



**STRADBROKE HEALTH CENTRE,
WILBY ROAD,
STRADBROKE IP21 5JN**

Schedule of works required following site visit 8th April 2019, independent assessments undertaken and reports from medical practice and users.

As at: 17/04/2020

	Requirement	Estimate	Actual Cost	Contractor	Date completed
1.	Alarm upgrade Connection to central services		£2167.00 £43.48	Waveney Security Suffolk Constabulary	29/05/19 29/05/19
2.	Alarm required in accessible toilet Fit emergency light and exit sign to main entrance door in lobby.	Electrician contacted	£435.00		12/02/20
3.	Works required to sinks and taps: Installation of Thermostatic Mixer Valves Replacement of water heaters Replacement of scaled taps Possible replacement of oversink heaters in WC x 2	2 x Contractors identified quotes being Obtained		R G Carter Mixbrow	
4.	Legionella internal inspections: Training for Clerk Equipment for Clerk	£50 £100			
5.	Roof insulation – currently insufficient. Improved insulation could assist with heat loss in the winter and heat gain in the summer.	See 3 above Applies to nos. 5 to 8			
6.	Air conditioning extended to: Consulting Room 1 Consulting Room 2 Consulting Room 3 (small stuffy room) Dispensary Office area				
7.	Asbestos in roof needs work to cover and protect				
8.	Soffits and bargeboards need repainting				
9.	Cracks in need of repair: Treatment room – door frame inside and outside room Dispensary/reception – various faults connected to new wall Waiting room – cracks to left hand wall Entrance lobby -shrinkage where old doorway filled in. Entrance lobby – crack near front door				

	Requirement	Estimate	Actual Cost	Contractor	Date completed
10.	Consulting rooms carpet replaced with lino	See 3 above Applies to nos. 10 & 11			
11.	Damp patch in WC2 – near pipe, lead flashing around exit of pipe needs checking to ensure no area for water to seep in.				
12.	Waiting room seating – tear and scuffs on seating. Clerk receives regular complaints from users of the surgery that current seating is uncomfortable. Seating to be completely reviewed when waiting area next redecorated. Chair with arms £91 Chair without arms £89	Clerk will attend next PPG meeting to discuss phase 2 of work - redecoration			
13.	Flooding in Car Park: <ul style="list-style-type: none"> ditch needs to be desilted. Blockages in drains that take water from ditch need to be resolved Maintenance of ditch to keep it clear needs to be added to annual routine. 	Desilting of ditch at health centre – quote £250		M Hammond	
14.	Windows: Some remedial work will be required on the outside of the windows. Double glazing may need updating – subject to outcome of energy audit.	See 3 above Applies to nos. 14 & 15 Energy audit awaited			
15.	Drain inspection unit in car park needs to be replaced.				
16.	Rain water pooling in car park – drainage needs to be sorted to prevent this from continuing.				

Points to note:

- Heating is supplied by night storage heaters or newer air conditioning units. Night storage heaters are very old and need to be renewed with newer models OR a new heating system installed.
- Each sink has an individual water heater.
- There is no water tank.
- Check if all areas have double glazing.

Possible additional upgrades: Solar Panels / Air Source heating.

Updates on work required/undertaken:

May 2019 - Investigate whether there are green grants available for solar panels and ground source heating.

31/5/2019 - Department for BEIS now administering the grant scheme.

22/6/2019 – contact from regional co-ordinator. Details will be sent to Parish Council as soon as available.

1/7/2019 – information received is being reviewed.

30/9/2019 – a report on actions taking following Legionella Assessment prepared and sent to surgery.

1/10/19 – a brief is being prepared for review by the full council to apply for a grant to undertake a feasibility study for community building energy efficiency.

26/10/19 – schedule of works sent to plumbing firm. Awaiting date to meet on location.

30/10/19 – Fire Risk Assessment suggested relocation of bins. No suitable location was identified and the assessor was contacted for opinion, he replied as follows: “Not essential, it was more of a recommendation. Leave where they are if there is no suitable alternative.”

09/01/20 – Following emailed received from Practice Manager concerning non-compliant accessible toilet and toilet roll holder missing, Clerk and local builder visited site. The only non-compliance of accessible toilet was the lack of alarm – electrician has been contacted and work was completed 12/02/20. The missing toilet roll holder could not be located so a replacement was purchased and installed on 10/01/20.

12/01/20 – following two reports of flooding in carpark, the MWG inspected the drainage system and identified blockages. SCC have been contacted as the land owner. Issues that will remain is that part of one of the drainage ditches has been piped whilst the rest of the ditch is open. This issue will need resolving as the problem will reoccur. The ditch at the health centre has silted up over the years and needs to be dug out – the Clerk will contact M. Hammond and arrange for this to be undertaken in the Spring when the ground is firmer.

03/02/20 – work on adding emergency alarm to accessible WC and emergency lighting at entrance undertaken.

06/02/20 – lock on patient WC replaced following call from reception staff regarding patient stuck.

10/02/20 – Cllr Flatman to follow up offer from MSDC to undertake Energy Audit.

14/02/20 – SCC inform Clerk that drains will be checked for a blockage. *SCC have cleared their pipes and ditches now flowing freely.*

19/02/20 – Mixbrow advise that drain inspection and cover need to be replaced – quote requested.

February/March 2020 – Maintenance Working Party reaffixed two rails in the carpark.

19/03/20 – MSDC will contact Practice Manager regarding an Energy Audit once current lockdown has ended.

01/04/20 – Bolt securing handle to rear door broke. Repaired.

17/04/20 – Clerk to investigate possible solution to car park pooling of rain water once current lockdown has ended. Interim solutions will be discussed with Practice Manager once current lockdown has ended.