Appendix 9

LPS Valuations

Williams, Christine

From: Williams, Christine
Sent: 12 August 2025 11:27
Hobbs, Niall
. (S40) [redacted]
Subject: RE: BCP - ES - Ballymena CP - OBC - 0/4)

Niall

Although LPS haven't put it in writing they have confirmed that is a good value to go with.

I am currently updating everything and will confirm when complete.
Thanks

c

Christine Williams
Project Manager
[redacted]
(S40)
[redacted]

Land & Property Services
Seirbhfsf Talfin & Maoine

VALUATION REPORT

Prepared by:	Land & Property Services (LPS)
For the Client:	Properties Division
Relating to:	Academy House, 121a Broughshane House, Ballymena ("the Subject Property")



Department of Finance
An Roinn Airgeadais

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[redacted]

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[redacted] (S43)

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[redacted]




(S43)

[redacted]

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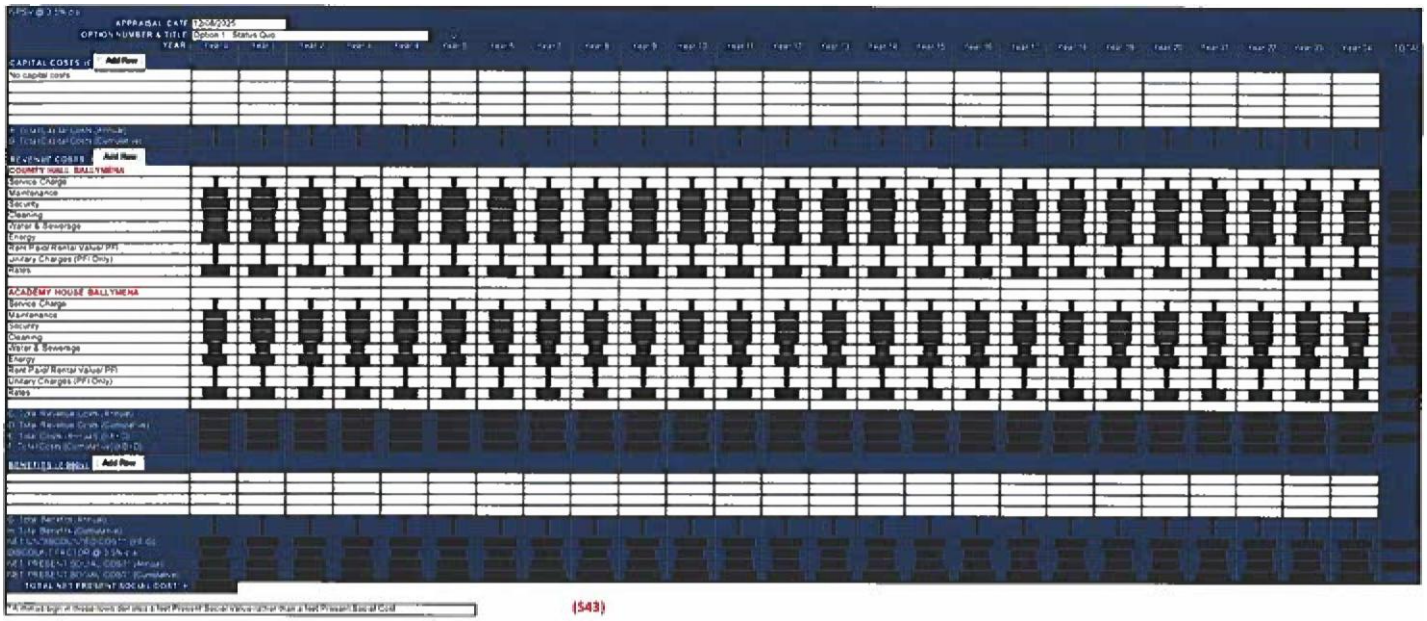
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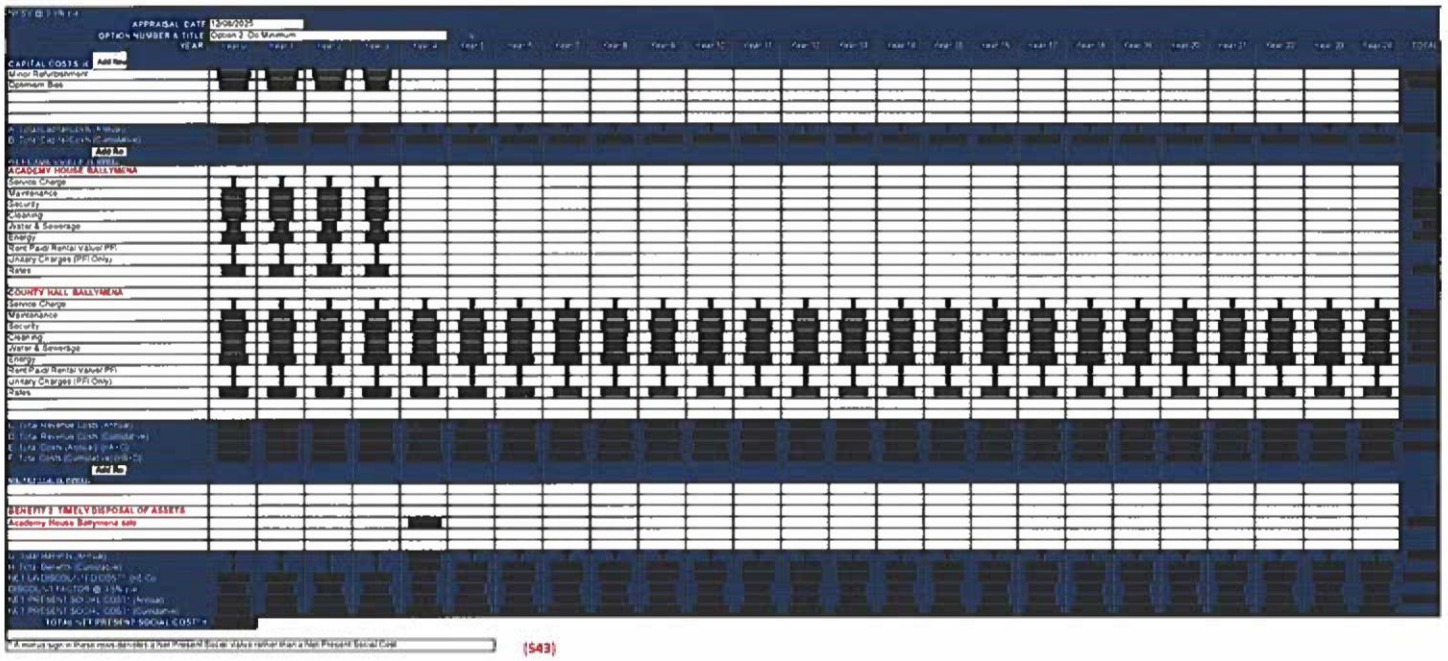


Appendix 10

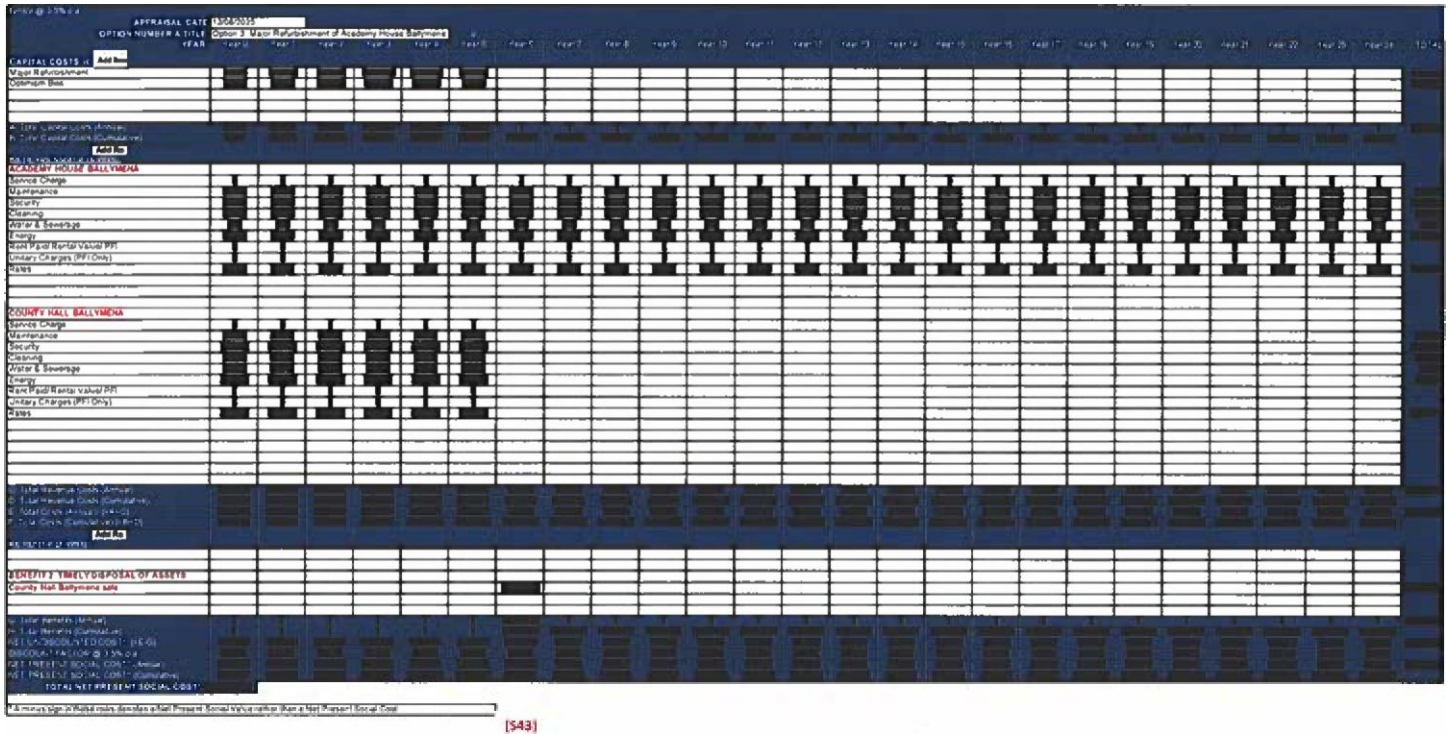
NPSV Calculator


APPRAISAL DATE
OPTION NUMBER & TITLE
Option 1 : Status Quo
YEAR
CAPITAL COSTS (£)
Add Row
No capital costs
REVENUE COSTS
Add Row
COUNTY HALL BALLYMENA
Service Charge
Maintenance
Security
Cleaning
Water & Sewerage
Energy
Rent Paid/ Rental Value (PP)
Unitary Charges (PF1 Only)
Rates
ACADEMY HOUSE BALLYMENA
Service Charge
Maintenance
Security
Cleaning
Water & Sewerage
Energy
Rent Paid/ Rental Value (PP)
Unitary Charges (PF1 Only)
Rates
BENEFITS (£ 000s)
Add Row

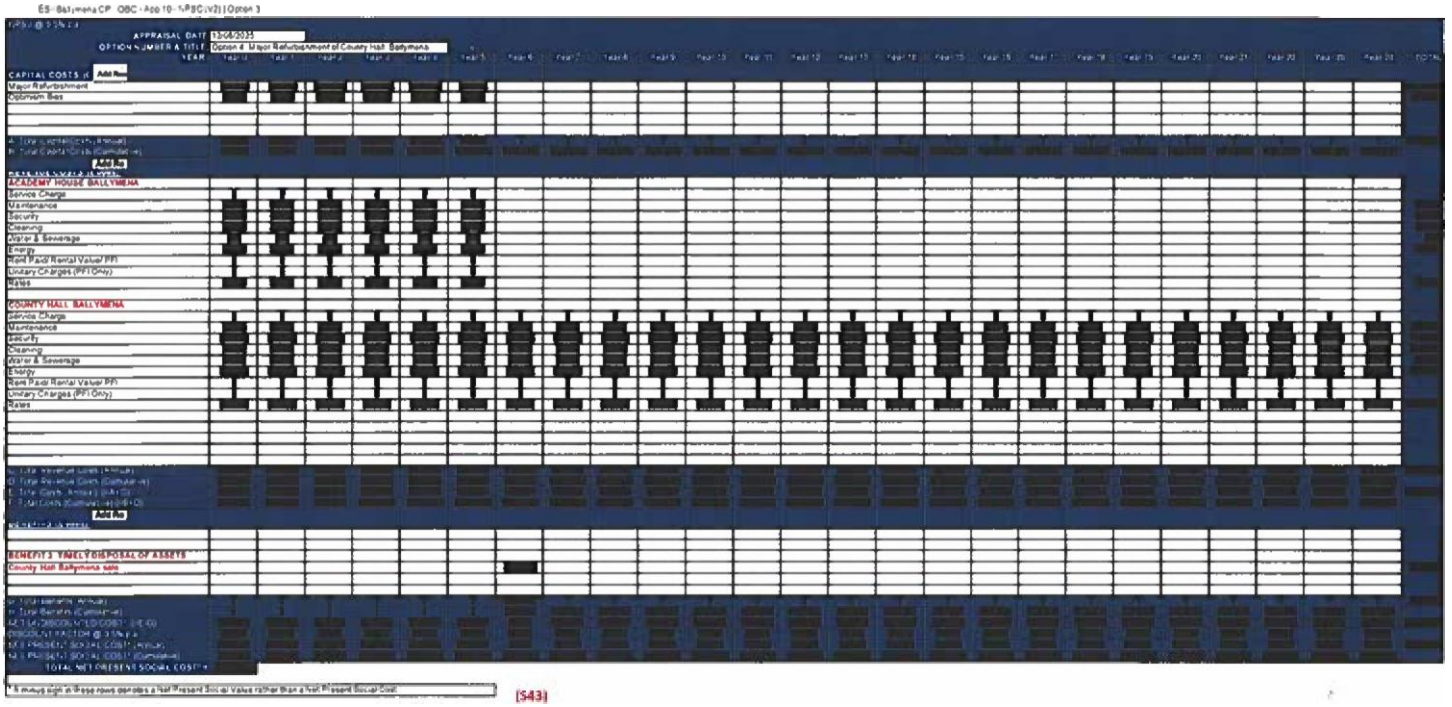
(543)


APPRAISAL DATE
OPTION NUMBER & TITLE
YEAR
CAPITAL COSTS
Minor Refurbishment
Optimum Bias
ACADEMY HOUSE BALLYMENA
Service Charge
Maintenance
Security
Cleaning
Water & Sewerage
Energy
Rent Paid/ Rental Value(PP)
Unitary Charges (PFI Only)
Rates
COUNTY HALL BALLYMENA
Service Charge
Maintenance
Security
Cleaning
Water & Sewerage
Energy
Rent Paid/ Rental Value(PP)
Unitary Charges (PFI Only)
Rates
BENEFIT 3 TIMELY DISPOSAL OF ASSETS
Academy House Ballymena sale

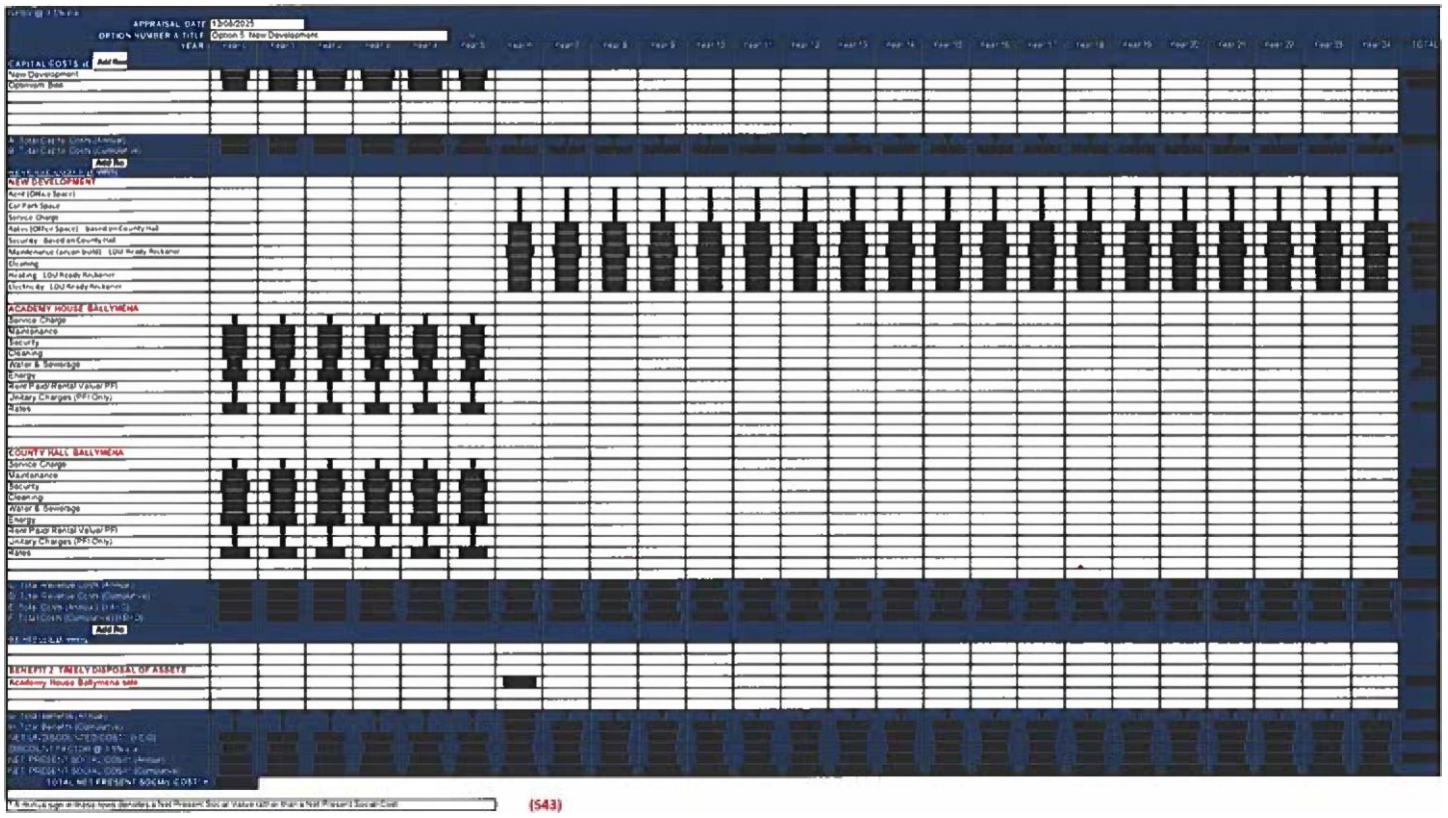
(S43)


APPRAISAL DATE
OPTION NUMBER & TITLE
Option 3 Major Refurbishment of Academy House Ballymena
YEAR
CAPITAL COSTS
Add Row
Major Refurbishment
Optimism Bias
ACADEMY HOUSE BALLYMENA
Service Charge
Maintenance
Security
Cleaning
Water & Sewerage
Energy
Rent Paid/ Rental Value/ PFI
Unitary Charges (PFI Only)
Rates
COUNTY HALL BALLYMENA
Service Charge
Maintenance
Security
Cleaning
Water & Sewerage
Energy
Rent Paid/ Rental Value/ PFI
Unitary Charges (PFI Only)
Rates
Add Row
BENEFIT 3 TIMELY DISPOSAL OF ASSETS
County Hall Ballymena sale
TOTAL NET PRESENT SOCIAL COST

[S43]


APPRAISAL DATE
OPTION NUMBER & TITLE
Option 4 Major Refurbishment of County Hall Ballymena
YEAR
CAPITAL COSTS
Add Row
Major Refurbishment
Optimism Bias
ACADEMY HOUSE BALLYMENA
Service Charge
Maintenance
Security
Cleaning
Water & Sewerage
Energy
Rent Paid/ Rental Value/ PFI
Unitary Charges (PFI Only)
Rates
COUNTY HALL BALLYMENA
Service Charge
Maintenance
Security
Cleaning
Water & Sewerage
Energy
Rent Paid/ Rental Value/ PFI
Unitary Charges (PFI Only)
Rates
Add Row
BENEFIT 3 TIMELY DISPOSAL OF ASSETS
County Hall Ballymena sale
TOTAL NET PRESENT SOCIAL COST

[S43]


APPRAISAL DATE 13/08/2025
OPTION NUMBER & TITLE Option 5: New Development
YEAR
CAPITAL COSTS of
New Development
Optimism Bias
NEW DEVELOPMENT
Rent (Office Space)
Car Park Space
Service Charge
Rates (Office Space) based on County Hall
Security based on County Hall
Maintenance (when built) LQU Ready Reckoner
Cleaning
Heating LQU Ready Reckoner
Electricity LQU Ready Reckoner
ACADEMY HOUSE BALLYMENA
Service Charge
Maintenance
Security
Cleaning
Water & Sewerage
Energy
Rent Paid/Rental Value PFI
Unitary Charges (PFI Only)
Rates
COUNTY HALL BALLYMENA
Service Charge
Maintenance
Security
Cleaning
Water & Sewerage
Energy
Rent Paid/Rental Value PFI
Unitary Charges (PFI Only)
Rates
BENEFIT / TIMELY DISPOSAL OF ASSETS
Academy House Ballymena sale

(S43)

Appendix 11

CPD Feasibility Report

Construction & Procurement Delivery Procurement Delivery Airgeadais

Seaé)ödödh Foirgntochtö agus SoC6thairwww.financeni,O'.uk

Department of Finance An Roinn

Ballymena County Hall & Academy House

Estate Consolidation Plan

RIBA Stage 1 Feasibility Report

Project No. 772240AA

Date: August 2025

TABLE OF CONTENTS

Version	Date	Notes
1.0	16.12.2024	First Draft
2.0	17.02.2025	Second Draft
3.0	05.08.2025	Third Draft
4.0	11.08.2025	Fourth Draft

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1.0 Introduction

The client Brief is to consolidate the accommodation of two buildings in Ballymena, Ballymena County Hall and Academy House into one of these buildings. The brief from the client is to:

- Carry out a Condition Report s of each building.

1.0 INTRODUCTION

Ballymena County Hall and Academy House provide office accommodation and service delivery for Government Departments including DAERA, LPS, DFC and a Connect 2 Hub.

In addition, the Climate Change Act (Northern Ireland) 2022 has set out requirements for NI Departments to achieve Net Zero targets by 2050. Therefore, sub-options that provide either a pathway towards Net Zero or a full Net Zero solution are analysed.

2.0 EXISTING SITE & BUILDING CONDITION ANALYSIS

2.0 Existing Site & Building Condition Analysis

2.1 Academy House

Overview

Academy House was constructed in 1991, approximately 33 years old. It is a two-storey office building close to Ballymena town centre. The site is accessed via Garfield drive with 83 car parking spaces. The Gross internal area of the building is 2424m2 with a minimum of 144 available workspaces.



- Aerial view of Academy House

Academy House - Carparking Provision	
Current Carparking Spaces	83 Spaces
Required Carparking Spaces	94 Spaces
Note: Current OFI Parking standards require 1 space per 30m2 GFA above SOO m2 + 10% of staff parking for visitors. Using this formula, 94 carparking spaces are currently required at this site resulting in a carparking underprovision of 11 spaces.	

2.0 EXISTING SITE & BUILDING CONDITION ANALYSIS



S40

- View of carpark towards main entrance



S40



- View of rear of building

- Typical open plan office accommodation

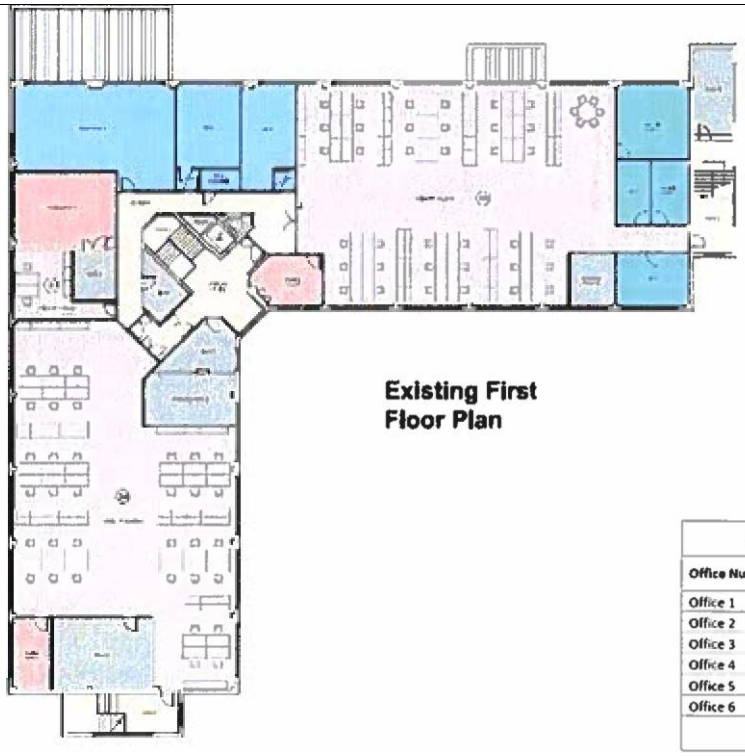




- Typical staff kitchen

- View of main circulation area

2.0 EXISTING SITE & BUILDING CONDITION ANALYSIS



Existing First Floor Plan

Academy House - Existing Workspaces		
Office Number	Area (m²)	Workspaces
Office 1	135.14	16
Office 2	60.17	8
Office 3	423.06	48
Office 4	292.6	34
Office 5	22.5	2
Office 6	327.33	36
		144 (Total Workspaces)



Existing Ground Floor Plan

Ground Floor		First Noor	
Room Name	Ama m	Room Nama	Ana m
Entrarre Lob	25.21	First Floor Landi	32 02
Stalrcase 1	s 68	Staircase 1	7.43
Lift	3.17	Uft	3.15
WC Lo	4.43	Store 6	1.9
wc 1	4.1	Rant 5	1,98
wc 2	3.41	Rant 6	888
Store 1	2.28	Store 7	14.03
Store 2	7.19	Photoco Room 1	21 94
Store 3	4.09	Office 4	292 6
Plant 1	2.19	Store 8	33.S8
WC 3 cessible	6.36	Meetin Roo	13.03
Pu"lc Foyer	161.15	Staircase 3	20.81
Service Delivery 1	42.59	Co rridor 4	39.4
Corridor i	7.89	Office 5	22.5
Room 1	12.65	Store 9	10.03
Interview Room 2	12-69	Meeting Room 4	37.52
Staff Kitchen i	16.71	Staff Kitchen 4	71.37
Office 1 Staircase 3	135.14 20.81	WC 4 wc 5	4.11 27.2
Corndor 2		wc 6	27.11
IT Room 1	7.75	Meetin Room 5	15.7
Interview Room 3	10.2	Office 6	327.33
Service 2	16.52	Photocopy Room 2	11.55
Corndor 3	20.56	Lab I	18.29
IT Room 2	9.7	Lab 2	10.28
Staff Kitchen 2	17.06	Specialist Store 1	11.14
Office 2	60.17	Spectalist Store 2	25.6
Meeting Room i	15.35	Store 10	16.12
Staff Kitchen 3	24.75	Staircase 2	20.97
Office 3	423.06		
Store 4	2.96		
Meeting Room 2	10.36		
IT Room 3	6.37		
Store S	24.33		
Staircase 2	14.53		
Plant 2	10.96		
Xant 3	26.31		
mant a	15		
mant aa	10.81		
Ground Floor Total NIA	1212.58	First Roar Total MA	1147.57
Ground Floor Total GIA		Rrst Total GtA	1183.88
Ground Floor Total GEA	1316.05	Rßt Floor Total GEA	1243

Academy House - Floor Areas Summary

2.O EXISTING SITE & BUILDING CONDITION ANALYSIS

2.0 EXISTING SITE & BUILDING CONDITION ANALYSIS

Toul MA	n ternal Area: Excluding ail walls)	2349.34
Total GtA	s in tgnal Area : Exdud'ng eternal walls but Including inte•rnal walls)	2424.27
Total GEA (Gross E ernal Area :	external & interna I wails}	2545.41m'

Site

The site area is 4305m2 with 83 parking spaces. Current DFI Parking standards require 1 space per 30m2 GFA above 500 m2 + 10% of staff parking for visitors. Using this formula, 94 carparking spaces are required, an under provision of 11 spaces, which may limit scope for future expansion.

Internal layout

The internal layout is arranged around a central lobby and circulation area leading to open plan office. The ground floor has a reception and service delivery space with dispersed interview booths and interview rooms. There is capacity for a more streamlined layout for public visitors and staff.

The building has 144 workspaces which is sufficient to accommodate the proposed 91 workspaces plus allowance for additional accommodation such as secure storage space, secure offices and dedicated interview rooms. The existing toilet provision in the building is adequate, however the existing ground floor toilets are fragmented and have a narrow access point, any proposed design option could resolve this issue.

Structure & Building Fabric

The Condition Report states that the main structure consists of a concrete frame, ground bearing slab and precast concrete upper floor slabs, with a potential remaining life of 72 years. The timber and steel roof has an estimated remaining life of 47 years.

External walls are cavity construction with brick/block external leaf, insulated cavity and blockwork internal leaf. Insulation is assumed to be the original construction i.e. either fiberglass batts or polystyrene board. The external wall insulation should be upgraded as part of any refurbishment.

The pitched roof is constructed from loose steel, cut rafters and a concrete tile finish. The Condition Report highlights roof leaks in several locations due to the low roof pitch unsuitable for concrete tiles. This issue should be resolved as part of any refurbishment project which may involve removing and reinstalling the PV Panels. The existing roof insulation is fiberglass rolls and is installed between and above the ceiling joists which would also need to be upgraded. The existing external windows & doors are PPC Aluminium and appear to be original (33 years old) indicate some deterioration. The life span for aluminium framed windows is approximately 40 years, so it is recommended that the external windows and doors are replaced and resealed as part of any refurbishment which will also enhance the U-Value and air tightness of the building.

Design options are to be sub divided into Net Zero pathway and full Net Zero. It is recommended that both these options include fabric upgrades to Net Zero / LETI Standards, to avoid any additional cost and disruption to the building in the future.

2.0 EXISTING SITE & BUILDING CONDITION ANALYSIS

5

2.2 Ballymena County Hall

Overview

Ballymena County Hali is a five-storey office building on the outskirts of Ballymena, constructed in 1971 (approx. 53yrs old), The site area is 8.70 Ha consisting of mature trees and open green space. There are 442 car parking spaces available on site, The Gross internal area of the building is 10,528m2 with currently 484 available workspaces.



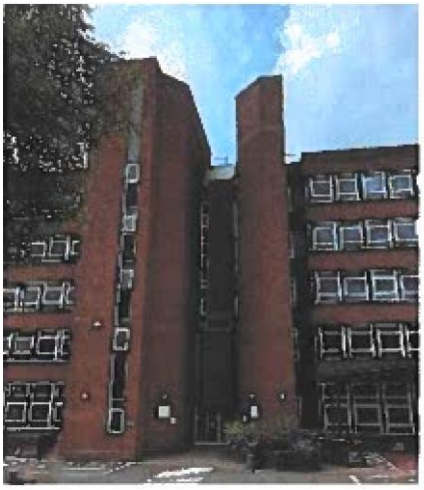
Aerial view of Ballymena County Hall Site

Ballymena County Hall - Carparking Provision	
Current Carparking Spaces	442 Spaces
Required Carparking Spaces	410 Spaces
Note: Current DFI Parking standards require I space per 30m2 GFA above 500 m2 + 10% of staff parking for visitors. Using this formula, 410 carparking spaces are currently required at this site resulting in 32 additional spaces.	

2.0 EXISTING SITE & BUILDING CONDITION ANALYSIS



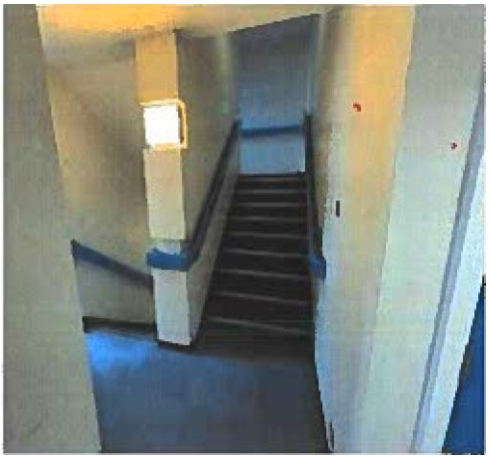
- View from main carpark towards main entrance





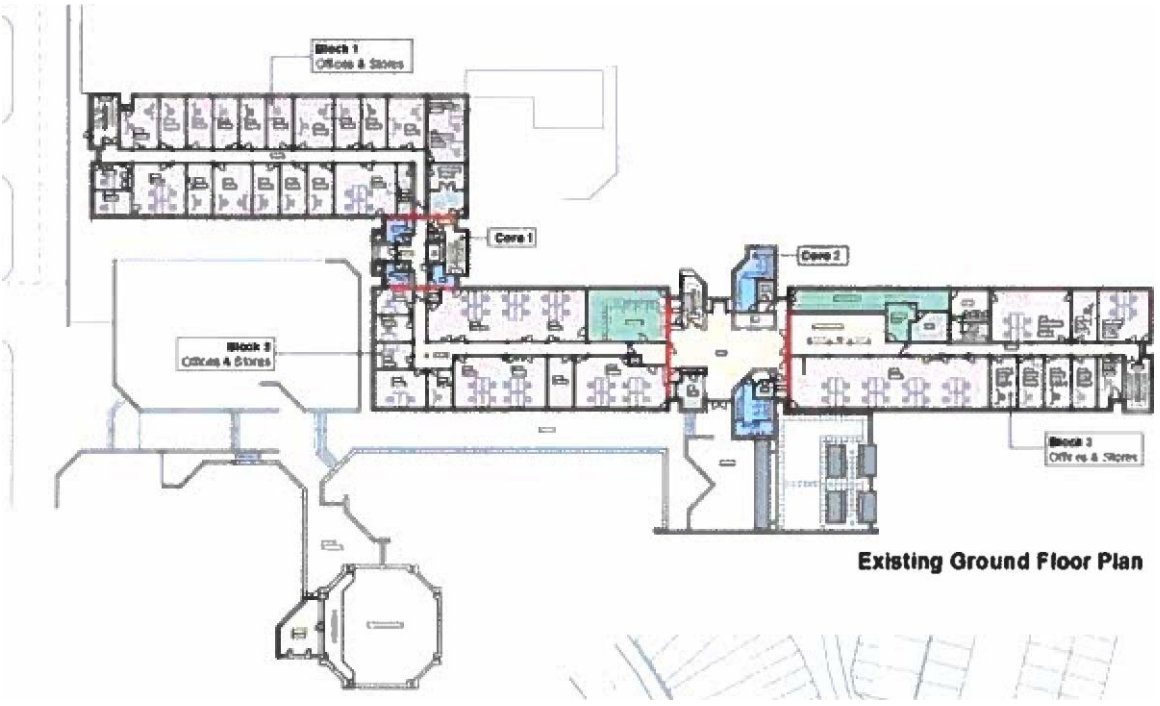
- Entrance to lower ground floor- Typical corridor access to cellular offices





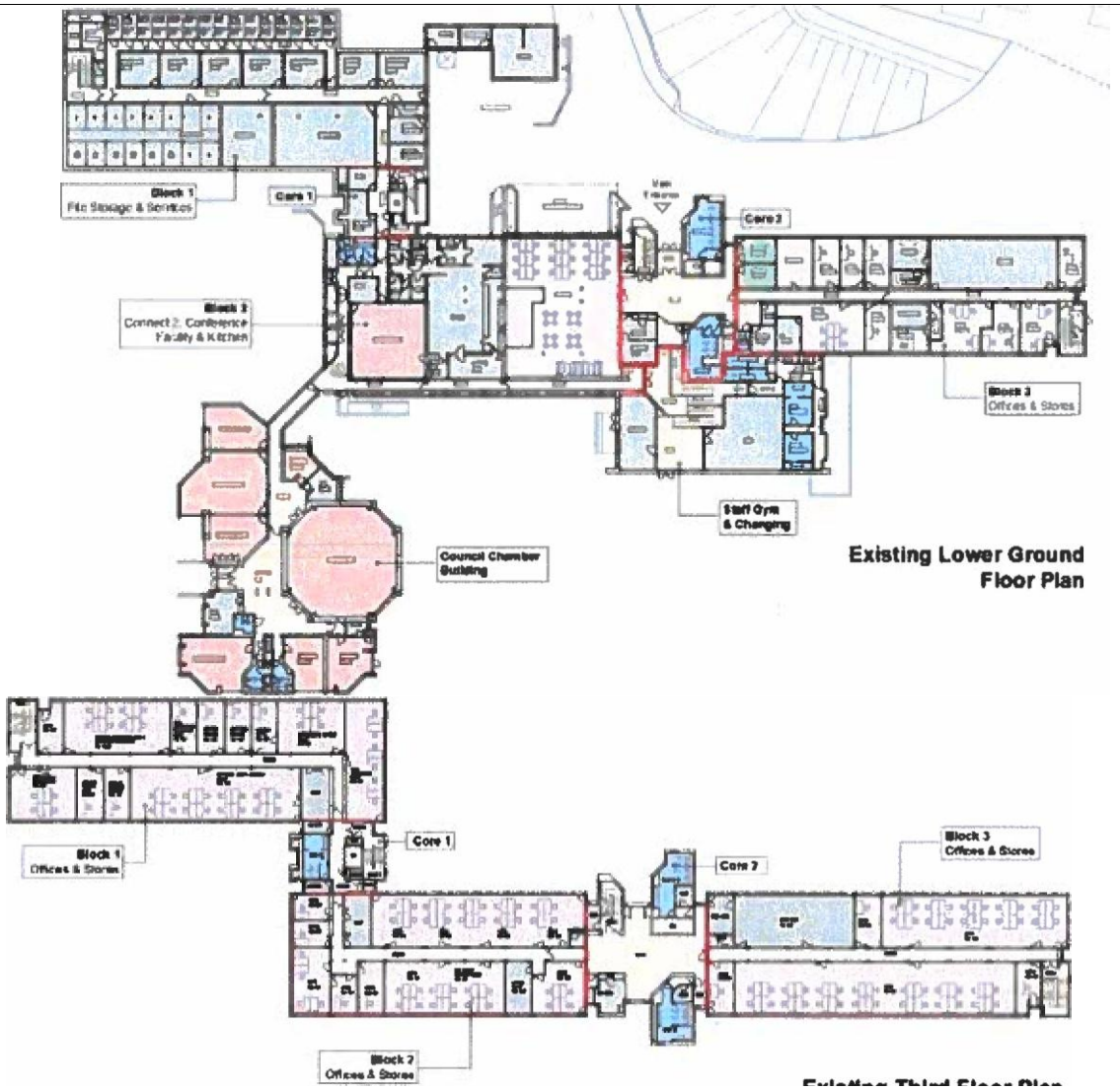
- Typical office - Typical stairwell

2.0 EXISTING SITE & BUILDING CONDITION ANALYSIS

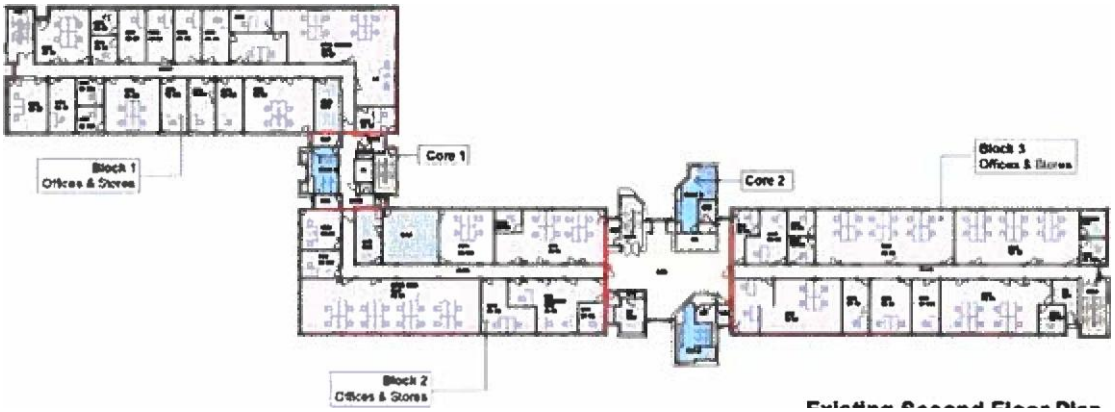


Existing Ground Floor Plan

2.0 EXISTING SITE & BUILDING CONDITION ANALYSIS

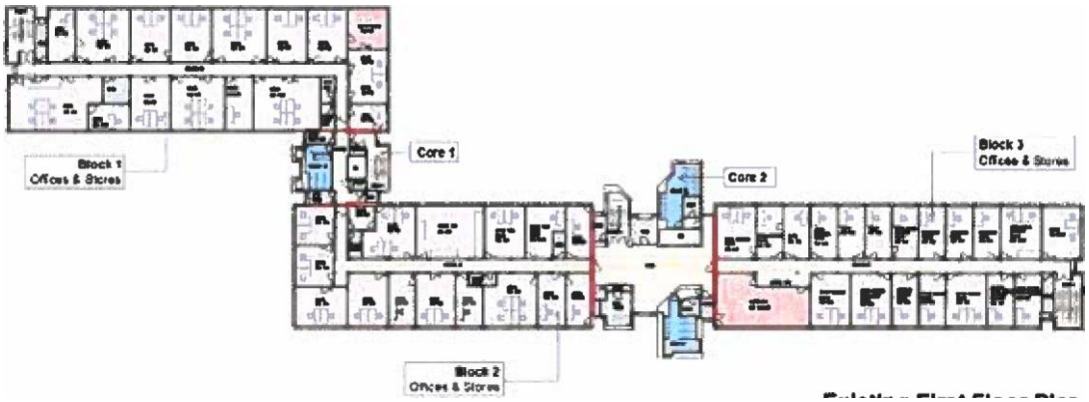


Existing Third Floor Plan



2.0 EXISTING SITE & BUILDING CONDITION ANALYSIS

Exlstng Second Floor man



Extsting Flrst Floor Plan

Ballymena County Hall - Floor Areas Summary		
Total NIA (Net Internal Area: Excluding all walls)		9,960.27
Totat GIA (Gross internal Area : Excluding external wails but including internai walls)		10,528.45
Total GEA (Gross External Area : Including external & internal walls)		11,169.47 m[a]
Ballymena County Hatl • Existing Workspaces		
Office Level	Area (m^2)	Workspaces
Lower Ground Floor Connect 2	215.44	18
Lower Ground Floor - Offices	243.36	17
Ground Floor - Offices	1068.68	96
First Floor - Offices	1171.19	87
Second Floor - Offices	1215.9	127
Third Floor - Offices	1151.25	139
		484 (Total Workspaces)

Site

Site area is 8.70 Ha. Current DFI Parking standards require 1 space per 30m2 GFA above 500 m2 + 10% of staff parking for visitors. Therefore, 410 carparking spaces are required for a building of this size resulting in a surplus of 32 spaces. The site has ample scope for future expansion.

Internal layout

The layout of the building consists of three main office blocks served by two alternating service cores. There is a separate Council Chamber building to the west which is currently unused. The Main Entrance to the building is on the Lower Ground floor, a considerable distance from the main carpark. The Reception Area is has very little natural light. The Lower Ground floor is

occupied by the recently refurbished Connect 2 Hub, some vacant office space, a Conference Facility, Staff Gym, Plant Areas and File Stores.

The upper four floors of the building are partially occupied office spaces. These office spaces are cellular. Any proposed refurbishment would seek to create more open plan office space allowing views and light from both sides of the building, It would also seek to improve the quality and legibility of the main entrance either in its current or alternative position.

The Council Chamber does not appear suitable for for office accommodation and may therefore be considered for demolition.

Structure & Building Fabric

The Condition Report states that the main structure is a concrete frame, with concrete floors and a concrete roof, all with a remaining life of 50 years.

External walls are cavity construction with facing brick external leaf, insulated cavity and blockwork internal leaf. Insulation is assumed to be the original construction i.e. either fiberglass batts or polystyrene board. It is recommended that the external wall insulation is upgraded as part of any refurbishment option.

The roof is a flat roof construction with concrete deck, rigid insuFation and a built up bitumen felt finish. It is recommended that the roof finishes and insulation are upgraded to Net Zero / LETI Standards as part of any refurbishment option.

The existing windows to the main office blocks and cores are double glazed PVC which were recently installed in 2018 as part of an extensive maintenance project. Therefore these windows would be retained as part of any refurbishment. External doors appear to be a mixture of PPC aluminium and timber doors. Any doors past their service use would be replaced as part of any refurbishment option.

Design options are to be sub divided into Net Zero pathway and full Net Zero. It is recommended that both these options include fabric upgrades to Net Zero / LETI Standards.

3.0 Design Options

3.1 Options Overview

Four Options have been identified which will be tested against the requirements of the client's brief to determine which will go forward for costing. Options overview table below:

Options Overview	
Option 1	Do nothing (No Action)
Option 2	Refurbish Academy House (Vacate County Hall)
Option 3 Not costed	Ballymena County Hall 'Layered' Refurbishment (Vacate Academy House)
Option 4	Ballymena County Hall 'Block' Refurbishment (Vacate Academy House)

Option 1 Do Nothing

No action would be taken on either Academy House or Ballymena County Half, with both partially occupied buildings requiring maintenance, heat and power resulting in higher energy costs. This would also not provide a long-term solution to meet the Department's Net Zero objectives.

Option 2 — Refurbish Academy House (Vacate County Hall)

This option involves refurbishing Academy house to provide a more rationalised layout. The main public reception has been reconfigured as a streamlined layout for public visitors and staff. The public interview booths & rooms may be shared by Departments.

The proposed layout has 104 workspaces which is sufficient to accommodate the required 91 workspaces as requested by the client. There are also an additional 18 workspaces in the new Connect 2 Hub which brings the total workspaces in the building to 122.

The specialist accommodation for DAERA on the first floor has been retained. Additional accommodation such as secure storage space, secure offices and dedicated interview rooms for DFC have been provided. The toilet provision on the ground floor has also been reconfigured to provide a more user friendly layout.
It is recommended that fabric upgrades to Net Zero / LETI Standards are included as part of both the sub-options (Net Zero Pathway & Full Net Zero). The difference between the options is

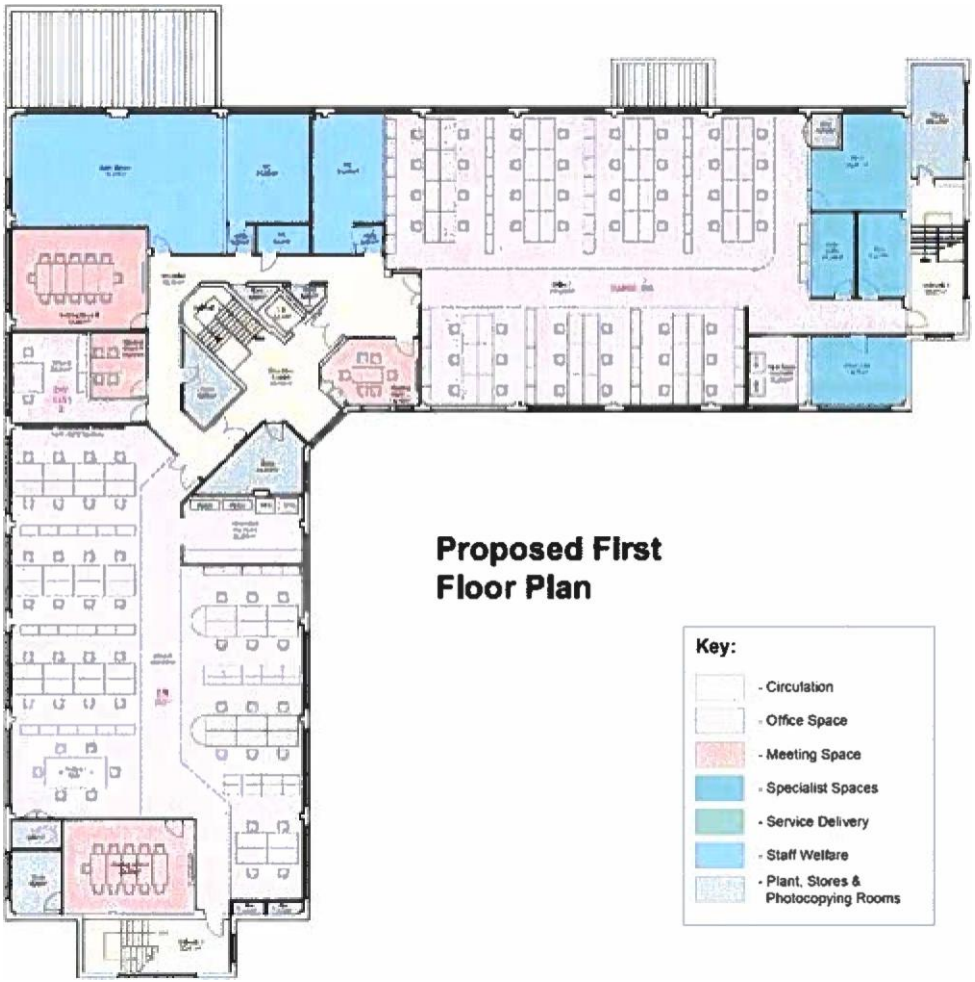
defined by the M&E specification i.e. to retain or replace the heating system and the amount of PV that is installed.

Overall, this is viable option fulfils the client's objective of consolidating the accommodation into one building.



Option 2- Proposed Ground Floor Pian

3.0 DESIGN OPTIONS



Option 2 - Proposed First Floor Plan

Option 2 Academy House	
Department	Workspaces
DFI	82
DAERA	50
LPS	24
DFC	12
DFC (OFU)	
DFE (Careers)	
DFE (TSS)	
Overflow Total	188

Option 2 - Proposed Workspaces

IS

Option 3 — Ballymena Countv Hall 'Layered' Refurbishment (Vacate Academy House) not costed

This option involves refurbishing Ballymena County Hall to provide a layout, which suits the current needs of the client. The proposed accommodation will occupy only 45% of the available floor space

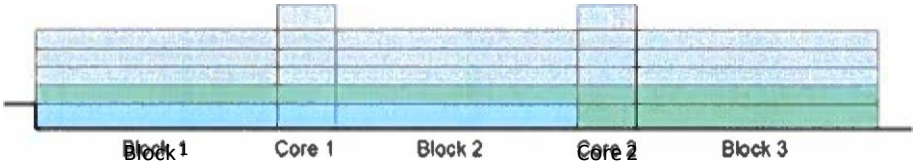
The remaining top three floors will be unoccupied until another occupant is identified.

In this Option the CounciE Chamber building has been demolished. The Main Reception on the Lower Ground Floor has been refurbished in its current location with a new adjacent Public Reception Area with Interview Booths and rooms shared by Departments. The existing file storage, plant rooms, Connect 2 Hub, Conference Facility and Staff Gym have been retained.

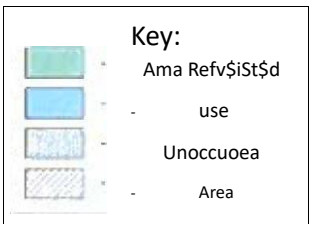
The Ground Floor contains the remainder of the offices arranged in an open plan configuration with views and Fight from both sides of the building. Block 2 on this level contains the DAERA specialist stores and labs with the DFC and DFE Interview Rooms / secure offices contained in Block 1.

The proposed workspace layout has 111 workspaces, to accommodate the CEinet Brief of 91 workspaces. There are also an additional 18 workspaces in the existing Connect 2 Hub which brings the total workspaces in the building to 129.

The 'layered' approach does not allow the complete fabric of the inhabited spaces to be upgraded as one compact thermal envelope. In theory, the wall elements can be upgraded however; it does not make economic sense to upgrade the entire roof, which is separated by three floors of unheated spaces. As a result, this option will not be put forward for costing and a 'Block' approach to refurbishment will be investigated in the next option.

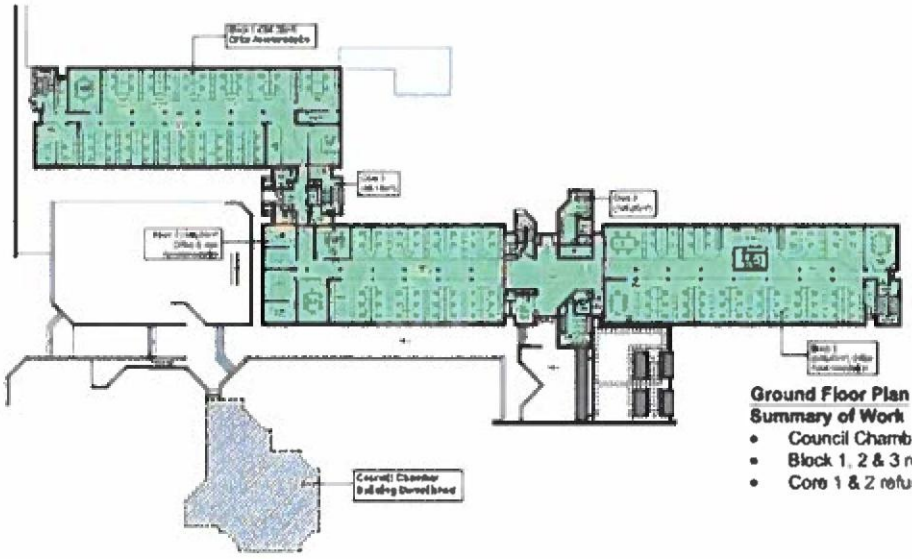


- Option 3 'Layered' refurbishment concept diagram

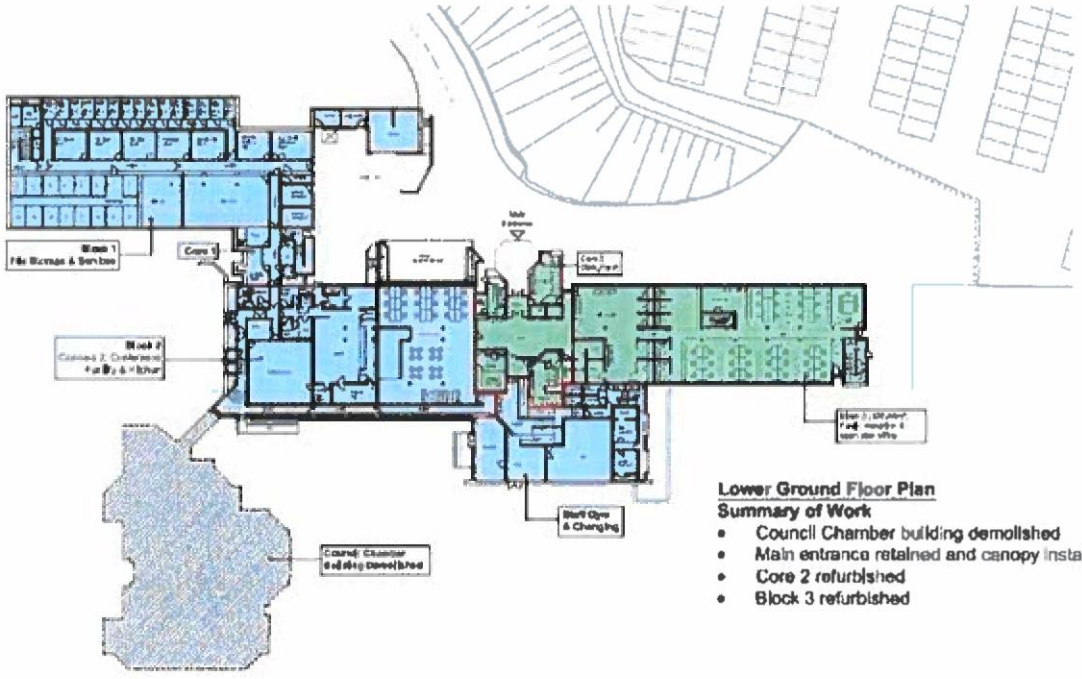


3.0 DESIGN OPTIONS

3.0 DESIGN OPTIONS



Ground Floor Plan
Summary of Work
- Council Chamber building demolished
- Block 1, 2 & 3 refurbished
- Core 1 & 2 refurbished



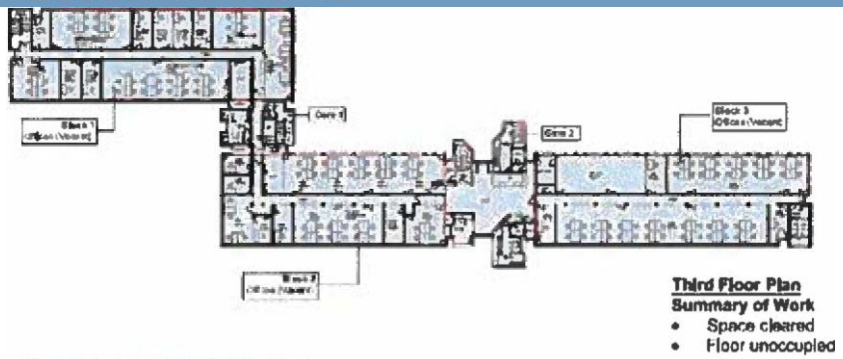
Lower Ground Floor Plan
Summary of Work
- Council Chamber building demolished
- Main entrance retained and canopy installed
- Core 2 refurbished
- Block 3 refurbished



- Option 3 Proposed Floor Plans

3.0 DESIGN OPTIONS

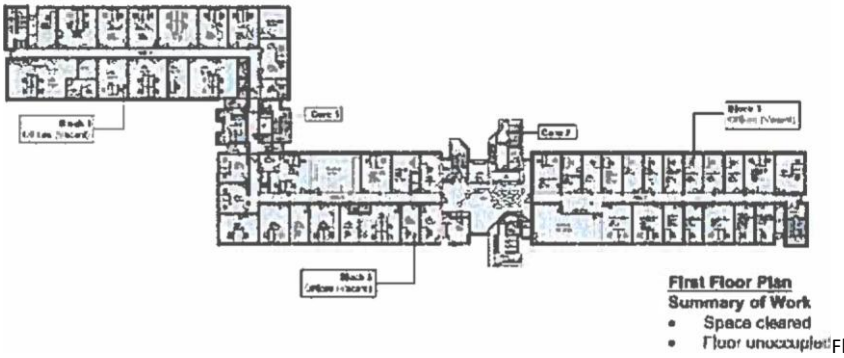
3.0 DESIGN OPTIONS





Summary Wort

- Specs c%ered
- Floor unoccupied



Floor unxcvpiod

- Option 3 Proposed Floor Plans & Workspaces

Option 3 - County Hail (Layered Refurbishment)	
Department	Workspaces
DFI	82
DAERA	52
LPS	24
DFC	12
DFC (OFU)	
DFE (Careers)	

3.0 DESIGN OPTIONS

DFE (TSS)	
Overflow	
Connect 2 (Existing)	18
Total	204

Option 4 — Ballymena County Hall 'Block' Refurbishment (Vacate Academy House)

Accommodation as in a self-contained 'Block' with a complete upgraded thermal envelope. Block 1 and core 1 will be fully occupied

Upper floors of Block 2 and Block 3 are unoccupied until another occupant is found,

The Council Chamber building has been demolished. The existing file storage, plant rooms, Connect 2 Hub, conference Facility and Staff Gym have been retained on the lower ground floor.

A New Entrance is located on the Upper Ground floor, directly accessible from the Main Car Park on the same level. The Main Reception Area has a double height space with natural light and views towards the landscape. On one side of the Reception Lobby are the public interview Booths which can be shared by Departments. On the other side of the building on this level are the DAERA specialist stores and labs, which can be directly accessed from outside.

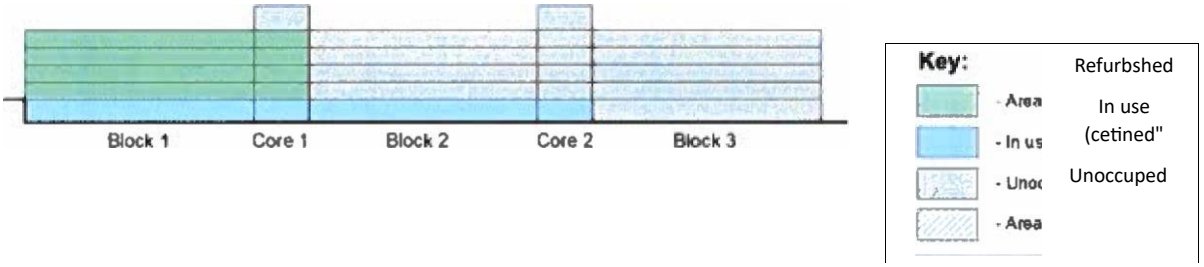
A mezzanine area with a Dining, Kitchen and Breakout Space overlooks the Public Lobby below on a mezzanine level. The remaining area on this level is DAERA offices and the DFC and DFE Interview Rooms and secure offices.

The top two floors are open plan offices for LPS, DAERA and DFC. This proposed layout has 119 workspaces which is sufficient to accommodate the required 91 workspaces as requested by the client. There are also 18 workspaces in the existing Connect 2 Hub on the lower ground floor resulting in total workspaces to 137 workstations.

This 'Block' refurbishment enables the complete fabric (walls & roof) of the inhabited spaces to be upgraded as a thermai envelope. The approach to the building has been improved and that there is scope for expansion.

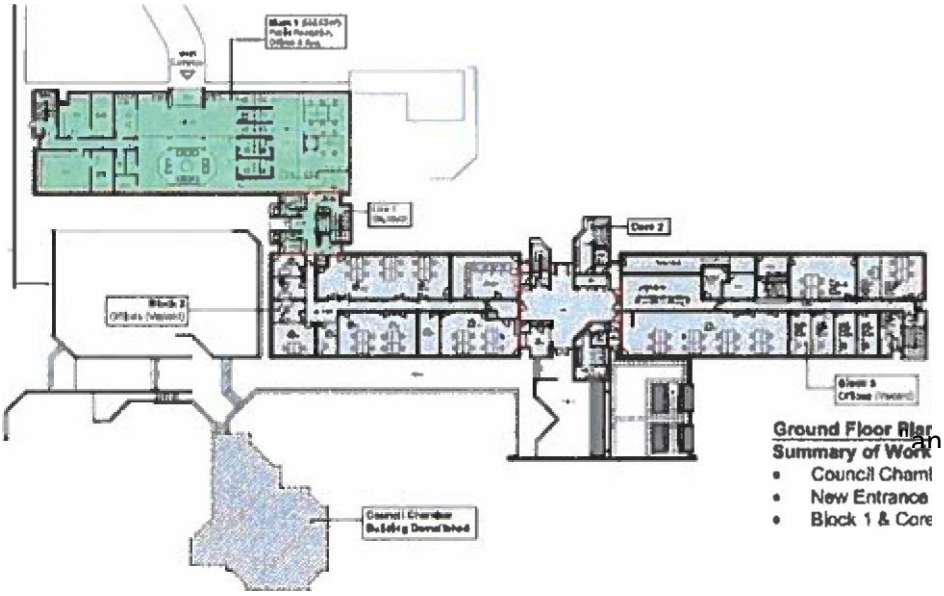
This option is costed with fabric alternate upgrades to Net Zero / LETI Standards included as part of both the sub-options (Net Zero Pathway & Full Net Zero). The difference between the options will be defined by the M&E specification i.e. to retain or replace the heating system and the amount of PV that is installed.

3.0 DESIGN OPTIONS



- Option 4 'Block' refurbishment concept diagram

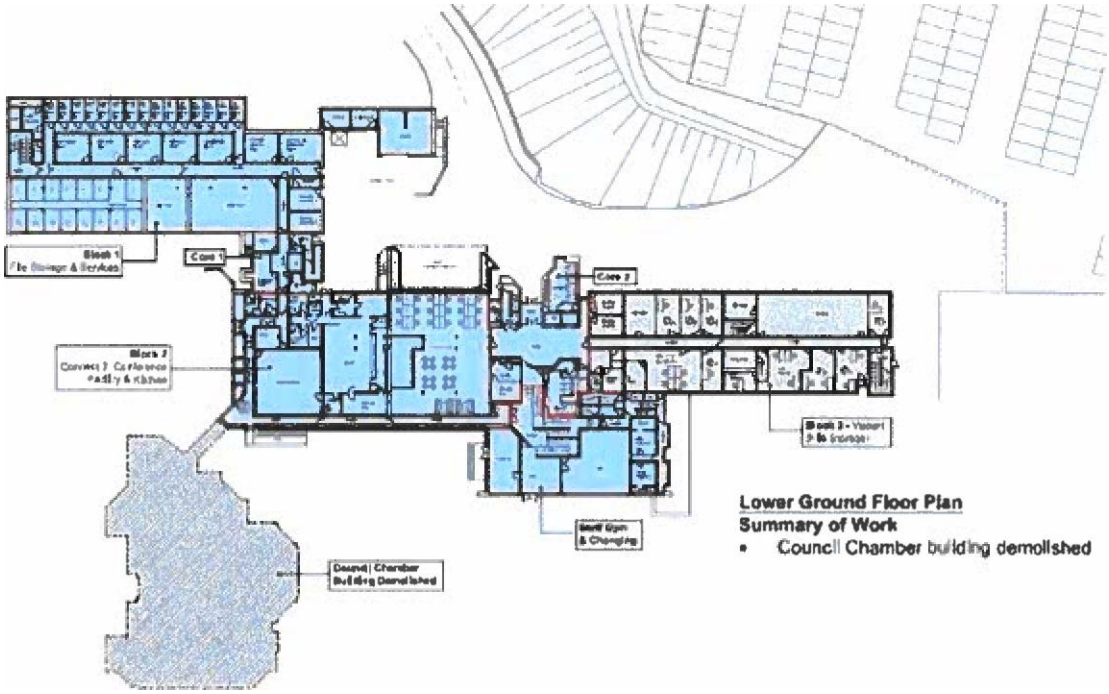
3.0 DESIGN OPTIONS



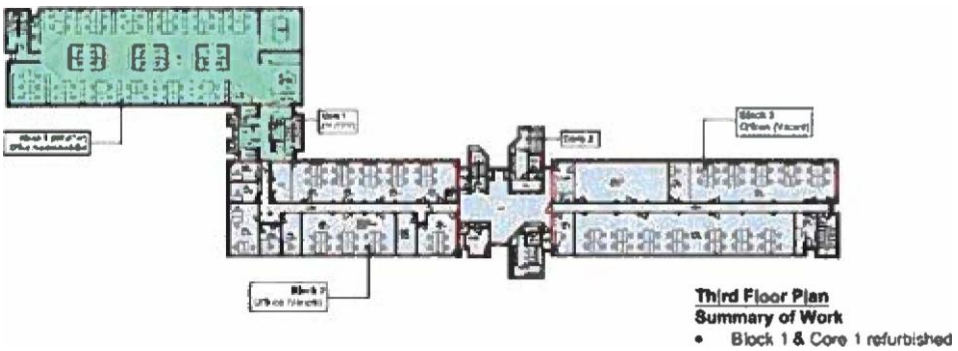
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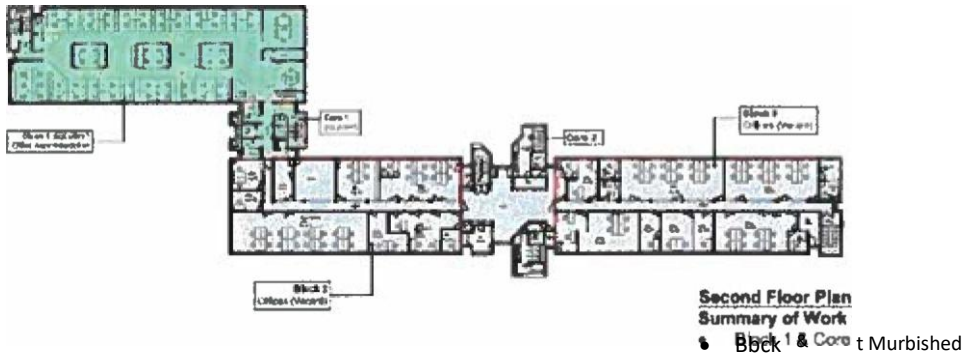
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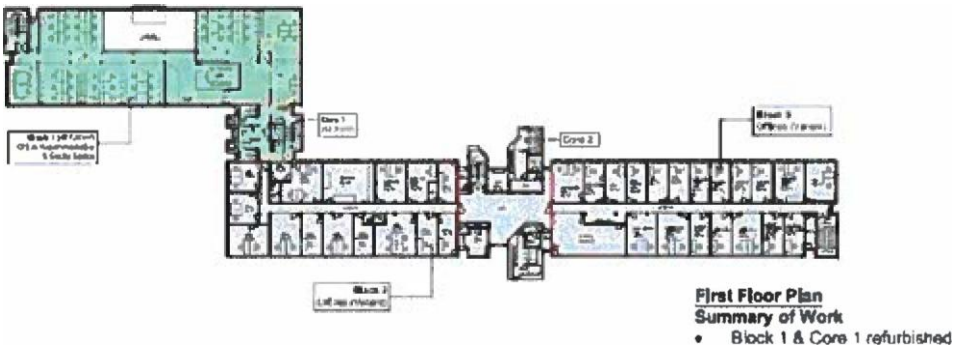
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1 & Care 1 rofurtlshed



- Option 4 Proposed Floor Plans







- Option 4 Proposed Floor Plans & Workspaces

Option 4 • County Hall (Block Refurbishment)	
Department	Workspaces
DFE	82
DAERA	52
LPS	26
DFC	12
DFC (OFU)	
DFE (Careers)	
DFE (TSS)	

Overflow	
Connect 2 (Existing)	18
Total	200

3.2 Options Appraisal

OPTION NO.	ADVANTAGES	DISADVANTAGES	RECOMMENDED FOR COSTING
Option 1 Do Nothing	No construction cost expenditure.	Ongoing cost expenditure to maintain two properties with partial occupancy. No contribution to Department's Net Zero Strategy.	Yes baseline cost
Option 2 Academy House Refurbishment (Vacate Ballymena County Hall)	Meets client's Brief objectives and space requirements. Contributes to Department's Net Zero Strategy.	Construction cost expenditure. Limited parking provision on site for staff and visitors. limited scope for future expansion.	Option 2a Net Zero Pathway Option 2b Full Net Zero
Option 3 Ballymena County Hall 'Layered' Refurbishment (Vacate Academy House)	Meets client's Brief objectives and space requirements, Reduced maintenance and energy costs. Will contribute to Department's Net Zero Strategy. Good parking provision on site for staff and visitors. Scope for future expansion. Ample space on site for a large PV Installation.	Construction cost expenditure. Additional cost for demolishing Council Chamber building. 55% of the building will remain unoccupied until a future use is found (Storage / Rental / Expansion). Unoccupied space stiEl requires maintenance (i.e ongoing cost) The 'layered' refurbishment approach does not facilitate efficient building fabric improvements (i.e no Roof Insulation).	No
Option 4 Ballymena County Hall 'Block' Refurbishment (Vacate Academy	Meets client's Brief. Reduced maintenance and energy costs. WIEI contribute to Department's Net Zero Strategy. Good parking provision on site for staff and visitors.	Construction cost expenditure. Additional cost for demolishing Council Chamber building. 55% of the building will remain unoccupied until a future use is	Option 4a Net Zero Pathway

House)	Scope for future expansion. Ample space on site for a large PV Installation. The 'Block' refurbishment approach does facilitate efficient building fabric improvements as the entire block can be insulated as one compact element (Watts & Roof).	found (Storage / RentaE / Expansion). Unoccupied space still requires maintenance (i.e ongoing cost)	Option 4b Full Net Zero

Advantages and Disadvantages of each option are outlined. Option 2 and Option 4 costs are included, with sub-division into a) Net Zero Pathway and b) Full Net Zero to give the client flexibility in how they meet their Net Zero goals. Overview table below:

OPTION	DESCRIPTION
Option 2a Academy House Refurbishment (Net Zero Pathway)	Building fabric upgraded to Net Zero / LETI standards • Smaller scale PV installation installed Existing Gas boilers retained General M&E installations to be sized and specified to allow for ease of future upgrades and potential change over to ASHP's (Air Source Heat Pumps)
Option 2b Academy House Refurbishment (Full Net zero)	Building fabric upgraded to Net Zero / LETI standards Larger scale PV installation required. Existing gas boilers removed and ASHP's (Air Source Heat Pumps) installed General M&E installations to be sized and specified for Net Zero
Option 4a County Hall 'Block' Refurbishment (Net Zero Pathway)	Building fabric upgraded to Net Zero / LETI standards • Smaller scale PV installation installed Existing Gas boilers retained until end of service life General M&E installations to be sized and specified to allow for ease of future upgrades and potential change over to ASHP's (Air Source Heat Pumps)

3.0 DESIGN OPTIONS

Option 4b County Hall 'Block' Refurbishment (Full Net Zero)	Building fabric upgraded to Net Zero / LETI standards Larger scale PV installation required. Existing gas boilers removed and ASHP's (Air Source Heat Pumps) installed General M&E installations to be sized and specified for Net Zero

4.0

4.0 ARCHITECTURAL

4.0 Architectural

4.1 Proposed Layouts

Options discussed are in accordance with the NICS Office Accommodation Standards. These standards aim to provide a modern and flexible working environment that reflects its users whilst exploring the benefit of a new way of working for people and government.

4.2 Building Fabric specification / Schedule of Works to be included

Enhancements to the building fabric (Thermal & Air Tightness) are included as part of both suboptions in line with the LET! Standard (Climate Emergency Design Guide). The walls may be external insulation & render/cladding or by using a combination of enhanced cavity waEl insulation plus internal insulated plasterboard. Roofs may be new PIR Board and single ply membrane on top of the concrete deck and Academy house with either have new Rockwool insulation above the ceiling joists or new PIR board above the rafters (if the concrete tiles need replaced).

4.3 Planning

A Planning Application will be required.

4.5 Fire Strategy

The current feasibility layouts are based on Part E Northern Ireland Building Regulations. A Fire Consultant may be appointed through the CPD FS Consultancy Framework if the client prefers this approach.

4.6 Asbestos

Asbestos Cost estimates are based on the current Asbestos Management Report - Academy House 2023 Report, County Hall 2023 Report.

4.7 BIM

A BIM efficiency test should be carried out to determine if utilising BIM would provide potential efficiency savings on this project.

4.8 CDM Regulations

This project will be subject to 'The Construction (Design and Management) Regulations (Northern Ireland) 2016'. If the business case is approved, a Principal Designer should be appointed. All parties including Client, Designers and Contractors are required to adhere to the CDM Regulations throughout the design, construction and in use phases of the project.

5.0 STRUCTURAL & CIVIL ENGINEERING

5.0 Structural & Civil Engineering

5.1 Structural Engineering

The Condition Reports on file for Academy House and Ballymena County Hall state that both buildings superstructures appear to be in satisfactory condition. Any selected option will require structural alterations to be carried out. If the business case is approved, the appointed ICT's Structural Engineer will be required to arrange for detailed structural surveys to be carried out.

5.2 Civil Engineering

As this project is primarily an internal refurbishment it is anticipated that external works and drainage will be minimal, however it is anticipated that some work will be required to make connections into existing drainage systems along with other modifications to the external infrastructure. If the business case is approved, the appointed ICT's Civil Engineer will be required to arrange for detailed surveys to be carried out - upon which their drainage & external infrastructure design will be based.

4.0

6.0 MECHANICAL ENGINEERING

6.0 Mechanical Engineering

6.1 Mechanical Overview

Academy House

The mechanical services installation has been surveyed with the majority of the sub systems found to serviceable but needing modifications to suit the proposed layout changes and the current office accommodation standards.

The mechanical services were refurbished in 2013 with the introduction of ventilation via ceiling mounted air handling units, these units have a CT heater battery to temper fresh air but are not suitable for providing cooling (no comfort cooling in the office areas) with the main source of heating via perimeter radiator circuits.

CIBSE Guide M gives the following indicative lifespan for the following equipment:

- Condensing boilers — 20 years
- Radiators (steel) 20 years
- Ventilation units - 20 years
- Computer room air conditioning units — 15 years

If the proposed refurbishment / layout changes are carried out, it would be prudent to replace the mechanical systems as they (in the majority) are more than half way through there expected lifespan.

Changes to proposed layouts and increase in staff numbers would ultimately see the design duty of the instafled ventilation system undersized for the proposed layout and control devices not in the correct position to allow optimal control.

Ballvmena Countv Hall

The mechanical services installation has been surveyed with the majority of the sub systems found to be serviceable but needing modifications to suit the proposed layout changes and the current office accommodation standards.

The boiler house was refurbished in 2016 with gas fired condensing boiler installed. The radiators for the building have been getting replaced on a phased scheme from the same time. The Net Zero Pathway / BREEAM Very Good refurbishment would see the existing boilers retained and replaced on a phased basis once they reach the end of their economic lifespan (costs for these works have not been included in the budget costs provided).

The existing office accommodation is naturally ventilated via the openable windows; the office spaces have no form of mechanical ventilation or cooling.

6.0 MECHANICAL ENGINEERING

Changes to layouts and increase in staff numbers to occupied spaces, would require ventilation to meet Building Regulations and the costs provided include the provision of MVHR through the office accommodation.

The introduction of the MVHR systems will require additional control devices/panels to meet the PSD standard specification for BMS and metering,

The full Mechanical report is included in Appendix C.

6.2 Mechanical Costs

OPTION	DESCRIPTION	COST
Option 2a Academy House Refurbishment (Net Zero Pathway/BREEAM Very Good)	Cost inclusive of full refurbishment including MVHR (internal AHUs with ducted VRF units), perimeter radiators (existing gas boilers retained) and new BMS.	[redacted]
Option 2b Academy House Refurbishment (Full Net Zero)	In addition to above, high temperature air source heat pumps (replacing existing gas fired boilers).	[redacted]
Option 4a Ballymena County Hall 'Block' Refurbishment (Net Zero Pathway / BREEAM Very Good)	Cost inclusive of full refurb to Block 1 MVHR (internal AHIJs with ducted VRF units) with use of existing perimeter radiators, with allowances made for retained areas and areas to be closed. NOTE: Areas which are not to be used will need to maintain all services providing Building and Fabric protection including, background heating, Heating Controls etc. which all have an annual PPM costs.	(so) [redacted]
Option 4b Ballymena County Hall 'Block' Refurbishment (Full Net Zero)	In addition to above, high temperature air source heat pumps (replacing existing gas fired boilers).	[redacted]

7.0 Electrical Engineering

7.1 Electrical Overview

Academy House

The electrical services installation has been surveyed with the majority of the sub systems found to have reached or be approaching their economic life expectancy.

4.0

7.0 ELECTRICAL ENGINEERING

7.0 ELECTRICAL ENGINEERING

Changes to proposed layouts and integration with any proposed equipment would make it economically unviable to retain the electrical services and systems after any refurbishment works. The additional costs incurred by trying to retain these systems after a refurbishment would far outweigh the benefit and would leave those systems with increased maintenance and ultimately replacement shortly after the refurbishment as they reach the end of their expected lifespan, deteriorate and fail following such refurbishment.

It is recommended that should the refurbishment not proceed that a plan is put in place to replace those electrical systems now at end of economic life to avoid failure of the systems and high reactive maintenance costs. Brief overview of electrical condition report - the full report is attached in Appendix C.

Ballymena Countv Hali,

The electrical services instaljation has been surveyed with all of the sub systems found to have reached their economic life expectancy.

Changes to proposed layouts and integration with any proposed equipment would make it economically unviable to retain the electrical services and systems after any refurbishment works. The additional costs incurred by trying to retain these systems with increased maintenance and ultimately replacement shortly after the refurbishment as they reach the end of their expected lifespan, deteriorate and fail following such refurbishment.

It is recommended that should the refurbishment not proceed that a plan is put in place to replace those electrical systems now at end of economic life to avoid failure of the systems and high reactive maintenance costs. Brief overview of electrical condition report - the full report is attached in Appendix C.

7.2 Electrical Costs

OPTION	DESCRIPTION	COST
Option 2a Academy House Refurbishment (Net Zero Pathway)	Cost inclusive of full refurb with maintenance of existing Lift and PV Installation given them being suitable for retention.	[redacted]
Option 2b Academy House Refurbishment (Full Net Zero)	In addition to above, PV has been added given the limited suitable orientation roof left by the existing PV installation — estimated to be 'V5.OkWp	[redacted]

4.0

8.0 COST REPORT

Option 4a Ballymena County Hall 'Block' Refurbishment (Net Zero Pathway)	Cost inclusive of full refurb to Block 1 with allowances made for retained areas and areas to be closed. NOTE: Areas which are not to be used will need to maintain all services providing Building and Fabric protection including Mains distribution, Fire & Intruder Alarms, Heating Controls etc. which all have an annual PPM costs.	(S43) [redacted]
Option 4b Balymena County Hall 'Block' Refurbishment (Full Net Zero)	tn addition to above, PV has been added at a size to fill Block 1 roof — estimated to be N75k.OWp	[redacted]

8.0 Cost Report

8.1 Overall Cost Summary (S43)

OPTION	Construction plus Design Risk@ 20%	Inflation to Mid, Point @ 15.98%	COST E
Option 2a Academy House Refurbishment (Net Zero Pathway)	[redacted]	[redacted]	[redacted]
Option 2b Academy House Refurbishment (Full Net Zero)	[redacted]	[redacted]	[redacted]
Option 4a Ballymena County Hall 'Block' Refurbishment (Net Zero Pathway)	[redacted]	[redacted]	[redacted]
Option 4b Ballymena County Hall 'Block' Refurbishment (Full Net Zero)	[redacted]	[redacted]	[redacted]
Optional Work Demolition of Council Chamber at Ballymena County Hall	[redacted]	[redacted]	[redacted]
Decant Costs			[redacted]

The above figures include for 20% risk allowance and for inflation to mid-point of construction but exclude the foltowing:

4.0

- VAT
- 0B
- CPD Fees
- ICT Design team fees,
- Asbestos Removals
- Surveys and exploratory works
- Out of hours working
- Storage costs/temporary accommodation
- Phasing
- Excavation and disposaE of rock
- Excavation and disposal of contaminated material
- NIE Connections
- Loose Fixtures and fittings.

9.0 PROCUREMENT STRATEGY & PROGRAMME

9.0 Procurement Strategy & Programme

9.1 Procurement Strategy

Projects of this scale are open to the following strategic delivery options:

- Traditional Procurement
- Design & Build Procurement

This is often based on the complexity of the project and an evaluation of any perceived benefits of early contractor involvement against the continuity of ICT full design responsibility.

9.2 ICT Procurement

Option A - Using CPD In-House Multi-Disciplinary resources

The appointment of an external ICT is recommended to design and manage the delivery of the project. Properties Division may require the services of a Client Advisor/Project Manager, Quantity Surveyor and other disciplines to procure and manage the ICT throughout the project.

Option B - Appointment of an External ICT through the Pan Government ICT Framework 2023

The Pan Government Integrated Consultant Team Framework Agreement 2023 could be utilised to appoint a full ICT by way of a secondary competition from Lot 1. No Pre-Qualification Process is required reducing procurement time within the programme, and mitigate the risk of challenges to the procurement process. Therefore CPD recommend that the ICT should be procured under this Option.

O tion C -A ointment of an External ICT throu ha standalone rocurement

Additional time would be required to complete a Pre-Qualification process with a prolonged programme and the additional risk of challenges within the procurement process. Therefore this option is not recommended.

9.3 Contractor Procurement

A Contractor may be sourced using the following methods:

Option A — Appointment rom an established Framework

The estimated value of this project exceeds the upper value limits of CPD frameworks covering Building & Civil Engineering Works. Therefore this option must be ruled out.

9.0 PROCUREMENT STRATEGY & PROGRAMME

Option B — Appointment from an established Shortlist

The Dynamic Shortlisting System (DSS) is used to procure projects between the value of E30,OOO and the UK procurement threshold of E5,372,609 (inc VAT). However, the estimated value of this project exceeds the upper limit of the DSS therefore this option must be ruled out.

Option C — Standalone Procurement

The procurement of a Contractor via a standalone procurement competition is the viable option for this project. CPD would recommend using an NEC4 Engineering and Construction Contract (ECC) Option A form of contract. The Option A contract is a priced (lump sum) contract as opposed to the target cost under an Option C contract. This provides greater cost certainty for the Client and less intensive contract management procedures for the ICT.

9.4 Contract

As CPD use New Engineering Contracts (NEC) for the delivery of construction works and services, the recommendations are that the NEC4 PSC Option A & NEC4 ECC Option A forms of contract (Priced contracts with Activity Schedules) are adopted for the Services and Works contracts respectively.

The Client should be aware that a named 'Service Manager' will be required to administer the ICT's NEC4 PSC Contract. A CPD Client Advisor / Project Manager may undertake this role with assistance from a Quantity Surveyor and other disciplines as necessary.

This procurement strategy does not include for any GSL / aftercare maintenance contracts. If the client required, for example, a 3-year or 5-year post-completion maintenance contract, this procurement and contract strategy should be reviewed and updated.

9.5 Estimated Programme

Feasibility Study Issue RIBA Stage I	September 2025
Client Approval / Business Case Approval	3 months - December 2025

ICT Procurement including contract award	4 months — 1st April 2026
ICT Design Development RIBA Stages 1-4	12 months - rt April 2027
Planning Application Submission N. B no timescale for achieving Planning Approval	Submitted at end of RIBA Stage 3-Jan 2027 • May require up to 12 months
IST Contractor Procurement	12 months —(commence Jan 2027) 1st Jan 2028
Works Commencement	1st Feb 2028
Contract duration	14 months —
Handover to Client	May 2029

10.0 Conclusion

10.1 Summary

<u>Design Options costed - Option 2 and Option 4</u>

Two main design options were identified as viable for costing — Option 2 (Academy House Refurbishment) & Option 4 (Ballymena County Hall Block Refurbishment).

The most feasible Option may be:

- Option 2 would utilise 100% of the buildings floor space compared to Option 4, which would only occupy 45% of the buildings floor space.

- Option 2 has a lower construction cost compared to Option 4 while still providing the same amount of workspaces and accommodation.

Net Zero Strategy — Option 2 and Option 4

Option 2b (Full Net Zero) may be the recommended sub-option for the following reasons:

- Option 2b (Full Net Zero) is 5.62% more expensive than Option 2a (Net Zero Pathway) and will provide the Client with a Net Zero verified building and immediate carbon savings.

- Option 2b (Full Net Zero), it will create a long term cost saving and minimise inflation costs and all work to the building can be carried out as one project.

Procurement Strategy

ICT Appointment - An ICT may be appointed under Lot 1 of Pan Government Integrated Consultant Team Framework Agreement 2023 using the NEC4 PSC (Option A) form of Contract.

Contractor Appointment • A Contractor may be appointed under a Standalone Procurement using the NEC4 ECC (Option A) form of Contract.

11.0 Appendices

A) Architectural Drawings & Schedule of Works
B) Mechanical Report
C) Electrical Report

Appendix 12

PD EDMU Ready Reckoner

Depyo•nem Of An Finance Airgeadais	Document	Accommodation Costs — Ready Reckoner costs
	Project	Office Projects
	Date	12/11/2024

• • Denotes original format as provided by the "Source" body for cost estimate i.e. sq ft or sq m

••• Denotes "equivalent" e.g. cost per sq ft converted to sq m

Service	/ ft2 / annum	E/m2/ annum	Other Costs	Comments	Source
Running Costs					
Rent (Office Space)		(S43)		Range covers "old" to "new" accommodation. Cost is influenced by location and proximity to Belfast "office centre" e.g. Bedford Street, Chichester Street area.	LPS
Car Park Space				Cost range includes rent & rates. (approx split would be 75% rent, 25% rates per space)	LPS
Service Charge				Cost is influenced by location and proximity to Belfast "office centre" e.g. Bedford Street, Chichester Street.	LPS
Rates (Office Space)				Belfast City Centre	LPS
Maintenance				"Air conditioned" accommodation — to include decorations, fabric and service maintenance	CPD
Maintenance				"Non air conditioned" accommodation — to include decorations, fabric and service maintenance	CPD

Heating										EMU
Electricity										EMU
Fit-Out Costs										
New Build									Ministerial / Departmental Office	CPD
New Build									Standard Specification Office	CPD
Refurbishment									Major Refurbishment • full internal refurbishment including new services and finishes with work to external fabric including new windows	CPD

Department of Finance | An Roinn Airgeadais

Document	Accommodation Costs – Ready Reckoner costs
Project Type	Office Projects
Date	12/11/2024

Service	£ / ft2 / annum	£ / m2 / annum	Other Costs	Comments	Source
Refurbishment	[redacted]	[redacted]	[redacted]	Middle Refurbishment – full internal refurbishment including new services and finishes – no work to external fabric	CPD
Refurbishment	[redacted]	[redacted] (543)	[redacted]	Light Refurbishment – cosmetic improvements including redecoration, new floor and ceiling finishes with minor work to services.	CPD
Refurbishment	[redacted]	[redacted]	[redacted]	Tenant fit-out complete mid-range internal fit-out to existing building to client specification exclusive to Landlord contribution.	CPD
Other one off costs					
Professional Fees	[redacted]	[redacted]	[redacted]	Approximately [redacted] of the contract value	CPD
Porterage 10-50 staff (3-5 days)	[redacted]	[redacted]	[redacted]		Supplies
Porterage 50 –100 staff (5-10 days)	[redacted]	[redacted]	[redacted]		Supplies
Porterage 100 –250 staff (10-25 days)	[redacted]	[redacted]	[redacted]		Supplies
Porterage 250 –500 staff (25-50days)	[redacted]	[redacted]	[redacted]		Supplies
IT Costs	[redacted]	[redacted]	[redacted]		
Furniture	[redacted]	[redacted]	[redacted]	Purchase of new furniture is assumed	Supplies

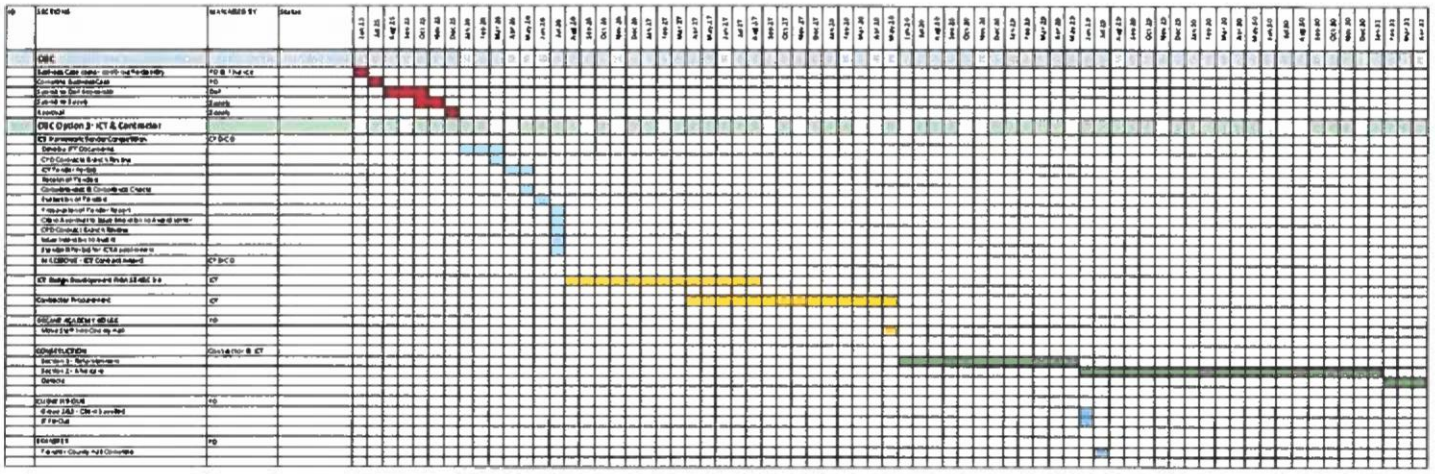
Note — Rent agreed by VLA is for Nett Internal Area (NIA) which will include office space and storage areas and in some cases conference rooms and "kitchens"- ie areas exclusive to the individual Tenant. Areas where the Tenant does not have "exclusivity" — eg toilets, lift robbies, circulation areas/stairwells, reception — are not included in the overall NIA. The service charge covers these areas.

Appendix 13

Programme

ESTATE STRATEGY: BALLYMENA Option 3: Consolidate in Academy House Date: 17/06/20 Ver: V1

ESTATE STRATEGY: BALLYMENA Option 3: Consolidate in Academy House Date: 17/06/20 Ver: V1



Appendix 14

Risk Register

ESTATE STRATEGY: RE6025 P 0 CT RISK R「6 R 一09,′2曜5

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ESTATE STRATEGY: REGIONS

BALLYMENA CONSOLIDATION PROJECT

(S43) PROJECT RISK REGISTER

Rev V1 Date 18/09/2025

Risk DESCRIPTION: Risks should be expressed in the following terms: CAUSE – EFFECT – IMPACT i.e. As a result of something happening (cause), there is a risk that something else may happen (effect), which may result in an adverse, quantifiable (impact). Where possible, risks should be time specific and impacts quantifiable

RISK DETAILS					INHERENT RISK (Initial)					MITIGATION			RESIDUAL RISK (Mitigated)			RISK STATUS		
Risk ID	Category	Date Identified	Level (Board/ Project/ Contract)	Description	Risk Owner	Likelihood	Impact	Rating	Response 5 x "T's"	Mitigation Action	Action Owner	Target date	Likelihood	Impact	Rating	Previous Rating	Explanation for Change	REV
RR-008	Governance	30/05/25	Board														V0: Risk added to register	
RR-009	Budget	30/05/25	Board														V0: Risk added to register	
RR-010	Budget	30/05/25	Board														V0: Risk added to register	
RR-011	Budget	30/05/25	Project														V0: Risk added to register	
RR-012	Programme	30/05/25	Board														V0: Risk added to register	
RR-013	Programme	30/05/25	Project														V0: Risk added to register	
RR-014	Technical	30/05/25	Project														V0: Risk added to register	

ESTATE STRATEGY} REGIONS

BALtYMENA CONSOLIDATION PROJECT

PROJECT RISK REGISTER

Rev V1 Oate 18/09/2025

RISK DESCRIPTION A risk should be expressed in the following terms CAUSE – EFFECT – IMPACT, i e As a result of something happening (cause), there is a risk that something else may happen (effect), which may result in an adverse, quantifiable (impact) Where possible risks should be time specific and impacts quantifiable

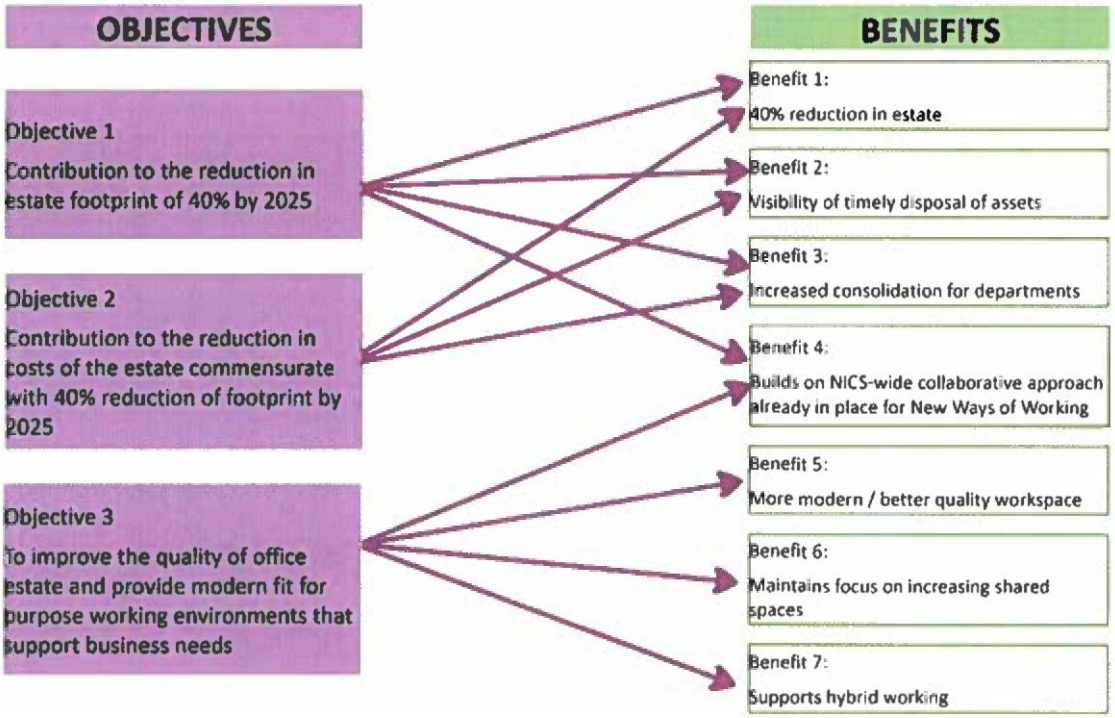
RISK DETAILS					INHERENT RISK (Initial)					MITIGATION			RESIDUAL RISK (Mitigated)			RISK STATUS		
Risk ID	Category	Date Identified	Level (Board/ Project/ Contract)	Description	Risk Owner	Likhood	Impact	Rating	Response S x "Ty"	Mitigation Action	Action Owner	Target date	Likhood	Impact	Rating	Previous Rating	Explanation for Change	REV
RR-015	Technical	30/05/25	Project														V0: Risk added to register	
RR-016	Technical	30/05/25	Project														V0: Risk added to register	
RR-017	Technical	30/05/25	Project														V0: Risk added to register	
RR-018	Technical	30/05/25	Project														V0: Risk added to register	
RR-019	Technical	30/05/25	Project														V0: Risk added to register	
RR-020	Technical	30/05/25	Project														V0: Risk added to register	
RR-021	Technical	30/05/25	Project														V0: Risk added to register	
RR-022	Governance	30/05/25	Board														V0: Risk added to register	

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Filename:ES • Ballymena CP Doc , AP 14 Risk Reg

Appendix 15

Benefits Profile


OBJECTIVES
Objective 1
Contribution to the reduction in estate footprint of 40% by 2025
Objective 2
Contribution to the reduction in costs of the estate commensurate with 40% reduction of footprint by 2025
Objective 3
To improve the quality of office estate and provide modern fit for purpose working environments that support business needs
BENEFITS
Benefit 1:
40% reduction in estate
Benefit 2:
Visibility of timely disposal of assets
Benefit 3:
Increased consolidation for departments
Benefit 4:
Builds on NICS-wide collaborative approach already in place for New Ways of Working
Benefit 5:
More modern / better quality workspace
Benefit 6:
Maintains focus on increasing shared spaces
Benefit 7:
Supports hybrid working

ESTATE STRATEGY REGIONS:

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BALLYMENA CONSOLIDATION PROJECT

Academy House Refurbishment

Benefits Profile – VO 30/05/2025

	Benefit	Benefit Owner	Baseline value	Target Value	Measurement	Timing	Action
1	40% reduction in estate Comparison of footprint before and after Project.	OOF	9,008m2 NIA County Hall and Academy House current accommodation is under•utilised.	Based on new ways of working the NIA required is: 2,330m2 266 staff x = 133 133 staff x 10m2 / head 1,330 + specialist: 1,000m2 = 2,330	Baseline: 03/2023 BMO data Actual(s) Dates to be added based on interim design testing and fino/ on as-built.	RIBA Stages 2, 3 & 4 — keeping focus on any changes to the Client's requirements.	CPD
2	Visibility of timely disposal of assets • Comparison of costs before and after Project.	DOF	7,004m2 County Hall NIA		Baseline: 2023/24 BMO financial data Actual(s) Sale of County Hall	To be completed post implementation	CPD
3	Increased consolidation for departments	DoF	243 FTE in two separate buildings @ 37m2 / person	Extent of consolidation. area / FTE. 10m2 / occupant based on 50% occupancy	End of Project	To be completed post implementation	CPO

4	More modern / better quality workspace A check between the Standards and the design based on the elements of the Standards. Staff surveys	DoF	A baseline survey to be carried out pre-ICT procurement	Score Of 8 out Of 10 or higher from 85% of staff	Baseline: staff Survey 2025 Actual(s) Surveys will be carried out within 6 months of occupation	To be completed post implementation	DoF

Nr	Benefit	Benefit Owner	Baseline value	Target Value	Measurement	Timing	Action
5	Builds on NICS•wide collaborative approach already in place for New Ways of Working (NWW)	DoF	Client Requirements for hybrid working included in Survey of overall needs and translated into Cient Requirements	This work has already started with information gathering. Ensuring that the implementation will support the business areas, will ensure that an overall collaborative approach can be achieved, and the Regions Estate Strategy targets are met.	Baseline: Client Requirements Pre•ICT procurement Actual(s) Survey will be carried out at completion.	Completion	

6	Maintains focus on increasing shared spaces	DoF	Current way of working	Integration for business areas, sharing spaces within Academy House.	Workshops to review requirements and options for more collaborative spaces. Review of Connect2 to ensure that it is maximising the opportunity for collaboration.	To be completed post implementation as a workshop with Clients. 6 months of occupation.	DoF
7	Supports hybrid working		Client Requirements for hybrid working included in Survey of overall needs and translated into Client Requirements	This work has already started with information gathering.	Baseline: Client Requirements Pre•tCT procurement Actual(s) Survey will be carried out at completion.	Completion	DoF

Appendix 16

Net Zero Retrofitting

BALLYMENA CONSOLIDATION PROJECT (BCP) Sustainability Retrofit Pathway Options Version Date 12/06/2025

		UK Green Building Council Retrofit Pathways			PROJECT SHORTLISTED OPTIONS - RETROFIT WORKS					
#	RETROFIT MEASURE	Light Retrofit	Deep Retrofit Pathway 1	Deep Retrofit Pathway 2	Option 1 Status Quo	Option 2 Light Retrofit County Hall	Option 3 Deep Retrofit Academy Hse	Option 4 Deep Retrofit County Hall	Option 5 New Build	Comments
1.1	General: Reduce tenant equipment loads	●	●	●	n/a	●	●	●	New Build n/a	V0: OBC confirmation
2.1	Structure: Roof insulation		●	●	n/a		●	●	New Build n/a	V0: OBC confirmation
2.2	Structure: Building airtightness	●	●	●	n/a	●	●	●	New Build n/a	V0: OBC confirmation
2.3	Structure: Façade replacement		*n/a see 2.4 & 2.5*	●	n/a		●	●	New Build n/a	V0: OBC confirmation
2.4	Structure: Façade Wall insulation		●	*n/a see 2.3*	n/a		*n/a see 2.3*	*n/a see 2.3*	New Build n/a	V0: OBC confirmation
2.5	Structure: Façade Window replacement		●	*n/a see 2.3*	n/a		*n/a see 2.3*	*n/a see 2.3*	New Build n/a	V0: OBC confirmation
3.1	M&E: BMS upgrade / health check.	●	●	●	n/a	●	●	●	New Build n/a	V0: OBC confirmation
3.2	M&E: Lighting controls	●	●	●	n/a	●	●	●	New Build n/a	V0: OBC confirmation
3.3	M&E: Low energy lighting	●	●	●	n/a	●	●	●	New Build n/a	V0: OBC confirmation
3.4	M&E: Air Source Heat Pumps (ASHP) for Domestic Hot Water (DHW)		●	●	n/a		●	●	New Build n/a	V0: OBC confirmation
3.5	M&E: Decarbonisation of heat (ASHP)		●	●	n/a		●	●	New Build n/a	V0: OBC confirmation
3.6	M&E: Mechanical ventilation with heat recovery (MVHR)			●	n/a		●	●	New Build n/a	V0: OBC confirmation
3.7	M&E: CO2 Ventilation control			●	n/a		●	●	New Build n/a	V0: OBC confirmation
3.8	M&E: Pump motor replacement	●	●	●	n/a	●	●	●	New Build n/a	V0: OBC confirmation
3.9	M&E: Solar Photo Voltaics (PV)	●	●	●	n/a	●	●	●	New Build n/a	V0: OBC confirmation

Appendix 17

Stakeholder Requirements

Client Requirements

DoFPT - Department of Finance Project Team

OATE 06/05/2025

Once preferred option has been agreed then the sign-off of requirements will be completed

CLIENT REQUIREMENTS						ACTION				Ver
R	Date Raised	Raised By	Document (Email / Meeting etc)	Building Element	Information	PM Notes	Category	Action By	STATUS (Open / Closed)	
1	09/07/2024	DfE	Accommodation Requirements Template	Meeting Room	TSS require an appropriate safe space to conduct local interviews under caution. The current arrangement in Academy house is to share an interview room with DAERA TSS keep the required equipment in their own office space and carry it to the interview room.	V0: New				
2	09/07/2024	DfE	Accommodation Requirements Template	Store	Storage is required for weights and measures metrological equipment, personal protective equipment, secure evidence cupboard and file storage	V0: New				
3	09/07/2024	DfE	Accommodation Requirements Template	Store	TSS also have large metrological items currently stored in outside store at academy house, measuring 3m x 4.96m. TSS require space to set up scales and small metrology equipment for testing prior to taking out on visits.	V0: New				
4	09/07/2024	DfE	Accommodation Requirements Template	Meeting Room	TSS require access to meeting space for when management come to meet local staff and for when customers attend to give statements.	V0: New				
5	09/07/2024	DfE	Accommodation Requirements Template	Carparking	TSS staff are essential car users and require adequate parking for staff and the metrology van. currently they have 5 designated parking spaces.	V0: New				
6	09/07/2024	DfE	Accommodation Requirements Template	Office	One member of staff has a sit to stand desk.	V0: New				
7	09/07/2024	DfE	Accommodation Requirements Template	Information	TSS work involves conversations of a sensitive nature about people's personal data and requires a work environment which allows for open discussion.	V0: New				
8	09/07/2024	DfE	Accommodation Requirements Template	Information	TSS currently have their own space in Newtownbreda, Armagh Enniskillen, Londonderry and Ballymena.	V0: New				
9	09/07/2024	DfE	Accommodation Requirements Template	Information	TSS work is reactive and officers will be in and out of the office on numerous occassions with no set days as being in the office or at home	V0: New				
10	09/07/2024	DfE	Accommodation Requirements Template	Information	TSS - Trading Standards Service	V0: New				
11	19/09/2024	DAERA	Accommodation Requirements Template	Reception	Academy House is a DAERA Direct which means they require interview booths and rooms for visitors.	V0: New				
12	19/09/2024	DAERA	Accommodation Requirements Template	Reception	At certain times of the year there would be very high numbers of the farming community accessing their services face to face	V0: New				
13	19/09/2024	DAERA	Accommodation Requirements Template	Specialist	Secure laboratories and storage for the veterinary team - area estimated at 60m²	V0: New				
14	01/10/2024	DoF - LPS Ordnance Survey	Accommodation Requirements Template	Storage	2 large tambours - 1 for papers & 1 for equipment	V0: New				
15	01/10/2024	DoF - LPS Ordnance Survey	Accommodation Requirements Template	Local Service Area	MFD	V0: New				
16	01/10/2024	DoF - LPS Ordnance Survey	Accommodation Requirements Template	Storage	Lockers in place.	V0: New				
17	01/10/2024	DoF - LPS R&B	Accommodation Requirements Template	Reception	Public Office and all this entails (i.e.) Power, Data, Security - panic button & cameras, customer seating, MFD etc.	V0: New				
18	01/10/2024	DoF - LPS R&B	Accommodation Requirements Template	Storage	Currently hold 9 large tambours, 7 half tambours & 4 desk height tambours	V0: New				
19	01/10/2024	DoF - LPS R&B	Accommodation Requirements Template	Store	Store room access equivalent to 4 large tambours.	V0: New				
20	01/10/2024	DoF - LPS R&B	Accommodation Requirements Template	Office	5 disabled with their specialist chairs.	V0: New				
21	01/10/2024	DoF - LPS R&B	Accommodation Requirements Template	Storage	Lockers already in place	V0: New				

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CLIENT REQUIREMENTS

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ESTATE STRATEGY: Ballymena Consolidation Project
Client Requirements
DoFPT - Department of Finance Project Team

REVISION V0
DATE 06/05/2025

Once preferred option has been agreed then the sign-off of requirements will be completed

CLIENT REQUIREMENTS						ACTION				Ver
R	Date Raised	Raised By	Document (Email / Meeting etc)	Building Element	Information	PM Notes	Category	Action By	STATUS (Open / Closed)	
87	01/11/2024	Dfi - O&M premises	Accommodation Requirements Template	Information	2 messengers. Hybrid working not appropriate	V0: New				
88	01/11/2024	Dfi - Operations and Maintenance Business Support Unit	Accommodation Requirements Template	Information	7 members of staff located in 2 rooms.	V0: New				
89	01/11/2024	Dfi - Operations and Maintenance Business Support Unit	Accommodation Requirements Template	Storage	Requirement for storage	V0: New				
90	01/11/2024	Dfi - Operations and Maintenance Streetlighting	Accommodation Requirements Template	Information	4 members of staff located in 2 rooms	V0: New				
91	01/11/2024	Dfi - Operations and Maintenance Streetlighting	Accommodation Requirements Template	Meeting Room	Requirement for meeting room	V0: New				
92	01/11/2024	Dfi - Operations and Maintenance Streetlighting	Accommodation Requirements Template	Storage	Storage for electrical test equipment	V0: New				
93	01/11/2024	Dfi TRAM - Consultancy Services North - Maintenance Team 2	Accommodation Requirements Template	Information	Two staff members currently work remotely in Antrim, but their posts would be based in County Hall in future.	V0: New				
94	01/11/2024	Dfi TRAM - Consultancy Services North - Maintenance Team 2	Accommodation Requirements Template	Office	8 no. workspaces of two desks (total area 3.2m x 0.8m). 1 no. workspace of 2.5 desks (total area 4.0m x 0.8m).	V0: New				
95	01/11/2024	Dfi TRAM - Consultancy Services North - Maintenance Team 2	Accommodation Requirements Template	Office	8 no. staff members currently use one monitor (size 24"). 1 no. staff member currently uses two monitors (1 no. 24" and 1 no. 22"). 2 no. staff members currently use docking stations. 7no. staff members currently use docking hub monitors.	V0: New				
96	01/11/2024	Dfi TRAM - Consultancy Services North - Maintenance Team 2	Accommodation Requirements Template	Storage	7no. staff members have two pedestals each for storage.	V0: New				
97	01/11/2024	Dfi TRAM - Consultancy Services North - Maintenance Team 2	Accommodation Requirements Template	Storage	1 no. secure storage cabinet for Hazardous Material (road marker paint). 3 No. secure storage cabinets for current / live scheme files.	V0: New				
98	01/11/2024	Dfi TRAM - Consultancy Services North - Maintenance Team 2	Accommodation Requirements Template	Local Service Area	MFD Printer (xerox AltaLink C8010)	V0: New				
99	01/11/2024	Dfi TRAM - Consultancy Services North - Maintenance Team 2	Accommodation Requirements Template	Store	Storage room for archived files (currently in room opposite Room 328 on third floor, which is shared with New Works Team, and also one room in basement).	V0: New				
100	01/11/2024	Dfi TRAM - Consultancy Services North - Maintenance Team 2	Accommodation Requirements Template	storage	1 no. lockabale key cabinet.	V0: New				
101	01/11/2024	Dfi TRAM - Consultancy Services North - Maintenance Team 2	Accommodation Requirements Template	office	1 no. 'staff whereabouts' whiteboard.	V0: New				

ESTATE STRATEGY: Consolidation Project

Cilent Requirements

Department Project Team has rhe

REQUIREMENTS

Ballymena ÆVISION

DATE 04/06/2025

DOFPT • of Finance OnceDte/etted •weed then ign-off of requirements will be comple

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R	Oat'		Doggnent /mail / Meeting etc)	Ekment		M Notes		Action By	STATUS (Open / Closed)	
102	01/11/2024	on T*AM • consultancy Services Team Maintenance Team No,th•	Accommodation Requirements Template	Informat•m	Essential layout is tar a' to be Situated t%eth«. at the team mernbers discuss matters relating to thet schemes such •s dngn ute supereson ptoblms. payments to coattactunlissu•s and experienced 10 contt%tors on basis. Senor members of the team design nsues/standards, 1 chucking/certifying 1aff act as mentors to less	o				
103	19/09/2024	DAERA	Accommodation Requirements Template	%lformaten	Th• Stm•s required ex•mpk Epgoottc stores. 'PE etc may requite out o' hows access — L medrcms de.ase	ot				

Ballymena App

17 - Stakeholder Requirements (V0)

ES • CP • OSC •

Appendix 18

Optimism Bias Percentage

Williams, Christine

From: Williams, Christine Sent:
28 Jul 2023 14:05 To:
Subject: ES - Omagh- Update

(S40) Although for Omagh Consolidation Project it is Hi [redacted] also applicable to the Ballymena Consolidation Project

Just to update on the PD meeting yesterday. I raised the concern about scope and where we stand is that works will be considered as recommended by CPD.
Ideally with the Projects it would be minimum work however each need to be reviewed on their merit and Omagh County Hall requires more work than work than the likes of Bruce Street.
Therefore, the works to the windows, roof and dry lining will be included in the scope at this stage.

The for CPD fees adds the Project.as an example [redacted] for CPD and ICT fees is (S43) (CPD being Äof this). Please could vou review know if this is correct for this type of contract. (S43)
The same is with the 0B, we are allowing —as he and let me recommended by yourselves. Is the risk there with this building, do we not know enough about it reduce this?

I have also been thinking though the phasing and I don't know if it will work to empty the building the rephase eveyone back in, we need to consider the project as a single phase. Could we meet to discuss?

t am in [redacted] for a meeting 9.30am to 10.30am on Tuesday if you had time either side of this?
(S40)
Have a govuweeken

Thanks

Christine

Christine Williams
Project Manager
[redacted]
(S40)
[redacted]

Williams, Christine

From: [redacted]
Sent: I July 2023 12:15
(S40)
To: lilliams, Christine; McCaughey, Brian cc: [redacted] (OOF)
Subject: FW: Optimism Bias Calculator

(Many thanks Brian)

Christine,

Hopefully this settles your query on calculation of Optimism Bias on Omagh County Hall

Kind regards

(S40)
[redacted]

Architect ARB MSc Project Management
SPTO
[redacted] (S40)

From: McCaughey, <[redacted]>
Bria
n
(S40)
Sent: 31 July 2023 12:00
To: [redacted]>; [redacted] <[redacted]
>
[redacted]
>
Subject: RE: Optimism Bias Calculator

(S43) (S43)

The Optimism Bias calculation of for Omagh County Hall is loosely based on previous/historical information from similar projects at this stage. While we advise that approximately should be included for estimating purposes, we should stress that the Optimism Bias calculation is a matter for the client's economists.

Regards

[redacted] (S40)



From: [redacted]

Sent: Monday, July 31, 2023 11:04 AM

To: McCaughey, Brian <[redacted]>; [redacted] (S40)

Subject: Optimism Bias Calculator

Hi All,

(S43)

Properties Division is questioning the Optimism Bias calculation 00 for Omagh County Hall.
Is there some explanation of the % estimation, and that the risk factor is actually a client decision/

Many thanks

(S40)

[redacted] (S40)

SPTO

[redacted]

Please think of the environment, do you really need to print this email?

Appendix 19

Affordability Confirmation

AFFORDABILffY TEMPLATE (INCLUDING SEPARATE DEL & CASH STATEMENTS) 29092025 V0

Baltymena Consolidation Prolect

DEL STATEMENT	Year 0 25/26 £000's	Year 1 26/27 £000's	Year 2 27/28 £000's	Year 3 28/29 £000's	Year 4 29/30 £000's	Year 5 30/31 £000's	Totals* £000's
Total DEL Required							0
Total Capital DEL Required							
Total Resource DEL Required							
Depreciation/impairments included in above Resource DEL figures:							
Existing DEL Provision							
Existing Capital DEL Provision							
Existing Resource DEL Provision							
Depreciation/impairments included in above Resource DEL figures:							
Additional DEL Required*							
Additional Capital DEL required							
Additional Resource DEL required							
Depreciation/impairments included in above Resource DEL figures							

*NB: All totals and additional requirements are calculated automatically by formula, once the figures for total DEL required and existing DEL provision are inserted.

CASH STATEMENT	Year 1 19/20 £000's	Year 2 20/21 £000's	Year 3 21/22 £000's	Year 4 22/23 £000's	Year 5 23/24 £000's		Totals* £000's
Total Cash Required							0
Total Capital Cash Required							0
Total Cash Revenue Required							0
Existing Cash Provision							0
Existing Capital Cash Provision							0
Existing Cash Revenue Provision							0
Additional Cash Required*	0	0	0	0	0		0
Additional Capital Cash Required	0	0	0	0	0		0
Additional Cash Revenue Required	0	0	0	0	0		0

*NB: All totals and additional requirements are calculated automatically by formula, once the figures for total cash required and existing cash provision are inserted.

(S431

Nole: There ate two differences between DEL figures and cat tesponding Cash figures:

(1) Resource OEL tqures Include allowance for deprectatjon ʳjmpalftncnt. Cash f.gures do not include any

Note: There are two main differences between DEL figures and corresponding Cash figures:

1) Resource DEL figures include allowance for depreciation/impairment. Cash f.gures do not include any allowance for depreciation/impairment.

2) Timing differences. Cash f.gures show payments in the years in which they are made, but DEL figures reflect accruals accounting i.e. they allocate resources to the years in which they are actually used.

•n '.'ihICh they ale rnade but DEL figures re IJ1ey are ilC1ually used

'(ect

Williams, Christine

From: [redacted]
Sent: September 2025 11:02
(S40)
To: Iliams, Christine cc: [redacted] Hobbs,
Niall; Law Chin Subject: RE: BCP - Affordability

Hi Christine

Apologies t thought I had replied
I am happy to confirm afordability on this years costs as they have not changed from the original profile. and future years cost on condition of receiving the requested capital bids and prioritisation within PD as before

Thanks

(S40)

From: Williams, Christine
Sent: 28 August 2025 12:32
To: [redacted]
Cc: [redacted];
[redacted] (S40) (S40) Hobbs, Niall [redacted]; LauChin
Subject: RE: BCP - Affordability

Is this what you need?

Thanks

Christine



(S43)

Christine Williams
Project Manager

(S40)

From:
Sent: 28 August 2025 12:14
To: Williams, Christine <
Cc: <>; Hobbs, Niall <>; Lau, Chin
<>
Subject: RE: BCP - Affordability (S40)

Hi (S40)

Please can you sent me the sending profile for the project spend when you get a chance

Many thanks

(S40)

From:

Sent: 27 August 2025 10:41

To: [redacted]

Cc: [redacted] (S40) , Hobbs, Niall [redacted] Lau Chin

Subject: RE: BCP — Affordability

Good Morning — (S40)

There has been a slight increase cost and I attach the OPEX and CAPEX requirements:

The is now [redacted] of which [redacted] is 0B.

(so)

Please can you confirm affordamnty ana we wilt issue the business case to our economist.

Thanks

Christine

Christine Williams

Project Manager

[redacted]

(S40)

[redacted] (S40)

From: [redacted]

Sent: 31 July 2025 16:22

To: [redacted]

Cc: [redacted] >; Hobbs, Niall < [redacted] Lau Chin

Subject: RE: BCP - Affordability

(S40)

Hi [redacted]

I am happy to confirm afordability on this years costs and future years cost on condition of receiving the requested capital bids and prioritisation within PD

Thanks

Brian

From: Christine< [redacted]

Sent: 23 June 2025 10:00 (S40)

[redacted] To:
[redacted]H cc: obbs, Niall <
[redacted]Subject: BCP - Affordability

Good morning (S40)

Please see below the capital profile for the preferred option for the Ballymena Consolidation Project (BCP).

The preferred option (option 3) is the consolidation into Academy House and the sale of County Hall.

The project Will be a net zero With a spend Of [redacted]Of Which [redacted]is OB•
(S43)

We don't have the red book value for County Hall yet so the figure tor Option 3 is not correct, however this doesn't affect the capital requirement just the payback.

Please can you review and let me know if you need anything else to allow you to confirm affordability for the business case.

Many thanks for your help.

Christine

[redacted]

(S43)
Christine Williams
Project Manager
[redacted]
(S40)
[redacted]

Appendix 20

Payback

uumtaa CФBOOBДПО« noJcv pи**PAYBACK**IBIOO

PREFERRED OPTION: Option 3: Major Refurbishment of Academy House Ballymena

[543]

Status	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24
CAPITAL COST																									
Capital																									
Optimism Bias																									
TOTAL																									
REVENUE COST																									
Current Cost																									
Future Cost																									
Sale																									
TOTAL																									
PAYBACK																									
Total																									

PAYBACK CUMULATIVE	