

**Eye Town Hall – Asset management summary -1**

<b>Item</b>	<b>Lead</b>	<b>Prov budget (excl VAT)</b>	<b>Programme</b>	<b>Comments</b>
<b>1. General building work</b>				
External redecoration	BG	<b>7,700</b>	Target start May 15	
Roof inspection and maintenance	BG	<b>2,776</b>		
External walls maintenance	BG	<b>536</b>		Dependent on access being affordable
Repairs to gents WC window	BG	<b>836</b>		
First floor WC and roof access	BG	<b>858</b>		
Ground floor entrance lobby (option 1)	BG	<b>5,190</b>		Redecoration and overhaul only
As above with new doors and screen (option 2)	BG/SH	tba		SH support for listed building consent
Kitchen floor covering and plaster repair	BG	<b>3,354</b>		
Main hall general works – plaster repair Floor panels, remove fire hose	BG	<b>1,213</b>		
Covering to radiators in main hall	ETHIC	<b>ETHIC 694</b>		
Internal lining to corrugated panels	BG/SH	<b>6,283</b>		SH support for listed building consent
Floor sanding to main hall	ETHIC	ETHIC	Complete	
Main hall damp proofing and plaster repairs	BG	tba		Likely to be quotation only
Work to rear lobby	BG	<b>1,175</b>		
<b>Professional support</b>				
SH fees for entrance lobby	BG	0.5		
SH fees for revised WC layout	BG	1.0		
Condition survey by NPA	BG	tba		

## Eye Town Hall – Asset management summary -2

Item	Lead	Prov budget	Milestones	Comments
<b>2. Specialist work</b>				
Quotation from Storm Windows - secondary glazing	BG/ETHIC	£25k (Storm Windows Quotation)		SH/Other support required for consents 2 other quotes from PA/ETHIC Builders work to be added to budget quote
<b>3. ETHIC action</b>				
Acoustic survey action	ETHIC			
Electrical survey action	ETHIC			Project solutions quote £66k excl builders work
Quotation for secondary glazing	ETHIC			Comparator to Storm quote if required
<b>4. FM and annual maintenance</b>	BG			
<b>5. Strategic items</b>	<b>BG</b>			
Re-draft risk register			Complete	
Consultation strategy with neighbours				
<b>6. Usage policy</b>	<b>BG</b>			
Marketing and advertisements				
Wedding venue application				<b>Start application March 2015</b>
Booking list and overlap				
<b>7. Compute business plan</b>	<b>BG</b>			
<b>8. Compute brief for ETHIC</b>	<b>BG/Council</b>			

