

Eye Town Hall – Asset management summary -1

Item	Lead	Prov budget	Programme	Comments
1. General building work				
External redecoration	BG		Target start April 15	
Roof inspection and maintenance	BG			
Covering to corrugated roof section	BG			
External walls maintenance	BG			Dependent on access being affordable
First floor WC and roof access	BG			
Ground floor entrance lobby (option 1)	BG			Redecoration and overhaul only
As above with new doors and screen (option 2)	BG/SH			SH support for listed building consent
Kitchen floor covering and plaster repair	BG			
Main hall general works	BG			
Covering to radiators in main hall	ETHIC	ETHIC		
Internal lining to corrugated panels	BG/SH			SH support for listed building consent
Floor sanding to main hall	ETHIC	ETHIC	Complete Jan 15 th 2015	
Main hall damp proofing and plaster repairs	BG			Likely to be quotation only
Work to rear lobby	BG			
Gents WC	BG			
Professional support				
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
2. Specialist work				
Quotation from Storm Windows - secondary glazing	BG/ETHIC	25.0		SH/Other support required for consents
3. ETHIC action				
Acoustic survey action	ETHIC			
Electrical survey action	ETHIC			ETHIC now seeking costs for meeting survey
Quotation for secondary glazing	ETHIC			Comparator to Storm quote if required
4. FM and annual maintenance	BG			
5. Strategic items	BG			
Re-draft risk register				
Consultation strategy with neighbours				
6. Usage policy	BG			
Marketing and advertisements				
Wedding venue application				
Booking list and overlap				
7. Compute business plan	BG			
8. Compute brief for ETHIC	BG/Council			