



# Duffield Library Information Pack

For groups and organisations interested in  
running a community managed library in  
Derbyshire.

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## Introduction

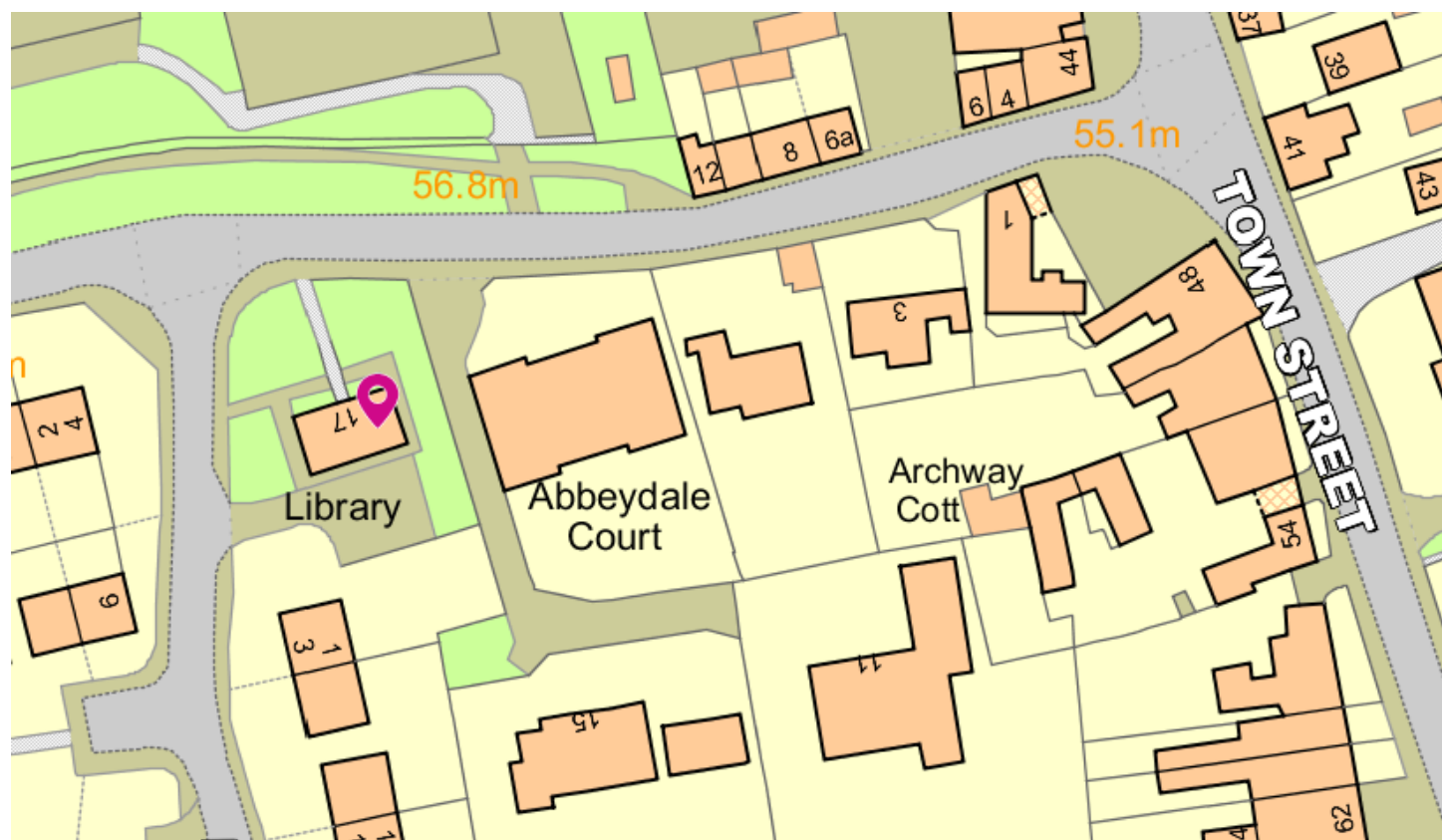
This *Library Information Pack* provides details about Duffield library which will be useful if you have an interest in taking responsibility for it as a Community Managed Library (CML).

This pack should be read alongside the *Community Managed Libraries Information Pack* which has more details on what Derbyshire County Council are offering; and what a CML would be expected to provide, as well the *Expression of Interest Pack*.

All relevant documents are available on our dedicated webpages [www.derbyshire.gov.uk/librariesforderbyshire](http://www.derbyshire.gov.uk/librariesforderbyshire)

You can print this pack at your local library free of charge or you can request a printed copy to be sent to you, or if you require the documents in another format, by contacting us at [community.libraries@derbyshire.gov.uk](mailto:community.libraries@derbyshire.gov.uk) or telephone on 01629 536166.

## Current Location of Duffield Library

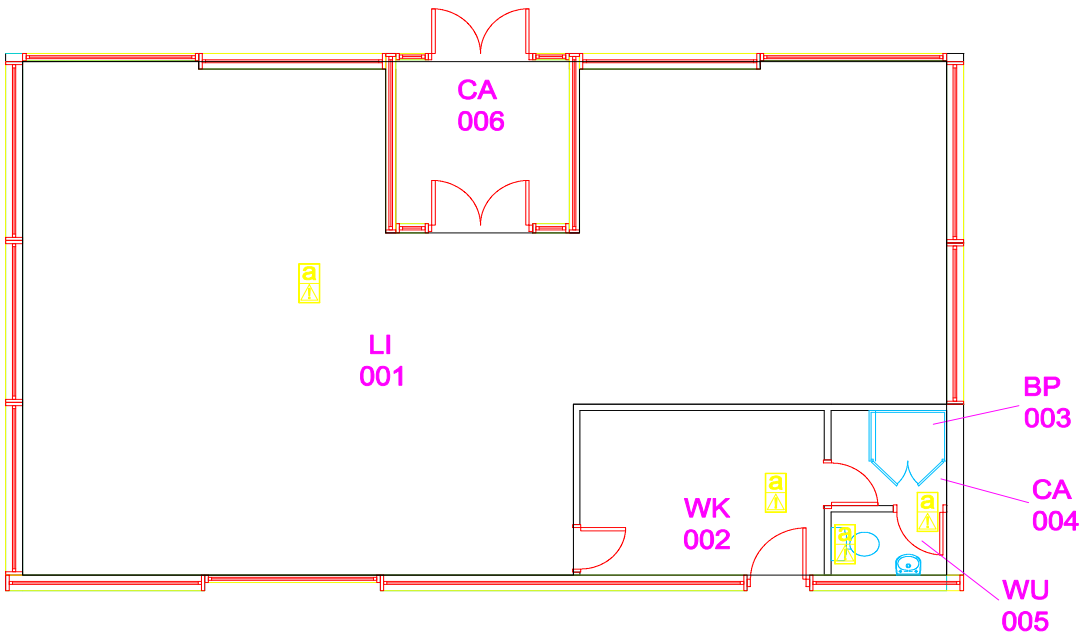


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Duffield Library  
Wirksworth Road  
Duffield  
Derbyshire  
DE56 4GH

# Duffield Library Floorplan

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Do not scale

Use only written dimensions. All dimensions must be verified prior to the works being put into hand and any discrepancies reported to the originator

Rev.	Details of Revision	Date	Initial
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**Derbyshire County Council**  
Corporate Resources  
**County Property Division**  
Chatsworth Hall, Matlock, DE4 3FW  
Tel. (01629) 580000  
Fax. (01629) 585114

Project	
DUFFIELD LIBRARY	
UPRN Number	
Drawing Number	Revision
1851/01/01-GF/B/D001	

Title	
SITE 01 BLOCK 01 GROUND FLOOR	

Scale	Drawn	Checked
1 :100	SJW	NSB
Original Size	Date	Date
A4	05/3/07	Mar 07

Status	A
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## Current Building Information

Duffield library is all on one level and the public area is fully accessible by a ramp at the front of the building. The library is open plan with a separate junior area. The main counter area is opposite the front door and there is a small staff area with a staff toilet.

- Duffield library is a single storey 109m<sup>2</sup> brick built property built in the 1960's.
- Duffield library is not a listed building nor is it situated in a Conservation area.
- Any proposals to change the use of the library or alter the building may require planning approval and/or building regulation approval. Public libraries fall within Use Class (D1) of the Town & Country Planning (Use Classes) Order 1987 (as amended).
- Derbyshire County Council owns this building, and would lease it to an organisation for a peppercorn rent.
- There is a small car park for staff and users of 5 spaces, including 1 accessible space.
- In terms of accessibility, the building has:
  - A ramp leading into a level- access building
  - External automatic doors
  - A hearing loop at the counter
- There is a staff toilet
- This building does not require a Display Energy Certificate as it is less than 250m<sup>2</sup>
- Derbyshire County Council will ensure that there is an up to date Energy Performance Certificate provided before the library is transferred to an organisation.
- See also the full building condition report attached as **Appendix 1**

## Alternative Premises

If you are interested in running Duffield library from different premises, this may be possible. Please talk to library officers at the open day or contact us at [community.libraries@derbyshire.gov.uk](mailto:community.libraries@derbyshire.gov.uk) for a discussion.

## Equipment and Furniture

Derbyshire County Council will transfer equipment and furniture in the library on the day of handover to the CML as follows:

- Fixtures and fittings will become the property of the CML for the duration of the agreement. The CML will take on the responsibility for their maintenance and repair or replacement and disposal.
- Furniture will also become the property of the CML for the duration of the agreement. The CML will take on the responsibility for its maintenance and repair or replacement and disposal. As at December 2018 this comprises:
  - 1 fixed library counter
  - 23 bays of wall mounted shelving (various sizes) with book stops
  - 7 bays of movable shelving with book stops
  - 2 quadrant stools
  - 2 wooden display shelves attached to metal shelving
  - 5 paperback 'spinners'
  - 1 wooden 'dump bin'
  - 3 wooden 'kinder boxes'
  - 2 shelving trolleys (various sizes/styles)
  - 23 chairs (various sizes/styles), and 1 draughtsman chair
  - 3 tables (various sizes/styles)
  - 1 children's table
  - 7 children's chairs
  - 2 soft floor cushions
  - 1 red box
  - 1 lockable blue box
  - A 2 drawer filing cabinet
  - 3 small lockers
- ICT equipment connected to the Derbyshire County Council network will be provided to the CML on handover. As at December 2018 this comprises:
  - 2 computers for volunteer use with accessories and software to enable volunteers to use the Library Management System.
  - 4 public access computers with accessories and desks
  - 1 printer
  - A people counter
  - 2 VOIP<sup>1</sup> telephones

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<sup>1</sup> VoIP stands for Voice over Internet Protocol. VoIP allows you to make free, or very low cost, telephone calls over the Internet

- Other equipment and stationery will become the property of the CML, who will take on the responsibility for their maintenance and repair or replacement and disposal. As at December 2018 this comprises:
  - 1 analogue phone line
  - 1 table top fridge
  - 1 microwave
  - 1 kettle
  - 1 till
  - A reasonable level of stationery including paper and ink for the printer, date stamps, etc.
- Derbyshire County Council branded stationery items and forms which will be needed to run the library, such as date labels, will be provided to the CML.
- Generic publicity material for countywide services will also be provided subject to capacity, but the CML will be expected to create and provide their own library specific promotional materials.
- Cleaning equipment and materials on site will become the property of the CML, who will take on the responsibility for their repair or replacement and disposal.
- A supply of winter maintenance materials will become the property of the CML, who will take on the responsibility for their repair or replacement and disposal.
  - Including a quantity of grit; bucket and shovel

### **Current Library Operating Information**

#### **Current opening hours**

<b>Monday</b>	9.30 – 13.00	and	14.00 – 17:00
<b>Wednesday</b>	14.00 – 19.00		
<b>Friday</b>	9.30 – 13.00	and	14.00 – 18.00
<b>Saturday</b>	9.30 – 13.00		
<b>Total 22.5 hours per week</b>			

This library must open for 18 hours per week as a minimum once it has transferred to community management, to include at least one evening until 6.00 pm and 3 hours at weekends.



### **Current staffing**

There are currently 1.09 Full Time Equivalent staff. No paid staff will be retained on site by Derbyshire County Council once Duffield library is transferred to community management.

### **Current volunteers**

There are currently no regular volunteers at Duffield library.

### **Current materials** (as at December 2018)

Duffield library currently houses approximately 7,300 items. Books and audiobooks in stock or on loan will remain the property of Derbyshire County Council, but they will be retained in the CML for use by their users.

After Duffield library is transferred to community management, Derbyshire County Council will continue to provide some new stock. Stock circulation between branches on a regular basis will ensure that it continues to work well and remain fresh in all libraries.

Duffield library currently offers a local Newspaper. If a CML wishes to provide newspapers after the library is transferred, they will be responsible for supplying and paying for these.

### **Regular library activities**

- Pre-school Storytime
  - Fridays
  - Weekly
- Craft Group
  - Mondays
  - Weekly
- IT help sessions
  - As requested

Derbyshire County Council will not continue to provide or facilitate these activities after Duffield library is transferred to community management. Training will be offered if volunteers wish to continue with any of these activities.

### **Security and alarms**

There are 4 fire extinguishers. The building has an intruder alarm covered by First County monitoring. Out of hours activations are currently attended by nominated key holders. The CML will be responsible for making its own arrangements to deal with out of hours activations.

There is a fixed panic alarm on the library counter. Details will be discussed with the organisation prior to handover.

## Cleaning

Currently the library is cleaned for 4 hours per week by Derbyshire County Council. This will cease on handover, and the CML will be responsible for cleaning Duffield library.

## Insurance

Derbyshire County Council currently pays all the insurance necessary to run Duffield library. Arrangements for insurance after handover can be found in the *Community Managed Libraries Information Pack*.

## Use of Duffield Library

According to figures from 2015, the draft catchment area of Duffield library (determined using the postcodes of active borrowers) has a population of 9,685 Derbyshire residents, which is 1.2% of Derbyshire's estimated population. 21.7% of this population are aged 0-17, and 31% are aged over 60. The area has an Indices of Multiple Deprivation score of 10 (with 1 being the most deprived and 10 being the least deprived).

At Duffield library in 2016-2017 there were:

- 21,353 visits
- 35,225 issues
- 1,858 Computer reservations

There were 949 active members of Duffield library in March 2017, which represents approximately 9.8% of the estimated Derbyshire residents living in the catchment area of Duffield library.

There are currently no external groups who use Duffield library on a regular basis.

## Running Costs of Duffield Library (1 April 2016 – 31 March 2017)

Security - Alarms & Maintenance	£726
Gas	£959
Electricity	£482
National Non-Domestic Rates*	£2,565
Water	£403
Cleaning/Caretaking	£437
Trade Waste Services	£524
ICT Costs**	£2,430
<b>Total</b>	<b>£8,526</b>

### **\*A note on National Non-Domestic Rates**

For more information on rates in Amber Valley, see <https://www.ambervalley.gov.uk/business/business-rates.aspx> The CML will take on the responsibility for rates. Depending on the nature of the

organisation taking over, it may be possible to apply for Business Rate Relief, reducing the amount payable. This would need to be discussed with the relevant District Council.

**\*\*A note on ICT costs**

ICT costs include PC support & replacement, lease of printers, replacement toner and TV licence.

**Income at Duffield Library**  
*(1 April 2016 – 31 March 2017)*

<b>Income type</b>	<b>Amount</b>
Overdue charges	£721
Request charges	£723
Printing/ photocopying charges	£105
Audiobook Hire	£129
Room Hire	£0
Book Sales	£0
Other general charges	£30
<b>Total</b>	<b>£1,707</b>

**Service standards for income**

There are legal requirements outlined in the *Public Libraries and Museums Act* (1964) which require local authority libraries to “lend books and other printed material free of charge for those who live, work or study in the area”. This is reiterated in *The Library Charges (England and Wales) Regulations* (1991). This means that CMLs, as part of our statutory libraries network in Derbyshire, cannot charge people to be a member of the library or borrow books.

Derbyshire County Council do not charge library users for access to our public computers or Wi-Fi, and CMLs would have to commit to this policy.

CMLs must adhere to Derbyshire County Council’s Libraries Charging Scale, including any future changes.

For full information, see the *Community Managed Libraries Information Pack*.

## Grants for Duffield Library

Derbyshire County Council will provide the organisation managing Duffield library with grants or equivalent services up to a total of:

<b>Year 1</b>	<b>£9,400</b>
<b>Year 2</b>	<b>£6,900</b>
<b>Year 3</b>	<b>£5,200</b>
<b>Year 4</b>	<b>£3,500</b>
<b>Year 5</b>	<b>£2,600</b>

Equivalent services might mean that, for example, an organisation would prefer Derbyshire County Council to continue paying utility bills on their behalf rather than receive the equivalent amount of grant for a the first year or two. This will be negotiated on a case by case basis.

### **Information for Anyone Wishing to Submit an Application to Manage Duffield Library**

#### **Obtaining further information or support**

It is suggested that you take time to consider all of the information available on the dedicated webpages [www.derbyshire.gov.uk/librariesforderbyshire](http://www.derbyshire.gov.uk/librariesforderbyshire), which will be kept up to date, and will be used to share important information and dates. Please read the *Community Managed Libraries Information Pack* carefully.

If you would like to get in touch with someone at Derbyshire Libraries with questions or queries about CMLs, email is recommended on [community.libraries@derbyshire.gov.uk](mailto:community.libraries@derbyshire.gov.uk). Alternatively, you can telephone our call back number on 01629 536166. Staff who answer this number will not be able to answer any questions, but can take your details and arrange for someone to call you back.

An open day has been arranged at each of the 20 libraries proposed to move to community management. At the open days, there will be council staff available to answer any questions you may have and show you around. The open day at Duffield library will be on 21<sup>st</sup> March 2019.

You are welcome to visit the library during opening hours to have a look at the public areas and to get a feel of the library. However, please be sensitive to the library staff and be aware that they will not be able to answer questions about this process, or show you around. If you cannot make the open day and you would like to ask any questions or have a look around the whole building, you can contact us at the email or phone number above.

### **Applying to run Duffield library**

If you are interested in applying to run Duffield Library, please complete the form in the *Expression of Interest Pack* which contains the EOI form alongside guidance on the completion and scoring of the form. Successful organisations will be invited to submit a *Business Case*.

The EOI form also gives organisations an opportunity to identify any support they would need, for example with becoming a constituted group or advice around writing a business case. This will enable Derbyshire County Council to signpost your organisation to relevant support or information where possible.

<b>Key Dates for Duffield Library</b>	
Open Day	21 March 2019
Expressions of Interest submission deadline	18 April 2019

Thank you very much for your interest.

## Condition Survey Report

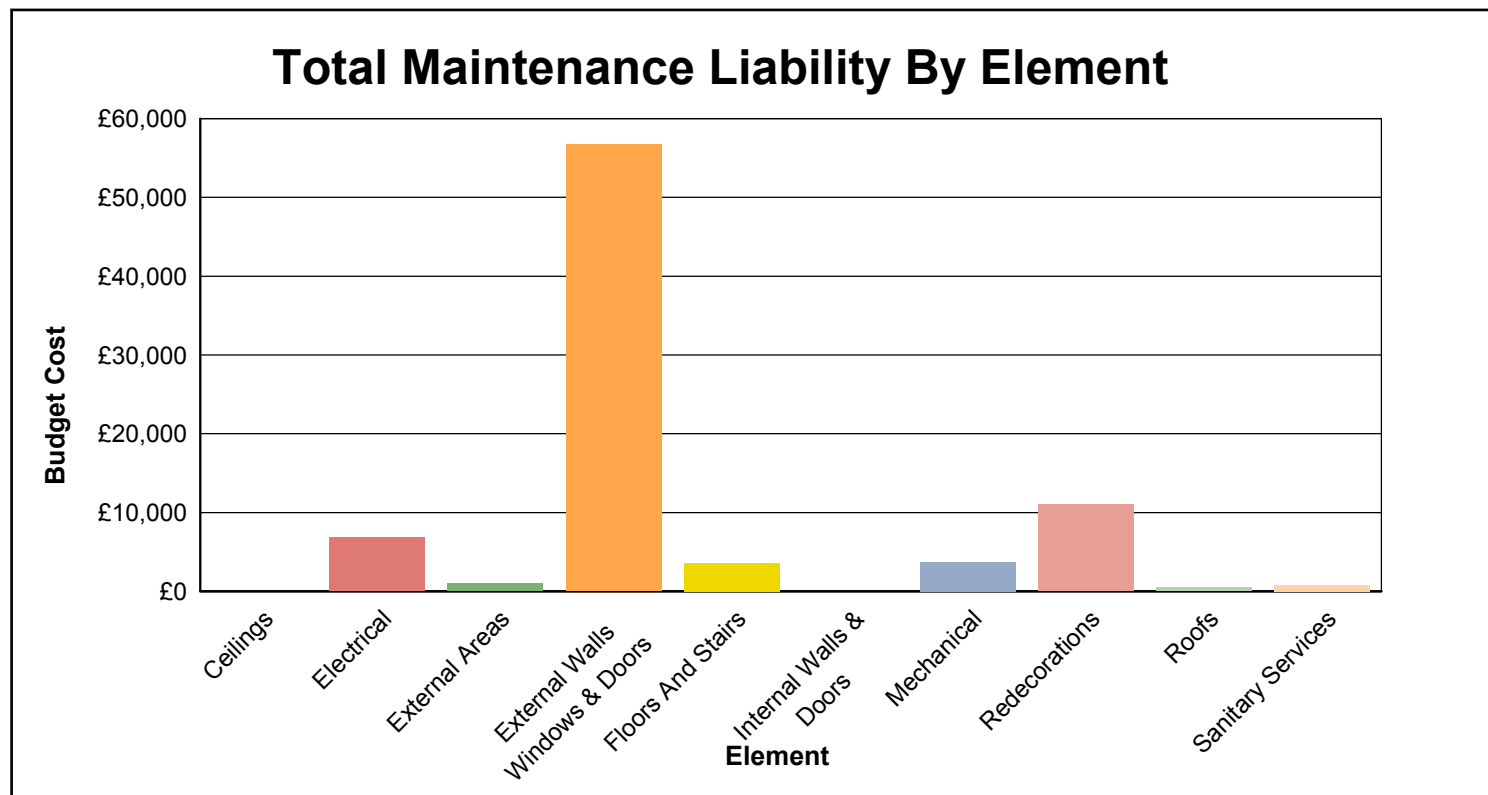
**1851-01**

### Duffield Library

Building Survey Date: 30-May-2018

Mechanical Survey Date: 30-May-2018

Electrical Survey Date: 05-June-2018



## Condition Survey General Guidance Notes

### 1) Scope of Survey

- a) The condition surveys have comprised of a visual assessment of the condition of all exposed and accessible building, electrical and heating elements within each building, and all external works (excluding soft landscaped areas), to identify significant defects and items of disrepair.

### 2) Unique Property Reference Number (UPRN)

- a) Every establishment, site, building, and room has been allocated a UPRN, in the following format:

1234-01-01-001

- b) The first four digits are the establishment reference, the fifth and sixth digits are the site, the seventh and eighth are the building or block, and the last three are the room number, the first of which indicates the floor level.

- c) Within the survey data floor levels are referenced in the following way:

- 1 Basement or lower ground floor level
- 0 Ground floor, or the level where the main entrance is located
- 1 First floor
- 2 Second floor

Note: Mezzanine levels are indicated with a '+' for example +1

### 3) Site Plan

- a) The site plan shows the land and buildings **occupied**, this is not necessarily the same as the legal ownership.

### 4) Priorities

- a) All building elements surveyed have generally been given three ratings:
  - i) Type
  - ii) Priority
  - iii) Condition
- b) There are three exceptions to the above, where only a single priority rating is entered:
  - i) Recommendations (Rating R)
  - ii) Further investigations (Rating I)
  - iii) Energy improvements (Rating Q)
- c) Examples and further details of the priorities can be found in Appendix A.

**5) Element Breakdown**

a) All building elements are categorised into three main groups:

- i) Element – e.g. Roofing
- ii) Sub Element – e.g. Flat roofs
- iii) Attribute – e.g. Felt

**6) Year**

- a) This is the year a defect is identified, priority altered, or cost adjusted.
- b) A year entry of 51 identifies that the item is in a satisfactory condition and will not require any maintenance or replacement within the survey period.

**7) Costs**

- a) Costs are budget prices at the time of the survey and include for preliminaries and contingencies.



## Appendix A

### Summary Table of Condition Ratings

Rating 1 (Type)		Rating 2 (Priority)		Rating 3 (Condition)	
<b>E</b>	<b>Environment Improvement</b>	<b>1</b>	Urgent work to prevent closure of premises Or Serious risk	<b>A</b>	Good Condition Performing as intended and operating efficiently
<b>F</b>	<b>Fire Precaution</b>				
<b>G</b>	<b>Consequential Damage Risk</b>				
<b>H</b>	<b>Health &amp; Safety or Hygiene Issue</b>	<b>2</b>	Essential work required within 2 years	<b>B</b>	Satisfactory Condition Performing as intended but minor repairs required
<b>I</b>	<b>Investigation</b>				
<b>L</b>	<b>Loss of Service</b>	<b>3</b>	Desirable work required within 3 –5 years	<b>C</b>	Poor Condition Exhibits major defects
<b>R</b>	<b>Recommendation</b>				
<b>S</b>	<b>Security</b>	<b>4</b>	Long term work outside the 5-year period	<b>D</b>	Life Expired Serious risk or imminent failure
<b>Q</b>	<b>Energy Improvement</b>				

## Appendix A

### 1) Type Rating

- a) **E** - Environment Improvement
  - i) Example - internal decoration
- b) **F** - Fire Precautions
  - i) Example - repairs to fire doors
- c) **G** - Consequential Damage Risk
  - i) Example - failing roof coverings
- d) **H** - Health & Safety and / or Health & Hygiene
  - i) Example - poor decorations in a kitchen
- e) **I** - Further Investigation Recommended
  - i) Example - cracking to brickwork
- f) **L** - Loss of Service
  - i) Example - possible boiler failure
- g) **R** - Recommendation
  - i) Example - upgrading and improvements beyond maintenance
- h) **S** - Security Implication
  - i) Example - boundary fencing
- i) **Q** - Energy Improvement
  - i) Example - installation of double glazing

## 2) Priority Rating

### a) Priority 1 (Urgent work) - Examples

- i) Unsafe premises, or parts of premises, that are cordoned off or shored up and require urgent attention; accommodation already out of use or likely to be soon out of use.
- ii) Ground problems, such as wells, major ground faults, and mine shafts. Condemned temporary premises already out of use or likely to be soon out of use.
- iii) Obsolete heating boilers that have failed or which are likely to fail and for which no components are available.
- iv) Presence of friable asbestos.

### b) Priority 2 (Essential work) - Examples

- i) Roof repairs where patching is no longer possible; windows, doors and curtain walling that are prone to severe water penetration and have severe rot, decay or rusting.
- ii) Urgent problems with mechanical and electrical services, e.g.: lead drinking water pipe-work, corroded water tanks, electrical installations with vulcanised india rubber cabling; unearthed systems where test period has been reduced because of previous failures (one year or less).
- iii) Playgrounds that pose health and safety risks, especially at Primary Schools; defective floor finishes in high-risk areas such as gymnasias or staircases.

### c) Priority 3 (Desirable work) - Examples

- i) Defective mechanical and electrical services, e.g.: inefficient boilers towards the end of their expected lives; replacement of old lighting circuits that are no longer suitable and provide poor task lighting; works to resolve fire alarm deficiencies.
- ii) Repairs within the life of the Plan, including works to defective playgrounds, tennis courts and floor finishes that may remain a health and safety issue.

## 3) Condition rating

- i) **A** - Good. Performing as intended and operating efficiently
- ii) **B** - Satisfactory. Performing as intended but exhibiting minor deterioration
- iii) **C** - Poor. Exhibiting major defects and/or not operating as intended
- iv) **D** - Life Expired and/or serious risk of imminent failure

#### 4) Rating Combinations

- a) An element with a Condition D rating will not always warrant Priority 1. There may be instances where an element is in poor condition, but for which maintenance work is not a high priority. The reverse may also be the case. The following table shows some such examples.

Element	Condition	Priority	Comment
External walls, windows and doors	D	4	External cladding of mobile building badly decayed and beyond economic repair. The building however is not now in use and will be shortly replaced as part of a redevelopment scheme. It is therefore low priority.
Internal walls, windows and doors	B	1	Internal walls and doors in this example are generally in satisfactory condition, but some glazing breaches legislation and is a hazard. There is no serious dilapidation, but removing the hazard is a high priority
Electrical services	A	1	Electrical services in this example are in good condition, but lack of earthing provision breaches legislation and is a hazard. There is no serious dilapidation, but removing the hazard is a high priority

**1851-01 Duffield Library**

Building Survey Date: 30-May-2018 Mechanical Survey Date: 30-May-2018 Electrical Survey Date: 05-June-2018

Block	Floor	Room	Element	Sub Element	Attribute	Priority	Year	Quantity	Cost	Remarks
			External Areas	Ancillary Premises & Landscaping	Ancillary Premises & Landscaping Project					Note: staff car park's vehicular surface finish, steel fire escape, tarmacadam footpaths and surrounding landscaping all in reasonable condition
			External Areas	Ancillary Premises & Landscaping	Ancillary Premises & Landscaping Project					Note: ensure plastic wheelie bins are chained and locked to metal tethering post
			External Areas	Walls Fences & Gates	Walls Fences & Gates Project	G 3 C	2018	1.00	£500	Recommend carrying out general repointing repairs to low level stone wall along premises front boundary, mortar joints open and loose, poor condition
			Redecorations	External Areas	External Areas Project	G 2 C	2018	1.00	£500	Rub down and redecorate corroding and flaking decorative finish to metal handrails and railings along library's front entrance, poor condition
<b>Total Condition Liability for Block = £1,000</b>										
01			Ceilings	Finish	Finish Project					Suspended ceilings throughout - good condition
01			Electrical	Alarms	Intruder	R 4 B	2018	0.00	£250	There is an intruder alarm system fitted, this was installed by ASI. The Intruder alarm bell boxes are old and faded, it is recommended that these be replaced with new
01			Electrical	Control Gear	Accessories	H 2 B	2018	0.00	£300	Tormax automatic doors fitted x 2, service as required
01			Electrical	Control Gear	Distribution Boards					There is a modern MCB distribution board fitted with 30mA RCD protection to selected circuits only (Merlin Gerin Isobar 4C board)
01			Electrical	Fire System	Alarm Panel	F 3 B	2018	0.00	£4,500	There is no fire alarm system fitted at this site, stand alone smoke detectors fitted to central area, consideration should be given to providing a modern fully automatic system to comply with BS5839.
01			Electrical	Fire System	Emergency Lights	H 3 B	2018	0.00	£650	Emergency lighting is self-contained either stand alone or integrated into primary light fittings, these should remain serviceable within the scope of this survey period. Provide some additional emergency lighting and test switching throughout this building to provide comprehensive coverage, all to fully comply with BS5266.
01			Electrical	Lighting	External Lighting	H 2 B	2018	0.00	£800	External lighting is via wall mounted energy efficient 2D / LED fittings these should remain serviceable within the scope of this survey period. additional amenity lights are recommended to the side elevations.
01			Electrical	Wiring	Lighting					Lighting is via modern linear T5, T8 or compact fluorescent luminaires.

**1851-01 Duffield Library**

Building Survey Date: 30-May-2018 Mechanical Survey Date: 30-May-2018 Electrical Survey Date: 05-June-2018

Block	Floor	Room	Element	Sub Element	Attribute	Priority	Year	Quantity	Cost	Remarks
01			Electrical	Wiring	Main Earth	R 2 B	2018	0.00	£250	Replace the main earth bar with a split link type to fully comply with BS7671.
01			Electrical	Wiring	Power	H 3 C	2018	0.00	£100	Satisfactory, with the exception of one original fused connection unit that should be replaced (nr WC)
01			External Areas	Roads & Car Parks	Roads & Car Parks Project	E 3 B	2018	1.00	£500	Recommend painting high visual line markings to 5nr car parking bays
01			External Walls Windows & Doors	Wall Structure	Wall Structure Project	G 2 D	2018	1.00	£700	Carefully hack off loose concrete to reinforced concrete slab, expose the reinforcement, treat corrosion and repair surrounding concrete to match as existing, poor condition
01			External Walls Windows & Doors	Wall Structure	Wall Structure Project	G 3 C	2018	1.00	£500	Vertical fracture evident through low level brickwork below right side elevation window, fracture approximately 4-5mm in width, recommend monitoring for further movement, price for possible investigations
01			External Walls Windows & Doors	Window & Door Framing	Window & Door Framing Project	G 2 C	2018	1.00	£500	Allow for a joiner to attend to re-hang external double doors and internal double doors between 001 & 006 - excessive gaps between door leaves
01			External Walls Windows & Doors	Window & Door Framing	Window & Door Framing Project	E 3 B	2018	1.00	£55,000	Recommend long term replacement of aged and inefficient S/G metal framed windows for ne D/G powder coated aluminium alternative, price increase for scaffolding and professional fees
01			Floors And Stairs	Floor Screed & Finish	Floor Screed & Finish Project	E 3 B	2018	90.00	£3,600	Slight wear evident to carpet floor covering within room 001 in high traffic areas however intact, price for long term renewal
01			Internal Walls & Doors	Walls & Partitions	Walls & Partitions Project					Note: timber framed structure, exposed timber columns and ceiling beams with no obvious evidence of damage.
01			Mechanical	Cold Water	Storage and Distribution	G 2 D	2018	0.00	£80	MCW To WC, Cold Tap On Basin, 1X Bib-Tap (need double check valve 80), Water Heater & boiler.
01			Mechanical	External Services	External Gas Services	G 2 D	2018	0.00	£400	Rises from below raised building into a isolation valve then on to a gas meter Elster G4 6m3/h but the meter is in the same room as the boiler and needs boxing out of Supalux board with a door access and venting to outside. gas pipework is earthed and correct notice and line diagram
01			Mechanical	External Services	External Water Services					1no 15mm stop cock with a Smart Meter sm100 serial number 05335842. the water pipework is earthed
01			Mechanical	Gas Distribution	Gas Valves and Pipework	F 2 C	2018	0.00	£350	needs a 22mm isolation valve after the meter better to have a manual solenoid valve
01			Mechanical	Gas Distribution	Gas Valves and Pipework	H 2 B	2018	0.00	£260	replace the pipework off the meter to 22mm pipework and connect on to existing 22mm pipework

**1851-01 Duffield Library**

Building Survey Date: 30-May-2018 Mechanical Survey Date: 30-May-2018 Electrical Survey Date: 05-June-2018

Block	Floor	Room	Element	Sub Element	Attribute	Priority	Year	Quantity	Cost	Remarks
01			Mechanical	Heating Controls	Panel and Sensors	L 4 B	2018	0.00	£400	1X Coster CMD 913 Optimiser, 1X Key Operated Plant Controller for holiday mode this unit is now obsolete coster sensor is in the main library area where reception is
01			Mechanical	Heating Distribution	Heat Emitters and TRVs	L 2 D	2018	0.00	£1,500	1no LST panel in lobby 2x SPC Belgravia fan convectors one not working (£100 for repair or replace £1500) 3no radiators with Drayton TRV4 s
01			Mechanical	Heating Distribution	Heating Valves and Pipework					22mm and 15mm Copper throughout the building and not insulated
01			Mechanical	Heating Plant	Boiler	G 2 D	2018	0.00	£240	1X Glowworm 30SXi Wall Mounted Condensing Gas Boiler. With 3/4inch White Plastic Condensate Drain To External & 15mmcu Blowoff Discharge To External. There is no compartment ventilation where the boiler is situated
01			Mechanical	Heating Plant	Fill System					15mm Mains fill hose
01			Mechanical	Hot Water	Hot Water Generator					1X Heatrae sadia Streamline Water Heater Over Basin.
01			Mechanical	Ventilation	Mechanical Ventilation	H 3 C	2018	0.00	£500	no ventilation in toilet except the window
01			Redecorations	External	External Project	G 3 C	2018	50.00	£1,500	Paint wearing decorative finish to low level reinforced concrete slab using a bitumen based paint to concrete, poor condition
01			Redecorations	External	External Project	G 3 C	2018	1.00	£2,500	Rub down and redecorate timber fascia boards, decoration wearing and flaking, poor condition, price increase for access tower
01			Redecorations	External	External Project	G 2 C	2018	55.00	£1,925	Rub down and redecorate wearing and flaking decorative finishes to all S/G metal framed windows, using a high performance paint system, poor condition, price increase for access tower
01			Redecorations	Internal	Internal Project	E 3 B	2018	120.00	£4,560	Carry out full internal redecoration to all rooms.
01			Roofs	Flat Coverings & Insulation	Flat Coverings & Insulation Project	G 3 C	2018	1.00	£500	Flat, felt covered roof - re-covered in 2009 - good condition with no leaks - allow for moss & debris removal caused by nearby trees
01			Roofs	Roof Windows	Roof Windows Project					1no. roof light to LI001 - appears in good condition - no evidence of water ingress
01			Sanitary Services	Fittings	Fittings Project	H 2 B	2018	1.00	£800	Recommend renewing crazed and aged sanitary ware within library toilet room 005.

**Total Condition Liability for Block 01 = £83,165****Total Condition Liability for Site 1851-01 = £84,165**