

**MINUTES OF THE MEETING OF WELLINGTON TOWN COUNCIL HELD AT THE UNITED REFORMED CHURCH HALL, WELLINGTON ON MONDAY 5 AUGUST 2024 AT 7.15 PM**

**PRESENT:** Councillor J Lloyd (Chair),  
Councillors J Cole, S Fox, A Govier, M Lithgow, S Mercer, S Pringle-Kosikowsky and J Thorne

**IN ATTENDANCE:** David Farrow (Town Clerk)  
One member of the press  
Four members of the public  
Ollie Smith from PULSE Smart Hubs

**192 TO OFFER WELCOME AND INTRODUCTIONS**

The Mayor opened the meeting and welcomed Councillor S Fox to her first full meeting of The Council.

**193 TO RECEIVE APOLOGIES FOR ABSENCE AND TO APPROVE THE REASONS GIVEN**

Apologies were received from Councillors C Govier, M McGuffie and K Wheatley.

**194 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**195 COMMUNITY AWARDS 2024**

The Mayor presented the Community Awards to the following:

- Youth Award – Alexander Potter
- Community Award – Wellington Women in Business
- Business Award – Odette’s Tearoom
- Civic Award – Dave Mitton

At this juncture the members of the public left the meeting.

**196 MINUTES**

**RESOLVED** to approve and sign the minutes of the Council meeting held 1 July 2024.

**197 QUESTIONS AND COMMENTS FROM MEMBERS OF THE PUBLIC**

There were no members of the public present for this item.

**198 TO RECEIVE AN UPDATE FROM THE LOCAL POLICING TEAM**

The report from Sgt O’Connor was circulated prior to the meeting and was noted.

In response to a question Sgt O’Connor clarified the classification of drugs.

Councillor A Govier offered support to Sgt O’Connor and the police service in general given the civil unrest across the country in recent days and assured him of the Council’s full support in the event of any issues arising in Wellington.

**198 PULSE SMART HUBS**

The Council received a presentation from Ollie Smith, Development Director with Pulse SMART Hubs.

After some discussion **RESOLVED** to agree to continue discussions about the possible deployment of SMART Hubs in the town with work to be led by the Policy and Finance Committee.

**199 TO RECEIVE A REPORT FROM THE MAYOR**

The Mayor's report had been circulated prior to the meeting and was noted.

**200 SOMERSET COUNCIL/LOCAL COMMUNITY NETWORK (LCN) UPDATE**

Councillor A Govier reported that the Leader of Somerset Council had today signed off the decision to devolve assets and services to Wellington Town Council.

Councillor Lloyd reported that she had attended the LCN AGM where Councillor Ross Henley had been re-appointed as Chair.

**201 TO RECEIVE THE CLERK'S REPORT ON RECENT COUNCIL ACTIVITIES**

The Clerk's report had been circulated with the agenda and was noted.

**202 POLICY & FINANCE COMMITTEE**

The draft minutes of the meeting held on 10 June 2024 were circulated with the agenda and were noted.

**203 DEVOLUTION WORKING GROUP**

The summary action plan had been circulated with the agenda. The Town Clerk advised that at the September Council meeting officers would be presenting proposals for the resources required to manage open spaces from April 2025. He advised that the technical details in relation to ownership and lease transfers would require longer to work through, but that Somerset Council was aiming to have that finalised by the beginning of April 2025.

**204 ECONOMIC DEVELOPMENT COMMITTEE**

The draft minutes of the meeting held on the 10 July had been circulated with the agenda and were noted.

**RESOLVED** that a Promotion of Wellington Working Group be established to work with Visit Somerset to develop proposals for how the Town Council could promote Wellington. Councillors J Thorne, M Lithgow and S Fox were appointed to the Working Group. Draft terms of reference to be considered by the Working Group at its first meeting.

**205 EVENT WORKING GROUP**

The notes of the meeting held on the 29 July were circulated with the agenda and noted.

**RESOLVED:**

- (i) To accept a quotation from Fuse Performance Ltd for 4 Jugglers/Spinners Fire/Glow Performers at a cost of £250.00 plus travel (approx. average £30-£40). Expenditure to be taken from the Christmas Lights Switch On Event Budget Line.
- (ii) To accept a quotation of £2000 from Prosound and Lighting for Stage, Lighting and PA System Hire. Expenditure to be taken from the Christmas Lights Switch On Event Budget Line.

**206 COMMUNITY COMMITTEE**

The draft minutes of the meeting held on the 15 July had been circulated with the agenda and were noted.

**207 ENVIRONMENT COMMITTEE**

The draft minutes of the meeting held on the 17 July had been circulated with the agenda and were noted.

After some discussion it was **RESOLVED** to adopt the proposed sponsorship scheme set out in the paper circulated with the agenda on the proviso that sponsorship amounts properly reflect the actual cost of the plants/maintenance and plaque and officer management time and that it was made clear that the amounts were minimum amounts that could be paid.

**208 COMMITTEE VACANCIES**

**RESOLVED** to appoint Councillor S Fox to the Planning Committee  
Noted the remaining vacancies for the policy and Finance and Environment Committees.

**209 TWINNING REPRESENTATION**

Councillors made suggestions to Councillor Mercer for themes he should cover in any speech he makes whilst visiting Immenstadt.

**210 TO CONSIDER EXCLUDING MEMBERS OF THE PRESS AND PUBLIC**

**RESOLVED** to exclude members of the press and public under Schedule 12A of the Local Government Act 1972 on the basis that if they were present during the business to be transacted there would be a likelihood of disclosure of exempt information, within the meaning of Schedule 12A to the Local Government Act 1972:  
Reason taken from the legislation - Information relating to a particular individual.

**211 STAFFING REVIEW**

The contents of this minute are confidential.

**STANDING DECLARATIONS OF INTEREST**

**Members of Somerset Council:**  
Councillor Andrew Govier  
Councillor Marcus Barr  
Councillor Ross Henley  
  
**Director of the Somerset Association of Local Councils**  
Councillor Janet Lloyd

The meeting closed at 9.10 pm

Mayor

.....

## RIBA STAGE 3 REPORT

### REBUILD OF LONGFORTH ROAD PUBLIC TOILETS

For



Final Issue v2: 16<sup>th</sup> August 2024

**Endeavour House, Pynes Hill, Rydon Lane, Exeter, EX2 5WH**

+44 (0)1392 367979 | [www.ravenslade.co.uk](http://www.ravenslade.co.uk) | Registered in England and Wales: 6503436 | Exeter | Plymouth

## **Contents**

### **Brief**

#### **Option 1- Traditional Build**

- **Design**
- **Order of Cost Estimate**
- **Programme**

#### **Option 2 – Modular Build**

- **Design**
- **Order of Cost Estimate**
- **Programme**

### **Executive Summary**

### **Next Steps and Decisions**

### **Appendices:**

A: Ravenslade service and fee proposal dated 30<sup>th</sup> May 2024.

B: Wallgate Healthcare brochure

C: Site Photos

## **Brief**

Following an exercise in early 2024 to review and scope out design options for the rebuilding of the now demolished public toilet block on Longforth Road, Ravenslade were briefed and commissioned by WTC to develop the 'Option 6' scheme.

This was confirmed by AK e mail 15<sup>th</sup> May 2024 following a WTC Policy and Resources meeting as follows:

- 1) *The building should consist of 2 nr cubicles, 1 nr accessible/disabled cubicle plus storage- Option 6.*
- 2) *The building should have a 'flat' roof construction.*

Ravenslade commission was confirmed with purchase order 197 dated 13<sup>th</sup> June 2024 to progress the project to RIBA Stage 3.

Healthmatic have been instructed under a separate commission to provide designs and specification for the modular version. AK e mail to Healthmatic dates 24<sup>th</sup> May refers.

A Draft Stage 3 report was prepared and presented at a council meeting on 5<sup>th</sup> August 2024.

## **Exclusions**

The report does not cover the operational aspects of the building as that is beyond Ravenslade remit. However, we have taken due consideration of any aspects of infrastructure that we are aware of to date that need to be incorporated into the building fabric ie access control to facilitate operational requirements.

## **Scope of Ravenslade Services**

The professional services proposal was detailed in Ravenslade fee letter dated 30<sup>th</sup> May 2024 which is contained in Appendix A

## **Option 1- Traditional Build**

- **Design**

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 PYNES HILL  
 RYDON LANE  
 EXETER  
 EX2 5WH  
 w: [www.ravenslade.co.uk](http://www.ravenslade.co.uk)



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- ANY DISCREPANCIES TO BE IMMEDIATELY NOTIFIED TO RAVENSLADE SURVEYOR
- REFER TO BENCHMARK SURVEYS DRAWING NO. BS3925/09.2023/01/MK Rev A FOR FULL SURVEY INFORMATION

REVISIONS

Rev	By	Rev Description	Check	Date
P1	ST	PRELIMINARY ISSUE	PB	16/07/24
P2	ST	TARMAC RESURFACING AREA EXTENDED	PB	31/07/24

SITE LOCATION:  
 LONGFORTH ROAD  
 WELLINGTON  
 SOMERSET  
 TA21 8RQ

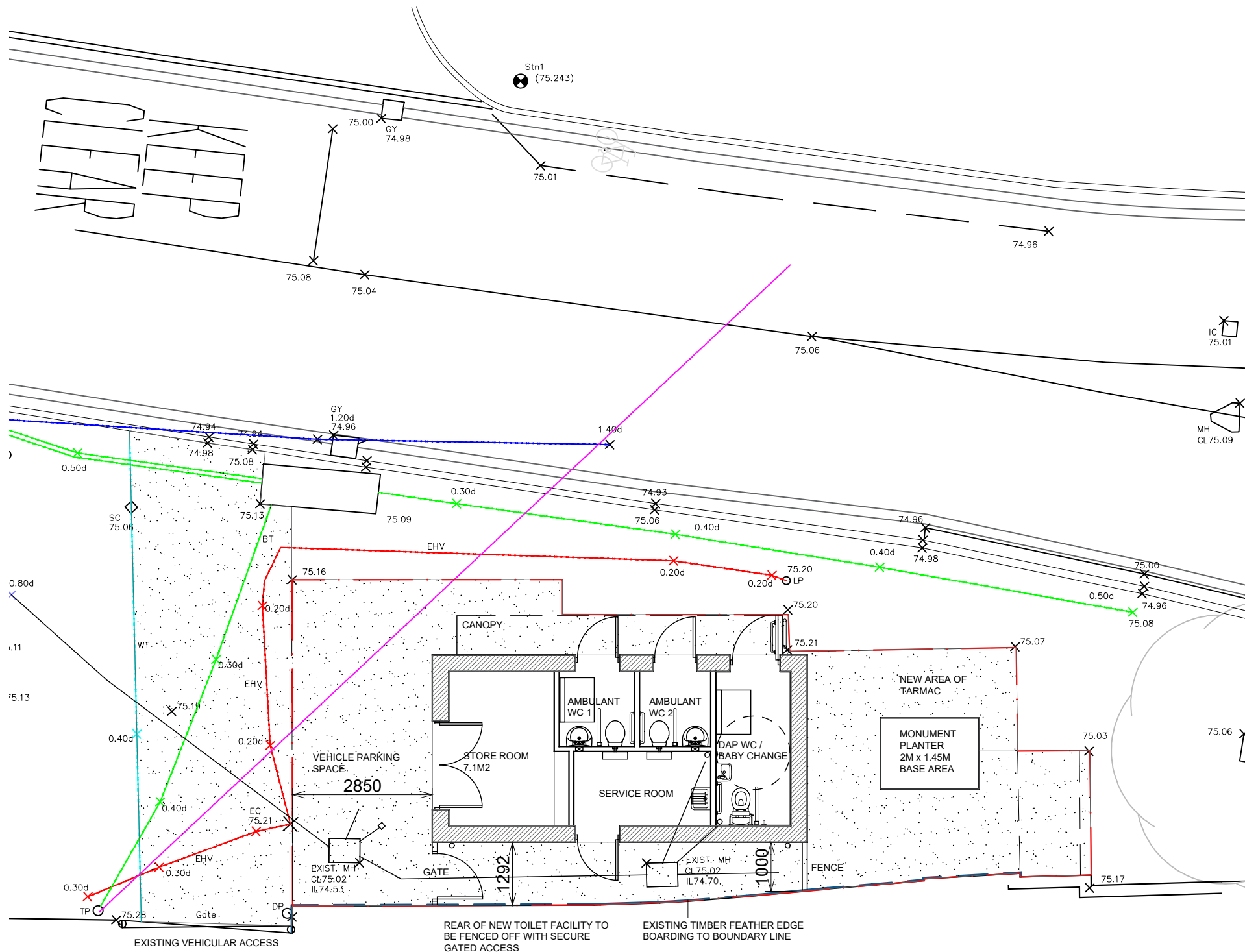
PROJECT:  
 NEW TOILET BLOCK

DRAWING TITLE:  
 PROPOSED SITE PLAN - TRADITIONAL BUILD  
 BRICKWORK OPTION

DATE:	01/08/2024	SCALE:	1:100@A3
DRAWN BY:	ST	CHECKED BY:	PB
DRAWING NUMBER:	RS2076 L01.10	REV.	P2

### GENERAL NOTES

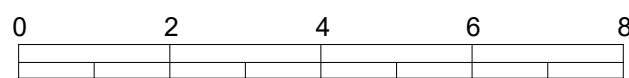
- ANY FUTURE SOLAR PV TO ROOF TO SPECIALIST DESIGN
- DOOR ACCESS CONTROL SYSTEM TO BE CONFIRMED
- BOUNDARY LINE AS SHOWN SUBJECT TO CONFIRMATION
- NOTE PROXIMITY OF HIGH VOLTAGE ELECTRICITY CABLE AS IDENTIFIED ON THE SURVEY



PROPOSED SITE PLAN 1:100

### UNDERGROUND UTILITY SURVEY LEGEND

BT Communications	BT	PAS 128 Quality Levels (QL)	D - Location abstracted from records. Indicative information only.
Cable TV	CTV		C - Location is demonstrated by visual reference to street furniture, topographical features, or evidence of street works such as trench scars.
Foul Water	FW		Indicative information only.
Gas	GAS		B4 - Location is suspected to exist but has not been detected. Indicative information only.
Ground Penetrating Radar	GPR		B3 - Horizontal location of the utility detected by one geophysical technique.
Heating Ducts	HP		B2 - Horizontal and vertical location of the utility detected by one geophysical technique.
High Voltage Electricity	EHV		B1 - Horizontal and vertical location of the utility detected by multiple geophysical techniques.
Low Voltage Electricity	ELV		B - established from an inspection chamber, manhole, or excavations.
Mains Water	WT		A - Horizontal and vertical location of the top and/or bottom of the utility
Oil / Fuel	OIL		
Power Unknown	PUK		
Radio Frequency Located	RFL		
Surface Water	SW		
Earth Cable	E.C		
End of Trace	E.O.T		



METERS

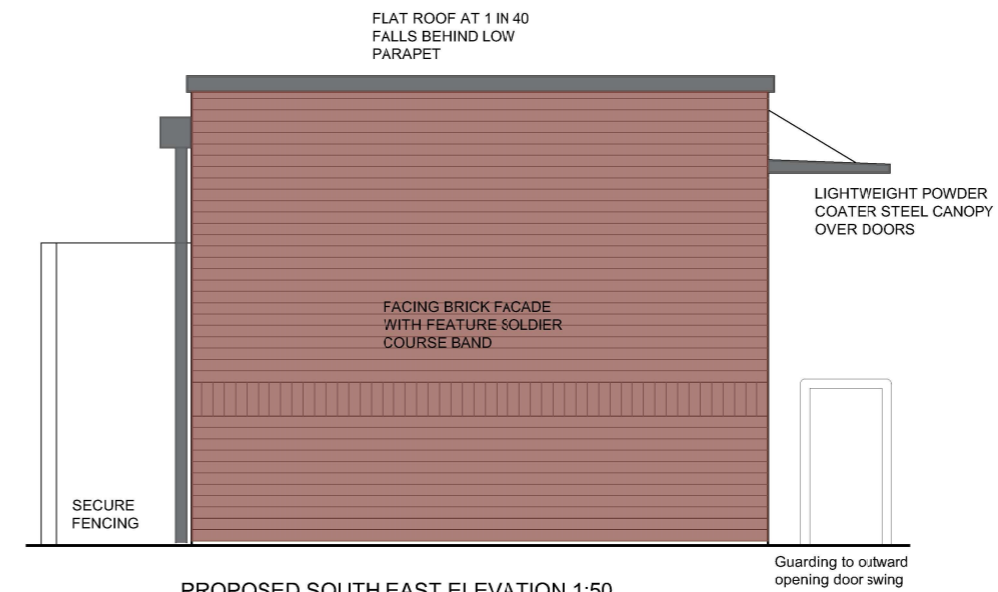
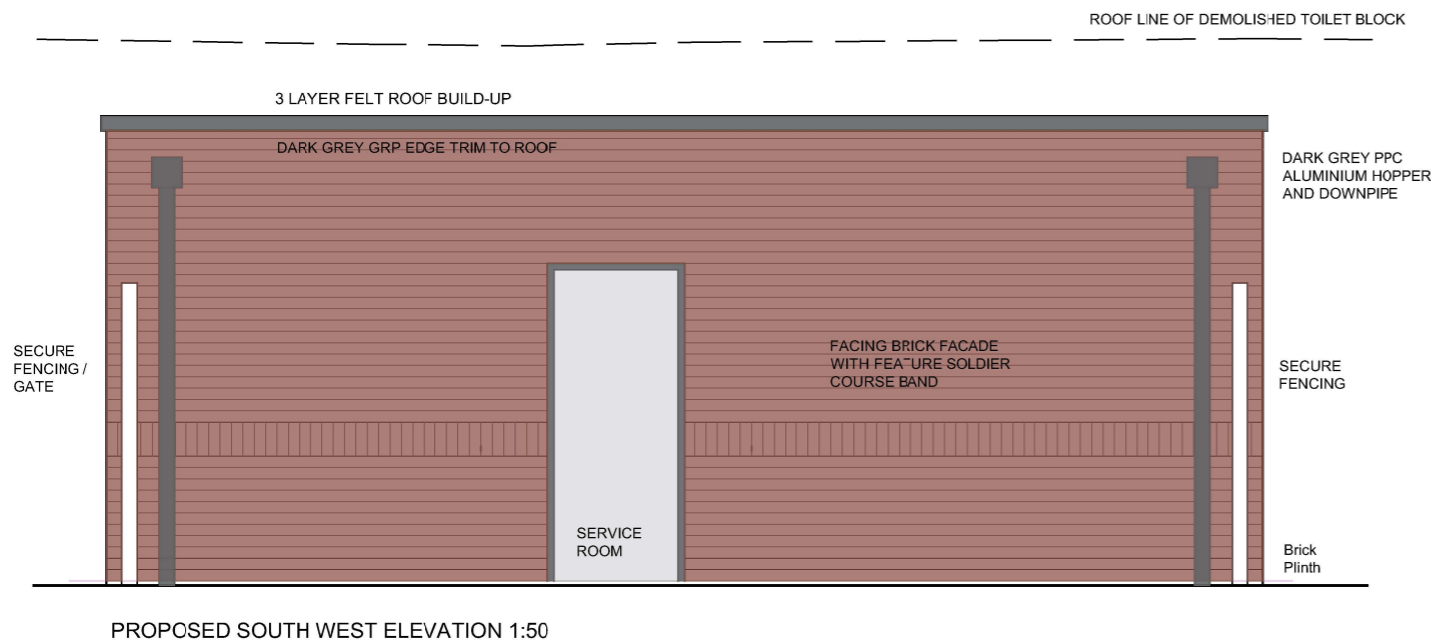
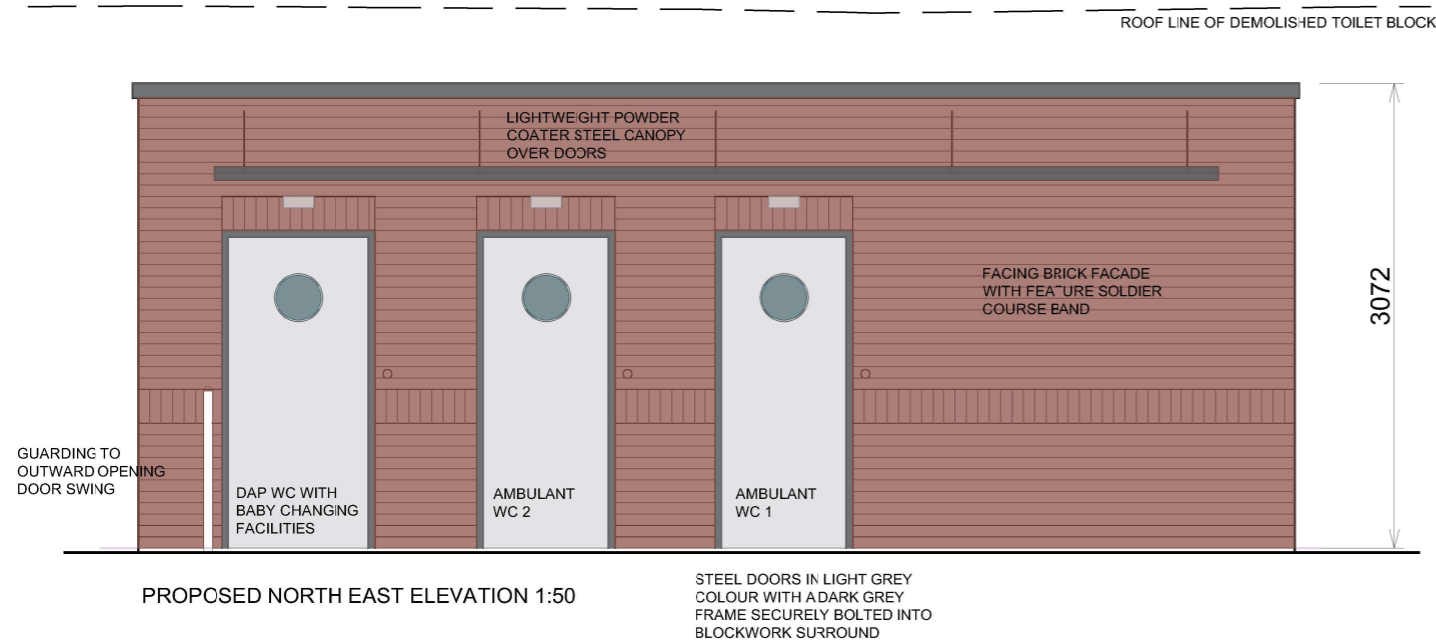




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REVISIONS

Rev	By	Rev Description	Check	Date
P1	ST	PRELIMINARY ISSUE	PB	16/07/24
P2	ST	REAR WINDOW REMOVED, FACING BRICK ADDED	PB	31/07/24

SITE LOCATION:  
 LONGFORTH ROAD  
 WELLINGTON  
 SOMERSET  
 TA21 8RQ

PROJECT:  
 NEW TOILET BLOCK

DRAWING TITLE:  
 PROPOSED ELEVATIONS - BRICKWORK OPTION

DATE: 01/08/2024 SCALE: 1:50@A3

DRAWN BY: ST CHECKED BY: DF

DRAWING NUMBER: RS2076 L04.10 REV: P2

GENERAL NOTES

- DOOR ACCESS CONTROL SYSTEM TO BE CONFIRMED BY CLIENT





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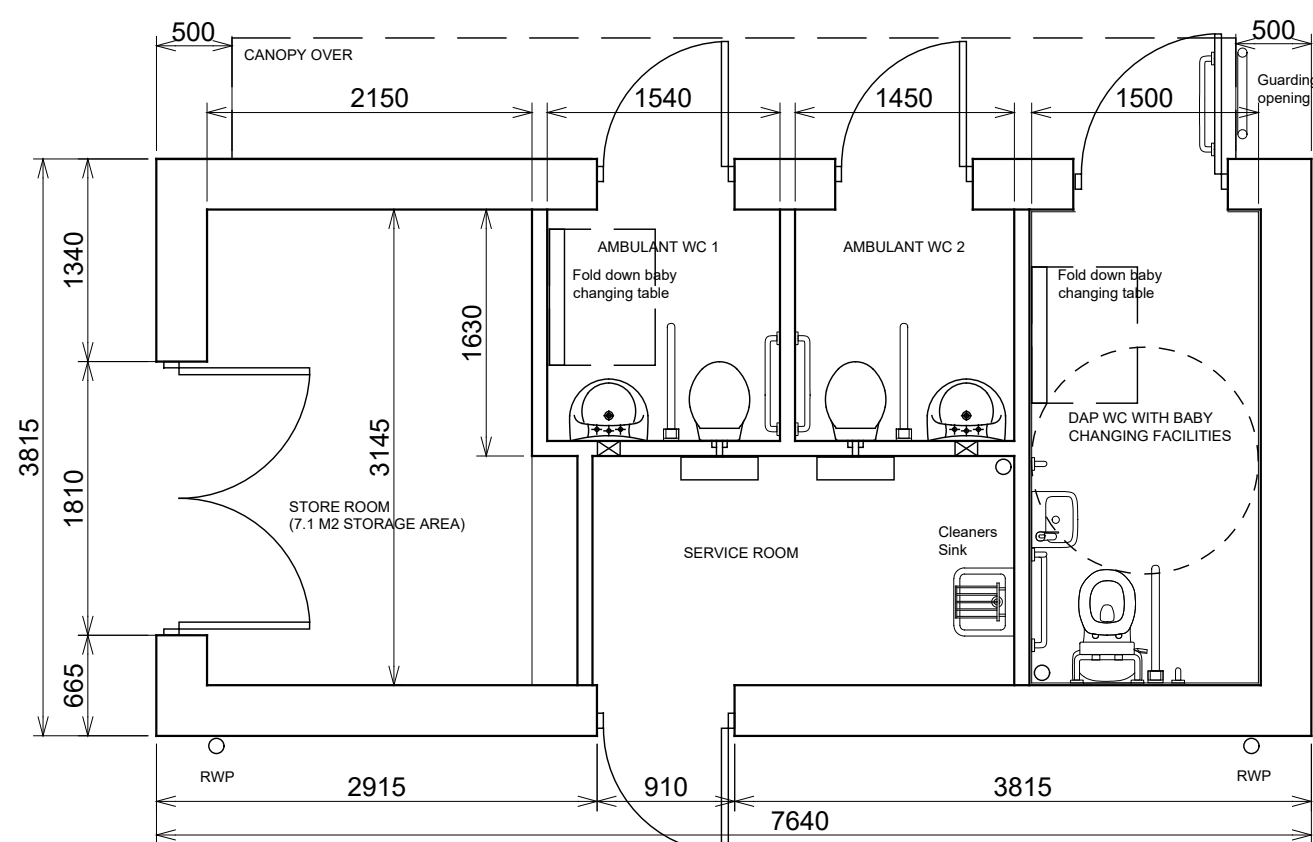


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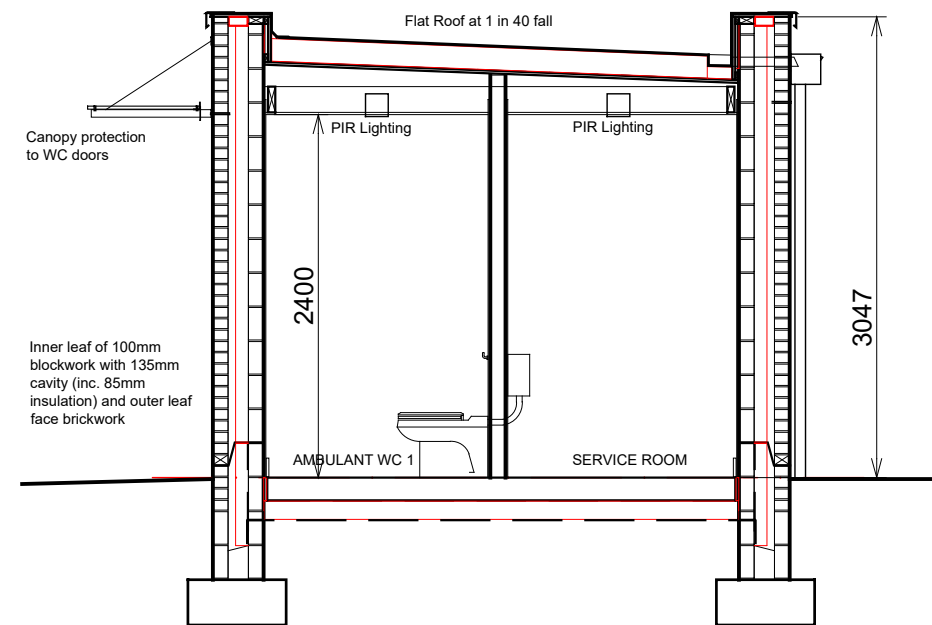


PROPOSED FLOOR PLAN - 1:50

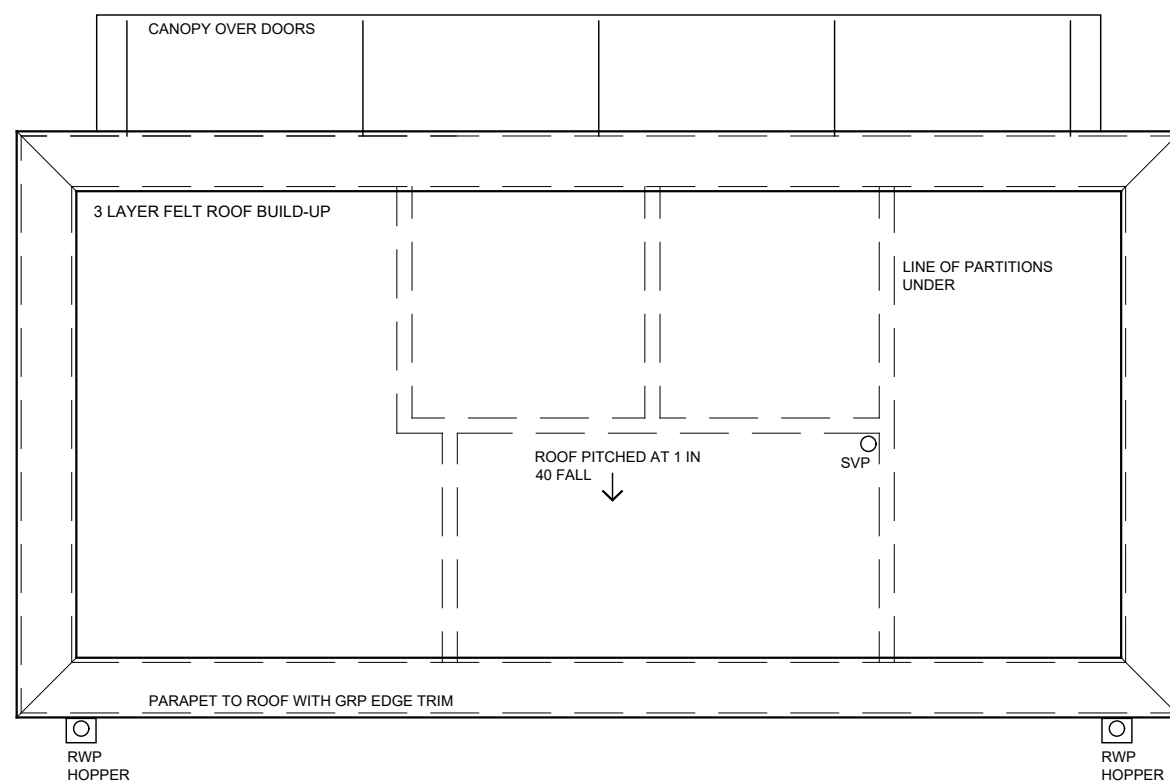
End of canopy set back to stay within boundary line  
 Guarding to outward opening door swing

GENERAL NOTES

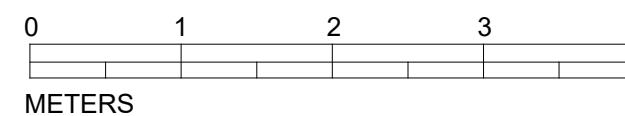
1. DOOR ACCESS CONTROL SYSTEM TO BE CONFIRMED BY CLIENT



PROPOSED SECTION WITH FLAT ROOF AND LOW PARAPET 1:50



PROPOSED ROOF PLAN - 1:50



REVISIONS

Rev	By	Rev Description	Check	Date
P1	ST	PRELIMINARY ISSUE	PB	16/07/24
P2	ST	SECTION UPDATED	PB	18/07/24
P3	ST	BRICK OUTER LEAF SHOWN, REAR WINDOW OMITTED	PB	31/08/24

SITE LOCATION:  
 LONGFORTH ROAD  
 WELLINGTON  
 SOMERSET  
 TA21 8RQ

PROJECT:  
 NEW TOILET BLOCK

DRAWING TITLE:  
 PROPOSED FLOOR PLAN, ROOF PLAN AND SECTION - BRICKWORK OPTION

DATE: 01/08/2024 SCALE: 1:50@A3

DRAWN BY: ST CHECKED BY: DF

DRAWING NUMBER: RS2076 L02.10 REV. P3

## **Option 1 Traditional Build**

- **Order of Cost Estimate**

13<sup>th</sup> August 2024

## RIBA STAGE 3 COST PLAN

Relating to:

**Public Conveniences, Longforth  
Road, Wellington, Somerset,  
TA21 8RQ**

**Option A - Traditional**

On behalf of:



**Wellington Town Council**

Project reference:	Revision Nr:
<i>RS2076</i>	<i>1</i>

Endeavour House  
Pynes Hill  
Exeter  
EX2 5WH

T: 01392 367979

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**Document Register**

<b>RIBA STAGE 3 COST PLAN</b>	1
<b>Internal Reference</b>	RS2076
<b>Prepared By:</b>	P. Rice MRICS
<b>Review By:</b>	P. Bennett MRICS

**Contents:**

1. Executive Summary
2. Notes, Assumptions & Exclusions
3. Cost Plan / Estimate Summary
4. Elemental Breakdown

## 1. Executive Summary

### Executive Summary:

This Stage 3 Cost Plan will appraise the costs associated with Option A (traditional build) new public conveniences at Longforth Road, Wellington on behalf of Wellington Town Council

The proposed Gross Internal Floor Area (GIFA) for the project is:

22.00 m <sup>2</sup>	237.00 sqft
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The expected Project Out-turn for cost is:

£ 256,646	Equivalent to	£ 11,666 m <sup>2</sup>	£ 1,084 sqft
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Please note: Project Out-turn costs noted above are exclusive of V.A.T

### Base Date / Inflation Allowances

The base date of this Order of Cost is set at 3Q 2024. Tender Inflation as per BCIS forecast to 2Q 2025 is set at 2.54% with Construction Inflation (to construction mid-point) to 3Q 2025 is currently forecast at 0.74%.

### Next Steps:

## 2. Notes, Assumptions & Exclusions

### General Notes & Exclusions

This RIBA Stage 3 Cost Plan was prepared in accordance with RICS New Rules of Measurement using both In-House and BCIS data from projects of a similar size and nature.

### Project Specific Notes

The costs contained within this report have been based upon the following information:

#### Ravenslade Drawings

- L0110 P02 Proposed Site Plan
- L0210 P03 Proposed Floor Plan, Roof Plan and Section
- L0402 P02 Proposed Elevations

The following items, which are not intended to represent an exhaustive list, have been assumed in the preparation of this Order of Cost Estimate:

- Works to commence on site 2Q 2025 / mid-point construction is set at 3Q 2025.
- Standard material specifications have been assumed unless specifically identified within this report.
- Suitable utility supplies are available at the site with no requirement to upgrade in-coming services, enquiries to Statutory Authorities have not been made at this stage.
- Store Room and Service room to be left as bare blockwork (no plaster or decoration)
- Design and Construction Contingency of 5% respectively.

The following items, which are not intended to represent an exhaustive list, have been specifically excluded in the preparation of this Order of Cost Estimate:

- Inflation over above allowances stated, Ravenslade would recommend these are continually reviewed owing to the current climate.
- Value Added Tax .
- Loose fixtures, fittings and equipment unless specifically identified within this report.
- Works outside the site boundary.
- Building and land acquisition costs.
- Unusual or abnormal costs.
- Abnormal ground conditions above those identified within this report.
- Statutory fees.
- Costs associated with planning requirements, discharge of conditions etc.
- Abnormal service connection fees.
- Costs associated with BREEAM or equivalent accreditation.
- Brexit and / or Covid-19 Impact.
- Legal fees.
- Decant costs.
- Door access control / payment system to doors (standard ironmongery allowance only).
- Data connection to building, assumed electric and water only.
- Solar PV panels to roof.
- Fire and security systems - tbc.

### Area Schedule

	Reference	GIFA (m <sup>2</sup> )	GIFA (sqft)
Ground Floor		22	237
<b>Total GIFA</b>		<b>22</b>	<b>237</b>



**3. Cost Plan / Estimate Summary**

GIFA (m <sup>2</sup> )	22.00
GIFA (sqft)	236.81

Ref	Element	Total (£)	(£/m <sup>2</sup> )	(£/sqft)	Notes / Comments
0	Facilitating Works	-	-	-	
1	Sub-structure	11,273.19	512.42	47.61	
2	Superstructure	65,232.00	2,965.09	275.47	
3	Internal Finishes	10,917.34	496.24	46.10	
4	Fittings, Furnishings & Equipment	-	-	-	
5	Services	32,214.24	1,464.28	136.04	
6	Pre-fabricated Buildings & Building Units	-	-	-	
7	Works to Existing Buildings	-	-	-	
8	External Works	18,902.25	859.19	79.82	
9	Main Contractors Preliminaries	30,478.58	1,385.39	128.71	
	<b>Sub-Total</b>	<b>169,017.60</b>	<b>7,682.62</b>	<b>713.74</b>	
10	Main Contractors OH&P	12,676.32	576.20	53.53	
	<b>Works Cost Estimate</b>	<b>181,693.92</b>	<b>8,258.81</b>	<b>767.27</b>	
11	Project and Design Team Fees Estimate				
	Consultants Fees (PM / QS / BS / MEP / S&C / PD)	30,968.67	1,407.67	130.78	
	Planning	1,985.00	90.23	8.38	From Planning Portal
	Building Control	750.00	34.09	3.17	LBC quote 07.08.2024
	Ground Survey	3,250.00	147.73	13.72	Red Rock Quote- Aug 2024
	CCTV Survey (includes jetting, cleaning, waste dis)	1,715.00	77.95	7.24	Exjet Quote June 2023
	Miscellaneous surveys	500.00	22.73	2.11	Budget
	Main Contractors Pre-construction Fee	Excl	Excl	Excl	
	Main Contractors Design Fee	5,000.00	227.27	21.11	CDP elements
	<b>Sub-Total</b>	<b>225,862.59</b>	<b>10,266.48</b>	<b>953.79</b>	
12	Other Project Costs Estimate				
	<b>Base Cost Estimate</b>	<b>225,862.59</b>	<b>10,266.48</b>	<b>953.79</b>	
13	Risk Allowances Estimate				
	Design Development Risks Estimate	11,293.13	513.32	47.69	5.00%
	Construction Risks Estimate	11,293.13	513.32	47.69	5.00%
	Employer Change Risks Estimate				
	Employer Other Risks Estimate				
	<b>Cost Limit</b>	<b>248,448.85</b>	<b>11,293.13</b>	<b>1,049.17</b>	
14	Tender Inflation Estimate	6,305.81	286.63	26.63	2.54%
	<b>Cost Limit (Excluding Construction Inflation)</b>	<b>254,754.66</b>	<b>11,579.76</b>	<b>1,075.80</b>	
15	Construction Inflation Estimate	1,891.74	85.99	7.99	0.74%
	<b>Cost Limit (Including Inflation)</b>	<b>256,646.40</b>	<b>11,665.75</b>	<b>1,083.78</b>	
16	V.A.T Assessment	n/a	n/a	n/a	

## **Option 1 Traditional Build**

- **Programme**



## **Option 2 – Modular Build**

- **Design**

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REVISIONS

Rev	By	Rev Description	Check	Date
P1	ST	PRELIMINARY ISSUE	PB	17/06/24

SITE LOCATION:  
 LONGFORTH ROAD  
 WELLINGTON  
 SOMERSET  
 TA21 8RQ

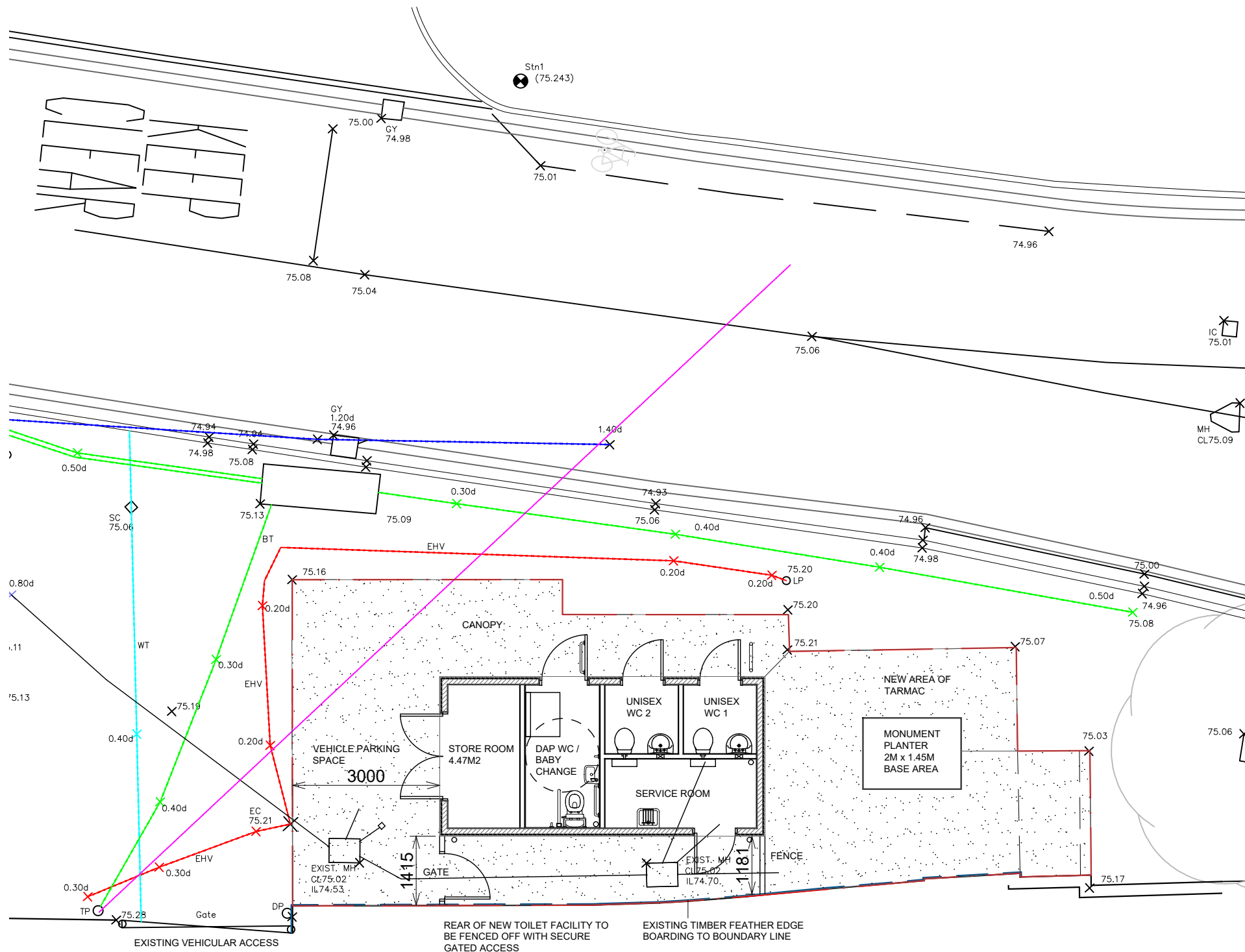
PROJECT:  
 NEW TOILET BLOCK

DRAWING TITLE:  
 PROPOSED SITE PLAN - PREFAB OPTION

DATE:	16/07/2024	SCALE:	1:100@A3
DRAWN BY:	ST	CHECKED BY:	PB
DRAWING NUMBER:	RS2076 L01.20	REV.	P1

### GENERAL NOTES

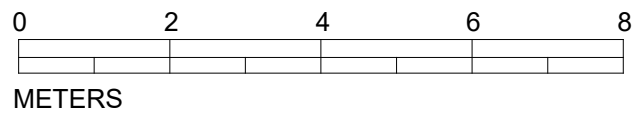
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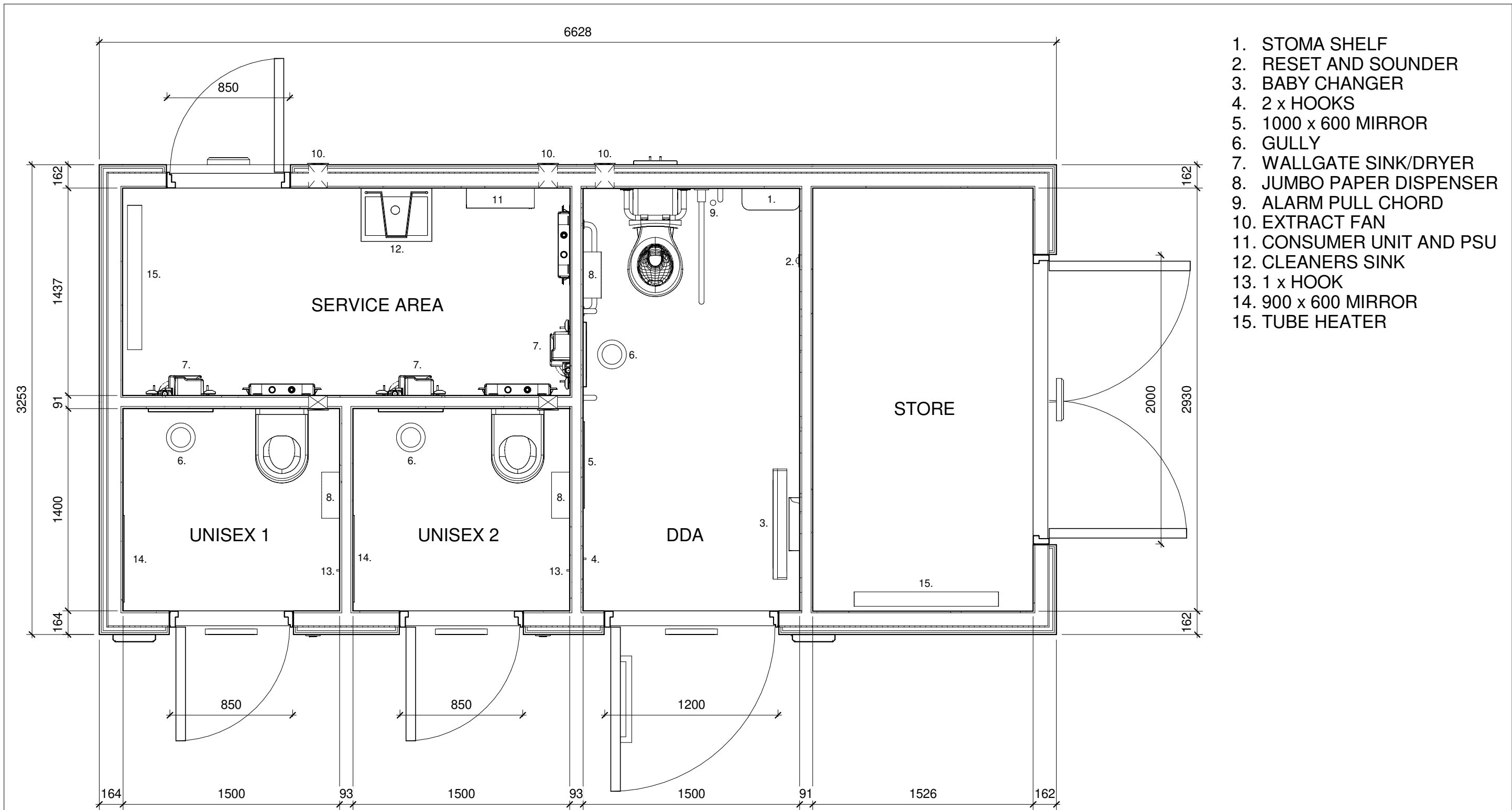


PROPOSED SITE PLAN 1:100


### UNDERGROUND UTILITY SURVEY LEGEND

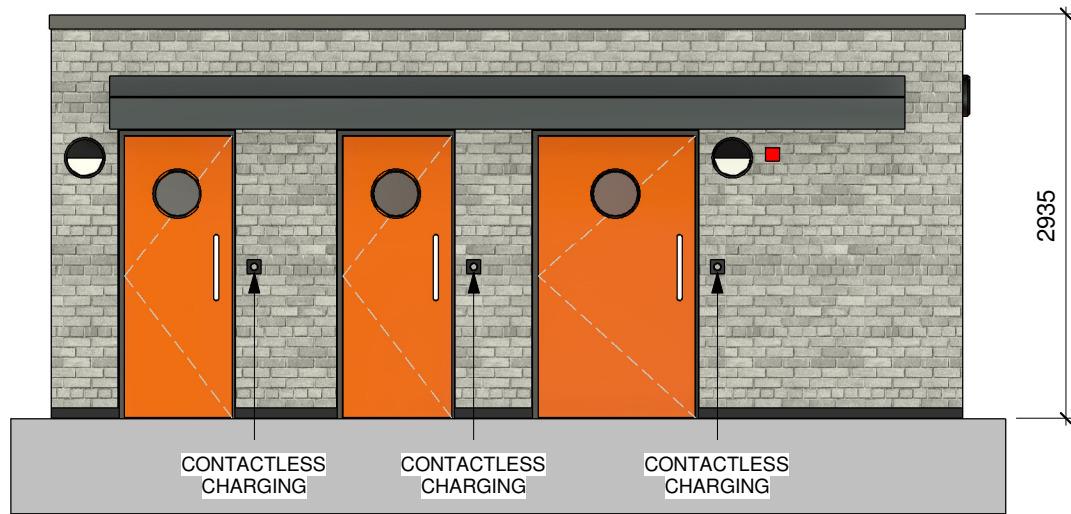
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Low Voltage Electricity	ELV		SW - established from an inspection chamber, manhole, or excavations.
Mains Water	WT		E.C -
Oil / Fuel	OIL		E.O.T -
Power Unknown	PUK		
Radio Frequency Located	RFL		
Surface Water	SW		
Earth Cable	E.C		
End of Trace	E.O.T		



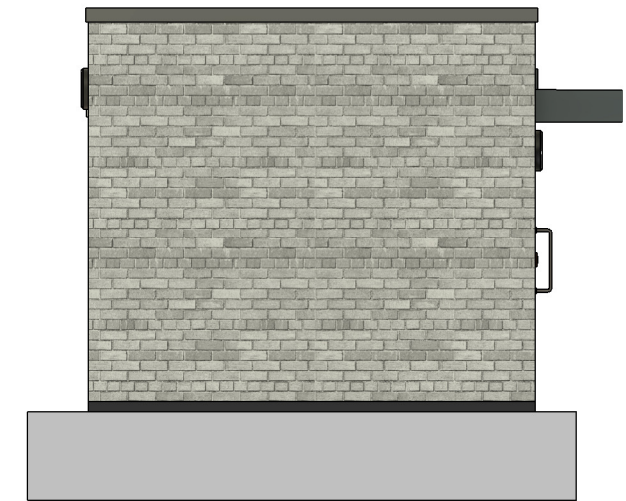


- 1. STOMA SHELF
- 2. RESET AND SOUNDER
- 3. BABY CHANGER
- 4. 2 x HOOKS
- 5. 1000 x 600 MIRROR
- 6. GULLY
- 7. WALLGATE SINK/DRYER
- 8. JUMBO PAPER DISPENSER
- 9. ALARM PULL CHORD
- 10. EXTRACT FAN
- 11. CONSUMER UNIT AND PSU
- 12. CLEANERS SINK
- 13. 1 x HOOK
- 14. 900 x 600 MIRROR
- 15. TUBE HEATER

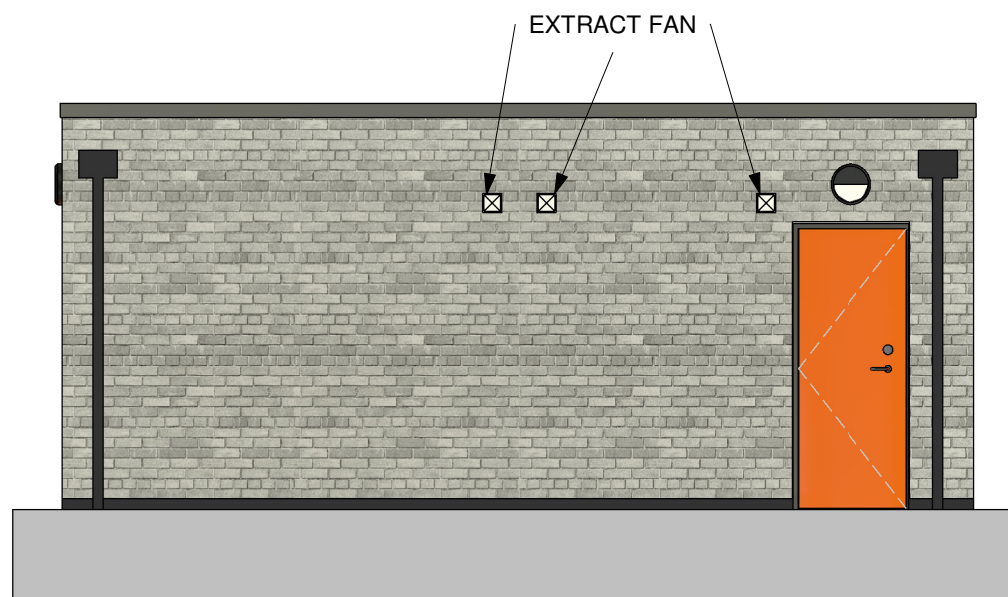
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	CLIENT WELLINGTON TOWN COUNCIL	CHKD BY Checker	DATE	DWG TITLE <b>GENERAL LAYOUT</b>
		SCALE <b>1 : 25</b>	DRAWING No <b>C0175 -019</b>	



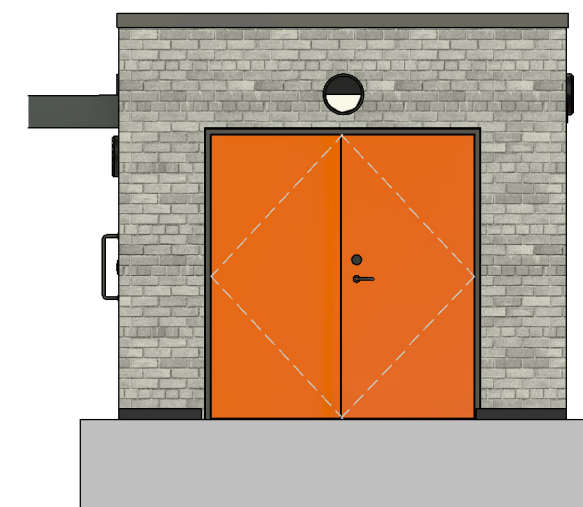
**FRONT**  
1 : 50



**LEFT**  
1 : 50



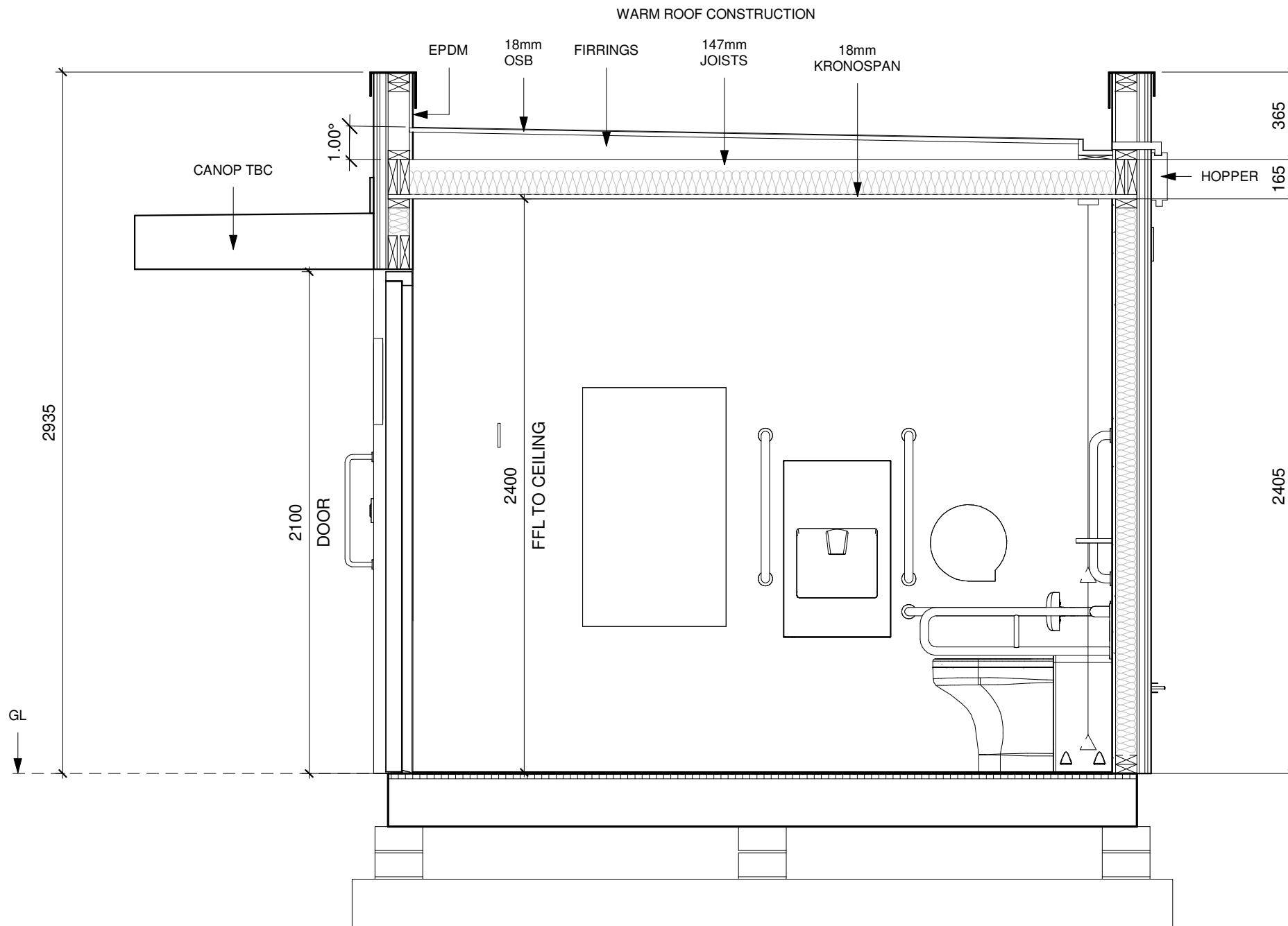
**BACK**  
1 : 50



**RIGHT**  
1 : 50



STATUS <b>DRAFT</b>	DRWN BY NH	DATE 14/07/2024	PROJECT <b>WELLINGTON</b>
CLIENT <b>WELLINGTON TOWN COUNCIL</b>	CHKD BY Checker	DATE	DWG TITLE <b>ELEVATIONS</b>
	SCALE <b>1 : 50</b>		DRAWING No <b>C0175 -022</b>



STATUS  
**DRAFT**

CLIENT  
**WELLINGTON  
TOWN COUNCIL**

DRWN BY  
NH

CHKD BY  
Checker

SCALE  
**1 : 20**

DATE  
14/07/2024

DATE

PROJECT  
**WELLINGTON**

DWG TITLE  
**SECTIONS**

DRAWING No  
**C0175 -023**





**Dundry Brown Multi**  
£38.40 per 0.5m<sup>2</sup> ex VAT



**Middleton Blend**  
£34.50 per 0.5m<sup>2</sup> ex VAT



**Newbridge Mix**  
£42.00 per 0.5m<sup>2</sup> ex VAT



**EBS Sanded Red Stock**  
£42.60 per 0.5m<sup>2</sup> ex VAT



**Islington Yellow Rustica**  
£40.80 per 0.5m<sup>2</sup> ex VAT



**Ketley Staffordshire Blue**  
£45.00 per 0.5m<sup>2</sup> ex VAT



**London Original Stock**  
£37.80 per 0.5m<sup>2</sup> ex VAT



**Old English**  
£38.40 per 0.5m<sup>2</sup> ex VAT



**Pastorale**  
£34.80 per 0.5m<sup>2</sup> ex VAT



**St Ives Cream Rustica**  
£38.40 per 0.5m<sup>2</sup> ex VAT



**Topaz**  
£35.40 per 0.5m<sup>2</sup> ex VAT



**Whitby Red**  
£38.40 per 0.5m<sup>2</sup> ex VAT



**Wrekin Buff**  
£22.50 per 0.5m<sup>2</sup> ex VAT



**Livorno**  
£33.00 per 0.5m<sup>2</sup> ex VAT

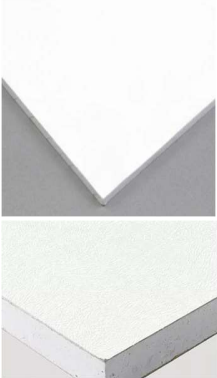
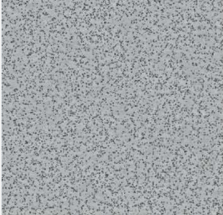



**Volcanic Black**  
£22.50 per 0.5m<sup>2</sup> ex VAT



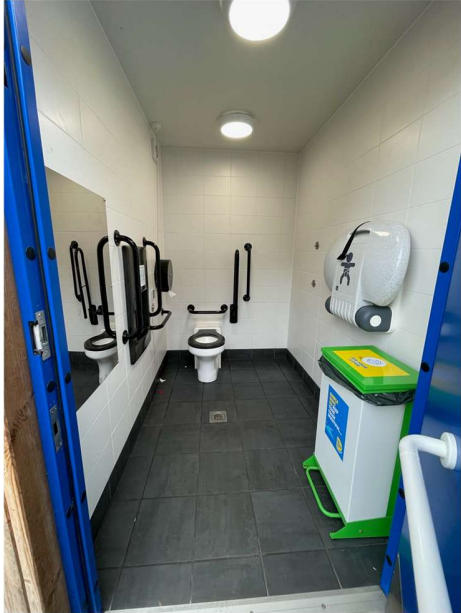
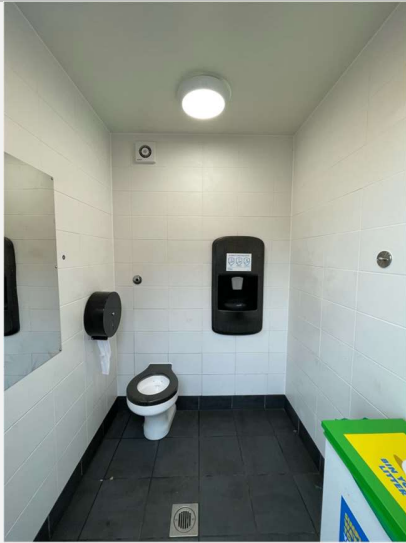
**Old Beaufort**  
£39.00 per 0.5m<sup>2</sup> ex VAT

## Internal Materials list



Description:	Image	Client agreed & Sign	Comments
<p><b>Internal Wall finish, Colour &amp; Location</b> – White hygienic antimicrobial PVC wall cladding with joint trims, to cubical and CP walls, White VF plasterboard to service bay.</p>			
<p><b>Internal Floor finish, Colour &amp; Location</b> - Ash grey vinyl flooring to all areas.</p>			
<p><b>Ceiling</b> – White Kronospan to cubicles and service bay, White wipeable square ceiling tiles on suspended ceiling system.</p>			

Author:	D Jardine	Approved by:	R Smith
Revision Level:	1	Date Reviewed:	21/06/23
<p style="color: red; text-align: center;">UNCONTROLLED WHEN PRINTED – ALWAYS CONSULT DOCUMENT CONTROL FOR THE LATEST VERSION</p>			Page 2 of 4

## Sanitary Fixtures

Description:	Image	Client agreed & Sign	Comments
<p><b>DDA. – Standard Healthmatic DDA pack.</b></p>			
<p><b>Unisex cubicles. – Standard Healthmatic cubicle pack.</b></p>			

Author:	D Jardine	Approved by:	R Smith
Revision Level:	1	Date Reviewed:	21/06/23
UNCONTROLLED WHEN PRINTED – ALWAYS CONSULT DOCUMENT CONTROL FOR THE LATEST VERSION			Page 3 of 4

Lighting Materials list			
Description:	Image	Client agreed & Sign	Comments
Internal lighting within cubicles, DDA and service area - Ansell ADILED2/MW or similar approved.			
External lighting - 12W LED Eyelid Amenity Bulkhead Black 4200K or similar approved.			

N.B – Please read material spec in conjunction with the most up to date drawings, all images are for illustration purposes, spec and manufacture subject to change dependent on availability.

Please check all items and initial all agreed elements.

Final signoff.

Client

Sign.....

Date.....

Author:	D Jardine	Approved by:	R Smith
Revision Level:	1	Date Reviewed:	21/06/23
UNCONTROLLED WHEN PRINTED – ALWAYS CONSULT DOCUMENT CONTROL FOR THE LATEST VERSION			Page 4 of 4

## **Option 2 – Modular Build**

- **Order of Cost Estimate**

13<sup>th</sup> August 2024

## RIBA STAGE 3 COST PLAN

Relating to:

**Public Conveniences,  
Longforth Road, Wellington,  
Somerset, TA21 8RQ  
Option B - Modular (Healthmatic)**

On behalf of:



**Wellington Town Council**

Project reference:	Revision Nr:
RS2076	1

Endeavour House  
Pynes Hill  
Exeter  
EX2 5WH

T: 01392 367979

[www.ravenstlade.co.uk](http://www.ravenstlade.co.uk)

**Document Register**

<b>RIBA STAGE 3 COST PLAN</b>	1
<b>Internal Reference</b>	RS2076
<b>Prepared By:</b>	P. Rice MRICS
<b>Review By:</b>	P. Bennett MRICS

**Contents:**

1. Executive Summary
2. Notes, Assumptions & Exclusions
3. Cost Plan / Estimate Summary
4. Elemental Breakdown

## 1. Executive Summary

### Executive Summary:

This Stage 3 Cost Plan will appraise the costs associated with Option B (modular build) new public conveniences at Longforth Road, Wellington on behalf of Wellington Town Council

The proposed Gross Internal Floor Area (GIFA) for the project is:

19.00 m <sup>2</sup>	205.00 sqft
----------------------	-------------

The expected Project Out-turn for cost is:

£ 238,205	Equivalent to	£ 12,537 m <sup>2</sup>	£ 1,165 sqft
-----------	---------------	-------------------------	--------------

Please note: Project Out-turn costs noted above are exclusive of V.A.T

### Base Date / Inflation Allowances

The base date of this Order of Cost is set at 3Q 2024. Tender Inflation as per BCIS forecast to 2Q 2025 is set at 2.54% with Construction Inflation (to construction mid-point) to 2Q 2025 is currently forecast at 0%.

### Next Steps:



## 2. Notes, Assumptions & Exclusions

### General Notes & Exclusions

This RIBA Stage 3 Cost Plan was prepared in accordance with RICS New Rules of Measurement using both In-House and BCIS data from projects of a similar size and nature.

### Project Specific Notes

The costs contained within this report have been based upon the following information:

#### Ravenslade Drawings

0120 Proposed Site Plan - Prefabricated Option

The following items, which are not intended to represent an exhaustive list, have been assumed in the preparation of this Order of Cost Estimate:

- Works to commence on site 2Q 2025 / mid-point construction is set at 2Q 2025.
- Standard material specifications have been assumed unless specifically identified within this report.
- Suitable utility supplies are available at the site with no requirement to upgrade in-coming services, enquiries to Statutory Authorities have not been made at this stage.
- Design and Construction Contingency of 5% respectively.

The following items, which are not intended to represent an exhaustive list, have been specifically excluded in the preparation of this Order of Cost Estimate:

- Inflation over above allowances stated, Ravenslade would recommend these are continually reviewed owing to the current climate.
- Value Added Tax .
- Loose fixtures, fittings and equipment unless specifically identified within this report.
- Works outside the site boundary.
- Building and land acquisition costs.
- Unusual or abnormal costs.
- Abnormal ground conditions above those identified within this report.
- Statutory fees.
- Costs associated with planning requirements, discharge of conditions etc.
- Abnormal service connection fees.
- Costs associated with BREEAM or equivalent accreditation.
- Brexit and / or Covid-19 Impact.
- Legal fees.
- Decant costs.
- Solar PV panels to roof.
- Fire and security systems - tbc.
- Door access control / payment system to doors INCLUDED

### Area Schedule

Reference	GIFA (m <sup>2</sup> )	GIFA (sqft)
Ground Floor	19	205
<b>Total GIFA</b>	<b>19</b>	<b>205</b>

**3. Cost Plan / Estimate Summary**

GIFA (m <sup>2</sup> )	19.00
GIFA (sqft)	204.51

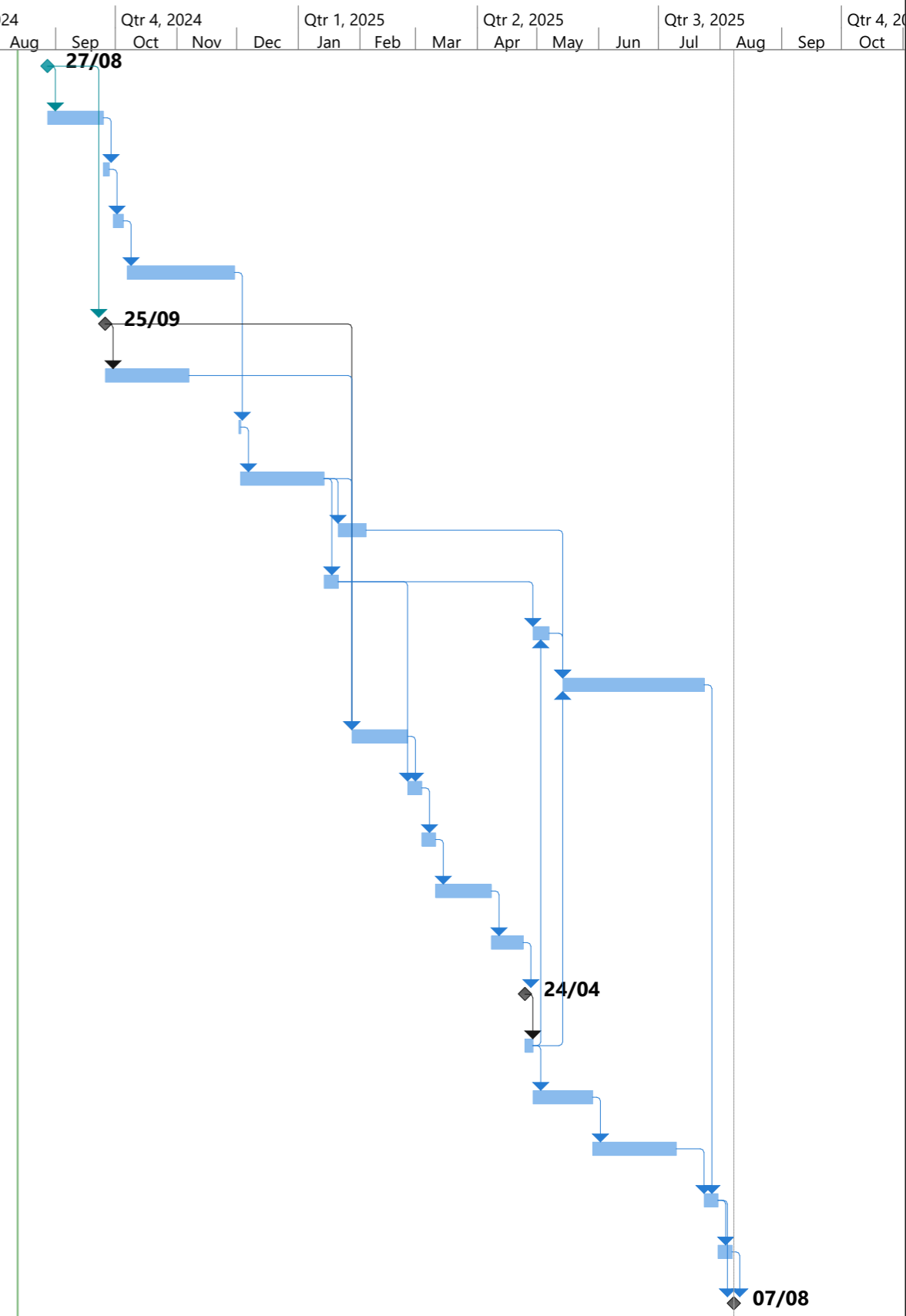
Ref	Element	Total (£)	(£/m <sup>2</sup> )	(£/sqft)	Notes / Comments
0	Facilitating Works	-	-	-	
1	Sub-structure	8,473.53	445.98	41.43	
2	Superstructure	-	-	-	
3	Internal Finishes	-	-	-	
4	Fittings, Furnishings & Equipment	-	-	-	
5	Services	-	-	-	
6	Pre-fabricated Buildings & Building Units	119,330.00	6,280.53	583.48	
7	Works to Existing Buildings	-	-	-	
8	External Works	19,167.25	1,008.80	93.72	
9	Main Contractors Preliminaries	16,166.79	850.88	79.05	
	<b>Sub-Total</b>	<b>163,137.56</b>	<b>8,586.19</b>	<b>797.68</b>	
10	Main Contractors OH&P	16,313.76	858.62	79.77	
	<b>Works Cost Estimate</b>	<b>179,451.32</b>	<b>9,444.81</b>	<b>877.45</b>	
11	Project and Design Team Fees Estimate				
	Consultants Fees (PM / QS / S&C / PD)	24,288.90	1,278.36	118.76	
	Planning	1,985.00	104.47	9.71	From Planning Portal
	Building Control	n/a	n/a	n/a	Not required for modular
	Ground Survey	3,250.00	171.05	15.89	Red Rock Quote- Aug 2024
	CCTV Survey (includes jetting, cleaning, waste dis)	1,715.00	90.26	8.39	Exjet Quote June 2023
	Miscellaneous surveys	500.00	26.32	2.44	Budget
	Main Contractors Pre-construction Fee	Excl	Excl	Excl	
	Main Contractors Design Fee	Incl	Incl	Incl	
	<b>Sub-Total</b>	<b>211,190.22</b>	<b>11,115.27</b>	<b>1,032.64</b>	
12	Other Project Costs Estimate				
	<b>Base Cost Estimate</b>	<b>211,190.22</b>	<b>11,115.27</b>	<b>1,032.64</b>	
13	Risk Allowances Estimate				
	Design Development Risks Estimate	10,559.51	555.76	51.63	5.00%
	Construction Risks Estimate	10,559.51	555.76	51.63	5.00%
	Employer Change Risks Estimate				
	Employer Other Risks Estimate				
	<b>Cost Limit</b>	<b>232,309.24</b>	<b>12,226.80</b>	<b>1,135.91</b>	
14	Tender Inflation Estimate	5,896.17	310.32	28.83	2.54%
	<b>Cost Limit (Excluding Construction Inflation)</b>	<b>238,205.41</b>	<b>12,537.13</b>	<b>1,164.74</b>	
15	Construction Inflation Estimate	-	-	-	0.00%
	<b>Cost Limit (Including Inflation)</b>	<b>238,205.41</b>	<b>12,537.13</b>	<b>1,164.74</b>	
16	V.A.T Assessment	n/a	n/a	n/a	

## **Option 2 – Modular Build**

- **Programme**

**WELLINGTON TOWN COUNCIL-PUBLIC TOILET BLOCK REBUILD- MODULAR CONSTRUCTION OPTION**

ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Timeline																			
							2024	2025	Qtr 4, 2024	Qtr 1, 2025	Qtr 2, 2025	Qtr 3, 2025	Qtr 4, 2025													
							Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct					
1		<b>Stage 3 Sign off from Wellington TC</b>	1 day	Tue 27/08/24	Tue 27/08/24			<b>27/08</b>																		
2		Commission and produce Planning Reports	4 wks	Wed 28/08/24	Tue 24/09/24	1																				
3		Lodge Planning Application	3 days	Wed 25/09/24	Fri 27/09/24	2																				
4		Validation of Planning	1 wk	Mon 30/09/24	Fri 04/10/24	3																				
5		Statutory Planning Period	8 wks	Mon 07/10/24	Fri 29/11/24	4																				
6		Commission Ground Investigation Report	1 day	Wed 25/09/24	Wed 25/09/24	1FS+4 wks																				
7		Undertake Ground Survey and Report	6 wks	Thu 26/09/24	Wed 06/11/24	6																				
8		<b>Planning Decision</b>	1 day	Mon 02/12/24	Mon 02/12/24	5																				
9		WTC confirm proceed to Stage 4	4 wks	Tue 03/12/24	Mon 13/01/25	8																				
10		Commission and undertake CCTV drainage survey	2 wks	Tue 21/01/25	Mon 03/02/25	9FS+1 wk																				
11		Healthmatic confirm fixed cost	1 wk	Tue 14/01/25	Mon 20/01/25	9																				
12		Place order with Healthmatic via Principal Contractor	1 wk	Tue 29/04/25	Tue 06/05/25	11,20																				
13		Healthmatic Superstructure-Technical Design/ Manufacture	10 wks	Wed 14/05/25	Wed 23/07/25	12FS+1 wk,10,20																				
14		Substructure and External Works Design	4 wks	Tue 28/01/25	Mon 24/02/25	9FS+2 wks,6,7																				
15		Pre Tender Estimate	1 wk	Tue 25/02/25	Mon 03/03/25	14,11																				
16		Produce Tender Documents	1 wk	Tue 04/03/25	Mon 10/03/25	15																				
17		Contractor Tender Period-Substructure and External Works	4 wks	Tue 11/03/25	Mon 07/04/25	16																				
18		Tender Evaluation and Report	10 days	Tue 08/04/25	Wed 23/04/25	17																				
19		WTC Sign off Stage 4	1 day	Thu 24/04/25	Thu 24/04/25	18																				
20		Let Build Contract	2 days	Fri 25/04/25	Mon 28/04/25	19																				
21		Mobilise Substructures and External Works	4 wks	Tue 29/04/25	Wed 28/05/25	20																				
22		Substructures and External Works - Site Period	6 wks	Thu 29/05/25	Wed 09/07/25	21																				
23		<b>Healthmatic- Superstructure Construction Period</b>	1 wk	Thu 24/07/25	Wed 30/07/25	22,13																				
24		Programme Float	1 wk	Thu 31/07/25	Wed 06/08/25	23																				
25		<b>Handover and Operational</b>	1 day	Thu 07/08/25	Thu 07/08/25	23,24																<b>07/08</b>				



Project: WTC Stages 4-6 Trad B Date: Tue 13/08/24	Task		Project Summary		Manual Task		Start-only		Deadline	
	Split		Inactive Task		Duration-only		Finish-only		Progress	
	Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
	Summary		Inactive Summary		Manual Summary		External Milestone			

## **Executive Summary**

In arriving at a decision to proceed with either a traditional or modular preferred option for the construction method, the following summary and comparisons can be taken into consideration.

### **Cost**

The overall cost per sq metre of a traditional build is less than a modular build but the projected capital cost is higher due to a greater floor area of total 237 sq m.

By comparison, the modular floor area is 207sqm because the modular system has been designed to suit standard module sizes.

### **Programme**

The modular system is notably quicker to be operational from a decision to proceed date by up to 2-3 months due to the efficiency of the factory build and the shortness of the on-site period.

### **Longevity and Robustness**

Healthmatic have confirmed their product would benefit from a 12 year structural warranty, which can be extended to 20 years, along with a 12 month defects warranty.

A traditional build would also benefit from a 12 month defects warranty and 12 year limitation period for latent defects under a JCT Build Contract.

A potential benefit of the traditional build that was mentioned at the Council meeting on 5th August was that the building fabric and structure could be re purposed in the future for a different use should the building no longer be required as public toilets. This would be relatively simple to achieve with a traditional building.

## **Next Steps and Decisions**

Lodge Planning Application in September based on WTC decision and preference for either a traditional or modular build option.

Whilst the planning determination period is underway it is recommended to utilise the time period to:

1. Commission the ground investigation survey with Red Rock at a cost of £3,250+vat.

This is the principal survey required after sign off by full council and we proceed to planning. The information from this investigation will inform the design of the new substructures ie foundations and slab and will also provide testing for any contaminants in the ground thereby mitigating and reducing the risk to the project.

The outcomes of this report will be required by our structural engineer before commencing the technical design after planning is obtained, however these surveys can usually take several weeks to mobilise/undertake and obtain the lab results required so we recommend that this gets commissioned whilst the planning application is running.

2. Discuss and agree the operational principles that would affect the building infrastructure and fabric. This would then form part of the Consultant brief for the next design stage when a planning decision has been received.

There were several operational items discussed at the 5<sup>th</sup> August Meeting, which don't directly affect the planning stage but will need to be clarified at the next detailed design and costing stage, being:

- Options and cost difference for the Healthmatic interior to make more robust. This specification could also apply to the Traditional build. See Appendix B for brochure of available options.
- WTC to decide on cashless entry and charging.
- Access control with Maglock to entry doors to automatically lock down. We will include this item within the costings for both options. This will need power and data.
- Sharps disposal facility with disposal point to service area.
- Small power allowance for defibrillator on side wall.
- Do WTC require a security alarm system with CCTV etc? similarly a fire alarm. These could be linked to a call out centre.

## **Appendix A**

### **Ravenstade Services and Fee Proposal**



Wellington Town Council  
28 Fore Street  
Wellington  
Somerset  
TA21 8AQ

30<sup>th</sup> May 2024

Project: RS2076

**FAO Annette Kirk- Assets & Events Officer**

Dear Annette,

**Longforth Road Wellington - Public Toilets  
Design and Management Services Fee Proposal for Traditional Rebuild Option**

Thank you for your request for a service and fee proposal for the above project, we are pleased to respond as follows.

**Basis of Proposal**

Reference your e mail dated 15<sup>th</sup> May 2024, Ravenslade have been requested to provide a service and fee proposal to develop the **Option 6** design to **RIBA Stage 3** for a traditional build solution and in readiness to submit a detailed planning application.

In tandem with this exercise, Wellington Town Council have instructed Healthmatic on 24<sup>th</sup> May 2024 to progress a modular design based on Option 6 for comparison.

Ravenslade will prepare a Stage 3 report to compare the two methods of construction for WTC to decide on the preferred procurement.

Ravenslade will also provide an indicative service and fee proposal for progressing the design and management services from Stage 4 (technical design and tender) through the construction site phase to project handover, based on a traditional form of construction.

**Interpretation of the RFP brief**

The outcome of this Stage 3 report will inform the next step for decision making and determine an agreed scheme to move forward to a planning application as required.

The scope of the project at Stage 3 will be further developed and detailed with the benefit of further survey information and specialist consultants input ie building services, structural engineers. With this level of information, the cost plan can be developed and further refined to aid comparison with the modular build option.

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Following Stage 3, the project can move forward to RIBA Stage 4 with technical design based on the agreed scheme, building regulations application and preparation of tender documents to invite contractors to bid for the works.

## Service and Fee Proposal

### RIBA Stage 3

We can offer a fixed fee of **£6,130+vat** to undertake the work described below as required for this stage.

Task
Prepare the Stage 3 Planning Drawings including D&A Statement, submission to local authority
Amendments and dealing with consultee feedback and revisions to application.
Produce an outline scope of works for costing and client agreement.
Prepare RIBA Stage 3 Formal Cost Plan 1 (elemental) for the works with menu of additional optional items.
Prepare report to review the comparative costs, programme and other benefits/ pros and cons of traditional v modular procurement methods of construction.
Prepare and Issue Outline RIBA Stage 3 Report.
1 nr Client Meeting to sign off stage 3 information and proceed to planning .
Revise scheme as required following client meeting and re present.
General communications and correspondence during planning application.
General review designs, costs prior to issue to client inc liaison with Healthmatic.
General reviews with Client and ad hoc teams meetings- allow 3 hours.

Ravenslade will resource this stage with a Building Surveyor/Project Manager, Architectural Technician, Quantity Surveyor and will act as Principal Designer (as defined under the CDM Regulations) working as a team to deliver the services.

In addition to these core services, input from a building services engineer and a structural/civils engineer would also be required for Stage 3 and onwards dependent on the preferred construction method chosen. These costs are excluded from our fee proposal.

Ravenslade would obtain service and fee proposals from these engineering disciplines and upon agreement would appoint them as part of the Ravenslade multi-disciplinary team for the project as a 'one stop' offer.

### RIBA Stages 4-6

Subject to the outcome of the Stage 3 report and agreement on preferred construction method option, we will continue to resource this stage with a Building Surveyor/Project Manager, Architectural Technician, Quantity Surveyor and Principal Designer (as defined under the CDM Regulations)

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For these core discipline services from Stages 4-6, we estimate the fees to be **10%** of the anticipated contract value for projects in the range £100-250k. This can be agreed as a lump sum fee at the outset of Stage 4 with the fee split into the further RIBA Stages at that juncture for call off. Our resources at Stage 5 will include the construction phase contract administration and project/cost management through to handover.

The above is on the basis that the contract is let to a single Principal Contractor and the works are built out as one continuous construction phase.

The following surveys and statutory consents would also be anticipated, again this may not be an exhaustive list and will be subject to the outcomes of the Stage 3 report. These costs are excluded from our fee proposal, but Ravenslade would obtain quotes and manage the surveys and statutory approvals on behalf of the Client.

- Building Control
- Planning
- CCTV Drainage survey
- Ground Investigation report.

Should the preferred route be a modular type design and method of construction, Ravenslade will review the Stage 4-6 fee and service level provision at that time.

## Basis of Fee

- An appointment made in accordance with the RICS Short Form of Consultant's Appointment together with the RICS scope of services for core duties relating to each discipline to be agreed upon appointment.
- Post Completion In-Use services, RIBA Stage 7 are not included.
- The proposal excludes management of any separate enabling works or direct orders with suppliers and sub-contractors. These will be a chargeable addition to the fee.
- The services and fee in Stage 6 and post completion during the 12 m defects rectification period is based on one site meeting upon completion to manage the handover procedure in conjunction with compilation of the snagging lists with the Principal Contractor at handover. We have allowed for 2 nr periodic inspections during the DLP in addition to managing the snagging and defects clearance identified at practical completion stage. Prolongation of the contractors snagging clearance, dealing with abnormal defects discovered or contractual claims received are a chargeable addition to the fee.
- We have not included for managing any off-site infrastructure approvals or works nor any adoption or statutory consultations in connection with same
- Our proposal is based on the standard and unamended form of JCT contract, contract data, professional appointments. Any amendments to be negotiated and provided by the clients' construction legal advisors.

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- We have not allowed for managing the compilation of collateral warranties as assume these will not be a requirement.
- Managing the build design to BREEAM and sustainability credentials to meet client or planning requirements such as net zero carbon, Passivhaus standards etc are specifically excluded from the scope of services.
- Excludes cost of surveys, ancillary planning reports required to be undertaken by others and other design consultants services ie engineering unless stated otherwise.
- Any variations to the scope of services to be agreed on a further lump sum basis or daily/hourly rates, currently as follows and reviewed biannually on 1<sup>st</sup> January and 1<sup>st</sup> July:
  - £760 pd/£95ph for Building Surveyor/Project Manager, Quantity Surveyor or Principal Designer.
  - £540pd/£67.50ph for Architectural Technician

Please note that all consultants are qualified and senior level with minimum 5 years + PQE.

- Fee excludes all disbursements including travel costs, OS Map and build contract forms which will be invoiced in addition to the total fee.
- Fee excludes VAT at the prevailing rate.
- Ravenslade Terms and Conditions apply.

Thank you for your enquiry and we trust we have interpreted your requirements accurately and await your further communication.

Yours Sincerely,



Paul Bennett MRICS

Director

For and on behalf of Ravenslade Limited

☎: 01392 367979

📞: 0785 7887973

✉: [pbennett@ravenslade.co.uk](mailto:pbennett@ravenslade.co.uk)

**Endeavour House, Pynes Hill, Rydon Lane, Exeter, EX2 5WH**

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## **Appendix B**

### **Wallgate Healthcare Brochure**

# ROBUST, INNOVATIVE, WASHROOMS.

DESIGNED FOR THE  
HEALTHCARE SECTOR



**Wallgate**<sup>®</sup>

ROBUST. INNOVATIVE. WASHROOMS

[wallgate.com](http://wallgate.com)

# WHY WALLGATE WASHROOMS WORK HARDER

At Wallgate we are excited by the freedom to innovate; solve washroom and sanitaryware problems with clever, considered, and imaginative solutions. We believe this is forged from decades of experience, determination, and persistence.

Our story is one of change, innovation and development. This innovative and willing-to-help approach guides and dictates how we work, and how we work with others, to be part of their story too, working hard together to produce the perfect designs and

best-fit products so we always achieve the most effective and efficient end result.

We know the importance of hygiene and the need to efficiently manage water and energy use in

the commercial, healthcare and secure environments.

We see ourselves as problem solvers, looking to tackle some of the big questions and deliver successful solutions.

## ROBUSTNESS, INNOVATION AND QUALITY IN EVERYTHING WE DO



ROBUST

Sturdy in construction, designed to withstand impact and can operate without failure under a variety of conditions



INNOVATIVE

Working closely with industry leaders to design solutions that improve washrooms and sanitaryware solutions and provide a better user experience



QUALITY

Designed and manufactured to the highest international standards

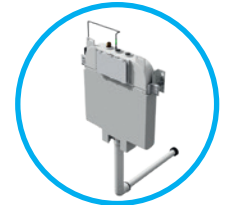
## PRODUCT RANGE



BASINS & VANITY TOPS



WC PANS



WC PAN & URINAL FLUSHING



URINALS & ACCESSORIES



BATHS



SHOWERS



ACTIVATION & CONTROL



WASHROOM ACCESSORIES



E-SUITE RANGE

WE CAN ALSO WORK WITH YOU TO CREATE BESPOKE WASHROOM SOLUTIONS TAILORED TO YOUR PROJECT'S NEEDS

# MORE THAN JUST A HEALTHCARE WASHROOM



Working closely with the NHS and private care providers, we have developed the ideal range of sanitaryware products suitable for all mental healthcare applications from low risk environments to high security forensic healthcare.

These products are designed to be normal in appearance, highly damage-resistant and anti-ligature. What's more, our intelligent water controls help manage the behaviour

of the service user and deliver efficient water and energy use. They help prevent infection, providing your buildings with safer and cost effective washrooms for years to come.

## HOW DOES WALLGATE SANITARYWARE BENEFIT THE HEALTHCARE SECTOR?



**ANTI-LIGATURE:** Designed and tested to reduce the risk of being used as a ligature attachment point



**DAMAGE-RESISTANT:** Designed and manufactured to be extremely robust, withstanding deliberate misuse or damage



**NORMALISATION:** Designed to appear and operate as conventional washrooms, providing a familiar, secure and normalised environment



**USER MANAGEMENT:** Intelligently controlling user usage to maximise efficiencies while recording data and patterns for analysis



**INNOVATION:** Working closely with industry leaders to design solutions that improve washrooms and sanitaryware solutions and provide a better user experience



**EASY TO MAINTAIN:** Designed for ease of installation with minimal ongoing maintenance



**"I have been specifying Wallgate for around 10 years. I have every confidence in their products and really value their specialist advice when I'm putting together a project specification. Wallgate is a great company to work with and they will go that extra mile to help you find the correct products."**

John Scott  
Capital Developments Manager, Birmingham & Solihull  
Mental Health NHS Foundation Trust

We design and manufacture sanitaryware products specifically for use in secure mental healthcare environments worldwide.

We are confident we will provide the best integrated solution for any mental healthcare project. We are well positioned to provide an efficient and innovative solution to your washroom requirements; with a presence in a number of high profile hospitals including Broadmoor, Foss Park and National Forensics, Dublin.

## ROBUST, RELIABLE, LONG-LASTING BASINS



**Featured model:**  
anti-ligature solid surface basin with dual outlets & Piezo activation

## ROBUST, RELIABLE, LONG-LASTING WC PANS



**Featured model:**  
anti-ligature solid surface WC pan with fixed seat



## WALLGATE SANITARYWARE CHOSEN FOR NEW BROADMOOR HOSPITAL PROJECT

Wallgate has a long history of working closely with West London Mental Health NHS Trust (WLMHT) and supplying products to Broadmoor Hospital – the current new build project is no exception.

Working closely with Kier Major Projects, architects Gilling Dodd and WLMHT, we have developed sanitaryware and electronic control to meet the specific requirements of this high secure facility. Our products include a new range of high security mirrors, temperature adjustable patient showers and a high level of electronic water management to give staff full and safe control over the services within the secure washrooms. In addition, these products help maintain a normalising or non-institutional environment.

Work on Broadmoor Hospital includes 234 high secure mental health bedrooms and in May 2019 West London NHS Trust took possession of the hospital from the construction company Kier.

Charles Drew, Technical Director & General Manager said: "Broadmoor Hospital is one of the biggest developments in the high secure mental healthcare market in the UK and it is a privilege to be involved in such a prestigious project. The Wallgate products involved were developed to enhance safety and security, while normalising the environment and it is a delight to see them incorporated on this project."



# HEALTHCARE PRODUCTS



## EXTREMELY ROBUST WC PANS

Our range of WC pans are made of highly damage-resistant, high grade solid surface material.

All models are of domestic appearance to assist in normalising the environment and where necessary they are anti-ligature in design. The 'AST' models have a permanently bonded non-movable, anti-ligature solid surface seat.

With dual flush approval, our range of WCs are compatible with a wide range of flushing methods.



### FEATURES AND BENEFITS

- Anti-ligature
- Normalising environment
- Highly damage-resistant
- Improved hygiene
- Highly robust
- Easily re-finished to retain appearance
- Contrasting seat colours
- Range of activation and control options
- Disabled compliant options
- Approved for low flush volumes
- Hinged or fixed seat options
- Range of colours
- Floor standing or wall hung options

# INNOVATIVE DESIGN FOR BASINS AND VANITY TOPS

Our range of solid surface basins and vanity tops are designed to be anti-ligature and tough yet normal in appearance.

To aid infection control, all basins are manufactured as one piece and designed with clean smooth lines to avoid retaining dirt.

Water activation is via infrared or Piezo sensors dispensing through anti-ligature, regulated water outlets. All services to and from the basin are concealed, managed by our electronic controllers.



## FEATURES AND BENEFITS

- Highly robust
- Long lasting, proven 25 years+ product life
- Highly polished finish for ease of cleaning
- Anti-ligature design
- Normalises the environment
- Assists in the prevention of self-harm

**Featured model:**  
vanity top with under mount basin and taps



## CUSTOM VANITY TOPS

Designed to be robust, anti-ligature and domestic in appearance they are manufactured specifically for your project requirements from high-grade solid surface materials finished as a one piece seamless construction; with a wide range of anti-ligature bowls, taps and activation options.

# SAFE, RELIABLE SHOWERS AND BATHS

We produce a range of anti-ligature shower heads and solid surface baths for use in the secure healthcare environments.

The water activation and flow is via anti-ligature Piezo buttons or infrared sensors and integral water outlets, all managed by our WDC-NX range

of controllers. There is a selection of bath panel options to suit any configuration.



SOLID SURFACE

## SHOWERS

We have a number of anti-ligature shower activation options ranging from simple pre-set single temperature through to thermostatically controlled user choice, catering for all patient groups.

Each can be dispensed through wall or ceiling mounted anti-ligature shower heads including a detachable option. All are managed by our WDC-NX range of controllers.



## INNOVATIVE NEW PRODUCT

Following market feedback on a requirement for assisted showering, we now offer a wall mounted shower head with an automatic divert feature, providing a removable handheld shower for use by the carer.

# NX LEVEL SMARTER ROOM MANAGEMENT

NEW  
WDC-NX  
UPDATE

Experience NX-level control with the WDC-NX range of electronic controllers.

The WDC-NX range has been specifically developed for secure healthcare environments, offering assistance with patient management and the prevention of waterborne diseases.

Providing flexibility in its operation, the range can be networked to a central control point for remote operation or used as independent devices. Additionally, the range now comes with Bluetooth capability, allowing

for real-time wireless room management and access to important usage data – this enhanced functionality gives you more control than ever before.

Our devices are designed to seamlessly integrate with our specialist range of sanitaryware. However, they can also be supplied as a standalone system, providing the benefits of a well-managed control system when used with existing sanitaryware.

## KEY FEATURES

- Easily programmable via WDC-NX controller, WDC-NX-BTD handheld controller or WDCMS-NX network
- Automatic timed flow and lockouts from overuse
- Fully 'plug and play'
- Fully programmable timed flow and lockouts
- Hygiene, inactivity and commissioning purge cycles
- Easily accessible automatic data logging of all water outlets plus power and lighting activity with the WEX300-NX
- Independent control of multiple outlets
- Quick functions for fast access to key features
- Low voltage control of water and lights
- Real-time clock for time slot allocation
- Remote isolation facility
- Standalone or full BMS integration
- Piezo and/or infrared activation available
- Fail-safe outlets in the event of a power cut

## KEY BENEFITS

- Provides evidence of all manual user activation and automatic purge activity
- Fully programmable settings, including automatic timed flow, lockouts and auto-runs, directly from the WDC-NX controller and/or via remote management options
- Prevents flooding and other abuse
- WDC-NX-BTD Handheld Bluetooth device to remotely manage cycle periods, hygiene purging, room lockouts and isolation on the go
- Easy navigation with the 3-inch LCD display
- Ability to change settings, control water and power usage, and download usage logs, from outside the patient room and/or the ward
- An extensive water, power and lighting management system to help manage patient behaviour
- Water and power energy reporting to provide data on system usage



# WATER, POWER AND LIGHTING CONTROLLED

Require more than just water control? Choose the WEX300-NX Intelligent Distribution Board or the dedicated WDCMS-NX Networked Software to manage water, power, and lighting within your facility.

## WEX300-NX MODULE

- Works alongside the WDC200-NX
- Provides 4x switched power circuits
- Provides 8x switched lighting circuits
- Volt free contact for the auxiliaries
- All inputs are fully configurable
- Protected by 4x RCBO/AFDD breakers with arc fault detection
- Real-time monitoring and logging of power consumption

## WDCMS-NX SOFTWARE

- Controller operations can be monitored remotely, with multiple PC support
- Customised graphical design to your building's layout
- Compatible with other BMS / network systems
- Real-time system feedback
- Remote control of all parameters including manual lock-out, overrides and purging
- Multi-user log-on including differing access levels
- Automatic data gathering of all manual and automatic usage and purge activity

## ANTI-LIGATURE BASIN WASTE GRILLES

Wallgate's range of anti-ligature basin waste grilles are highly robust and compatible with a wide range of solid surface, rear outlet, Wallgate basins.

An anti-ligature rear-fit waste grille range for 32mm rear outlet basins. Designed to prevent waste blockages for continued optimum performance with quick and easy access. Reducing maintenance costs, callouts and cleaning time by preventing misuse within secure installation environments.



### KEY BENEFITS

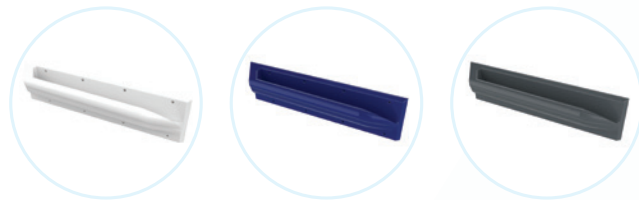
- Robust vandal-resistant design
- Anti-ligature design
- Retrofit to existing basins
- Rear installation

## ANTI-LIGATURE GRAB RAILS

The anti-ligature grab rails are ideal for all disabled access facilities and have been designed with patient and staff safety in mind. Suitable for vertical and horizontal installation and available in a range of colours. These grab rails are manufactured from our unique robust solid surface material, matching our solid surface fixed seats and comes with left and right handing, giving accessibility to all.

### KEY BENEFITS

- Anti-ligature design
- Compatible with our range of WC pans
- Robust, reduced maintenance
- Hygienic and easily cleaned
- Front and rear fixings



## HEALTHCARE WASHROOM ACCESSORIES

We provide a range of anti-ligature washroom accessories to complement our main sanitaryware items including taps, hand rails, shelves, mirrors, toilet roll holders and water outlets, all of which are made to the exact same highly robust standards.



### POPULAR ACCESSORIES

Our accessories have been specifically developed to complement our core range of sanitaryware products providing you with a fully integrated washroom.

#### The range includes:

- Mirrors
- Shelves
- Toilet roll holders
- Anti-ligature grab rails
- Urinals
- Anti-ligature taps
- Key switches
- Floor drains
- Basin waste grilles



FIND MORE ACCESSORIES ONLINE



## We can make a difference together

Wallgate prides itself on meeting market demands and driving forward innovative solutions. We have been working with care specialists to develop the new, multiple award-winning, care and dementia-friendly e-Suite range that could transform washroom solutions and water management within dementia and aged care facilities.

-  **INDEPENDENCE:** Reduces the risk of accidents and aids independence
-  **DIGNITY:** Reduces stress and improves wellbeing
-  **INNOVATIVE:** Behaves and feels like traditional tapware with electronic management
-  **USER MANAGEMENT:** Collects data, monitors behaviour and automates hygiene purge cycles
-  **RESOURCE EFFICIENT:** Efficient use of water, reducing waste and saving money
-  **ADAPTABILITY:** Adaptable, flexible and adjustable to suit individual patient needs



“Specification of the e-Suite brings opportunities of a recognisable sanitaryware specification, with the added value of automated controls.”

Cath Lake  
Director at P+HS Architects



This range, the e-Suite, comprises of taps, WC flushing and shower controls. It has been developed specifically to aid independence and maintain dignity for someone living with dementia and will not only create a safer environment for patients, but also create a managed care system for care providers.

The e-Suite is completely normal in operation, has recognisable traditional fittings and can be used in a familiar managed environment. The traditional cross head tapware and lever flush handles are a conventional design ensuring they are in line with the HBN08-02 standard.

### INTELLIGENT ELECTRONIC E-SUITE TAP



Operating like traditional taps with proportional flow control, the taps also include an added ready-state function, shutting off taps that have been left running but leaving them ready to use again from any position.

### INTELLIGENT ELECTRONIC CONTROLLER



Electronically manages the e-Suite while also providing carers analysis of the patient's behaviour.



### WORKING WITH THE DEMENTIA SECTOR

The new e-Suite range was selected by St Andrew's Healthcare for their Lowther Dementia Redevelopment project, designed by P+HS Architects as a new dementia unit, opening to patients in Autumn 2020. P+HS Architects' director Cath Lake said: "Our client St Andrew's Healthcare is keen to implement emerging and innovative technologies in order to improve the care it provides to people with challenging dementia. Specification of the e-Suite brings opportunities of a recognisable sanitaryware specification, with the added value of automated controls and potential understanding of a person's declining cognitive capacity."

The Lowther Dementia Redevelopment uses the full e-Suite product range across the project and has over 80 sets of e-Suite taps installed throughout the 40 bedrooms, bathrooms and communal areas. The e-Suite is designed to aid independence and dignity for patients and people living with dementia, allowing them to feel confident to use the sanitaryware unaided

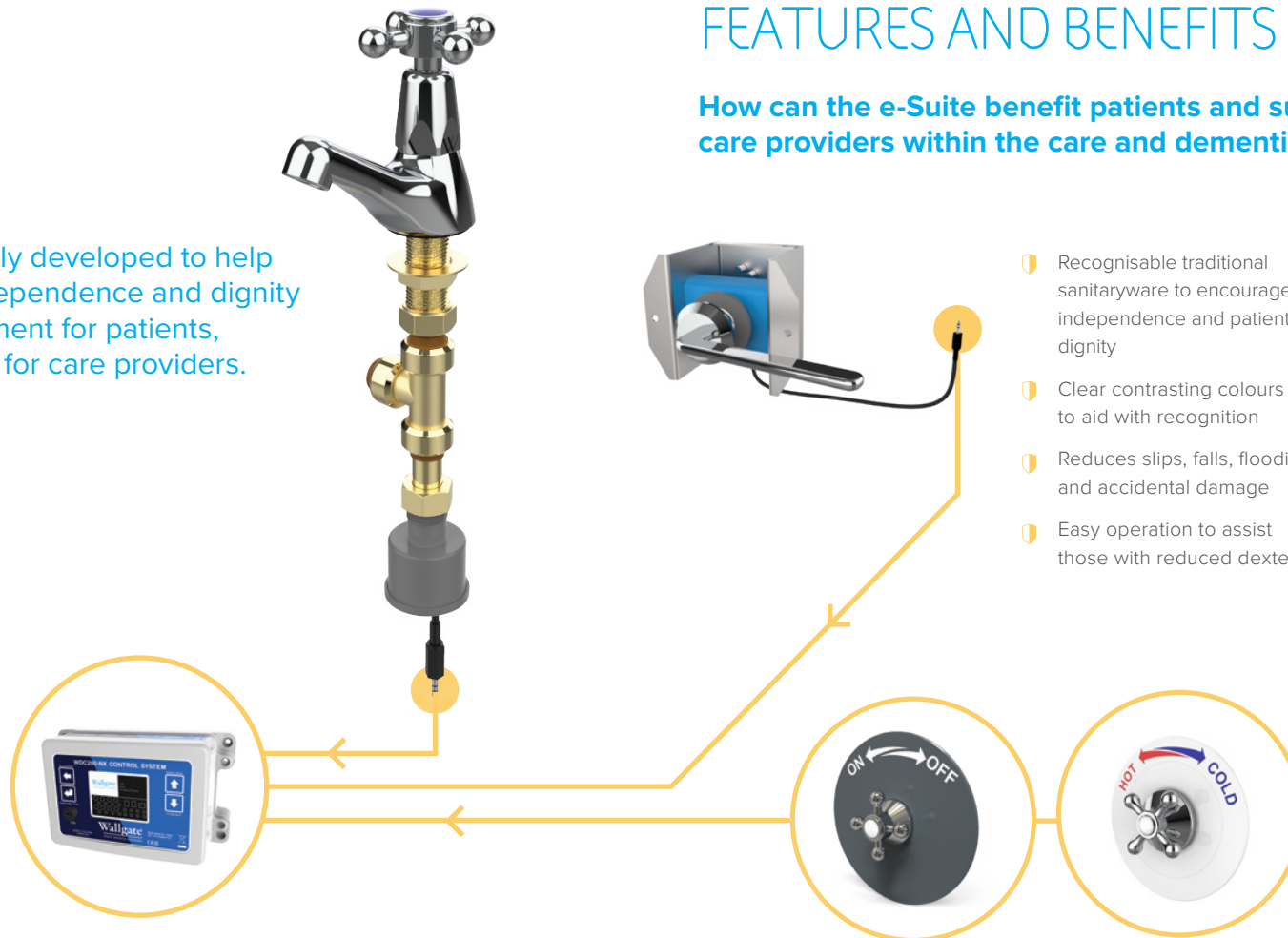
# E-SUITE PRODUCTS

The e-Suite products have been carefully developed to help those living with dementia maintain independence and dignity and will not only create a safer environment for patients, but also create a managed care system for care providers.



## DESIGN PRINCIPALS

- Completely normal in operation
- Traditional crosshead tapware and lever flush handles
- Clear primary colours to identify H&C taps
- Maximum visual contrast, ensuring 30LRV differential from wall finish
- Electronic water management with variable flow control
- Hygiene purging and data logging of all activity
- In line with the HBN08-02 'Dementia-friendly health and social care environments'
- Highest accreditation from University of Stirling's DSDC and HammondCare's Dementia Choices.



## FEATURES AND BENEFITS

How can the e-Suite benefit patients and support care providers within the care and dementia sector?

- Recognisable traditional sanitaryware to encourage independence and patient dignity
- Clear contrasting colours to aid with recognition
- Reduces slips, falls, flooding and accidental damage
- Easy operation to assist those with reduced dexterity
- Variable flow rates suitable for skin sensitivity associated with dementia and elderly users
- A familiar managed environment
- Monitoring of patient behavioural trends through water management
- Reduced water consumption
- Easy clean finishes to aid infection control.



"A huge step forward in terms of usability of these bathroom items by people with dementia and older people generally."

HammondCare



"All four products have achieved a rating of 1A, the highest graded rating available under the DSDC Product Accreditation."

DSDC University of Stirling



# SOLID SURFACE TECHNOLOGY

Our solid surface is made from a combination of specially formulated Polyester resin together with an extremely high grade Aluminium Trihydrate resulting in a very tough, high impact, chemical and fire-resistant material.

Our solid surface is manufactured without the use of a gel coated surface enabling the product to be continuously refreshed and renewed looking unspoilt for its life. The material meets the highest levels of durability and fire resistance.

Solid surface products have enabled end users to benefit from high quality sanitaryware, eliminating many of the

problems experienced by the use of conventional washroom materials and products.

The nature of the solid surface ensures products have longevity, typically 25 years or more. It is an ideal solution in environments such as commercial, healthcare and secure facilities where standard sanitaryware is not enough.

All our solid surface products meet our own very high quality and aesthetic standards, as well as the industry's national and international performance standards.

## SOLID SURFACE BENEFITS

- Highly impact resistant
- Bespoke designs
- Innovative
- Wide colour range
- Normalises the environment
- Stain resistant
- Non-flammable
- Renewable surface

## SOLID AND SPECKLED-EFFECT COLOURS

Various colour options are on offer and custom colours are available on request, meaning you will find exactly what you are looking for.



# ASSURED AFTERCARE

As a company we treat aftercare very seriously. When you are buying a washroom you can be assured that great care and attention is paid to ensure your project is delivered to the highest quality possible. An extensive after-sales service is available, including:

- Nationwide engineers
- Technical support
- Commissioning
- Training
- Genuine parts
- Soap and consumables
- Maintenance contracts
- Network commissioning



**Wallgate**<sup>®</sup>  
ROBUST. INNOVATIVE. WASHROOMS

## ANTI-LIGATURE

Recently we have become aware that there is some inconsistency in the market as to the exact meaning of "anti-ligature". Where we use this phrase in connection with our products it means that we have designed and tested the product in order to reduce any risk of that product being used as a ligature attachment point. Our anti-ligature products have been designed to reduce the likelihood of a ligature attachment, however it is the responsibility of the purchaser or service provider to ensure it is risk assessed and suitable before use.

# DISCUSS YOUR NEXT PROJECT WITH OUR EXPERT TEAM

If you have an upcoming project you feel could benefit from our innovative products and want some helpful advice, contact our technical team:

**Tel:** +44 (0) 1722 744 594

**Email:** [sales@wallgate.com](mailto:sales@wallgate.com)

**Web:** [wallgate.com](http://wallgate.com)

**96%**  
OF OUR CUSTOMERS  
CONTINUE TO  
RECOMMEND US



**Wallgate**<sup>®</sup>  
ROBUST. INNOVATIVE. WASHROOMS



**Appendix C**  
**Site Photographs**













**THE END**



Wellington Town Council  
 Funding Considerations for rebuild of Longforth Road Toilets  
 Report to Full Council 27<sup>th</sup> August 2024

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## 1. Background

- 1.1. On 23<sup>rd</sup> December 2022, the Toilet block on Longforth Road was struck by a third-party vehicle causing significant damage to the front of the building including complete demolition of one of the supporting columns.
- 1.2. Subsequently, the Council appointed Ravenslade to assist in the specialist project management required to assess the requirements for the project.
- 1.3. A number of surveys and professional reports have been presented to Council throughout the process.
- 1.4. In mid to late 2023, a report was presented to Council detailing the costings of the required demolition of the damaged parts of the building. Having compared the costs estimated time frames of a partial and full demolition, it was resolved at the October meeting of Full Council that a full demolition would be appropriate. This was carried out by Mercury Construction over a 6-week period during March and April 2024 and the process was overseen by Ravenslade.
- 1.5. Following demolition, the site remains empty and cordoned off by Heras fencing.

## 2. Insurance

- 2.1. The incident was immediately reported to the Council's insurers, Zurich.

2.2. The claim process remains open at the time of reporting. Decisions made regarding rebuild options at the meeting this report is presented to will further inform the likely final monetary amount of damages claimed.

2.3. It has been previously reported to Council that the building was under insured so any initial settlement may be less than the total claimed. It is possible however, that there could be a process to seek settlement of uninsured losses given the third-party involvement in causing the damage.

### 3. Rebuild Options

3.1. At the meeting to which this report is presented, the Council will consider proposals from Ravenslade and Healthmatic on traditional and modular builds to allow a planning application to be submitted.

3.2. For information, the cost estimate summary tables for each option are reproduced below. These costs include professional fees and contingency for inflationary increases.

<b>Traditional Build</b>		
Expected Project Out-turn for cost:	£ 256,646	
Proposed Gross Internal Floor Area (GIFA) :	22.00 m <sup>2</sup>	237.00 Sq Ft
Cost Equivalent	£ 11,666 m <sup>2</sup>	£ 1,084 Sq Ft

<b>Modular Build</b>		
Expected Project Out-turn for cost:	£ 238,205	
Proposed Gross Internal Floor Area (GIFA) :	19.00 m <sup>2</sup>	205.00 Sq Ft
Cost Equivalent	£ 12,537 m <sup>2</sup>	£ 1,165 Sq Ft

### 4. Rebuild Funding

4.1. The Council should, at this stage, decide whether it wishes to proceed beyond the planning stage before any insurance claim has been settled.

4.2. It has previously been discussed that a loan from the Public Works Loan Board (PWLB) might be appropriate to facilitate the rebuild works.

### 5. Loan information and process

5.1. The PWLB is part of HM Treasury and the UK Debt Management Office (DMO). Applications are overseen by the Department for Levelling Up, Housing & Communities (DLUHC). The local County Association of Local Councils (Somerset - SALC) assist the DLUHC and the Council in the application process.

5.2. Appendix A contains slides with information on how the application process is followed.

5.3. The table below shows details of an example borrowing of £260,000 over different periods on a fixed rate repayment basis. The precept impact details are based on the figure demanded for 24-25 but assumes no other changes to the budget and/or tax base at this point. The full document of estimated repayment costs is detailed in Appendix B.

Amount of Advance		260,000			
Period	Rate %	Yearly Cost	Total Cost	Precept Increase £ (Band D)	Precept Increase % (Band D)
5 Yrs	4.95	59,338	296,689	10.44	6.28
10 Yrs	4.76	32,980	329,975	5.80	3.49
20 Yrs	5.02	20,750	414,995	3.65	2.19
30 Yrs	5.33	17,345	529,009	3.05	1.83

5.4. Any increase in precept will require public consultation as set out in the slides in Appendix A.

## 6. Decisions required

6.1. If the progression to the Planning stage is confirmed; does the Council wish to express it's intent to SALC that it will make an application to the PWLB for a loan to carry out the project?

If yes, Officers will then prepare (in conjunction with the Working Group) the 'Report to Council' and template consultation for review and approval at a future meeting. Given the estimated timeframe required for the planning process (estimated to complete in December at the very earliest), it will allow more time to assess what might be received as part of the initial insurance claim which may offset some of the advance required or future years maintenance costs.

## Appendix A – PWLB Slides



Department for Levelling Up,  
Housing & Communities

# DLUHC – Parish Borrowing

The following slides should be read in conjunction with the Parish and Town Borrowing Application Form and Hints and Tips Guidance to assist Councils in submitting their borrowing applications

## What is Parish and Town Council borrowing?

- The Local Government Act 2003 enables parish and town councils to apply to the Secretary of State to borrow.
- This is different to category 1 authorities who have freedoms to borrow without Secretary of State approval.
- When an application is submitted to the Department we will conduct an assessment and check the evidences submitted against seven criteria.
- Based on the evidence provided, the Department will decide whether to approve or reject the application.
- Where approval to borrow is given, as well as containing the legal authority for the council to borrow money, the approval will state the maximum amount of money that can be borrowed, the purpose for which the money may be used, the period within which the loan has to be drawn down (12 months), and the maximum period within which the borrowing must be repaid (set by the authority).

## Who can apply?



Any Parish or Town  
Council in England

## Why borrow? *For capital purposes only*

### Capital Expenditure

1. Giving financial assistance (grant) to any person, whether for use by that person or by a third party. Please note that expenditure must be incurred by the authority.
2. Expenditure incurred on works to a land or building.
3. Acquisition, production or construction of assets for use by or disposal to a person other than the LA.
4. Initial costs of acquisition and construction, and costs incurred subsequently to enhance, replace part of, or service the asset.

### NOT Capital Expenditure

1. A parish council cannot give a loan to another person or third party. This would not classify as capital expenditure.
2. Investment in a money market fund.
3. Investment in the shares of a company.
4. Acquisition of shares in an investment scheme.
5. Day-to-day servicing (i.e. repairs and maintenance) if they do not add to the future economic benefits or service potential of the asset.

## When to apply?

- All councils are encouraged to let their County Associations know of their borrowing requirements as soon as possible.
- Councils should not apply for borrowing approval until all negotiations have been completed and all other consents (e.g. planning permission and precept consultation) have been obtained.
- This is because other consents, such as planning permission, usually take a few months to be secured. As these components are key to the assessment of your application, without it, your application will be put on hold.

## How much can a council borrow?

There isn't a limit



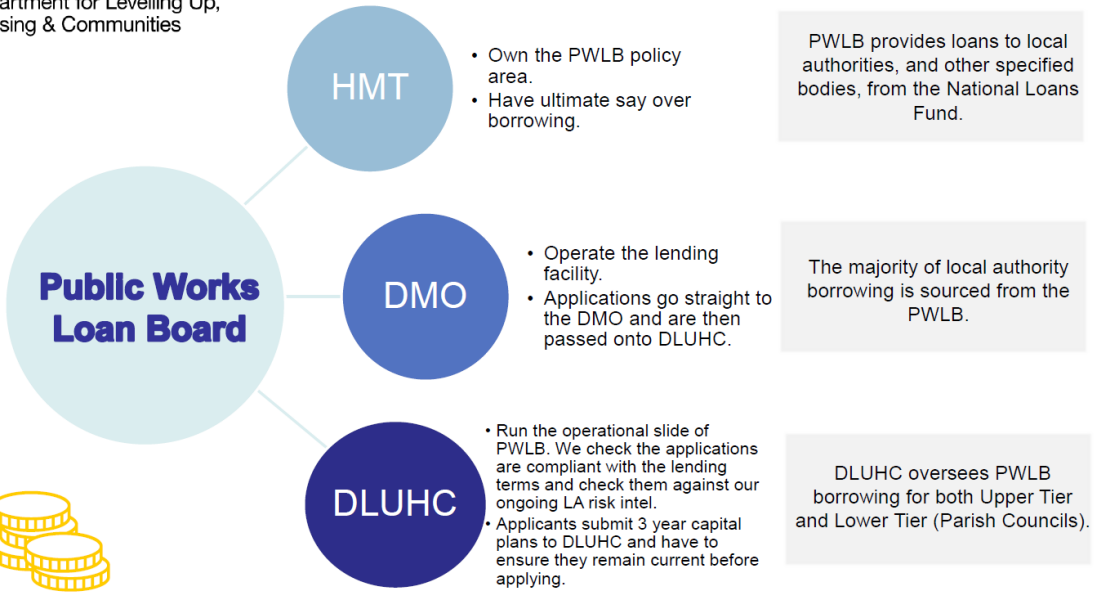
However we check if the authority can *afford* the loan and that the amount requested to borrow resembles the quotes and valuations provided by third party providers



A council wishing to borrow more than £500,000 is encouraged to contact MHCLG as early as possible to discuss the approval process and their project



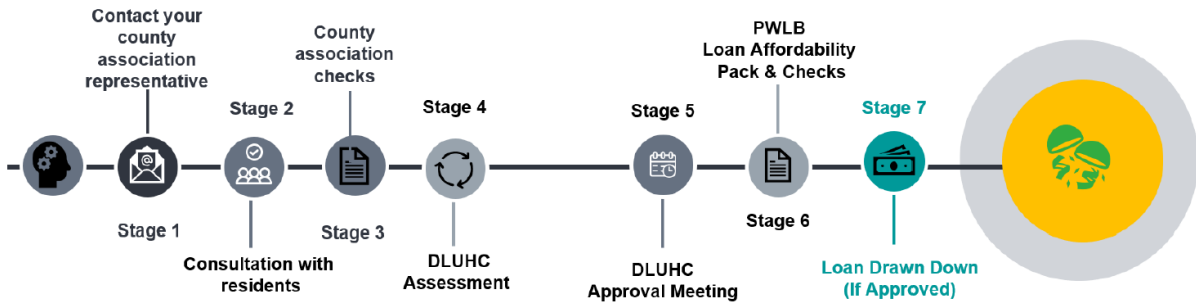
Department for Levelling Up,  
Housing & Communities



Department for Levelling Up,  
Housing & Communities

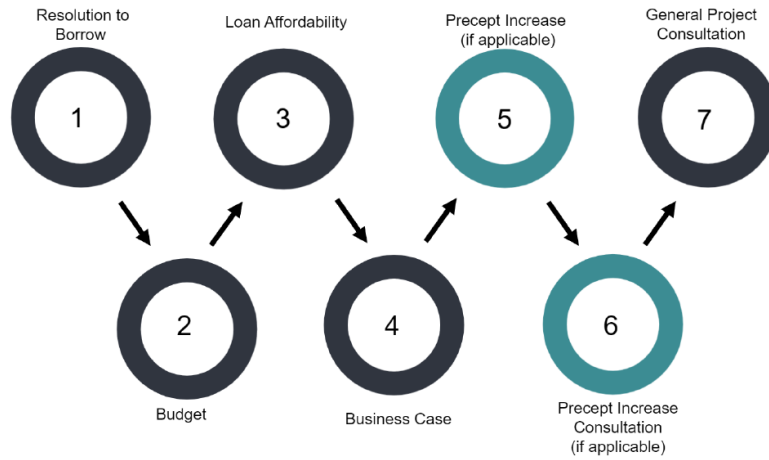
## A linear view of borrowing

An illustration of the timeline and process from the stage where a Parish or Town Council opts to apply for borrowing to the stage where the loan is drawn down.





## Our Criteria



## Resolution to Borrow



### Minutes & Online Announcement

At the XXXXXX Parish Council meeting of (INSERT DATE), it was RESOLVED to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £XXXXX over the borrowing term of XX years for (INSERT PURPOSE OF LOAN). The annual loan repayments will come to around £XXXXX.

↓  
Will you increase council tax precept for the purpose of the loan repayments?

YES

It is also intended to increase the council tax precept for the purpose of the loan repayments by XX% which is the equivalent of an additional £XX a year. This will be subject to a precept increase consultation.

NO

It is not intended to increase the council tax precept for the purpose of the loan repayments.

### We expect the Council's Resolution to Borrow to outline the following criteria:

1. Council Name
2. Date
3. Full council resolution
4. Appropriate person aka Secretary of State
5. Loan Amount
6. Borrowing Term
7. Annual Loan Repayments
8. Comment on precept increase
9. If increasing, amount given in total and percentage





## Budget

Income	20-21		21-22	22-23
	Budget	Actual	Budget	Forecast
Precept	10000	10000	10000	11000
Grants and Donations	1000	500	600	
Income - New project	0	0	200	200
Other Income	2000	1500	2500	2500
PWLB	0	0	50000	0
<b>Total Income</b>	<b>112000</b>	<b>106500</b>	<b>160500</b>	<b>114500</b>
<b>Expenditure</b>				
Rent	4000	4500	4200	4800
Rates	2000	1800	2000	2000
Salaries	90000	95000	95000	96000
Training	3000	1200	2100	4000
IT	100	90	100	100
Bank Charges	100	120	100	100
Audit	1000	1000	1000	1000
Insurance	500	500	500	1000
Stationery	100	80	100	100
Legal Fees	200	200	200	200
Subscriptions	200	170	200	200
New Project	0	0	50000	0
Existing PWLB loan repayments	3000	3000	3000	3000
PWLB Loan Repayment - New project	0	0	2000	2000
<b>Total Expenditure</b>	<b>104200</b>	<b>107660</b>	<b>160500</b>	<b>114500</b>
<b>Net Income/ Expenditure</b>	<b>7800</b>	<b>-1160</b>	<b>0</b>	<b>0</b>

### Councils should provide a budget table/ cash flow forecast illustrating:

- Total expenditure against total income
- Any discrepancies explained such as short-falls
- New costs from the project and additional loan repayments included as a draft budget for the relevant year, to assist in assessing the impact on your overall expenditure and income going forward



## Loan Affordability

What is your Plan B scenario?

Hypothetically, if the Council were to face any future financial difficulty, how would it go about honouring the new loan repayments.

- Would it call upon its reserves?
- Would it look to increase its precept?
- Would it re-adjust its budget to cut back on other expenditure?

2. Where does your Reserves & other Capital currently stand at?

3. Have you secured funding from elsewhere for your project?

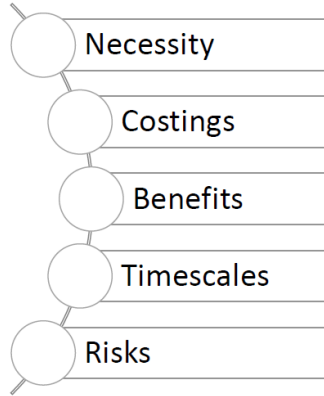


- Evidence that this has been granted and secured (certificate/email/letter)
- Detail of where the other pots of funding are coming from
- Expiry date (if applicable)



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## Report To Council/ Business Case



The key document that should be supplied is known as the *Report to Council*.

A one or two page summary of the project and borrowing approval application to inform Councillors/ residents as to whether they wish to vote in FAVOUR of the resolution or AGAINST it.

In addition to the Report To Council, it is then up to yourselves to provide any other useful and additional documents and/or annexes that will help us better understand your project in terms of the needs, the costings, the timeline, workplan, project plan, designs, illustrations, title deeds, valuations, surveys, estimates, quotations, planning consents, etc.



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## Council Tax Precept Increase (if applicable)

**%** By how much in **PERCENTAGE** terms is it increasing the council tax precept? Is it 5%? 10%? Or 15% for the year on a Band D dwelling?

**£** By how much in **MONETARY AMOUNT** is it increasing the council tax precept for the year on a Band D dwelling? Is it £5 a year? Is it £10 a year? Or is it £15 a year?

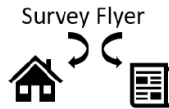
14. Are you increasing Precept to fund this borrowing?	Yes	No
What will be the amount and percentage of the planned increase per annum?	£	%
What will cost band D per annum?	£	
15. If applicable, have you assessed the extent of public support to increase precept for this loan?	Yes	No
If yes, what were the results of the assessment to increase precept for this loan?		
16. Precept for previous year:	£	for Band D:
Precept for current year:	£	for Band D:
Precept for next year:	£	for Band D:



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## Council Tax Precept Increase Consultation (if applicable)

- ✘ Referendum
- ✓ Low cost consultation (1 month +)



Below are the two preferred YES/NO questions to ask in your survey/consultation activities

1. Are you in favour of XXXXX Parish Council proceeding with the (INSERT PROJECT NAME)?  
YES / NO
2. Are you favour of XXXXX Parish Council proceeding with the (INSERT PROJECT NAME) if it includes a council tax precept increase of XX% which is the equivalent of an additional £XX a year for the purpose of the annual loan repayments? YES / NO

*We will ask for the templates of your consultation and for the breakdown of the results*



Department for Levelling Up,  
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## General Project Consultation

**(INSERT NAME OF PARISH/TOWN COUNCIL)**

**(Insert Name of Project)**

- Are you in FAVOUR of the parish council going ahead with the (INSERT NAME OF PROJECT)? YES / NO
- Are you in FAVOUR of the parish/town council going ahead with the (INSERT NAME OF PROJECT) if it includes a council tax precept increase of XX% (equivalent to £XX a year) for the purpose of the loan repayments? YES / NO

Name	
Address	
Signed	
Date	

Please send this survey questionaire to the parish/town council office at the address below by: **(INSERT DEADLINE)**

Any survey forms received after the deadline will be disregarded.

Address for the parish/town council office goes in this box

**General project consultation activities could be one or more of the following, they should give the opportunity for residents to express their views on the project and proposed borrowing amount:**

- Ongoing dedicated website page showing updates to the project and associated borrowing approval application as both progress.
- Monthly/quarterly newsletters giving updates on the project and application.
- Monthly/quarterly magazine articles giving updates on the project and application.
- Local press/media coverage of the project.
- Public open days and presentations to the residents on the project.
- Online or paper surveys for the residents about the project.

## Appendix B – Loan Repayment Tables

Data Date: 21-Aug-2024



United Kingdom  
Debt Management  
Office

### PWLB FIXED RATE LOANS ESTIMATED REPAYMENT COSTS

Amount of Advance: 260,000.00

Period (years)	Annuity			EIP			
	Rate %	½ Yearly Cost (£)	Total Cost (£)	Rate %	Initial ½ Yearly Costs (£)	Reduces by each ½ year (£)	Total Cost (£)
1 year	-	0.00	0.00	-	0.00	0.00	0.00
Over 1 not over 1½	-	0.00	0.00	-	0.00	0.00	0.00
Over 1½ not over 2	5.23	69,304.21	277,216.84	5.23	71,799.00	1,699.75	276,997.50
Over 2 not over 2½	5.17	56,101.19	280,505.95	5.17	58,721.00	1,344.20	280,163.00
Over 2½ not over 3	5.12	47,297.76	283,786.56	5.12	49,989.33	1,109.33	283,296.00
Over 3 not over 3½	5.07	41,003.38	287,023.66	5.08	43,746.86	943.43	286,416.00
Over 3½ not over 4	5.03	36,284.71	290,277.68	5.03	39,039.00	817.38	289,425.50
Over 4 not over 4½	4.99	32,611.10	293,499.90	4.99	35,375.89	720.78	292,435.00
Over 4½ not over 5	4.95	29,668.91	296,689.10	4.96	32,448.00	644.80	295,464.00
Over 5 not over 5½	4.92	27,266.23	299,928.53	4.93	30,045.36	582.64	298,454.00
Over 5½ not over 6	4.88	25,254.66	303,055.92	4.89	28,023.67	529.75	301,320.50
Over 6 not over 6½	4.86	23,565.09	306,346.17	4.87	26,331.00	487.00	304,317.00
Over 6½ not over 7	4.83	22,108.77	309,522.78	4.84	24,863.43	449.43	307,190.00
Over 7 not over 7½	4.81	20,852.80	312,792.00	4.82	23,599.33	417.73	310,128.00
Over 7½ not over 8	4.80	19,761.08	316,177.28	4.81	22,503.00	390.81	313,150.50
Over 8 not over 8½	4.78	18,790.53	319,439.01	4.79	21,521.12	366.29	316,043.00
Over 8½ not over 9	4.77	17,935.10	322,831.80	4.78	20,658.44	345.22	319,033.00
Over 9 not over 9½	4.76	17,170.10	326,231.90	4.77	19,885.21	326.37	322,010.00
Over 9½ not over 10	4.76	16,489.79	329,795.80	4.76	19,188.00	309.40	324,974.00
Over 10 not over 10½	4.75	15,867.53	333,218.13	4.76	18,568.95	294.67	328,068.00
Over 10½ not over 11	4.76	15,317.92	336,994.24	4.75	17,993.18	280.68	331,012.50
Over 11 not over 11½	4.76	14,809.96	340,629.08	4.75	17,479.35	268.48	334,100.00
Over 11½ not over 12	4.77	14,353.28	344,478.72	4.76	17,021.33	257.83	337,350.00
Over 12 not over 12½	4.77	13,926.78	348,169.50	4.76	16,588.00	247.52	340,444.00
Over 12½ not over 13	4.78	13,542.05	352,093.30	4.77	16,201.00	238.50	343,713.50
Over 13 not over 13½	4.80	13,195.45	356,277.15	4.78	15,843.63	230.15	346,996.00
Over 13½ not over 14	4.81	12,867.64	360,293.92	4.78	15,499.71	221.93	350,103.00
Over 14 not over 14½	4.82	12,563.90	364,353.10	4.79	15,182.52	214.72	353,405.00
Over 14½ not over 15	4.84	12,290.06	368,701.80	4.80	14,906.67	208.00	356,720.00
Over 15 not over 15½	4.85	12,027.61	372,855.91	4.81	14,640.10	201.71	360,048.00
Over 15½ not over 16	4.87	11,791.24	377,319.68	4.83	14,404.00	196.22	363,603.50
Over 16 not over 16½	4.89	11,571.10	381,846.30	4.84	14,170.79	190.67	366,964.00
Over 16½ not over 17	4.90	11,357.36	386,150.24	4.85	13,952.06	185.44	370,337.50
Over 17 not over 17½	4.92	11,165.56	390,794.60	4.87	13,759.57	180.89	373,958.00
Over 17½ not over 18	4.94	10,986.21	395,503.56	4.88	13,566.22	176.22	377,364.00
Over 18 not over 18½	4.96	10,818.31	400,277.47	4.89	13,384.03	171.81	380,783.00
Over 18½ not over 19	4.98	10,660.97	405,116.86	4.91	13,225.11	167.97	384,468.50

Period (years)	Annuity			EIP			
	Rate %	% Yearly Cost (£)	Total Cost (£)	Rate %	Initial % Yearly Costs (£)	Reduces by each ½ year (£)	Total Cost (£)
Over 19 not over 19½	5.00	10,513.40	410,022.60	4.92	13,062.67	164.00	387,920.00
Over 19½ not over 20	5.02	10,374.87	414,994.80	4.94	12,922.00	160.55	391,651.00
Over 20 not over 20½	5.03	10,235.96	419,674.36	4.95	12,776.46	156.95	395,135.00
Over 20½ not over 21	5.05	10,113.58	424,770.36	4.97	12,651.48	153.83	398,911.50
Over 21 not over 21½	5.07	9,998.47	429,934.21	4.98	12,520.51	150.56	402,428.00
Over 21½ not over 22	5.09	9,890.14	435,166.16	5.00	12,409.09	147.73	406,250.00
Over 22 not over 22½	5.11	9,788.17	440,467.65	5.01	12,290.78	144.73	409,799.00
Over 22½ not over 23	5.13	9,692.13	445,837.98	5.03	12,191.17	142.15	413,666.50
Over 23 not over 23½	5.14	9,592.57	450,850.79	5.04	12,083.91	139.40	417,248.00
Over 23½ not over 24	5.16	9,507.29	456,349.92	5.06	11,994.67	137.04	421,161.00
Over 24 not over 24½	5.18	9,426.92	461,919.08	5.07	11,897.12	134.51	424,775.00
Over 24½ not over 25	5.19	9,341.94	467,097.00	5.08	11,804.00	132.08	428,402.00
Over 25 not over 25½	5.21	9,270.52	472,796.52	5.10	11,728.04	130.00	432,380.00
Over 25½ not over 26	5.22	9,193.88	478,081.76	5.11	11,643.00	127.75	436,039.50
Over 26 not over 26½	5.24	9,130.43	483,912.79	5.12	11,561.66	125.58	439,712.00
Over 26½ not over 27	5.25	9,061.23	489,306.42	5.14	11,496.81	123.74	443,755.00
Over 27 not over 27½	5.26	8,995.41	494,747.55	5.15	11,422.27	121.73	447,460.00
Over 27½ not over 28	5.28	8,942.36	500,772.16	5.16	11,350.86	119.79	451,178.00
Over 28 not over 28½	5.29	8,882.85	506,322.45	5.17	11,282.40	117.91	454,909.00
Over 28½ not over 29	5.30	8,826.22	511,920.76	5.19	11,229.76	116.33	459,036.50
Over 29 not over 29½	5.31	8,772.34	517,568.06	5.20	11,166.78	114.58	462,800.00
Over 29½ not over 30	5.32	8,721.07	523,264.20	5.21	11,106.33	112.88	466,576.50
Over 30 not over 30½	5.33	8,672.28	529,009.08	5.22	11,048.30	111.25	470,366.00
Over 30½ not over 31	5.34	8,625.84	534,802.08	5.23	10,992.55	109.66	474,168.50
Over 31 not over 31½	5.35	8,581.65	540,643.95	5.24	10,938.98	108.13	477,984.00
Over 31½ not over 32	5.35	8,529.68	545,899.52	5.25	10,887.50	106.64	481,812.50
Over 32 not over 32½	5.36	8,489.62	551,825.30	5.26	10,838.00	105.20	485,654.00
Over 32½ not over 33	5.37	8,451.53	557,800.98	5.27	10,790.39	103.80	489,508.50
Over 33 not over 33½	5.37	8,405.23	563,150.41	5.28	10,744.60	102.45	493,376.00
Over 33½ not over 34	5.38	8,370.73	569,209.64	5.29	10,700.53	101.13	497,256.50
Over 34 not over 34½	5.38	8,327.79	574,617.51	5.29	10,645.12	99.67	500,895.00
Over 34½ not over 35	5.39	8,296.58	580,760.60	5.30	10,604.29	98.43	504,595.00
Over 35 not over 35½	5.39	8,256.70	586,225.70	5.31	10,564.97	97.23	508,508.00
Over 35½ not over 36	5.40	8,228.51	592,452.72	5.32	10,527.11	96.06	512,434.00
Over 36 not over 36½	5.40	8,191.43	597,974.39	5.32	10,477.64	94.74	515,892.00
Over 36½ not over 37	5.40	8,155.65	603,518.10	5.33	10,442.51	93.64	519,837.50
Over 37 not over 37½	5.41	8,131.50	609,862.50	5.34	10,408.67	92.56	523,796.00
Over 37½ not over 38	5.41	8,098.19	615,462.44	5.34	10,363.05	91.34	527,267.00
Over 38 not over 38½	5.41	8,066.02	621,083.54	5.35	10,331.62	90.32	531,245.00
Over 38½ not over 39	5.41	8,034.93	626,724.54	5.35	10,288.33	89.17	534,722.50
Over 39 not over 39½	5.42	8,015.44	633,219.76	5.36	10,259.14	88.20	538,720.00
Over 39½ not over 40	5.42	7,986.45	638,916.00	5.36	10,218.00	87.10	542,204.00
Over 40 not over 40½	5.42	7,958.42	644,632.02	5.37	10,190.88	86.19	546,221.00
Over 40½ not over 41	5.42	7,931.32	650,368.24	5.37	10,151.73	85.13	549,711.50
Over 41 not over 41½	5.42	7,905.12	656,124.96	5.38	10,126.53	84.27	553,748.00

Period  (years)	Annuity			EIP			
	Rate %	% Yearly Cost (£)	Total Cost (£)	Rate %	Initial % Yearly Costs (£)	Reduces by each % year (£)	Total Cost (£)
Over 41½ not over 42	5.42	7,879.77	661,900.68	5.38	10,089.24	83.26	557,245.00
Over 42 not over 42½	5.42	7,855.24	667,695.40	5.38	10,052.82	82.28	560,742.00
Over 42½ not over 43	5.42	7,831.51	673,509.86	5.39	10,030.26	81.48	564,804.50
Over 43 not over 43½	5.42	7,808.54	679,342.98	5.39	9,995.51	80.54	568,308.00
Over 43½ not over 44	5.42	7,786.31	685,195.28	5.39	9,961.55	79.63	571,811.50
Over 44 not over 44½	5.42	7,764.78	691,065.42	5.39	9,928.35	78.73	575,315.00
Over 44½ not over 45	5.42	7,743.94	696,954.60	5.40	9,908.89	78.00	579,410.00
Over 45 not over 45½	5.42	7,723.75	702,861.25	5.40	9,877.14	77.14	582,920.00
Over 45½ not over 46	5.42	7,704.20	708,786.40	5.40	9,846.09	76.30	586,430.00
Over 46 not over 46½	5.42	7,685.26	714,729.18	5.40	9,815.70	75.48	589,940.00
Over 46½ not over 47	5.42	7,666.90	720,688.60	5.41	9,798.96	74.82	594,067.50
Over 47 not over 47½	5.42	7,649.12	726,666.40	5.41	9,789.84	74.03	597,584.00
Over 47½ not over 48	5.42	7,631.88	732,660.48	5.41	9,741.33	73.26	601,100.50
Over 48 not over 48½	5.42	7,615.17	738,671.49	5.41	9,713.41	72.51	604,617.00
Over 48½ not over 49	5.41	7,587.81	743,605.38	5.41	9,686.06	71.77	608,133.50
Over 49 not over 49½	5.41	7,572.07	749,634.93	5.41	9,659.26	71.04	611,650.00
Over 49½ not over 50	5.41	7,556.82	755,682.00	5.42	9,646.00	70.46	615,823.00

Note: 1. If a borrower wishes to make a premature repayment of a loan, either in whole or in part, it should contact the Board giving full details beforehand. The Board will usually agree to accept this request but it should be noted that a premium will be payable when the interest rate on the loan to be repaid is higher than the current rate applying to the premature repayment of a loan repayable by the same method and over the same period as that remaining on the loan which it is proposed to repay. When the interest rate on the loan to be repaid is lower than the current rate applying to the premature repayment, a discount will be allowed.