

MEMORIAL HALL MAINTENANCE REPORT

17/3/2017

Introduction:

In August 2011 SBC Cultural Services commissioned CBRE to undertake condition surveys of Cultural Services Assets within the Scottish Borders Estate to ascertain the overall condition of this part of the Estate. This included the Memorial Hall at Innerleithen and following a site survey by CBRE a building summary report was published in August 2011. The survey reports were not made available to Property Services until 2014 when a Community group was seeking to have the asset transferred to them.

In October 2014 Property Services were requested to sensecheck the CBRE report using their professional judgement and a pragmatic approach to recommend repair/remedial works to enable an informed business case to be produced by the Community group. These works were categorised into 3 categories as per the CBRE report : Category 1 - Immediate works (within 1 year), Category 2 - 1-5 years and Category 3 – 6-10 years. It should be noted that the SBC report was released to the Community group on the basis that the works and costs identified within the report were to be used to assist with producing a business case but not committing SBC to undertake the works if the Asset was not transferred.

A summary of works undertaken to date is detailed below:

CBRE Item	Defect/Repair	Category	Comments
1.1	Undertake detailed roof survey	1	Roof survey undertaken by Property Services in conjunction with roof specialists
1.3	Test flue from boiler room for leaks and compliance with regulations	1	Inspection/test as part of annual testing regime
1.4	Encapsulate assumed Asbestos Containing materials in stairwell to projectionist's room	1	Asbestos ceiling stripped out by specialist & re-sheeted.
1.5	Undertake repairs to fire proof basement boiler room ceiling	1	Minor works
1.6	Re-route hot water overflow pipe at disabled WC.	1	Works complete
2.1	Undertake repairs to slating, renewal of leadwork, repairs to skews & copes, replacement of rooflights & rainwater goods to Villa	2	Works partially complete, some works re-prioritised due to there being no active issues/leaks.
2.5	Consider upgrade to dated toilets	2	Minor refurbishment carried out.
3.1	Allow for complete re-slating, leadwork and renewal of rainwater goods to Main Hall	2	Some repairs carried out. Roof deemed not to require re-slating within this period. Rainwater goods repaired. Some works re-prioritised due to there being no active issues/leaks.
3.4	Renew 4No. damaged Rotten	2	Works complete

	external doors		
N/A	Main Hall Lighting	N/A	Upgraded to High Efficiency LED fittings.

The vast majority of the work highlighted in the reports was classified as Category 2, (1-5 years), and consists of internal and external painterwork items and the replacement of floor coverings in the Villa (office area) of the building.

The Innerleithen Memorial Hall is one of the assets leased to LiveBorders as part of the service transfer that took place in April 2016. Under the terms of the agreement LiveBorders are responsible for maintenance of the buildings however SBC Property Services are employed by LiveBorders (via a Service level Agreement) to undertake the maintenance of the buildings. Under the terms of the SLA, SBC Property Services are responsible for maintaining the Status Quo and the buildings were deemed fit for operation at the point of transfer. The budget for maintaining the Status Quo remained with SBC Property Services. Any enhancement/upgrade of the asset is to be via prior agreement between LiveBorders & SBC.

A summary of works proposed to be undertaken during financial year 2017/18 is detailed below:

CBRE Item	Defect/Repair	Category	Comments
2.1	Villa Roof repairs	2	clean and repair / seal valley gutters, watergates and valley flashings, fit guttering to dormer windows, replace missing and broken slates and repoint cement skews. (£1678)
3.1	Hall roof repairs	2	replace ridge and hip tiles, replace missing and broken slates, replace broken cast iron gutters, repair lead guttering to rear. (£3792)
3.2	External redecoration of timber & metal surfaces	2	windows and doors, render bands to windows, fascia and base and paint gutters and downpipes (£3589)

These works will be prioritised and aim to be complete by the start of Games Week.

Due to current budget constraints, there is very limited budget available for internal re-decoration works and flooring replacement is generally only undertaken on a priority H&S basis.

Future Works items, not deemed a priority for 17/18 by SBC are detailed below:

CBRE Item	Defect/Repair	Category	Comments
1.2	Undertake CCTV inspection of drains at S.E corner of former Villa and monitor cracking	1	Deemed to be un-necessary following inspection.
2.2	Undertake isolated render repairs	2	Deemed to be un-necessary following inspection but will be

			picked up as general maintenance when required
2.4	Internal redecoration and renewal of floor coverings	2	Not considered to be a priority.
2.6	Consider refurbishment of attic space	3	Attic space not in use – low priority.
3.2	Redecorate roughcast	3	To be re-assessed periodically.
3.5	Plaster repairs to hall ceiling	2	Included in item 3.7
3.6	Sand and seal hall floor	2	£6086.96 for S&S, £795 for re-lining
3.7	Redecorate Main Hall	2	£4551.58
4.1	Renewal of Boiler Flue	2	Not required at this time. To be re-assessed periodically.