient, Healthy & Engaged Communities
Outcome	Council will work to develop and promote stable and cohesive communities across the Borough
Lead Officer	Community & Culture Manager Community Facilities Development Officer

Budgetary Considerations	
Cost of Proposal	£23, 500 from the 2020 /21 Budget.
Included in Current Year Estimates	Yes
Capital/Revenue	Revenue
Code	N/A
Staffing Costs	N/A

Screening Requirements	Required for new or revised Policies, Plans, Strategies or Service Delivery Proposals.		
Section 75 Screening	Screening Completed:	Yes/No	Date:
	EQIA Required and Completed:	Yes/No	Date:
Rural Needs Assessment (RNA)	Screening Completed	Yes/No	Date:
	RNA Required and Completed:	Yes/No	Date:
Data Protection Impact Assessment (DPIA)	Screening Completed:	Yes/No	Date:
	DPIA Required and Completed:	Yes/No	Date:

1.0 Purpose of Report

The purpose of this report is present a Strategic Outline Case in relation to the community portacabin located on Council owned land in Ballykelly.

2.0 Previous Reports

In August 2020 an Information Report was presented to Elected Members to provide information about the current situation with the community portacabin located on Council owned land in Ballykelly. As advised and in line with Council's procedures for assessing need for community facilities a Strategic Outline Case has now been completed.

3.0 Background

Council is the freehold owner of the lands which form park of Kings Lane Playing Fields. The portacabin was gifted by the Ministry of Defence for community benefit.

The land was leased to Ballykelly Youth and Community Association Limited for a period of 99 years on 15 November 2003. In January 2017, having failed to return appropriate paperwork to Companies House the lessee became a dissolved Company and the remaining term of lease and leasehold interest reverted to the Crown. Council's legal team wrote to the Crown to seek Crown disclaimer of the lease to allow the leasehold interest of land (including portacabin) to merge and be re-incorporated into Council's freehold folio. The Crown has disclaimed their interest in the lease and the leasehold folio will now be merged into Council's freehold folio at the Land Registry in order to release Councils' freehold folio from the burden of the lease.

A new group, Ballykelly Residents Association formed in early 2020, has expressed an interest in taking on responsibility for the portacabin. The new group has retained the key and continued to use the portacabin as a follow on arrangement from the previous Ballykelly Youth and Community Association and has building and contents insurance in place for the portacabin, although their use of the portacabin has been curtailed due to Covid-19.

4.0 Strategic Outline Case

A Strategic Outline Case attached at Annex A has been prepared which details the current position and gives initial consideration of the options to allow Council to decide on how best to proceed.

A full Fire Risk Assessment has been carried out along with a Building Condition Report. The Condition Report containing a Budget Estimate of Costs is attached at Annex B.

The Options considered in the Strategic Outline Case are as follows:

Option		Capital Cost (one off)	Revenue Cost (annual)
1	Do Nothing	£0	£0
2	Shared Management Agreement with Ballykelly Residents Association & carry out essential works only	£11,700	£2,000 CD Support Grant £2,000 Annual Maintenance Budget
3	Shared Management Agreement with Ballykelly Residents Association & carry out essential works and energy saving measures	£21,500	£2,000 CD Support Grant £2,000 Annual Maintenance Budget
4	Lease to Ballykelly Residents Association & carry out essential works only	£11,700	£2,000 CD Support Grant
5	Lease to Ballykelly Residents Association & carry out essential works and energy saving measures	£21,500	£2,000 CD Support Grant
6	Close Centre and removal of cabin	£0	Legal and Land Disposal Costs Unknown

The benefits and risks of the options are considered in the SOC and in summary:

- Ballykelly Residents Association has been operational for approximately one year with an active committee of volunteers and has delivered a range of services both prior to and during the pandemic. These include a Youth Club (with upto 50 children and young people attending on a weekly basis), a Ladies Group and a Parent and Toddler group.
- The group recently carried out a community consultation exercise; a luncheon club and weekly bingo for seniors were the two most popular activities requested. They have also had a significant number of enquiries in relation to birthday parties and family events, all of which they would hope to accommodate post Covid-19.
- While there are some other community facilities in the Ballykelly area, there is a clearly identified need for this facility in its location next to a large housing area that can accommodate a range of activities for a range people, in a neutral, affordable setting.
- In its current condition it is likely that the facility will decline rapidly within 3-5 years, however with the necessary works completed, the lifespan of the portacabin could be approximately 15 years.
- Essential works and energy saving measures at a one-off cost of £21,500 as detailed in the Condition Report of September 2020 could be undertaken from existing 2020/21 & proposed 2021/22 maintenance budgets with circa £2,000 being created in a facility budget for minor repairs, insurance and legionella checks etc.

- Ballykelly Residents Association has expressed a strong preference to enter into a Shared Management Agreement with Council for the facility.

The Shared Management Agreement is the current operating model for the five community operated Council community centres in Greysteel, Magilligan, Rasharkin, Stranocum and Ballybogey. The Agreements between the community groups and Council are for a period of 10 years with an allowance for periodic reviews at the request of either party. Council is responsible for maintaining the internal and external structure and fabric of the facility, providing building insurance and ensuring that statutory maintenance requirements are met as well as carrying out regular maintenance inspections. The community group is responsible for taking bookings, opening and closing the facility, ensuring that all Council policies and procedures are followed, and that appropriate risk assessments and weekly health and safety checks are carried out.

The group would continue to work with Councils Sport & Wellbeing Facilities Manager and Community Facilities Development Officer to develop their capacity in operating the facility and in providing opportunities for the community to meet, stay active, learn new skills and volunteer.

5.0 Recommendation

It is recommended that Members approve Option 3: Enter into a Shared Management Agreement with Ballykelly Residents Association for operation of the portacabin at Kings Lane Playing Fields & complete essential works and energy saving measures as detailed in Condition Report of September 2020 at a cost of £21,500 from existing 2020/21 & proposed 2021/22 maintenance budgets.

NI 100 Summary of Programme Costs

Theme	Total Projected Cost	Potential Contribution from Service Area
Heritage & Culture	235,900.00	27,025.00
Great Northern Ireland Minds and Innovation	77,000.00	77,000.00
Sport & Wellbeing and Community Development	7,865.87	7,415.87
Food, Drink and Entertainment	10,000.00	10,000.00
<u>Overall Total Cost</u>	<u>330,765.87</u>	<u>121,440.87</u>

Overall Project 20/21 to 21/22	£	
Total Project Cost	330,765.87	
Contribution From Service Area	121,440.87	
Possible External Funder(Subject to change)	98,325.00	
		** subject to change - dependent on NHLF application.
Net Cost to Council**	111,000.00	

20/21 Financial Year	£
Total Project Cost	17,700.00
Contribution From Service Area	9,675.00
Possible External Funder(Subject to change)	8,025.00
Net additional Cost to Council**	

21/22 Financial Year	£
Total Project Cost	313,065.87
Contribution From Service Area	111,765.87
Possible External Funder(Subject to change)	90,300.00
Net additional Cost to Council**	111,000.00

Additional Net Cost to Council	Possible External Funder
111,000.00	97,875.00
0.00	0.00
0.00	450.00
0.00	0.00
<u>111,000.00</u>	<u>98,325.00</u>

Service Area	Project Reference	Theme
L9E10B4:L12B4:L12B5 Community & Culture (Good Relations)	HC1	Heritage & Culture
Community & Culture (Museums)	HC4	Heritage & Culture
Community & Culture (Museums) – see below for discussion)	HC6	Heritage & Culture

Community & Culture (Museums)	HC7	Heritage & Culture
Community Development	HC13	Heritage & Culture
Community & Culture (Museums & Good Relations)	HC18	Heritage & Culture
Community & Culture (Arts) & Democratic services	HC19	Heritage & Culture
Civic Facilities, Community & Culture (Arts) & Democratic services	HC20	Heritage & Culture

Tourism & Recreation & Environmental Services	HC21	Heritage & Culture
Democratic Services	HC24	Heritage & Culture
Environmental Services	HC26	Heritage & Culture

Community & Culture (Museums)	HC27	Heritage & Culture
Community & Culture (Museums)	HC28	Heritage & Culture
Community & Culture (Museums)	HC29	Heritage & Culture
		Heritage & Culture

		Great Northern Ireland Minds and Innovation
Prosperity & Place	NIMI4	
Prosperity & Place	NIMI5	Great Northern Ireland Minds and Innovation
		Great Northern Ireland Minds and Innovation

Democratic services	SW/CD2	Sport & Wellbeing and Community Development
(Sport & Wellbeing)	SW/CD3	Sport & Wellbeing and Community Development

(Sport & Wellbeing)	SW/CD4	Sport & Wellbeing and Community Development
		Sport & Wellbeing and Community Development

Prosperity & Place	FDE1	Food, Drink and Entertainment
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Food, Drink and Entertainment

NI 100

Project Title	Project Description	Proposed Date of Event
Ethnical and Shared remembering programme (Good Relations)	Shared History / commemorations workshops using Ethical framework approach. Workshops that highlight the complexities of the time, the versions of history and narratives that exist, and the importance of dialogue that is constructive and balanced. The project aims to provide an understanding of issues around remembering on an ethical basis to ensure that remembering can be as shared as possible. The project explores the key dates and addresses the sensitivities around each.	Apr-Jun 2021
Partition in Ireland:Partition of Ulster exhibition	Touring exhibition programme with a focus on exploring the period 1919 - 1922 and local connections with Anglo Irish War/Irish War of Independence, Partition, Anglo Irish Treaty and Irish War of Independence. Content being completed under PIV Understanding Our Area. Exhibition content has been produced through PIV Understanding our area and developed under the Principles for Commemoration developed by HLF and CRC. To that end the content provides content and multiple perspectives,= of a complex period in our history. A number of local people have contributed their stories and private collections to the content	May 2021 - Mar 2022
*100 years - Our Famous sons and daughters ' community engagement and exhibition programme phase 2	Cross cutting all themes this exhibition would showcase the achievements of individuals and groups in the last 100 years. Nominations based on agreed criteria would be sought through social media and press campaigns.	Exhibition design and print spring 2021 subject to budget approval Available for events May 2021subject to budget approval

American Research Project** see row 32	Explore the connections this Borough has in shaping America including US presidents, industries & commerce, culture and sports. Celebrating our people and their places through showcasing connections with the diaspora including American connections	Research brief issued March 2021 subject to budgets being approved research and writing 6 months Design and print 2 months
Community Grant Programme	Community Grant programme to facilitate the opportunity for community and voluntary groups to further the strategic objectives objectives of the overall programme by celebrating people, places and products through community, cultural and sporting activities and would provide an opportunity for good relations activities and build awareness of the anniversary	Dec 20 Lead in for Apr 21 - Mar 22
Booklet	Booklet commissioned to celebrate 100 years of NI and the events/people of Causeway Borough. CRC/HLF guidelines being followed to ensure multiple perspectives - this would be given out to families with children in the Borough. This would be tied into the 4 themes of theNI100 programme	Apr-21
Art Exhibition	Display a selection of council art to celebrate the changes of the past 100 years, showcasing council's art collection; celebrating our shared cultural history and legacy; promoting awareness of the anniversary year.	Apr-21
Stain Glass	Stain Glass window produced in Coleraine Town Hall to mark centenary. This project utilises the centenary to celebrate our people, places and cultural talent; promote a shared understanding of collective history; building awareness of anniversary. Project involves creative workshops with community members with artist and historian to create imagery to be used in stained glass final piece	Apr-21

Tree Planting	<p>Deciduous woodland offers local schools and the community a fantastic opportunity to work with and understand the areas natural habitat. Large swathes such as the field adjacent to eg Camus in Coleraine, or the meadow at Tow River Ballycastle could be developed as outdoor classrooms to allow school and community engagement over a long period of time</p> <p>Space for 100 trees exists at a number of locations under Council ownership and as such potential siting and community engagement models will require further development.</p> <p>Will improve visual amenity, help combat climate change, tie in with DAERA ambition to plant 18million trees over the next 10 years</p> <p>Site and species identification as well as programme timetable to be developed</p>	Apr-21
London Event	Explore delivering an event in London with the Hon Irish Society/City of London to mark centenary	tbc
Flowerbeds	This project commemorates the 100th anniversary in a tangible manner. A number of existing flowerbeds could be 'designated' NI100 beds for 2021 with associated signage.	tbc

<p>University of Ulster Media students graphic novel project for NI100</p>	<p>UU led - An opportunity to see the NI100 programme being used to support University curriculum and students portfolios and in return Council benefit from resources to reach new audiences and showcase the Borough. this includes students creating a graphic novel for their own age groups on aspect of achievements during last 100 years</p>	<p>May-21</p>
<p>University of Ulster Media students interactive video projects for NI100</p>	<p>Led by the University, Ulster University students will use the achievements if the first 100 years of Northern Ireland to showcase the borough, through a series of interactive video productions. The project will build awareness with a young adult audience who would not otherwise engage with other planned programme activities, while supporting students in terms of media project objectives/targets</p>	<p>May-21</p>
<p>NHLF Shared History Fund: <i>'Connecting Threads - 100 years of sharing our histories'</i> ** (working title) Includes Stained Glass & American Research Project</p>	<p>Museum Services plan to use the diverse S. Alex Blair collection bequested to Ballymoney Museum to inspire creative responses to our histories, working with our communities across the Borough. The rich collection contains material relating to his works on a wide variety of appropriate themes: women, civil rights, agriculture, education, sports, literature, arts, American connections as well as the history of local industries. Project will include documentation, exhibititions, digitised archives, workshops and creative installation and will support the production of a book (American Connections HC7 project)</p>	<p>tbc</p>
<p>Total</p>		

<p>NI 100 Innovation Grant</p>	<p>Council already provides an Enterprise Fund grant for new start ups and those businesses under two years old.</p> <p>It is proposed to either:</p> <ul style="list-style-type: none"> • Retain the level of funding and rebadge/rebrand for the year of NI 100, and focus on innovation • As above, but with a significant increase in budget to capture a wider audience of applicant, for 2021 only. <p>This could also double as an attractive stimulus in what could be a tricky year for business starts. Bank lending may well be reduced; there are few grants with relatively low levels of caveats; business start enquiries are always higher in periods of recession or increased joblessness.</p>	<p>Autumn 21</p>
<p>Support for Chamber event- potentially rebadging existing dinner event if Chamber is willing</p>	<p>Causeway Chamber holds a President's Dinner every two years. The Chamber's annual dinner is renowned as the premier business networking event in the Causeway Coast & Glens, attended by business leaders and key influencers.</p> <p>Council supports this via a contribution of £1,000, and attendance is usually around 200 people. A potential suggestion is to increase funding and engage with the Chamber to theme the evening around NI100 material which could already be in place before the event – displays, famous sons and daughters, video material from other aspects of the project. - SUBJECT to consultation with Chamber</p>	<p>Apr-Jun 2021</p>
<p>Total</p>		

Freedom for the Royal Portrush	This project will acknowledge the contribution of Royal Portrush Golf Club to the outstanding success of the Open Golf Championship in July 2019 (already agreed as project by council) and will build on the legacy of the tournament which attracted so many visitors to the Borough.	21st May 21
Heritage Games (linked to Play)	<p>Delivery Mechanism: Primary Schools' Project content: Delivery of school yard games played over the last 100 years (research needed) e.g. hopscotch, skipping, conkers, statues, marbles, rounders etc (congruent with controlled and maintained sectors)</p> <p>Promotion of play as a celebratory event, illustrating how school games and play have developed over the past 100 years and how many of the games they still play date back through many generations. (school and community settings) – make sessions more relatable by linking to grandparents / great grandparents etc.</p> <p>Use the in-school event as an education tool to demonstrate unstructured play and imagination with a child centric focus</p>	Apr- Jun 21

<p>Mary Peters Centenary Games</p>	<p>Highlight Causeway Borough via the celebrating of a Northern Ireland Icon by hosting an event in her honour. A world renowned athlete who brought much need joy to Northern Ireland during a difficult time.</p> <p>Delivery Mechanism: Post Primary Schools'</p> <p>Project content Based around the Heptathlon events of 100m Sprint, High Jump, Shot Put, 200m, Long Jump, Javelin throw and 800 metres. By competing in the Olympics, Mary brought the country together, therefore the overriding theme will be sport for all</p> <p>Promotion of sport as celebratory event to bring schools together again following a period of postponement and lack of inter-school competition and interaction due to the Covid pandemic.</p>	<p>Apr- Jun 21</p>
<p>Total</p>		

<p>Celebration of local agriculture, producers, agri-food and suppliers</p>	<p>Taste Causeway is a Collaborative Network based around the food offer in the area. It is funded by Invest NI, through its programme of the same name, and some supplementary funding is given by Council each year.</p> <p>Two options: Use the existing market infrastructure or similar to showcase the produce from an area which is well known for its agricultural output and heritage; this could be included within the existing calendar, but with a specific food based event. Similar option to include within the remaining agricultural shows.</p> <p>Develop a series of video content showcasing the same, useable by Council, the producers/sellers, or any other interested party. This content could be branded with NI 100 logos etc, and released via youtube etc.</p>	<p>Late Summer 21</p>
<p>Total</p>		

Overall Total
20/21 Totals
21/22 Totals

Budgeted Financial Year	Feasibility Analysis-Deemed Deliverable	Total Projected Cos	Potential Contribution from Service Area
21/22	Yes	2,000.00	500.00
21/22	Yes	3,000.00	3,000.00
21/22	Yes	4,500.00	4,500.00

21/22	Subject to funding being sourced it can proceed	15,000.00	
21/22	Yes- Subject to Budget	80,000.00	0.00
Book research & Script writing split over 20/21 & 21/22 Print budget not secured	Yes The first and second stages have budgets from GR against them . Online copies can be made available with potential match funding from GR for print	15,000.00	7,500.00
21/22	Yes dependent on Art team staffing	0.00	
21/22	dependent on Art team staffing	20,000.00	

21/22	Yes	11,000.00	
21/22	yes	1,500.00	0.00
21/22	Yes	500.00	500.00

21/22	Yes	0.00	
21/22	Yes	1,500.00	1,500.00
21/22	Subject to successful outcome of NHLF	64,800.00	
		235,900.00	27,025.00

21/22	yes	75,000.00	75,000.00
21/22	Yes	2,000.00	2,000.00
		77,000.00	77,000.00

21/22	yes	5,000.00	5,000.00
21/22	yes - Pending confirmation of Sport & Wellbeing budget for 2021/22	1,025.20	1,025.20

21/22	yes - Pending confirmation of Sport & Wellbeing budget for 2021/22	1,240.67	1,240.67
		7,865.87	7,415.87

21/22	Yes	10,000.00	10,000.00
		10,000.00	10,000.00
		330,765.87	121,440.87
		17,700.00	9,675.00
		313,065.87	111,765.87

Additional Net Cost to Council	Possible External Funder	comments
0.00	1,500.00	
0.00		
0.00		

	15,000.00	
80,000.00		
0.00	7,500.00	
		TEO GR funding
0.00		
20,000.00		

11,000.00		
0.00	1,500.00	
0.00		

0.00	0.00	Ulster University
0.00	0.00	Ulster University
0.00	64,800.00	
111,000.00	97,875.00	

0.00		
0.00		
0.00	0.00	0

0.00		
0.00		

0.00			
0.00	450.00		

0.00		
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0.00	0.00	
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111,000.00	98,325.00
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0.00	8,025.00
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111,000.00	90,300.00
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22nd September 2020



Survey Report - **Kings Lane Community Centre, Ballykelly**

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Introduction

Inspection

A survey of the building was carried out on Thursday 22nd September 2020. The purpose of this survey was to establish the condition of the fabric of the building for continued use.

Restrictions on Survey

We carried out a visual inspection only, no intrusive or opening up works were carried out. Our inspection was restricted by fitted kitchen units, wall and floor coverings, etc. Similarly, our inspection of the roof was limited as it was not possible to access the roof safely.

Building Construction

The inspected building is of volumetric construction, timber clad, has a pitched steel profile sheeting roof and timber floors.

Exterior

Walls

Exterior walls are timber clad and painted with textured exterior paint. They are generally sound with some evidence of water penetration due to poor condition of rainwater good – many downspouts missing and damaged gutters.

A full external re-decoration would prolong useful life of building and avoid any costly repairs due to water ingress



Figure 1 – Exterior walls requiring re-decoration



Figure 2 – Rear exterior wall requiring re-decoration

Roof

Roof would have originally been timber decked and overlaid with mineral felt. An additional cladding of steel profile sheeting at a later stage which is holding well.



Figure 3 – View of roof construction



Figure 4 – Roof covering

Roof covering is generally sound with no evidence of leaks within the internal fabric of building.

A number of defects were noted to the rainwater goods such as those shown in Figures 3-6 indicating sections of the guttering is missing and downspouts missing. As a result of these defects rainwater is not being effectively diverted away from the building and this is likely to result in moisture ingress.



Figure 5 – Missing section of guttering



Figure 6 – End cap of guttering missing

Windows

All windows in the building are single glazed U.P.V.C fitted with trickle vents and all are in good condition. They are protected by robust galvanised steel grills to prevent damage.



Figure 7 – High Level windows



Figure 8 – Windows

External Doors

All external doors are of timber construction in an acceptable condition; however, would benefit from both external and internal decoration to prolong lifespan.



Figure 9

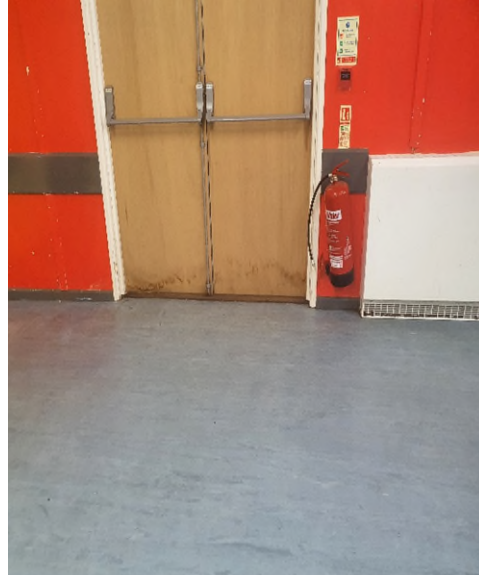


Figure 10

A number of fire doors have been replaced and not decorated internally and are beginning to show signs of deterioration. These doors should be serviced to ensure operating freely and painted to provide protection from moisture ingress.

Interior

Floors

The floors throughout the building appear to be in sound condition with no obvious defects noted. Floor coverings are generally in good condition and obviously well maintained.

Walls

All internal walls are of timber construction and sheeted in plasterboard. All are in reasonable condition with some signs of wear.



Figure 11 – Damp penetration games room

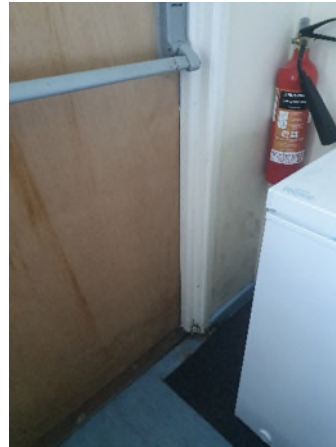


Figure 12 – Damp penetration kitchen

Damp penetration was evident in several locations throughout the property. There is no major damage at present, but if remedial action is not taken promptly this will continue to worsen and result in structural damage. This can be corrected by rainwater goods repairs and external decoration.



Figure 13 – Missing Downspout



Figure 14 – Missing Downspout

Roof/Ceilings

Ceilings throughout are constructed in timber joints with plasterboard sheeting and decorated. These are in good condition and have been well maintained. There is no evidence of damp staining due to roof leaks, as previously mentioned.



Figure 15 – Main hall ceiling



Figure 16 – Kitchen Ceiling

Access to the roof void was not possible due to restricted access to determine level of insulation, if any.

Fixtures and Fittings

The kitchen is extremely dated and complete replacement is recommended (Figure 17 below). Re-decoration required in line with remainder of the building. Additional power sockets could be installed to avoid trailing leads.



Figure 17 – Condition of existing kitchen

ANNEX B

Toilet facilities are in a serviceable condition and the sanitary ware could potentially be re-used (Figure 14 above). Minor repairs are required – missing toilet seats and the like to improve facilities. The inclusion of a disabled facility with baby changing bed (Figure 17) is of great benefit. All areas again should be re-decorated to freshen up and prolong life.



Figure 18 - broken toilet seat



Figure 19 – disabled toilet

Mechanical & Electrical Services

It is unlikely that the existing electrical installation meets current regulations. A NICEIC Condition Assessment should be carried out to identify any required upgrades. A visual inspection indicates all accessories and light fittings are in good condition. Several areas would benefit from additional sockets to avoid dangerous trailing leads and the use of extension leads.

Heating system in the building consists of an external oil fired central heating boiler in secure kiosk. This supplies wall mounted radiators fitted with protective grills. All are in reasonable condition but there are signs of sustained vandalism on the boiler kiosk and surface mounted flue assembly. Consideration should be given to find alternative location for boiler to avoid further costly repairs.

Heating system is controlled by a 7 day programmer installed in kitchen, but there is no evidence of any energy controls.



Figure 20



Figure 21



Figure 22

There is suitable mechanical ventilation/extraction in the bathrooms and kitchen provided to comply with the Building Regulations.

Grounds General

Area would benefit from general tidy up/ weed kill to improve appearance and prevent further deterioration of area.

Good DDA accessibility is provided to the building with nearby parking, access ramp and handrails. Ramps are provided at fire escape and accessible toilet within.

Conclusion

Generally, the fabric of the building is in an acceptable condition with the exception of the rainwater good which will lead to costly repairs due to water ingress. Once these are repaired a full external decoration should be carried out to maintain fabric of building.

All internal walls and ceilings should be re-decorated to prolong lifespan of building.
Minor maintenance repairs are required in toilets and some door handles need replacing.

The electrical installations will need upgraded to avoid excessive trailing leads and minimise Health and safety risks.

The building is fitted with a fire alarm system and intruder alarm to provide both fire and intruder protection and both units are serviceable.

The heating installation, while serviceable is vulnerable to further vandalism. Internal relocation of boiler advisable.

Measures should be considered to improve energy performance of building - e.g. double glazing, additional insulation and heating controls.

The layout of the kitchen is poor and the cupboards are no longer serviceable and in need of replacement. It may be worth redesigning the layout of the kitchen to maximise space.

List of repairs/upgrades and budget costs provided below.

Item	Description	Rate m/m2/m3	Quantity	Amount	
				£	p
1.	Strim long grass and treat weeds			£800	
2.	Replace all rainwater goods c/w downspout guards			£1500	
3.	Full external decoration c/w pre-paint repairs			£4000	
4.	Maintenance repairs - toilets			£300	
5.	Maintenance repairs - general			£500	
6.	Replacement kitchen units and worktops			£900	
7.	Full internal re-decoration c/w per-paint repairs			£2400	
8.	Provide additional sockets			£500	

ANNEX B

9.	Re-locate boiler in corner of main hall – build enclosure with external door.			£800	
	Total essential repairs			£11700	
10.	Provide additional roof insulation (if accessible)			£1700	
11.	Replacement double glazing			£6000	
12.	Additional heating controls			£1500	
	Total Energy saving measures			£9200	