

CONFIDENTIAL

10 DOWNING STREET

THIS FILE MUST NOT GO OUTSIDE 10 DOWNING ST

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2

FILE TITLE:		SERIES
Renovation of Nos 10, 11 and 12 Downing Street.		DOWNING STREET
Annex : Energy Summary.		PART: 1
PART BEGINS:	PART ENDS:	CAB ONE:
January 1983.	December 1994	

CLOSED

PREM 19/4623

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Closure status: Open

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11/11/2025 14:1

PART

CLOSED



~~Alex~~ To see
10 DOWNING STREET

Rachael

Alex's note mentions
decenting people. Could I
put in a plea to
remember that CF's
operation depends on access
to our files as well?

Fey
11/11

Rachael

Yes A course

Me

From : Alex Allan
Date : 31 October 1994

cc : John Holroyd
Christopher Meyer
Roderic Lyne
Rachael Reynolds
Lindsay Wilkinson

ster, I should be grateful for your
on the proposal in John Holroyd's

> Alex
m's option (No11-12)
seems much the
most sensible. Note
that only part of
2 PU has been
reviewed: 3 offices
are in No. 10.

Sarah

From : Alex Allan
Date : 31 October 1994

SARAH HOGG

cc : John Holroyd
Christopher Meyer
Roderic Lyne
Rachael Reynolds
Lindsay Wilkinson

REWIRING - SUMMER 1995

Before I put it forward to the Prime Minister, I should be grateful for your comments - and those of copy recipients - on the proposal in John Holroyd's minute attached.

Alex

ALEX ALLAN

file

→ Alex

John's option (No 11-12)
Seems much the
most sensible. Note
that only part of
the PU has been
rewired: 3 offices
are in No. 10.

Sarah

From : Alex Allan
Date : 31 October 1994

SARAH HOGG

cc : John Holroyd
Christopher Meyer
Roderic Lyne
Rachael Reynolds
Lindsay Wilkinson

REWIRING - SUMMER 1995

Before I put it forward to the Prime Minister, I should be grateful for your comments - and those of copy recipients - on the proposal in John Holroyd's minute attached.

Alex

ALEX ALLAN

Alex

Doing it in one go isn't be popular but
it must be better than 3 years
of disruption.

I can't, however, see how we could
cope if moved to Coopers + to be
go solution is really only a nuisance if
we can have Nos 11+12

Rachael 31/10

RESTRICTED

FROM: John Holroyd
DATE: 31 October 1994

ALEX ALLAN

REWIRING - SUMMER 1995

1. As you know, we have begun to plan the programme of rewiring work which will need to be done during the Summer Recess 1995. This is my first report. A number of points need settling early and, if you agree with my recommendations below, you may care to pass this minute to the Prime Minister
2. Rewiring of the whole Downing St complex is necessary thirty years after numbers 10, 11 & 12 were rebuilt. In summer 1994 the rewiring in Numbers 11 & 12 was completed on time (6 weeks from start to finish) and to budget. The key to this was a mixture of good contractors, good supervision by our agents (Chestertons) and the vacation of the whole premises by the Chancellor and the Whips. While Numbers 11 & 12 were done those parts of Number 10 that lie underneath and over 11 & 12 were also rewired; and the Prime Minister's Flat was rewired in Summer 1993.
3. What remains to be done lies in the actual building of Number 10, apart from the Flat. Number 10 is on 3 separate sub-mains or risers. So it would be possible to rewire No 10 either in two or three phases or in one. Doing it all in one would be the most economical and probably the least disruptive, given that if the work were done in two or three phases the parts of the house not being worked on would be made a lot less tolerable by noise and dust and the need to shift staff around. The advice of the experts is that, if we could clear the whole of Number 10 (apart from those parts already rewired, including the Flat) for a similar period as in this year, ie 6 weeks, during the summer recess 1995 they

RESTRICTED

could guarantee to get the whole job done in one go. (We shall, of course, do as this year and seek to interleave as much other necessary work into the overall programme as we can, without holding it up.)

4. In my view a 6 week programme to dispose in one go of the final phase of rewiring should be our aim. But it does pose the issue as to where everyone goes to get out of the way. As I say certain parts of our operation would not have to move - the Flat; Policy Unit; Correspondence; the drivers. And certain other parts, ie the State rooms, would just be closed down. What we would have to re-house would be the Private Office, the Cabinet Room, the Garden Rooms, Confidential Filing, Press Office, Questions, Appointments and those involved in the House, Honours and the messengerial and security staff. With holiday absences this might amount to not more than 30 people at any one time.

5. There are two possible options for decanting. One - the most convenient - is to seek the agreement of the Chancellor and the Chief Whip that we could take over Numbers 11 & 12. This would have the advantage of the Number 10 staff staying in the same building as the Flat and those staff who are in areas already rewired. We presume that we could fit everyone in; but that still needs to be checked.

6. The other option which could accommodate all those who need to move is that of going into the Treasury building, more particularly the OPSS end of GOGGS. That would, of course, detach us from the Flat and from Correspondence section and part of the Policy Unit; but it would provide proper office space.

RESTRICTED

7. My own preference is to move into Numbers 11 & 12. But before we can do any further planning on this basis I do need to have authority to open up with the Chancellor's and Chief Whip's staff the possibility of their moving out to make way for us.

8. May I please have authority to proceed on the basis of a single programme of rewiring to encompass all the remaining work in Number 10 and of decanting to Numbers 11 & 12 if the occupants agree?

John
JOHN HOLROYD

File
From : Alex Allan
Date : 28 July 1994

BF AA 1/9.

JOHN HOLROYD

VENTILATION ETC IN THE FLAT

The Prime Minister has been finding it impossibly hot in the flat recently. Even with all the windows open, there is very little flow of air; and being at the top of the building, the heat builds up.

I should be grateful if you could investigate with the managing agents what can be done to improve the position.

Alex

ALEX ALLAN

file

JOHN HOLROYD

cc Sarah Hogg

THE STUDY

I have spoken to the Prime Minister about the study. What he would be happy with is a decent meeting table and chairs at one end of the room, with the phones on a small separate table; no desk; comfortable unfussy chairs/sofa up the other end; lots of bookshelves, both for books and for the display of ornaments/gifts etc; no display cabinets. I didn't discuss curtains, carpet or wall-coverings, but I presume he'd want nothing too fussy for that, where changes are needed or can be afforded.

He'd be very grateful if you could get some plans drawn up, perhaps with pictures of furniture and samples where appropriate. Then, budget allowing, we should just get on and do it.



ALEX ALLAN

29 June 1993

file

JOHN HOLROYD

cc Sarah Hogg

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He'd be very grateful if you could get some plans drawn up, perhaps with pictures of furniture and samples where appropriate. Then, budget allowing, we should just get on and do it.



ALEX ALLAN

29 June 1993

Sue Ralt. box.

Thank you.
Page in drawer?
File

PRIME MINISTER

cc Sarah Hogg
John Holroyd

YOUR STUDY

This is a questionnaire to discover what you would like to use your study for - and what changes to the decoration and furniture would be appropriate. The objective is to provide you with a choice of working environments of sufficient variety to cover different needs. You are stuck in this building for so much of a heavy working day that it makes sense to keep your options open - but it is clear that the present arrangements make the study unsatisfactory to you.

The rooms in Number 10 that are available for you to work in are:

- (a) The Cabinet Room: this is ideal for larger meetings, but can also be used - perhaps less satisfactorily - for smaller ones. ✓
- (b) The State Rooms: at present, these are only really used for receptions. But the White Room could be used for bilateral meetings with foreigners or others. (The State Dining Room is also useful for seminars or very large meetings). ✓
- (c) Your Study: not used at present. Depending on furniture, it could be used for working on your own, for bilaterals or for small meetings. ✓
- (d) Your Flat: used in the early mornings and in the evenings for work on boxes and occasional informal meetings/bilaterals. ✓

The types of meetings etc which you hold - with some inevitable overlaps are:

- (1) Large meetings with Ministers, foreigners, businessmen etc. Cast may be anything from half a dozen to twenty (or sometimes more eg for seminars).

✓ Room options: White Drawing Room (for courtesy meetings);
Cabinet Room (for real business)

- (2) Smaller meetings such as bilaterals with Ministers or others, typically including also one or two Number 10 staff (examples are your weekly meetings with the Chancellor, Robin Butler, the Party Chairman, the Foreign Secretary etc). Cast typically three to five or six.

✓ Room options: Cabinet Room; or Study (less confrontational)

- (3) Internal briefing meetings, which can be with just one or two Number 10 staff (eg Questions briefing over lunch) or with a rather larger cast (eg 9am Questions briefings, with a standard cast of nine).

✓ Room options: Cabinet Room (for larger groups, or for briefing before meetings in Cabinet Room);
Study (for smaller cast);

- (4) Small sessions with individual outside visitors (sometimes foreigners, sometimes Party, Church etc). Typical cast is you, visitor plus one Number 10 bod.

✓ Room options: Study
White Drawing Room
Cabinet Room (a bit confrontational)

(5) Press sessions: typically you plus editor plus Gus.

Room options: As above, or flat

(6) Time for you to work on your boxes alone - sometimes calling in a Private Secretary or Policy Unit member as necessary.

Room options: Flat (but with decent desk?)

Study

Cabinet Room

The issues that arise are

(1) Where would you most like to do work on boxes (other than when you are in the flat)? Are you content to do this in the Cabinet Room, or would you prefer to do it at a desk or at a decent table in your study? Do you find it inconvenient not having a readily accessible telephone in the Cabinet Room?

Yes —
No if it is
An at it is

(2) Where would you like to receive individual visitors or small groups? Are there occasions when you might prefer to see them in the semi-formal setting of the State Rooms (and if so, are there any changes you would like to see to the lay-out or the sofas)? Or would you see some of them in the study if it was arranged differently? Or are you content to see all of them across the Cabinet table?

Yes —

(3) Where would you like to see regular visitors such as the Chancellor, Party Chairman, Robin Butler or Foreign Secretary? Again, are you happy doing this in the Cabinet Room? Would you rather see them in the Study if it was rearranged in a different

A choice of
as they accordingly
to need would be nice.

way? In this case less formally? (Eg some decent less fussy armchairs?)

(4) Are there some smallish meetings you might want to hold in the Study if it was laid out with a decent table? Or would you rather confine the use of this room to occasions when an informal atmosphere of armchairs is more appropriate? Is a desk of greater use to you in this room, or a meeting table?

(5) Are you content to do press interviews or chats with editors mainly in the flat? Would you rather do them in the Study if it was arranged differently? (Probably much as for (3)).

Yes /

Yes /

Yes /

(6) Is it awkward using the flat for meetings etc when Mrs Major is in London? Will the conversion of a room for her use make a difference?

(7) If you were to use the study more, what sort of decor would you like to see. Curtains? Wallpaper? Bookshelves? Furniture?

Sarah, John and I are ready to discuss all this with you.

Ala

Pl. discuss.

ALEX ALLAN

6 April



CABINET OFFICE

70 Whitehall London SW1A 2AS Telephone 071-270 0402

David
Thank.
PJS

2G/3151/26

David Stacey Esq
10 Downing Street
Whitehall
London SW1

12 January 1993

Dear David

NO 10 TELEVISION RECEPTION

1. Thank you for your letter of 11 January concerning the problems you are experiencing with television reception. As you rightly say it may be possible to re-site the aerial on the Cabinet Office roof in order to give you a better signal and this possibility is being actively investigated.

2. My understanding, however, is that your major concern is the very detrimental effect which poor reception has on your ability to see teletext. One quick and easily affordable solution would be to relinquish one of the satellite channels, say "Discovery", and have BBC 2 provided by cable instead. Regrettably the cable system is limited to six channels so it is not possible to add any of the broadcast stations without losing the same number of satellite channels.

3. I realise that this is not an ideal solution, however, it does have the advantage of guaranteeing you good teletext reception. I appreciate too that you may need to liaise with other departments in No 10 in order to agree that the loss of one of the satellite channels is acceptable. I should perhaps add that this course of action would not prevent us from seeking a better position for the aerial and that, if we were successful, reconnection of the satellite channel would be fairly quick and easy.

DAVID STACEY

Yours

Phil

P J COLLINS
Telecommunications Secretariat

cc Mr A Allan, No 10 Downing Street
Mr A J Hart

all - as discussed, we'll
go for the satellite channel
substituting opton while they
tiddle with the aerial -
I don't propose to consult
people about the loss of "Discovery",
it's an 'evenings only' documentary channel
mostly American and of early '80s vintage!
David W.



10 DOWNING STREET
LONDON SW1A 2AA

MR. P. COLLINS
CABINET OFFICE COMMUNICATIONS SECRETARIAT

cc Mr. Allan

NO.10 TELEVISION RECEPTION

1. We spoke about the problems No.10 is having with the television reception and Mr. Heaven visited the Private Office today to diagnose the fault.
2. It would seem the only affordable course of action is to re-site the Cabinet Office aerial, as the building works on the Foreign Office roof will continue for some time (having all channels routed in by cable would seem prohibitively costly).
3. Mr. Heaven and his associate agreed to examine the possibility of re-positioning the aerial to receive a signal from another transmitter. Failing that, presumably some sort of mast will have to be constructed. Perhaps Foreign Office funding for this should be sought, as it is their building works which have caused the problems in the first place.

DAVID STACEY
DUTY CLERK

11 January 1993

FILE
2A

cc Mr Catford
Mr. Taylor



10 DOWNING STREET
LONDON SW1A 2AA

From the Private Secretary

MR. MORRIS
CABINET OFFICE

ENERGY EFFICIENCY - 10-12 DOWNING STREET

Thank you for your minute of 22 May, which I have discussed with Mr. Catford. You have also confirmed that the proposals would not reduce the brilliancy of any of the lighting and could in some cases increase it. On that basis, we are content for the proposals you make to go ahead. I shall be grateful if you would notify Building Management in PSA and liaise with Peter Taylor on timing, as you suggest.

William Chapman

WILLIAM E. CHAPMAN

29 May 1991

dh

3rd
AE
[illegible]



10 DOWNING STREET
LONDON W1M 7LW

MR MORRIS
CABINET OFFICE

ENERGY EFFICIENCY - 10-12 DOWNING STREET

I refer to your letter of 27 May, which I have discussed with Mr. Catford. I am also content that the proposals would not reduce the efficiency of any of the lighting and could in some cases increase it. In fact, we are content for the proposals to make no net change. I shall be pleased to see your reply. I shall be pleased to see your reply with regard to timing, as you suggested.

William
WILLIAM R. MORRIS

22 MAY 1991

Robin
This seems sensible
time. Are you
content? *William 24/5*

Reference.....

FROM: D A MORRIS
DATE: 22 May 1991
cc Mr Catford

MR CHAPMAN

ENERGY EFFICIENCY - 10-12 DOWNING STREET

Your predecessor minuted me on 31 October expressing an interest in the measures being taken to improve energy efficiency in No 10 and suggested a meeting at some convenient moment. In reply I indicated that an energy survey of the 10-12 Downing Street complex was about to be carried out by PSA Building Management and a suitable time for a meeting would be following receipt of the survey report.

2. A copy of the survey report is attached. From page 1 you will see that the overall performance indicator of 0.93GJ/m^2 falls into the "satisfactory" category. If the recommendations in the report are implemented a performance indicator of 0.82GJ/m^2 could be achieved, representing a reduction of 11.2% in energy consumption. In cash terms this gives a potential saving of £8054 per annum with a payback of 1.12 years. A further £8054 could possibly be saved by reducing the electricity service capacity.

3. Details of the recommendations are set out at 6.1 to 6.7 on pages 13-15. The main recommendation is to install, where applicable, high efficiency low energy lamps. A number of energy efficient lamps were installed last year, as a trial, in the No 10 entrance hall and along the corridor to the Cabinet room. They appear to have been accepted and no comments, adverse or otherwise, have been received.

4. PSA Building Management have funds available to implement all the recommendations, which will take approximately two months to complete. If No 10 are content to proceed with the recommendations I will notify Building Management and liaise with Peter Taylor on timing. Alternatively if there is anything you wish to discuss please let me know.

File - no
Denis Morris
D A MORRIS
OSB

William
Agree - and content
for them to action
as in para 4.
RSM 24/5

K:/WP/ENERGY/ED/JH

FROM: D. A. HARRIS
 DATE: 22 MAY 1992
 TO: Mr. C. J. HARRIS
 SUBJECT: ENERGY EFFICIENCY - 10-12 DOWNING STREET

Your production started on 10 October representing an interest in the measures being taken to improve energy efficiency in No 10 and suggested a meeting at some convenient moment. In reply I indicated that an energy survey at the 10-12 Downing Street premises was about to be carried out by BSA Building Management and a suitable time for a meeting would be following receipt of the survey report.

1. A copy of the survey report is attached. From page 1 you will see that the overall performance indicator of 0.93217% falls into the "satisfactory" category. If the recommendations in the report are implemented a performance indicator of 0.93217% could be achieved, representing a reduction of 11.5% in energy consumption. In each case this gives a potential saving of 18000 per annum with a payback of 1.1 years. A further 20000 could possibly be saved by reducing the electricity service capacity.

2. Details of the recommendations are set out at 4.1 to 4.3 on pages 10-12. The main recommendation is to install, where appropriate, high efficiency low energy lamps. A number of energy efficient lamps were installed last year, on a trial, in the No 10 entrance hall and along the corridor to the Cabinet room. They appear to have been accepted and no comments, adverse or otherwise, have been received.

3. BSA Building Management have funds available to implement all the recommendations, which will take approximately two months to complete. If No 10 are content to proceed with the recommendations I will notify Building Management and liaise with them on any other matters. Alternatively if there is anything you wish to discuss please let me know.

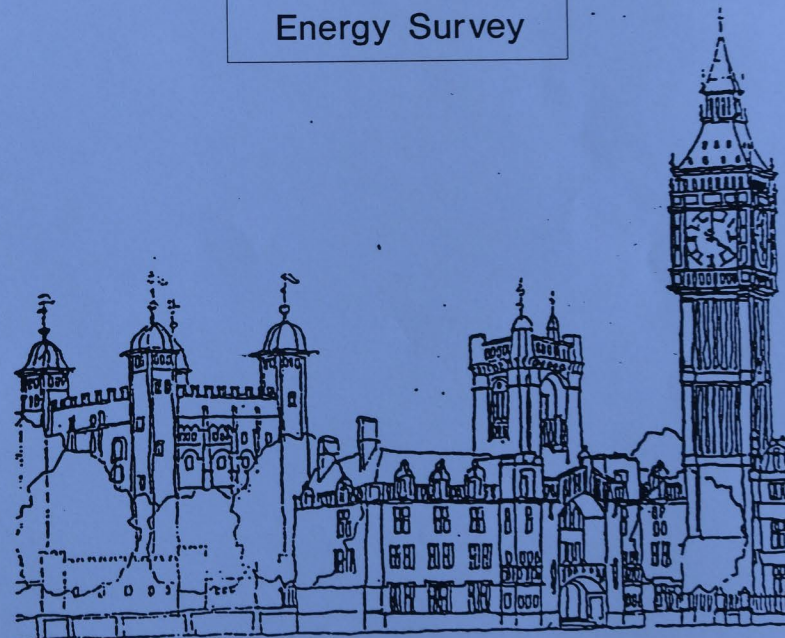
D. A. HARRIS
 BSA BUILDING MANAGEMENT

Agree - and useful
 for them to action
 as in form.
 22/5/92



ENERGY EFFICIENCY SERVICES

Nos. 10,11,12
 DOWNING STREET
 Energy Survey



1.1 Introduction
1.2 Objectives
1.3 Scope
1.4 Methodology
1.5 References

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1.7 Electrical Supply

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1.9 Heating

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February 1991

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REPORT SUMMARY.

This report was carried out by the Energy Efficiency Services branch of PSA Building Management London on behalf of Mr.D. Morris, Departmental Energy Manager for the Cabinet Office.

The report covers all aspects of energy use throughout Nos 10,11,12 Downing Street and also looks into site water utilisation. The total site performance indicator of 0.93GJ/m^2 (257.5kW/m^2) falls into the "satisfactory" yardstick category quoted in the CIBSE guide. Savings can be made if all of the recommendations of this report are implemented and a target performance indicator of 0.82GJ/m^2 (228kW/m^2) could be achieved. This would represent a reduction of 11.2% in present energy consumption levels.

Savings of £7952 p.a. have been identified for a capital investment of £8692 leading to a payback of 1.09 years. In addition, a water saving project has been identified which will cost £335 and will reduce water consumption by 146m^3 so producing savings of £102 p.a. and giving a payback of 3.3 years. This gives a total energy cost saving potential of £8054 p.a. with a payback of 1.12 years accounting for 25.6% of the total costs.

One project has been identified which requires negotiations with the LEB to reduce the service capacity. This produces a saving of £8064 which accounts for 7.9% of the electricity consumption costs. It was also found that the electricity metering for the site was confused and inadequate and it is recommended that this is modified to ease the accounting process.

1.0 INTRODUCTION.

Nos 10, 11, 12 Downing Street provide a mixture of office space, formal function/reception facilities and accommodation for the Cabinet Office.

The majority of the 80 staff occupy the buildings between 08.00- 20.00 Hrs, Monday to Friday, but out of hours occupancy is common, sometimes lasting through the night. Large Dinner functions are common, and security guards are also located within the premises 24Hrs a day.

The building is of an old solid brickwork type construction. On the whole, internal walls are of solid plastered brick or block work. The windows are single glazed sliding "sash" type with heavy wooden frames and are openable. Tests on site at the time of survey revealed no major problems with draughts through these windows due to a combination of installed draught proofing, over painting, or replacement with new windows. Glazing accounts for between 25-30% of the surface area of the building. Ventilation for the majority of the building is via natural infiltration.

Internal heat gains are as a result of the lights, the occupants, and the local office machinery. Solar gains are kept to a minimum by overshadowing from the neighbouring buildings. Thermal properties for a building of this type of construction are generally acceptable.

NO. 10	1.0	200	100,000
--------	-----	-----	---------

The building is a three storey, having been raised from ground when the tower was erected in December 1960. This is as a result of the LBA requiring the building to be raised to the level of the surrounding buildings.

The following table shows the percentage breakdown used by the Cabinet Office for approximating the building.

TYPE	% USED
Cabinet Office	70
Nos 10, 11, 12	20
Other	10

2.0 ENERGY AUDIT.

All energy cost and consumption data has been compiled from figures from PSA Accounts Branch, the relevant supply boards and the client.

2.1 Electricity.

Three main electricity incomers enter the building's basement, one LEB "normal" supply, one LEB "standby" supply, and one Whitehall Standby Distribution System (WSDS) supply.

One LEB account is raised for the Cabinet Office based on the Day/Night maximum demand tariff LV6M, and from this the Downing Street costs are apportioned. Check meters are already installed for Nos 10,11,12 but have not been read for over a year due to access problems, making it difficult to determine exact consumption figures.

Total annual cost and consumption details for the whole of this account over the last three years are shown below.

Year	Consumption (kWh)	Cost (£)
87/88	1,424,260	67,299
88/89	1,541,970	78,000
89/90	1,717,600	102,489

The service capacity is 1100kVA, having been raised from 500kVA when the tariff was changed in December 1989. This is as a result of the LEB estimating the maximum demand of the building and does not appear to be based on an actual registered maximum demand.

The following table shows the percentage breakdown used by the Cabinet Office for apportioning the account.

SITE	% Cost
Cabinet Office	70
Nos 10,11,12	23
Others	7

The charged annual cost and consumption details for Nos 10,11,12 based on the 23% apportionment are shown below.

Year	Consumption (kWh)	Cost(f)
87/88	327,580	15,479
88/89	354,653	17,940
89/90	395,048	23,573

The following are estimated readings for January 1990-91 from LEB records:

Estimated consumption - 425,068 kWh.

Estimated reactive power consumption - 167,320 kVarh.
This gives an estimated power factor of 0.93.

An energy consumption monitor installed on the Downing Street feed showed a typical load profile for the building and analysis showed that the building is already on the most cost effective tariff. A projected annual consumption from the data collected was calculated at 452,894kWh, a value within 7% of the LEB estimate but in excess of the consumption calculated by apportionment.

Appendix 1 shows a breakdown of electricity consumption for 1989/90.

2.2 Heating.

The Whitehall district heating main supplies High Temperature Hot Water (HTHW) during the heating season. The cost of providing HTHW is divided between all buildings supplied by the mains in proportion to each buildings Agents Letting Area (ALA). In the case of 10,11,12 Downing Street this equates to 0.89% of the cost of running the district heating system. The yearly rate charged for heating is calculated to cover fuel consumption, maintenance and running costs of the central plant and expressed in £/m². The annual cost for the last three financial years for 10,11,12 Downing Street is shown overleaf.

Year	£/m ²	Area(m ²)	Cost (£)
87/88	4.61	4,066.4	18,746
88/89	3.17	4,066.4	12,903
89/90	2.83	4,066.4	11,500

A project is currently being undertaken to introduce heat meters to the Whitehall Heating System, and once this is completed individual bills will be raised on consumption and not on %ALA.

2.3 Gas.

Gas is supplied by North Thames Gas via a 3" meter located in a cupboard adjacent to the main basement plantroom of No.10 and accounts are raised quarterly on this meter. This supplies the two standby boilers and the kitchens.

Total annual cost and consumption details for the last three full financial years are as follows.

Year	Consumption (Therms)	Cost (£)
87/88	4,973.8	1,896
88/89	4,534.4	1,771
89/90	8,033.2	3,546

These figures were obtained from information received from PSA Accounts at Hastings.

2.4 Performance Indices.

Performance Indices (PI's) are a measure of the energy efficiency of a building being a ratio of energy consumption to floor area. The following table details the actual building PI for Nos 10,11,12 for the past three years.

Year	Heating (GJ/m ²)	Electric. (GJ/m ²)	Building (GJ/m ²)	Cost (£/m ²)
87/88	0.57	0.29	0.86	5.67
88/89	0.44	0.31	0.75	5.65
89/90	0.58	0.34	0.93	7.62

A project is currently being undertaken to improve the heating system in the building and it is expected that this will result in a significant saving in energy consumption and cost.

4.1.2.2. Lighting

Lighting accounts for a large percentage of the electricity consumption in the building and the very poor electrical PI reflects the poor state of the old and inefficient lighting installation.

If the recommendations outlined in this report are implemented then the electrical consumption performance figure should reduce to 0.82GJ/m² (228kW/m²). This figure equates to a 11.2% reduction in energy consumption and a 25.6% reduction in energy costs compared to a base year of 1989/90.

Year	Heating (GJ/m ²)	Electric. (GJ/m ²)	Building (GJ/m ²)	Cost (£/m ²)
87/88	0.57	0.29	0.86	5.67
88/89	0.44	0.31	0.75	5.65
89/90	0.58	0.34	0.93	7.62

These figures were obtained from information received from the building management.

4.1.2.3. Recommendations

Recommendations for the improvement of the energy efficiency of the building are given in the following table. The table shows the recommended measures and the estimated cost of each measure.

Year	Heating (GJ/m ²)	Electric. (GJ/m ²)	Building (GJ/m ²)	Cost (£/m ²)
87/88	0.57	0.29	0.86	5.67
88/89	0.44	0.31	0.75	5.65
89/90	0.58	0.34	0.93	7.62

Rating	Good	V. Poor	Good	
--------	------	---------	------	--

The heating PI was calculated using both actual gas consumption and estimated consumption from the heating main but is only a guide as no accurate consumption figures are available.

Lighting accounts for a large percentage of the electricity consumption in the building and the very poor electrical PI reflects the poor state of the old and inefficient lighting installation.

If the recommendations outlined in this report are implemented then the electrical consumption performance figure should reduce to 0.82GJ/m² (228kW/m²). This figure equates to a 11.2% reduction in energy consumption and a 25.6% reduction in energy costs compared to a base year of 1989/90.

Room	Area (sq. ft.)	Volume (cu. ft.)	Height (ft.)	Notes
10.1	100.0	1000.0	10.0	
10.2	100.0	1000.0	10.0	
10.3	100.0	1000.0	10.0	

Room	Area (sq. ft.)	Volume (cu. ft.)	Height (ft.)	Notes
10.4	100.0	1000.0	10.0	
10.5	100.0	1000.0	10.0	

The following table shows the results of the lighting survey conducted in the rooms of the Ministry of Defence. The table shows the room number, the area of the room in square feet, the volume of the room in cubic feet, and the height of the room in feet. The table also shows the results of the lighting survey, including the number of fittings, the type of fittings, and the lux level. The table shows that the lighting levels in the rooms are generally low, and that the fittings are generally old and decorative. The table also shows that the lighting levels in the rooms are generally low, and that the fittings are generally old and decorative.

3.0 ELECTRICITY

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OF THE PUBLIC RECORDS ACT

3.2 Lighting Survey.

A detailed inventory of both the existing lighting installation and the proposed modifications can be found in Appendix 4.

The vast majority of fittings within Nos 10,11,12 Downing Street are of an old and decorative nature and were found to be left switched on for decoration.

Lighting levels were generally found to be a lot lower than those recommended in the CIBSE guide and in some cases registered only 30-40% of the accepted lux levels. This is highlighted by rooms 217, 224 and the new room adjacent to room 219 were readings of only about 100 lux were recorded. Poor lighting levels in offices can lead to eye strain and related symptoms. This problem has been overcome in Ministerial level adviser's offices where low lighting levels due to the decorative nature of the fittings have been overcome by local desk top lighting.

It is not proposed that the old decorative fittings be removed, but the installation of modern miniature fluorescents to these fittings will save energy, result

in increased light output, and in many cases enhance the appearance of the fittings without the need for any modifications. Some SL and PL miniature fluorescents have already been installed by EES for trial purposes and seem to have been readily acceptable to the occupants.

Some offices, however, would benefit from refurbishment with modern light fittings. This would require further design work and investigations, in conjunction with English Heritage, into the most appropriate fittings to be used to keep in character with the rest of the building.

The condition of the glass in the windows would be recommended by EES. The condition of the glass in the windows would be recommended by EES. The condition of the glass in the windows would be recommended by EES.

During the winter, the temperature has been found to be between 15°C and 18°C. The temperature has been found to be between 15°C and 18°C. The temperature has been found to be between 15°C and 18°C.

The primary heating pumps are mounted in the main room. The primary heating pumps are mounted in the main room. The primary heating pumps are mounted in the main room.

Control of the system is via a thermostat mounted in the main room. Control of the system is via a thermostat mounted in the main room. Control of the system is via a thermostat mounted in the main room.

During the summer, the temperature has been found to be between 20°C and 22°C. During the summer, the temperature has been found to be between 20°C and 22°C. During the summer, the temperature has been found to be between 20°C and 22°C.

4.0 HEATING AND VENTILATION SYSTEM.

The following sections are to be read in conjunction with Appendix 5 which contains a schematic of the main plantroom.

4.1 Heating.

The plantroom itself is small and cramped and was found to be in a state of disarray. The routine maintenance in progress would account for some of the mess but a general cleaning of the plantroom would be recommended.

The condition of the plant and controls were found to be indicative of their age. Although maintained and operational, both the controls and items of the plant were obviously approaching the end of their projected lives.

During the winter, low temperature hot water (LTHW) is provided for heating via two parallel horizontal non-storage calorifiers supplied with primary high temperature hot water (HTHW) from the Whitehall district heating main. Secondary LTHW supplies four independently compensated heating zones and a single constant temperature feed. The four heating zones are No 10, No 11, No 12 and the Kent Block whilst the constant temperature circuit supplies an air handling unit heater battery located in the old kitchen area of No 10. Control settings for the compensators can be found in Appendix 6. Compensated heating is provided to the building 24 Hrs a day during the heating season.

The primary heating pumps are mounted in the common return to the non-storage calorifiers, from the zones, whilst the constant temperature circuit is pumped independently.

Control of the non-storage calorifiers is via a thermostat mounted in the LTHW flow, controlling a 3-port valve on the primary (HTHW) side of the system.

During shut downs of the Whitehall heating main, LTHW is produced directly by a Rex Series 3 gas fired sectional boiler mounted in parallel to the non-storage calorifiers and control was via the boiler thermostat set at 62°C. At the time of survey, this boiler was found to be providing the LTHW as the calorifiers had been isolated for cleaning and insurance inspections.

Heating is provided in the rooms by hospital type radiators which, in many instances, are concealed behind decorative wooden panels. In some office areas, thermostatic radiator valves (TRVs) with remote sensors have been installed to improve local temperature control. At the time of survey, the radiators on the upper floors were found to be at a significantly lower temperature to those on the lower floors due to air in the system. This is apparently a recurring problem resulting in the frequent 'bleeding' of the system to remove the air.

In addition to the radiator heating in the entrance hall and larger function rooms, 'living flame' gas fires have been installed. These are more for decoration than for heating but do provide a degree of background heat.

An electric warm air curtain is located above the front entrance to No.10. At the time of survey, no appreciable warm air down draught was experienced on passing through the door.

4.2 Domestic Hot Water Services.

The domestic hot water service (DHWS) is provided by 2x1591 litre (350 Gallon) vertical storage calorifiers mounted in parallel in the basement plantroom.

Only one of the calorifiers can be supplied with primary HTHW from the Whitehall district main. The second calorifier has been converted to accommodate a 36 kW electric heating element instead. In addition, both calorifiers can be supplied with primary LTHW from an independent, dedicated Potterton gas fired boiler. At the time of survey, this boiler was supplying only one calorifier, the other being shut down for maintenance of the electrical element. Temperature control of the primary LTHW is via the boiler thermostat which was found to be set at 60°C.

Temperature control on the primary HTHW calorifier is by means of a motorised three port mixing valve in the primary return linked to a Honeywell temperature sensor set for 155 F (68.5°C) in the calorifier shell. The temperature gauges on the secondary side of the calorifiers showed that the water is being stored at 146 F (63°C). The outlet temperature of the DHWS was measured at various points throughout the building and was found to average 48°C in the toilets and tea point areas.

4.3 Mechanical Ventilation.

An air handling unit (AHU) located in the old kitchen in the basement of No 10 supplies tempered fresh air to other kitchen areas. This heater battery is only used occasionally.

The heater battery is located in the old kitchen and is a 2,000 litre storage tank in the roof top structure. This tank supplies water for the domestic cold water service and for the AHU circulation.

The water distribution system and associated fittings were generally found to be in a good condition with no obvious leaks or large lost supplies, except for the final outlet pipe to refill the central vacuum. These taps, in the absence of flush control valves, are used to regulate the flush times by restricting the flow of tap or water to the devices. This system is insufficient for the operation of the system as the water at hand prior to flushing gives rise to possible unnecessary water use.

Cost and consumption details are listed below.

Year	Consumption (m ³)	Cost (£)
20/21	80	1275.00
21/22	74	1275.00

These figures were compiled from data obtained from the accounts in Hastings, and various other.

5.0 WATER.

Water is supplied to site via a 3in water meter located in a cupboard adjacent to the rear goods entrance at No.10. The main then divides to provide drinking water, a feed to the header tank on the heating system, and a feed to a 5,000 litre storage tank in the roof top tankroom. This tank supplies water for the domestic cold water service and the DHWS calorifiers.

The water distribution system and associated fittings were generally found to be in a good condition with no obvious leaks or taps left running, except for the final outlet taps to refill the urinal cisterns. These taps, in the absence of flush control units, are used to regulate the flush times by restricting the flow of top up water to the cisterns. This system is inefficient as no consideration is given to the number of users prior to flushing giving rise to possible unnecessary water use.

Cost and consumption details are listed below.

Year	Consumption (m ³)	Cost (£)
89/90	80	1380.98
88/89	34	1272.84

These figures were compiled from data obtained from PSA accounts in Hastings, and Thames Water.

6.0 RECOMMENDATIONS.

6.1 Install Water Dams.

Installation of water dams to the WC cisterns will reduce the consumption by 2 litres per flush.

Cost (£)	Saving (£)	Payback (yrs)	I.O.P	Saving (m ³)
335	102	3.3	2.12	146

6.2 Installation of High Efficiency Low Energy Lamps

Where applicable existing decorative table and standard lamps should be re-lamped with the latest low energy lamps. The advantages of the this measure are 75% reduction in electrical loading, lower operating temperatures of luminaires, much improved colour rendering and an 800% increase in lamp life.

Cost (£)	Saving (£)	Payback (yrs)	I.O.P	Saving(kWh)
5,955	6,785	0.88	1.3	113,090

6.3 Installation of Low energy Luminaires

The latest 28 W 2D prismatic luminaires should be used to replace the 600mm twin fluorescent in wall and ceiling locations.

Cost (£)	Saving (£)	Payback (yrs)	I.O.P	Saving(kWh)
230	43	5.3	0.96	723

6.4 Installation of twin wall Polycarbonate

Rooflights can be underdrawn with polycarbonate sheeting which will reduce the heat loss by 50% and reduce the asymmetrical radiant cooling effect to occupants working in these areas, thus improving comfort.

Cost (£)	Saving (£)	Payback (yrs)	I.O.P	Saving(kWh)
120	63	1.9	1.25	1,561

6.5 Installation of Low Energy Garden Lighting

It is recommended that the existing 500W Tungsten Halogen lights be enhanced by the use of the latest colour corrected high pressure discharge lamps connected by voltage sensors. The method of operation means that on power up the halogen lamp becomes instantly energised and the discharge lamp begins to warm-up. The characteristic run-up of the discharge lamp is accompanied by a voltage change detected by the voltage sensor. When sufficient illuminance is achieved the Halogen lamp is switched out of circuit. Should an interruption in supply take place the above operation is re-initiated and lighting is restored immediately. Energy savings are in the order of 75% and are accompanied by a greatly reduced maintenance requirement.

Cost (£)	Saving (£)	Payback (yrs)	I.O.P	Saving(kWh)
2,000	775	2.6	1.72	1,300

6.6 Installation of Krypton tubes

The existing fluorescent luminaires can be relamped with high efficiency tubes giving 15% greater output than standard tubes with a 10% saving in energy. The colour rendering properties of these tubes are excellent compared to normal single phosphor tubes.

i) 1200mm T8 krypton tubes.

Cost (£)	Saving (£)	Payback (yrs)	I.O.P	Saving(kWh)
129	34.00	3.8	0.99	560

ii) 1500mm T8 krypton tubes.

Cost (£)	Saving (£)	Payback (yrs)	I.O.P	Saving(kWh)
483	236	2.04	2.77	3,920

iii) 1800mm T8 krypton tube.

Cost (£)	Saving (£)	Payback (yrs)	I.O.P	Saving(kWh)
45	16	2.8	1.74	264

6.7 Reduce Supply Capacity.

The service supply capacity is presently set at 1100kVA and the maximum recorded in the last year is 420kVA. It is therefore recommended that the capacity be reduced to 500kVA leaving an 80kVA safety margin on present figures and returning to the prior service capacity. It should be ensured that this reduction is backdated when negotiating the reduction.

Cost (£)	Saving (£)	Payback (yrs)	I.O.P	Saving(kWh)
tba	8064	n/a	n/a	n/a

7.0 OBSERVATIONS.

The excessive number of openings of the front door at No 10 is the largest single cause of heat loss from the building. Eliminating this problem will prove difficult due to the heritage aspect of the building. A simple step would be to increase the down draught from the warm air curtain to reduce this loss but this will not solve the problem. To minimise the loss from the rest of the building it is recommended that some self closing, two way opening, decorative glass doors are fitted to the internal exits from the entrance hall, so reducing the escape of warm air from the rest of the building.

The controls and plant are coming to the end of their expected life and the condition of the plantroom is not in accord with such a prestigious building. The installation of a simple Building Management System will provide better control of the heating system, improving environmental conditions and increasing energy efficiency. In addition, replacement of the boilers with modern, more efficient units should reduce energy consumption. These options cannot be justified on energy conservation grounds alone but the importance of the building warrants the need for a refurbishment. It is recommended that a new control system is installed, even if the refurbishment of the rest of the plant is a rejected option.

The recurring problem of air infiltration into the radiator system could be the result of various problems and needs further investigation. The system might just require balancing or the circulating water need chemical treatment. On the other hand, the age of the system may be the problem. A minor unnoticed leak would result in air ingress or alternatively, the aging pumps might be inefficient and new pumps might assist in reducing the problem.

The lights in the front vault were non-operational due to poor maintenance of the wiring systems. It is recommended that new lights/wiring is installed at the earliest opportunity to ensure safety to staff & meter inspection when necessary.

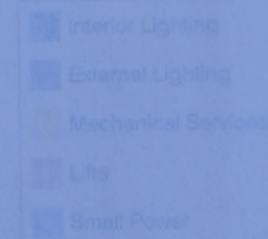
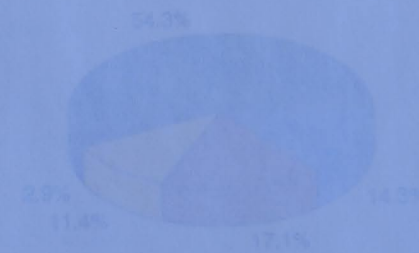
It was noted that all replacement tubes held in the basement electrician's store were single phosphor T12 38mm high energy tubes. When these stores run down they should be replaced by T8 26mm diameter Krypton tubes should be ordered for spares.

Further examination of metering arrangements and liaison with LEB are required to rationalise metering arrangements and access.

8.0 REJECTED PROPOSALS.

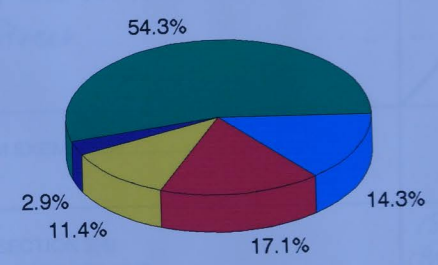
The current insulation properties of the building are considered acceptable and the further installation of draught proofing and insulation has been rejected due to a high capital cost and low energy savings potential leading to an excessive payback period.

ELECTRICAL CONSUMPTION BREAKDOWN



APPENDIX 1.

ELECTRICAL CONSUMPTION BREAKDOWN
1989/90



- Interior Lighting
- External Lighting
- Mechanical Services
- Lifts
- Small Power

DEPARTMENT/SERIES <i>PREM 19</i>	Date and sign
PIECE/ITEM (one piece/item number) <i>4623</i>	
Extract details: <i>Appendices 2 and 3 of PSA Report on energy use in Nos. 10, 11 and 12 Downing Street</i>	X
CLOSED UNDER FOI EXEMPTION	
RETAINED UNDER SECTION 3(4) OF THE PUBLIC RECORDS ACT 1958	<i>15/1/19</i> <i>C. Wayland</i>
TEMPORARILY RETAINED	
MISSING AT TRANSFER	
NUMBER NOT USED	
MISSING (TNA USE ONLY)	
DOCUMENT PUT IN PLACE (TNA USE ONLY)	

Instructions for completion of Dummy Card

Use black or blue pen to complete form.

Use the card for one piece or for each extract removed from a different place within a piece.

Enter the department and series,
eg. HO 405, J 82.

Enter the piece and item references,
eg. 28, 1079, 84/1, 107/3

Enter extract details if it is an extract rather than a whole piece.
This should be an indication of what the extract is,
eg. Folio 28, Indictment 840079, E107, Letter dated 22/11/1995.
Do not enter details of why the extract is sensitive.

If closed under the FOI Act, enter the FOI exemption numbers applying
to the closure, eg. 27(1), 40(2).

Sign and date next to the reason why the record is not available to the
public ie. Closed under FOI exemption; Retained under section 3(4) of
the Public Records Act 1958; Temporarily retained; Missing at transfer
or Number not used.

APPENDIX 4.

DETAILED LIGHTING SCHEDULE

Item No.	Item Description	Item No.	Item Description	Item No.	Item Description
1	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
2	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
3	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
4	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
5	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
6	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
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10	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
11	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
12	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
13	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
14	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
15	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
16	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
17	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
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68	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
69	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
70	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
71	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
72	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
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96	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
97	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
98	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
99	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000
100	1000 1000 1000	1000	1000 1000 1000	1000	1000 1000 1000

DOWNING STREET : Basement No. 10									
LOCATION	EXISTING INSTALLATION				PROPOSED INSTALLATION				
	TYPE OF LUMINAIRE	TCW	No.	KWATTS	TYPE OF LUMINAIRE	TCW	No.	KWATTS	
Vent plant	60w bulkhead	60	1	.060	PLC11	11	1	.011	
3 no. vaults at rear	60w bulkhead in each	60	3	.180	PLC11	11	3	.033	
Corridor to vaults	60w bulkhead	60	2	.120	PLC11	11	2	.022	
Room B44	150w large glass globe	150	6	.900	No change	150	6	.900	
Room B43	150w large glass globe	150	4	.600	No change	150	4	.600	
Lobby rear entrance	100w large glass globe	100	1	.100	PLC20	20	1	.020	
Room B41	1500mm T12 opal twin	156	6	.936	Polylux 3500k	142	6	.852	
Sub-basement stairs	1500mm T12 batten	78	1	.078	Polylux 3500k	71	1	.071	
Room S81	60w bare lamp	60	1	.060	PLC11	11	1	.011	
Room S82	1200mm T12 batten	51	10	.510	Polylux 3500k	47	10	.470	
Room S82	1200mm T12 batten	51	5	.255	Polylux 3500k	47	5	.235	
Room B52/B44/B43	1500mm T12 opal twin	156	1	.156	Polylux 3500k	142	1	.142	
Room B53	1500mm T12 opal ex. dirty	78	1	.078	Polylux 3500k	71	1	.071	
Hall	100w brass back plate	100	1	.100	SL180	18	1	.018	
	60w in newel post shade	60	2	.120	PLC11	11	2	.022	
Lobbies adj ladies	1500mm T12 batten	78	2	.156	Polylux 3500k	71	2	.142	
Ladies toilet	1200mm T12 batten	51	1	.051	Polylux 3500k	47	1	.047	
	900mm T12 batten	40	1	.040	No change	40	1	.040	
	600mm T12 pelmet special	32	1	.032	Polylux 3500k	28	1	.028	
Room B50	60w bulkhead	60	1	.060	PLC11	11	1	.011	
Lobby B51/cellar	60w bulkhead	60	1	.060	PLC11	11	2	.022	
Room B51	60w bulkhead	60	2	.120	PLC11	11	1	.011	
Room B54	100w bulkhead	100	1	.100	PLC11	11	1	.011	
Lobby B51/B54	60w bulkhead	60	1	.060	PLC11	11	1	.011	
Corridor adj court	1500mm T12 batten twin	156	1	.156	Polylux 3500k	142	1	.142	
	1500mm T12 prismatic twin	156	1	.156	Polylux 3500k	150	1	.150	
Stairs adj b37	150w large glass globe	150	1	.150	No change	150	3	.450	
Room B37	150w dome	150	3	.450	No change	94	1	.094	
Room B36	1200mm T12 opal twin	102	1	.102	Polylux 3500k	22	2	.044	
Room B58	60w opal bowl	60	2	.120	PLC11	94	2	.188	
	1200mm T12 prismatic twin	102	2	.204	Polylux 3500k	47	2	.094	
File room off B21	1200mm T12 opal	51	2	.102	Polylux 3500k	142	8	1.136	
Kitchen store	1500mm T12 vapourproof twin	156	8	1.248	Polylux 3500k	160	1	.160	
Kitchen ext hood	1800mm T12 vapourproof twin	182	1	.182	Polylux 3500k	47	2	.094	
Room B21	1200mm T12 vapourproof	51	2	.102	Polylux 3500k	11	1	.011	
	60w bulkhead	60	1	.060	PLC11	142	1	.142	
Lift hall	1500mm T12 opal twin	156	1	.156	Polylux 3500k	28	1	.028	
	600mm T12 batten	32	1	.032	Polylux 3500k	18	1	.018	
	SL18 opal brass back plate	18	1	.018	SL180	71	1	.071	
Room B22	1500mm T12 batten	78	1	.078	Polylux 3500k	71	1	.071	
	1500mm T12 prismatic	78	1	.078	Polylux 3500k	150	1	.150	
	150w standard lamp	150	1	.150	No change	20	1	.020	
Room off hall	100w metal shade	100	1	.100	PLC20	18	1	.018	
Room adj lift	60w brass back plate	60	1	.060	SL180	71	1	.071	
Room B32 (inc B31)	1500mm T12 batten	78	1	.078	Polylux 3500k	60	1	.060	
	Dartboard light	60	1	.060	No change				

DOWNING STREET : Basement No. 10 (Cont)			
LOCATION	EXISTING INSTALLATION		
	TYPE OF LUMINAIRE	TCW	No. KWATTS
Room B32 (inc B31)	1800mm T12 batten	91	1 .091
Service lift rm	100w brass back plate	100	1 .100
Lobby adj kitchen	60w brass back plate	60	1 .060
Kitchen small	1500mm T12 vapour twin old	102	5 .510
Hall	1500mm T12 missing diffuser	78	1 .078
	PLC11 wall light	11	1 .011
Lobby adj gpo/b25	60w brass back plate	60	1 .060
GPO	1200mm T12 batten	51	1 .051
Hall	1500mm T12 batten	78	1 .078
Room adj hall	150w brass back plate	150	1 .150
Room B19	1500mm T8 batten new	71	2 .142
Room B20	1800mm T8 batten	80	1 .080
	1200mm T12 batten new	51	1 .051
	1200mm T12 batten	51	1 .051
Room B25	1500mm T12 batten	78	4 .312
Room B26	1500mm T8 batten twin	142	2 .284
Room 27	1500mm T12 opal	78	2 .156
New toilets	1500mm T12 batten	78	1 .078
	1200mm T12 batten	51	1 .051
Store	60w bulkhead	60	1 .060
Room adj yard	1500mm T12 batten	78	1 .078
Yard	60w bulkhead	60	1 .060
Vaults at front	Non-operational		
Garden lighting	Tungsten halogen floodlight	300	12 3.600
Total installed load		14,966	
Total proposed installed load			10,246

DOWNING STREET : Basement No. 10 (Cont)			
LOCATION	EXISTING INSTALLATION		
	TYPE OF LUMINAIRE	TCW	No. KWATTS
Room B32 (inc B31)	1800mm T12 batten	91	1 .091
Service lift rm	100w brass back plate	100	1 .100
Lobby adj kitchen	60w brass back plate	60	1 .060
Kitchen small	1500mm T12 vapour twin old	102	5 .510
Hall	1500mm T12 missing diffuser	78	1 .078
	PLC11 wall light	11	1 .011
Lobby adj gpo/b25	60w brass back plate	60	1 .060
GPO	1200mm T12 batten	51	1 .051
Hall	1500mm T12 batten	78	1 .078
Room adj hall	150w brass back plate	150	1 .150
Room B19	1500mm T8 batten new	71	2 .142
Room B20	1800mm T8 batten	80	1 .080
	1200mm T12 batten new	51	1 .051
	1200mm T12 batten	51	1 .051
Room B25	1500mm T12 batten	78	4 .312
Room B26	1500mm T8 batten twin	142	2 .284
Room 27	1500mm T12 opal	78	2 .156
New toilets	1500mm T12 batten	78	1 .078
	1200mm T12 batten	51	1 .051
Store	60w bulkhead	60	1 .060
Room adj yard	1500mm T12 batten	78	1 .078
Yard	60w bulkhead	60	1 .060
Vaults at front	Non-operational		
Garden lighting	Tungsten halogen floodlight	300	12 3.600
Total installed load		14,966	
Total proposed installed load			10,246

EXISTING INSTALLATION		PROPOSED INSTALLATION	
LOCATION	TYPE OF LUMINAIRE	LOCATION	TYPE OF LUMINAIRE
Room G37 cabinet rm	Chandelier 18x60w	Room G37 cabinet rm	Chandelier 18x60w
Room G36	Chandelier 12x60w	Room G36	Chandelier 12x60w
Room G35	Chandelier 8x60w	Room G35	Chandelier 8x60w
Mezzanine floor g/f	100w standard lamp	Mezzanine floor g/f	100w standard lamp
Stairs	desk lamp 600mm t12 twin	Stairs	desk lamp 600mm t12 twin
Room G38	Medium glass globe 8x60w	Room G38	Medium glass globe 8x60w
Ante room	4x60w open	Ante room	4x60w open
Stairs adj court	1500mm t12 opal twin	Stairs adj court	1500mm t12 opal twin
Male toilet	150w large glass globe	Male toilet	150w large glass globe
Lobbies adj males	150w standard lamp	Lobbies adj males	150w standard lamp
Stairs adj g32	60w dish uplighter	Stairs adj g32	60w dish uplighter
Room G32	3x60&1x150w standard lamp	Room G32	3x60&1x150w standard lamp
Room G39	Chandelier 3x60w	Room G39	Chandelier 3x60w
Male toilet	150w standard lamp	Male toilet	150w standard lamp
Room G42	100w table lamp	Room G42	100w table lamp
Room G30	60w picture light	Room G30	60w picture light
Room G31	Hexagonal 4x60w : 3 non-op	Room G31	Hexagonal 4x60w : 3 non-op
Room G14 ante rm	60w in newel post shade	Room G14 ante rm	60w in newel post shade
Room G15 dining	Chandelier 3x60w	Room G15 dining	Chandelier 3x60w
New above kitchen	1200mm t12 opal	New above kitchen	1200mm t12 opal
	600mm t12 opal		600mm t12 opal
	150w large glass globe		150w large glass globe
	150w large glass globe		150w large glass globe
	2x60w standard lamp		2x60w standard lamp
	60w anglepoise lamp		60w anglepoise lamp
	Chandelier 5x60w		Chandelier 5x60w
	150w standard lamp		150w standard lamp
	1200mm t12 pelmet special		1200mm t12 pelmet special
	Octagonal 4x60w		Octagonal 4x60w
	Hexagonal 2x60w		Hexagonal 2x60w
	600mm t12 pelmet special		600mm t12 pelmet special
	Chandelier 3x60w		Chandelier 3x60w
	10w 20 table lamp		10w 20 table lamp
	20w lv lamp		20w lv lamp
	11pic table lamp		11pic table lamp
	150w large glass globe		150w large glass globe
	150w large glass globe		150w large glass globe
	150w standard lamp		150w standard lamp
	150w cut-glass pendant		150w cut-glass pendant
	10 candles + 5x60w		10 candles + 5x60w
	1500mm t12 opal		1500mm t12 opal
	Medium glass globe 5x60w		Medium glass globe 5x60w
	600mm t12 on wall		600mm t12 on wall
	60w medium glass globe		60w medium glass globe

DOWNING STREET : Ground Floor No. 10									
LOCATION	EXISTING INSTALLATION				PROPOSED INSTALLATION				
	TYPE OF LUMINAIRE	TCW	No.	KWATTS	TYPE OF LUMINAIRE	TCW	No.	KWATTS	
Room G37 cabinet rm	Chandelier 18x60w	1080	2	2.160	No Change	1080	2	2.160	
	Chandelier 12x60w	720	1	.720	No Change	720	1	.720	
Room G36	Chandelier 8x60w	480	1	.480	No Change	480	1	.480	
	100w standard lamp	100	1	.100	PLC20	20	1	.020	
	desk lamp 600mm t12 twin	51	1	.051	No change	151	1	.151	
Room G35	Medium glass globe 8x60w	480	2	.960	8xPLC11	88	2	.176	
Mezzanine floor g/f	4x60w open	60	4	.240	PLC11	11	4	.044	
	1500mm t12 opal twin	240	1	.240	4xPLC11	44	1	.044	
Stairs	150w large glass globe	156	4	.624	PolyLux 3500k	142	4	.568	
Room G38	150w standard lamp	150	1	.150	PLC20	20	1	.020	
	60w dish uplighter	60	1	.060	No change	150	1	.150	
	3x60&1x150w standard lamp	330	1	.330	PLC11	11	1	.011	
Ante room	Chandelier 3x60w	180	2	.360	3xPLC11&1xPLC20	65	1	.065	
	150w standard lamp	150	1	.150	No change	180	2	.360	
	100w table lamp	100	2	.200	No change	150	1	.150	
	60w picture light	60	1	.060	PLC20	20	2	.040	
Stairs adj court	Hexagonal 4x60w : 3 non-op	240	1	.240	No change	60	1	.060	
	60w in newel post shade	60	3	.180	4xPLC11	44	1	.044	
	Chandelier 3x60w	180	1	.180	PLC11	11	3	.033	
Male toilet	1200mm t12 opal	51	1	.051	No change	180	1	.180	
	600mm t12 opal	32	1	.032	PolyLux 3500k	47	1	.047	
Lobbies adj males	150w large glass globe	150	2	.300	PolyLux 3500k	28	1	.028	
Stairs adj g32	150w large glass globe	150	1	.150	PLC20	20	2	.040	
Room G32	2x60w standard lamp	150	2	.300	No change	20	1	.020	
	60w anglepoise lamp	120	1	.120	PLC15	30	1	.030	
Room G39	Chandelier 5x60w	60	1	.060	No change	15	1	.015	
	150w standard lamp	300	1	.300	No change	300	1	.300	
Male toilet	1200mm t12 pelmet special	150	1	.150	No change	150	1	.150	
	Octagonal 4x60w	51	1	.051	No change	47	1	.047	
	Hexagonal 2x60w	240	1	.120	PolyLux 3500k	44	1	.044	
	600mm t12 pelmet special	120	1	.120	4xPLC11	22	1	.022	
Room G42	Chandelier 3x60w	32	1	.032	2xPLC11	28	1	.028	
	10w 20 table lamp	180	2	.360	PolyLux 3500k	180	2	.360	
	20w lv lamp	12	1	.012	No change	12	1	.012	
	11pic table lamp	20	2	.040	No change	20	2	.040	
Room G30	150w large glass globe	11	1	.011	No change	11	1	.011	
Room G31	150w large glass globe	150	1	.150	No change	150	1	.150	
	150w standard lamp	150	2	.300	No change	150	2	.300	
Room G14 ante rm	150w cut-glass pendant	150	2	.300	No change	150	2	.300	
Room G15 dining	10 candles + 5x60w	150	1	.150	No change	150	1	.150	
	1500mm t12 opal	900	1	.900	10x60w&5xPLC11	655	1	.655	
New above kitchen	Medium glass globe 5x60w	78	6	.468	PolyLux 3500k	71	6	.426	
	600mm t12 on wall	300	4	1.200	5xPLC11	55	4	.220	
	60w medium glass globe	32	1	.032	PolyLux 3500k	28	1	.028	
		60	1	.060	PLC15	15	1	.015	

DOWNING STREET : Ground Floor No. 10 (Cont.)				EXISTING INSTALLATION			
LOCATION		TYPE OF LUMINAIRE	TCW	LOCATION		TYPE OF LUMINAIRE	TCW
Room G13	3x60w on stems	existing	180	3xPLC11	33	1	.033
	150w standard lamp	existing	150	1	150w	existing	150
	60w desk lamp	existing	60	1	60w	existing	60
	1500mm t12 batten twin	existing	156	1	1500mm t12 opal twin	existing	156
Spiral stairs	60w bulkhead	existing	60	1	60w	existing	60
	1500mm t12 opal twin	existing	156	1	1500mm t12 opal twin	existing	156
Male toilet	60w wall light	existing	60	1	60w	existing	60
	100w ceiling light	existing	100	1	100w	existing	100
Room G21 wc lobby	40w globe	existing	40	1	40w	existing	40
	Chandelier 3x60w	existing	180	1	Chandelier 3x60w	existing	180
Inner hall	PLC20 table lamp	existing	20	2	PLC20	existing	20
	60w table lamp	existing	60	1	60w	existing	60
Room G24	100w table lamp	existing	100	1	100w	existing	100
	1500mm t12 opal twin	existing	156	2	1500mm t12 opal twin	existing	312
Stairs by g24	PLC11 wall light	existing	11	1	PLC11	existing	11
	SL25 large glass globe	existing	25	1	SL25 large glass globe	existing	25
Lobby adj stairs	1200mm t12 opal	existing	51	1	1200mm t12 opal	existing	51
	1500mm t12 prismatic twin	existing	156	1	1500mm t12 prismatic twin	existing	156
Room G29	1500mm t12 opal twin	existing	156	1	1500mm t12 opal twin	existing	156
	SL25 large glass globe	existing	25	1	SL25 large glass globe	existing	25
Stairs adj g20/g19	Table lamp : no lamp fitted	existing	0	2	Table lamp : no lamp fitted	existing	0
	Pendant small glass 3x100w	existing	300	1	Pendant small glass 3x100w	existing	300
Room G20	1500mm t12 prismatic new	existing	78	1	1500mm t12 prismatic new	existing	78
	60w bare lamp	existing	60	1	60w bare lamp	existing	60
Room G19 store	Chandelier 3x60w	existing	180	1	Chandelier 3x60w	existing	180
	PLC20 table lamp	existing	20	2	PLC20	existing	20
Entrance hall	SL25 table lamp	existing	25	2	SL25 table lamp	existing	25
	1500mm t8 mirr batwing twin	existing	142	2	1500mm t8 mirr batwing twin	existing	142
Room adj g25	1500mm t8 ali batwing twin	existing	142	2	1500mm t8 ali batwing twin	existing	142
	Medium glass globe 8x60w	existing	480	1	Medium glass globe 8x60w	existing	480
Room G27	3x100w standard lamp 2blown	existing	100	1	3x100w standard lamp 2blown	existing	100
	Desk lamp 600mm t12 twin	existing	51	1	Desk lamp 600mm t12 twin	existing	51
Total installed load			17.414	Total proposed installed load			11.852

DOWNING STREET : First Floor No. 10			
EXISTING INSTALLATION		PROPOSED INSTALLATION	
LOCATION	TYPE OF LUMINAIRE	TCW	kwatts
Room 139	100w table lamp	100	.600
Room 138	3x60w candle table lamp	180	.360
	Chandelier 12x60w candle	720	.720
	2x100w table lamp	200	.200
	100w table lamp	100	.300
	2x60w table lamp	120	.120
	60w table lamp	60	.120
Room 137	Chandelier 18x60w candle	1080	1.080
	100w table lamp	100	.400
	60w table lamp	60	.240
	75w table lamp	75	.075
	3x60w table lamp	180	.180
	Chandelier 3x60w candle	180	.720
	3x60w & 1x100w table lamp	280	.280
Room 140	100w table lamp	100	.200
	20 16w table lamp	21	.021
	Chandelier 18x40w candle	720	.720
	100w reading lamp on stand	100	.100
	2x40w table lamp	80	.160
Hall	900mm T12 in cabinet	40	.080
	3x100w large candle	300	.300
	100w table lamp	100	.100
Stairs	Chandelier 3x60w candle	180	.180
	60w in newel post shade	60	.120
Stairs adj corridor	150w	150	.150
Corridor adj court	Chandelier 3x60w candle	180	.180
Lobby 134/137	60w globe	60	.060
Room 134	100w brass back plate	100	.100
Room 133 dining	100w table lamp	100	.200
	Chandelier 3x60w candle	180	.720
	2x20w elv lamps	40	.040
Stairs adj 134	100w brass back plate	100	.100
Terrace	1500mm T8 batten pelmet	71	.071
	1500mm T8 batten cornice	71	.071
Corridor adj s d rm	60w brass back plate	60	.300
132 state dining	Chandelier 16x60w candle	960	.960
	2x60w candle wall light	120	.960
Rm with lift no.2	100w pendant 1/2 silver lamp	100	.100
Spiral stairs	60w bulkhead	60	.060
Female toilet	150w large glass globe	150	.150
	60w brass back plate	60	.120
	60w mirror strip light	60	.060
124 fem toil lobby	60w brass back plate	60	.060
Lift no.3 lobby	3x60w candle	180	.180
	100w table lamp	100	.300

DOWNING STREET : First Floor No. 10			
EXISTING INSTALLATION		PROPOSED INSTALLATION	
LOCATION	TYPE OF LUMINAIRE	TCW	kwatts
Room 139	100w table lamp	100	.600
Room 138	3x60w candle table lamp	180	.360
	Chandelier 12x60w candle	720	.720
	2x100w table lamp	200	.200
	100w table lamp	100	.300
	2x60w table lamp	120	.120
	60w table lamp	60	.120
Room 137	Chandelier 18x60w candle	1080	1.080
	100w table lamp	100	.400
	60w table lamp	60	.240
	75w table lamp	75	.075
	3x60w table lamp	180	.180
	Chandelier 3x60w candle	180	.720
	3x60w & 1x100w table lamp	280	.280
Room 140	100w table lamp	100	.200
	20 16w table lamp	21	.021
	Chandelier 18x40w candle	720	.720
	100w reading lamp on stand	100	.100
	2x40w table lamp	80	.160
Hall	900mm T12 in cabinet	40	.080
	3x100w large candle	300	.300
	100w table lamp	100	.100
Stairs	Chandelier 3x60w candle	180	.180
	60w in newel post shade	60	.120
Stairs adj corridor	150w	150	.150
Corridor adj court	Chandelier 3x60w candle	180	.180
Lobby 134/137	60w globe	60	.060
Room 134	100w brass back plate	100	.100
Room 133 dining	100w table lamp	100	.200
	Chandelier 3x60w candle	180	.720
	2x20w elv lamps	40	.040
Stairs adj 134	100w brass back plate	100	.100
Terrace	1500mm T8 batten pelmet	71	.071
	1500mm T8 batten cornice	71	.071
Corridor adj s d rm	60w brass back plate	60	.300
132 state dining	Chandelier 16x60w candle	960	.960
	2x60w candle wall light	120	.960
Rm with lift no.2	100w pendant 1/2 silver lamp	100	.100
Spiral stairs	60w bulkhead	60	.060
Female toilet	150w large glass globe	150	.150
	60w brass back plate	60	.120
	60w mirror strip light	60	.060
124 fem toil lobby	60w brass back plate	60	.060
Lift no.3 lobby	3x60w candle	180	.180
	100w table lamp	100	.300

EXISTING INSTALLATION		PROPOSED INSTALLATION	
LOCATION	TYPE OF LUMINAIRE	TCW	NO. KWATTS
128 kitchen	1500mm t12 opal	78	5 .390
Stairs adj 125	SL25 large glass globe	25	1 .025
Lobby 127/126	100w brass back plate	100	1 .100
Stairs adj 128/129	SL25 brass back plate	25	1 .025
Mezzanine floor f/g	60w brass back plate	60	1 .060
Cold store on mz/fl	60w bulkhead	60	2 .120
Room 125	Medium glass globe 8x60w	480	1 .480
	60w desk lamp	60	1 .060
Room 126	8x(40 & 60w) chandelier	400	2 .800
	60w anglepoise lamp	60	2 .120
	100w table lamp	100	1 .100
Room 129	Chandelier 8x60w candle	480	1 .480
	150w standard lamp	150	2 .300
	100w table lamp	100	1 .100
130 butler's pantry	100w brass back plate	100	2 .200
Total installed load			15.778
Total proposed installed load			10.578

EXISTING INSTALLATION		PROPOSED INSTALLATION	
LOCATION	TYPE OF LUMINAIRE	TCW	NO. KWATTS
128 kitchen	1500mm t12 opal	78	5 .390
Stairs adj 125	SL25 large glass globe	25	1 .025
Lobby 127/126	100w brass back plate	100	1 .100
Stairs adj 128/129	SL25 brass back plate	25	1 .025
Mezzanine floor f/g	60w brass back plate	60	1 .060
Cold store on mz/fl	60w bulkhead	60	2 .120
Room 125	Medium glass globe 8x60w	480	1 .480
	60w desk lamp	60	1 .060
Room 126	8x(40 & 60w) chandelier	400	2 .800
	60w anglepoise lamp	60	2 .120
	100w table lamp	100	1 .100
Room 129	Chandelier 8x60w candle	480	1 .480
	150w standard lamp	150	2 .300
	100w table lamp	100	1 .100
130 butler's pantry	100w brass back plate	100	2 .200
Total installed load			15.778
Total proposed installed load			10.578

EXISTING INSTALLATION				PROPOSED INSTALLATION			
LOCATION	TYPE OF LUMINAIRE	TCW	No.	KWATTS	TYPE OF LUMINAIRE	TCW	No.
Room 255	100w table lamp	100	7	.700	PLC20	20	7
	60w table lamp	60	1	.060	PLC11	11	1
	150w standard lamp	150	1	.150	No change	150	1
	150w crystal chandelier	150	1	.150	No change	150	1
Room 252	150w crystal chandelier	150	1	.150	No change	150	1
	60w table lamp	60	1	.060	PLC11	11	1
Room 251 off 247	60w brass back plate	60	1	.060	SL180	18	1
Room off 252	100w brass back plate	100	1	.100	SL180	18	1
Room 247	3x60w narrow glass v.dim	180	1	.180	3xPLC15	45	1
	60w table lamp	60	4	.240	PLC11	11	4
Room 245	100w medium glass globe	100	1	.100	No change	100	1
	100w standard lamp	100	2	.200	PLC20	20	2
	300mm T12 in cupboard	14	1	.014	No change	14	1
Room 244	100w cooleycon	100	1	.100	No change	100	1
	300mm T12 in cupboard	14	2	.028	No change	14	2
Room 256	150w bellshape glass	150	1	.150	No change	150	1
	100w table lamp	100	2	.200	PLC20	20	2
	60w table lamp	60	3	.180	PLC11	11	3
Lobby 252/255	100w crystal chandelier	100	1	.100	No change	100	1
	100w table lamp	100	1	.100	PLC20	20	1
	100w table lamp	100	1	.100	No change	100	1
Room 253 bathroom	100w decor lamp	100	1	.100	No change	100	1
	60w mirror strip light	60	1	.060	No change	60	1
Room 248 bathroom	100w bellshape glass	100	1	.100	PLC20	20	1
	60w mirror strip light	60	1	.060	No change	60	1
Lobby 247/248/245	60w glass	60	1	.060	PLC11	11	1
	3x40w table lamp	120	1	.120	3xPLC9	27	1
Stairs adj 244/242	100w brass back plate	100	1	.100	SL180	18	1
	60w brass back plate	60	2	.120	SL180	18	2
Room 242 bathroom	60w mirror strip light	60	1	.060	No change	60	1
	100w bellshape glass	100	1	.100	PLC20	20	1
Stair lobby adj 256	100w table lamp	100	2	.200	PLC20	20	2
	2x60w brass with glass bowl	120	2	.240	2xPLC11	22	2
Room 250 laundry	100w brass back plate	100	1	.100	SL180	18	1
Landing	2x60w brass with glass bowl	120	3	.360	2xPLC11	22	3
WC off landing	100w brass back plate	100	1	.100	SL180	18	1
Room 241	100w with shade	100	1	.100	PLC20	20	1
Room 257 bathroom	150w bellshape glass	150	1	.150	No change	150	1
	60w mirror strip light	60	1	.060	No change	60	1
	100w glass globe	100	2	.200	PLC20	20	2
Stairs	150w patterned clear glass	150	2	.300	No change	150	2
Corridor adj court	100w standard lamp	100	1	.100	PLC20	20	1
	60w opal glass	60	1	.060	PLC11	11	1
Landing adj kitchen	1800mm T12 prismatic twin	182	1	.182	PolyLux 3500k	160	1
Kitchen	150w large glass globe	150	1	.150	PLC20	20	1
Stairs adj 237	150w crystal chandelier	150	1	.150	No change	150	1
Room 237	100w standard lamp	100	1	.100	PLC20	20	1

DOWNING STREET : Second Floor No. 10							
LOCATION	EXISTING INSTALLATION			PROPOSED INSTALLATION			
	TYPE OF LUMINAIRE	TCW	No.	KWATTS	TYPE OF LUMINAIRE	TCW	No.
Room 255	100w table lamp	100	7	.700	PLC20	20	7
	60w table lamp	60	1	.060	PLC11	11	1
	150w standard lamp	150	1	.150	No change	150	1
	150w crystal chandelier	150	1	.150	No change	150	1
Room 252	150w crystal chandelier	150	1	.150	No change	150	1
	60w table lamp	60	1	.060	PLC11	11	1
Room 251 off 247	60w brass back plate	60	1	.060	SL180	18	1
Room off 252	100w brass back plate	100	1	.100	SL180	18	1
Room 247	3x60w narrow glass v.dim	180	1	.180	3xPLC15	45	1
	60w table lamp	60	4	.240	PLC11	11	4
Room 245	100w medium glass globe	100	1	.100	No change	100	1
	100w standard lamp	100	2	.200	PLC20	20	2
	300mm T12 in cupboard	14	1	.014	No change	14	1
Room 244	100w cooleycon	100	1	.100	No change	100	1
	300mm T12 in cupboard	14	2	.028	No change	14	2
Room 256	150w bellshape glass	150	1	.150	No change	150	1
	100w table lamp	100	2	.200	PLC20	20	2
	60w table lamp	60	3	.180	PLC11	11	3
Lobby 252/255	100w crystal chandelier	100	1	.100	No change	100	1
	100w table lamp	100	1	.100	PLC20	20	1
	100w table lamp	100	1	.100	No change	100	1
Room 253 bathroom	100w decor lamp	100	1	.100	No change	100	1
	60w mirror strip light	60	1	.060	No change	60	1
Room 248 bathroom	100w bellshape glass	100	1	.100	PLC20	20	1
	60w mirror strip light	60	1	.060	No change	60	1
Lobby 247/248/245	60w glass	60	1	.060	PLC11	11	1
	3x40w table lamp	120	1	.120	3xPLC9	27	1
Stairs adj 244/242	100w brass back plate	100	1	.100	SL180	18	1
	60w brass back plate	60	2	.120	SL180	18	2
Room 242 bathroom	60w mirror strip light	60	1	.060	No change	60	1
	100w bellshape glass	100	1	.100	PLC20	20	1
Stair lobby adj 256	100w table lamp	100	2	.200	PLC20	20	2
	2x60w brass with glass bowl	120	2	.240	2xPLC11	22	2
Room 250 laundry	100w brass back plate	100	1	.100	SL180	18	1
Landing	2x60w brass with glass bowl	120	3	.360	2xPLC11	22	3
WC off landing	100w brass back plate	100	1	.100	SL180	18	1
Room 241	100w with shade	100	1	.100	PLC20	20	1
Room 257 bathroom	150w bellshape glass	150	1	.150	No change	150	1
	60w mirror strip light	60	1	.060	No change	60	1
	100w glass globe	100	2	.200	PLC20	20	2
Stairs	150w patterned clear glass	150	2	.300	No change	150	2
Corridor adj court	100w standard lamp	100	1	.100	PLC20	20	1
	60w opal glass	60	1	.060	PLC11	11	1
Landing adj kitchen	1800mm T12 prismatic twin	182	1	.182	PolyLux 3500k	160	1
Kitchen	150w large glass globe	150	1	.150	PLC20	20	1
Stairs adj 237	150w crystal chandelier	150	1	.150	No change	150	1
Room 237	100w standard lamp	100	1	.100	PLC20	20	1

EXISTING INSTALLATION				PROPOSED INSTALLATION			
LOCATION	TYPE OF LUMINAIRE	WATTS	NO.	LOCATION	TYPE OF LUMINAIRE	WATTS	NO.
225	60w table lamp	60	2	225	60w table lamp	60	2
225	60w table lamp	60	1	225	60w table lamp	60	1
225	60w table lamp	60	1	225	60w table lamp	60	1
225	60w table lamp	60	1	225	60w table lamp	60	1
225	60w table lamp	60	1	225	60w table lamp	60	1
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225	60w table lamp	60	1	225	60w table lamp	60	1
225	60w table lamp	60	1	225	60w table lamp	60	

EXISTING INSTALLATION		PROPOSED INSTALLATION	
LOCATION	TYPE OF LUMINAIRE	LOCATION	TYPE OF LUMINAIRE
Room 327	150w glass shade pendant	Room 327	150w glass shade pendant
Stairs	60w brass back plate	Stairs	60w brass back plate
Lift no.3 lobby	60w brass back plate	Lift no.3 lobby	60w brass back plate
Room 331 kitchen	100w pendant with shade	Room 331 kitchen	100w pendant with shade
Lobby 331/332	60w brass back plate	Lobby 331/332	60w brass back plate
Room 322 wc	60w pendant	Room 322 wc	60w pendant
Room 336	150w glass bowl	Room 336	150w glass bowl
Stairwell	60w bare bulb	Stairwell	60w bare bulb
Lobby 339/329	60w brass back plate	Lobby 339/329	60w brass back plate
Stairs	60w bare bulb	Stairs	60w bare bulb
Room 335 bathroom	100w medium glass globe	Room 335 bathroom	100w medium glass globe
Room 328	150w large glass globe	Room 328	150w large glass globe
Room 329 exchange	1500mm T12 opal twin susp	Room 329 exchange	1500mm T12 opal twin susp
Room 334	2x150w large glass globe	Room 334	2x150w large glass globe

DOWNING STREET : Third Floor No. 10									
LOCATION	EXISTING INSTALLATION				PROPOSED INSTALLATION				
	TYPE OF LUMINAIRE	TCW	No.	kwatts	TYPE OF LUMINAIRE	TCW	No.	kwatts	
Room 327	150w glass shade pendant	150	1	.150	No change	150	1	.150	
Stairs	60w brass back plate	60	1	.060	SL180	18	1	.018	
Lift no.3 lobby	60w brass back plate	60	1	.060	SL180	18	1	.018	
Room 331 kitchen	100w pendant with shade	100	1	.100	No change	100	1	.100	
Lobby 331/332	60w brass back plate	60	1	.060	SL180	18	1	.018	
Room 322 wc	60w pendant	60	1	.060	PLC11	60	1	.060	
Room 336	150w glass bowl	150	1	.150	No change	150	1	.150	
Stairwell	60w strip light over sink	60	1	.060	No change	60	1	.060	
Lobby 339/329	60w bare bulb	60	1	.060	SL180	18	1	.018	
Stairs	60w brass back plate	60	1	.060	SL180	18	1	.018	
Room 335 bathroom	100w medium glass globe	100	1	.100	No change	100	1	.100	
Room 328	150w large glass globe	150	1	.150	No change	150	1	.150	
Room 329 exchange	60w mirror strip light	60	1	.060	No change	60	1	.060	
Room 334	60w bedside lamp	60	1	.060	PLC11	11	1	.011	
Room 329 exchange	1500mm T12 opal twin susp	156	2	.312	PolyLux 3500k	142	2	.284	
Room 334	1500mm T12 opal suspended	78	1	.078	PolyLux 3500k	71	1	.071	
Room 334	2x150w large glass globe	300	1	.300	No change	300	1	.300	
Total installed load				2.025	Total proposed installed load				1.633

EXISTING INSTALLATION		PROPOSED INSTALLATION	
LOCATION	TYPE OF LUMINAIRE	LOCATION	TYPE OF LUMINAIRE
Room G11	Chandelier 6x60w candle	Room G11	Chandelier 6x60w candle
Room G12	150w standard lamp	Room G12	150w standard lamp
Room G13	60w picture light	Room G13	60w picture light
Room G14	1800mm t12 cornice sw/s	Room G14	1800mm t12 cornice sw/s
Room G15	1200mm t12 cornice sw/s	Room G15	1200mm t12 cornice sw/s
Room G16	1200mm t12 cornice qu/s	Room G16	1200mm t12 cornice qu/s
Room G17	100w table lamp	Room G17	100w table lamp
Room G18	12x100w large candle	Room G18	12x100w large candle
Room G19	100w standard lamp	Room G19	100w standard lamp
Room G20	100w table lamp	Room G20	100w table lamp
Room G21	60w table lamp	Room G21	60w table lamp
Room G22	60w medium brass & glass	Room G22	60w medium brass & glass
Room G23	150w table lamp	Room G23	150w table lamp
Room G24	1200mm t12 opal	Room G24	1200mm t12 opal
Room G25	100w brass & glass clear	Room G25	100w brass & glass clear
Room G26	100w medium glass on wall	Room G26	100w medium glass on wall
Room G27	100w brass back plate	Room G27	100w brass back plate
Room G28	40w anglepoise lamp	Room G28	40w anglepoise lamp
Room G29	60w table lamp	Room G29	60w table lamp
Room G30	100w v.large clear glass	Room G30	100w v.large clear glass
Room G31	60w picture light	Room G31	60w picture light

DOWNING STREET : Ground Floor No. 11									
LOCATION	EXISTING INSTALLATION				PROPOSED INSTALLATION				
	TYPE OF LUMINAIRE	TCW	No.	KWATTS	TYPE OF LUMINAIRE	TCW	No.	KWATTS	
Room G11	Chandelier 6x60w candle	360	1	.360	No change	360	1	.360	
	150w standard lamp	150	1	.150	PLC20	20	1	.020	
	60w picture light	60	1	.060	No change	60	1	.060	
	1800mm t12 cornice sw/s	91	1	.091	Polylux 3500k	80	1	.080	
	1200mm t12 cornice sw/s	51	1	.051	Polylux 3500k	47	1	.047	
	1200mm t12 cornice qu/s	55	3	.165	No change	55	3	.165	
Room G12	100w table lamp	100	1	.100	PLC20	20	1	.020	
	12x100w large candle	1200	1	1.200	No change	1200	1	1.200	
	100w standard lamp	100	1	.100	PLC20	20	1	.020	
	100w table lamp	100	1	.100	PLC20	20	1	.020	
	60w table lamp	60	2	.120	PLC11	11	2	.022	
	60w medium brass & glass	60	1	.060	PLC11	11	1	.011	
Hall lift no.1	150w table lamp	150	1	.150	PLC20	20	1	.020	
Stairs	51	1	.051	Polylux 3500k	47	1	.047		
Corridor	1200mm t12 opal	100	1	.100	PLC20	20	1	.020	
Room G9 toilet	100w brass & glass clear	100	1	.100	No change	100	1	.100	
Room G10	100w medium glass on wall	100	1	.100	SL180	18	1	.018	
	100w brass back plate	40	1	.040	PLC11	11	1	.011	
	40w anglepoise lamp	60	2	.120	PLC11	11	2	.022	
Entrance hall	60w table lamp	100	1	.100	PLC20	20	1	.020	
	100w v.large clear glass	60	1	.060	No change	60	1	.060	
	60w picture light								
Total installed load				3.378	Total proposed installed load				2.343

EXISTING INSTALLATION		PROPOSED INSTALLATION	
LOCATION	TYPE OF LUMINAIRE	TCW	NO.
Room 118	Chandelier 12x60w candle	720	2
	3x60w candle wall light	180	4
	100w table lamp	100	2
Corridor adj toilet	100w brass & glass	100	1
Lobby 120/122	60w medium glass globe	60	1
Female toilet	100w brass back plate	100	2
	60w wall light	60	1
Toilet	100w medium glass globe	100	1
	60w mirror strip light	60	1
WC in toilet	100w medium glass globe	100	1
Stairs	3x60w candle brass & glass	180	1
Room 122	150w large glass globe	150	1
Total installed load		3.370	
Total proposed installed load		2.698	

EXISTING INSTALLATION		PROPOSED INSTALLATION	
LOCATION	TYPE OF LUMINAIRE	TCW	NO.
Room 118	Chandelier 12x60w candle	720	2
	3x60w candle wall light	180	4
	100w table lamp	100	2
Corridor adj toilet	100w brass & glass	100	1
Lobby 120/122	60w medium glass globe	60	1
Female toilet	100w brass back plate	100	2
	60w wall light	60	1
Toilet	100w medium glass globe	100	1
	60w mirror strip light	60	1
WC in toilet	100w medium glass globe	100	1
Stairs	3x60w candle brass & glass	180	1
Room 122	150w large glass globe	150	1
Total installed load		3.370	
Total proposed installed load		2.698	

EXISTING INSTALLATION				PROPOSED INSTALLATION			
LOCATION	TYPE OF LUMINAIRE	TCW	No.	LOCATION	TYPE OF LUMINAIRE	TCW	No.
Room 219	3x100w diffuse	300	1	Room 219	3xPLC20	60	1
New rm adj 219	2x40 & 3x60w conelight	260	1	New rm adj 219	Design required	260	1
	60w standard lamp	60	1		PLC11	11	1
	40w anglepoise lamp	40	1		PLC11	11	1
Room 220	3x100w diffuse	300	1	Room 220	3xPLC20	60	1
	60w anglepoise lamp	60	1		PLC11	11	1
Room 221 bathroom	100w medium glass globe	100	1	Room 221 bathroom	No change	100	1
	60w mirror strip light	60	1		No change	60	1
Lobby 220/221/222	100w brass back plate	100	1	Lobby 220/221/222	SL180	18	1
Corridor 219/216	100w brass back plate	100	1	Corridor 219/216	SL180	18	1
Corridor 217/224	100w brass back plate	100	1	Corridor 217/224	SL180	18	1
Lobby 222/223	100w brass back plate	100	1	Lobby 222/223	SL180	18	1
Room 216 kitchen	1500mm t12 opal	78	2	Room 216 kitchen	Polylux 3500k	71	2
Room 217	5x60w conelight no shades	300	1	Room 217	Design required	300	1
Room 224	5x60w conelight	300	1	Room 224	Design required	300	1
	60w anglepoise lamp	60	1		PLC11	11	1
Total installed load		2.396		Total proposed installed load		1.398	

DOWNING STREET : Second Floor No. 11							
LOCATION	EXISTING INSTALLATION			PROPOSED INSTALLATION			
	TYPE OF LUMINAIRE	TCW	No.	TYPE OF LUMINAIRE	TCW	No.	kwatts
Room 219	3x100w diffuse	300	1	3xPLC20	60	1	.060
New rm adj 219	2x40 & 3x60w conelight	260	1	Design required	260	1	.260
	60w standard lamp	60	1	PLC11	11	1	.011
	40w anglepoise lamp	40	1	PLC11	11	1	.011
Room 220	3x100w diffuse	300	1	3xPLC20	60	1	.060
	60w anglepoise lamp	60	1	PLC11	11	1	.011
Room 221 bathroom	100w medium glass globe	100	1	No change	100	1	.100
	60w mirror strip light	60	1	No change	60	1	.060
Lobby 220/221/222	100w brass back plate	100	1	SL180	18	1	.018
Corridor 219/216	100w brass back plate	100	1	SL180	18	1	.018
Corridor 217/224	100w brass back plate	100	1	SL180	18	1	.018
Lobby 222/223	100w brass back plate	100	1	SL180	18	1	.018
Room 216 kitchen	1500mm t12 opal	78	2	Polylux 3500k	71	2	.142
Room 217	5x60w conelight no shades	300	1	Design required	300	1	.300
Room 224	5x60w conelight	300	1	Design required	300	1	.300
	60w anglepoise lamp	60	1	PLC11	11	1	.011
Total installed load		2.396		Total proposed installed load		1.398	

EXISTING INSTALLATION		PROPOSED INSTALLATION	
LOCATION	TYPE OF LUMINAIRE	TCW	NO. KWATTS
Room 317	150w large glass globe	150	1 .150
	60w bed/table lamp	60	1 .060
	60w strip light	60	1 .060
Room 324	150w large glass globe	150	1 .150
	40w bedside lamp	40	1 .040
Room 325 bathroom	100w pendant	100	1 .100
	60w strip light	60	1 .060
Lobby 324/325/326	60w brass back plate	60	1 .060
Corridor (long)	60w brass back plate	60	1 .060
	SL25 brass back plate	25	1 .025
Corridor (short)	100w brass back plate	100	1 .100
Lift motor rm	No access		
Room 322 bathroom	60w bare lamp	60	1 .060
Room 323	150w large glass globe	150	2 .300
	60w bedside lamp	60	3 .180
Total installed load		1.405	Total proposed installed load
			.883

DOWNING STREET : Third Floor No. 11							
LOCATION	EXISTING INSTALLATION			PROPOSED INSTALLATION			
	TYPE OF LUMINAIRE	TCW	No.	KWATTS	TYPE OF LUMINAIRE	TCW	No. KWATTS
Room 317	150w large glass globe	150	1	.150	No change	150	1 .150
	60w bed/table lamp	60	1	.060	PLC11	11	1 .011
	60w strip light	60	1	.060	No change	60	1 .060
Room 324	150w large glass globe	150	1	.150	No change	150	1 .150
	40w bedside lamp	40	1	.040	PLC11	11	1 .011
Room 325 bathroom	100w pendant	100	1	.100	SL180	18	1 .018
	60w strip light	60	1	.060	No change	60	1 .060
Lobby 324/325/326	60w brass back plate	60	1	.060	SL180	18	1 .018
Corridor (long)	60w brass back plate	60	1	.060	SL180	18	1 .018
	SL25 brass back plate	25	1	.025	SL180	18	1 .018
Corridor (short)	100w brass back plate	100	1	.100	SL180	18	1 .018
Lift motor rm	No access						
Room 322 bathroom	60w bare lamp	60	1	.060	SL180	18	1 .018
Room 323	150w large glass globe	150	2	.300	No change	150	2 .300
	60w bedside lamp	60	3	.180	PLC11	11	3 .033
Total installed load		1.405	Total proposed installed load				.883

DOWNING STREET		Basement No. 12	
EXISTING INSTALLATION		PROPOSED INSTALLATION	
LOCATION	TYPE OF LUMINAIRE	TCW	No. KWATTS
Room B1	1500mm t12 opal twin	156	4
Escape stairs	60w brass back plate	60	1
Rear stairs	600mm t12 batten	32	1
Room B8a	100w large glass globe	100	2
Room B8	1500mm t12 opal twin	156	4
	60w angle	60	3
Room B2	1500mm t12 opal twin	156	2
	1500mm t8 opal silverlux	71	4
	1800mm t8 opal silverlux	80	1
	1500mm t12 batten	78	3
New room within B2	1500mm t12 opal twin	156	1
Room B3	1500mm t12 opal twin	156	4
Room B4	1500mm t12 batten v. old	78	4
Room B5	60w opal fitting	60	2
Stairs adj B5	600mm t12 batten twin	64	1
B6 carpenter's area	1500mm t12 batten suspended	78	1
	1500mm t12 batten twin susp	156	1
	150w cooleycon	150	1
Total installed load		156	4.290
Total proposed installed load		142	3.474

DOWNING STREET		Basement No. 12	
EXISTING INSTALLATION		PROPOSED INSTALLATION	
LOCATION	TYPE OF LUMINAIRE	TCW	No. KWATTS
Room B1	1500mm t12 opal twin	156	4
Escape stairs	60w brass back plate	60	1
Rear stairs	600mm t12 batten	32	1
Room B8a	100w large glass globe	100	2
Room B8	1500mm t12 opal twin	156	4
	60w angle	60	3
Room B2	1500mm t12 opal twin	156	2
	1500mm t8 opal silverlux	71	4
	1800mm t8 opal silverlux	80	1
	1500mm t12 batten	78	3
New room within B2	1500mm t12 opal twin	156	1
Room B3	1500mm t12 opal twin	156	4
Room B4	1500mm t12 batten v. old	78	4
Room B5	60w opal fitting	60	2
Stairs adj B5	600mm t12 batten twin	64	1
B6 carpenter's area	1500mm t12 batten suspended	78	1
	1500mm t12 batten twin susp	156	1
	150w cooleycon	150	1
Total installed load		156	4.290
Total proposed installed load		142	3.474

EXISTING INSTALLATION		PROPOSED INSTALLATION	
LOCATION	TYPE OF LUMINAIRE	TCW	kwatts
Room G1	Chandelier 12x40w	480	1
	150w standard lamp	150	1
	2x100&1x150w standard lamp	350	1
	60w desk lamp	60	2
	60w picture light	60	2
Escape stairs	60w brass back plate	60	1
Lobby g1/stairs/g4	100w medium glass globe	100	1
Room G4	12x60w candle	720	1
	60w up 83x60w standard lamp	240	1
	Desk lamp 600mm t12 twin	51	1
Male toilet	60w bare lamp	60	1
	60w mirror strip light	60	1
	150w large glass globe	150	1
Room G2	Chandelier 12x60w candle	720	3
	Desk lamp 600mm t12 twin	51	2
	2x60w desk lamp	120	1
	60w picture light	60	2
	40w table lamp	40	2
Hall	3x60w candle brass & glass	180	1
Room G3	Chandelier 10x60w	600	1
	150w standard lamp	150	2
Stairs adj G3	600mm t12 batten twin	64	1
Lobby to entra hall	100w brass back plate	100	1
Cupboard off ent hl	60w bare lamp	60	1
Entrance hall	100w brass & glass	100	1
Messengers	150w large glass globe	150	1
Total installed load		6.797	
Total proposed installed load		5.329	

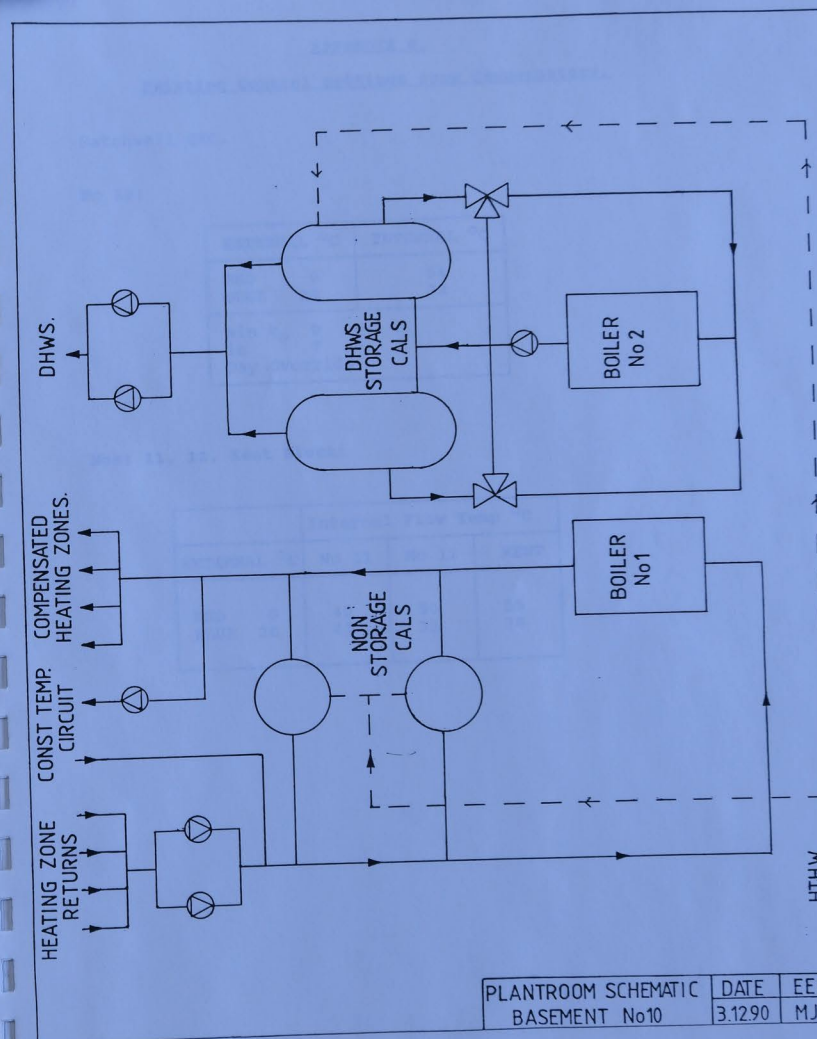
DOWNING STREET : Ground Floor No. 12							
LOCATION	EXISTING INSTALLATION			PROPOSED INSTALLATION			
	TYPE OF LUMINAIRE	TCW	No.	kwatts	TYPE OF LUMINAIRE	TCW	No.
Room G1	Chandelier 12x40w	480	1	.480	No change	480	1
	150w standard lamp	150	1	.150	No change	150	1
	2x100&1x150w standard lamp	350	1	.350	3xPLC20	60	1
	60w desk lamp	60	2	.120	PLC11	11	2
	60w picture light	60	2	.120	No change	60	2
Escape stairs	60w brass back plate	60	1	.060	SL180	18	1
	100w medium glass globe	100	1	.100	PLC20	20	1
Lobby g1/stairs/g4	12x60w candle	720	1	.720	No change	720	1
	60w up 83x60w standard lamp	240	1	.240	4xPLC15	60	1
Room G4	Desk lamp 600mm t12 twin	51	1	.051	No change	51	1
	60w bare lamp	60	1	.060	SL180	18	1
Male toilet	60w mirror strip light	60	1	.060	No change	60	1
	150w large glass globe	150	1	.150	PLC20	20	1
Room G2	Chandelier 12x60w candle	720	3	2.160	No change	720	3
	Desk lamp 600mm t12 twin	51	2	.102	No change	51	2
	2x60w desk lamp	120	1	.120	2xPLC11	22	1
	60w picture light	60	2	.120	No change	60	2
	40w table lamp	40	2	.080	PLC11	11	2
Hall	3x60w candle brass & glass	180	1	.180	No change	180	1
	600w standard lamp	600	1	.600	No change	600	1
Room G3	Chandelier 10x60w	600	1	.300	PLC20	20	2
	150w standard lamp	150	2	.036	20 UNP 28/3500	36	1
Stairs adj G3	600mm t12 batten twin	64	1	.100	SL180	18	1
	100w brass back plate	100	1	.060	No change	60	1
Lobby to entra hall	60w bare lamp	60	1	.100	PLC20	20	1
	100w brass & glass	100	1	.150	No change	150	1
Entrance hall	150w large glass globe	150	1				
Total installed load				6.797	Total proposed installed load		5.329

EXISTING INSTALLATION				PROPOSED INSTALLATION				
LOCATION	TYPE OF LUMINAIRE	TCW	No.	kWATTS	LOCATION	TYPE OF LUMINAIRE	TCW	
Room 201	100w standard lamp	100	1	.100	Room 201	150w crystal chandelier	150	
Room 202 bathroom	100w medium glass globe	100	1	.100	Room 202 bathroom	100w medium glass globe	100	
Lobby 201/202	100w glass globe	100	1	.100	Lobby 201/202	100w glass globe	100	
Escape stairs	60w brass back plate	60	1	.060	Escape stairs	60w brass back plate	60	
Lobby 204/212	100w brass back plate	100	1	.100	Lobby 204/212	100w brass back plate	100	
Room 212	Chandelier 6x60w candle	360	1	.360	Room 212	Chandelier 6x60w candle	360	
	150w standard lamp	150	1	.150		150w standard lamp	150	
	100w table lamp	100	2	.200		100w table lamp	100	
	60w table lamp	60	1	.060		60w table lamp	60	
Room 213 bathroom	100w glass bowl	100	1	.100	Room 213 bathroom	100w glass bowl	100	
	60w mirror strip light	60	1	.060		60w mirror strip light	60	
Lobby 212/213/214	100w large glass globe	100	1	.100	Lobby 212/213/214	100w large glass globe	100	
Room 205	150w crystal chandelier	150	1	.150	Room 205	150w crystal chandelier	150	
	60w table lamp	60	1	.060		60w table lamp	60	
	40w table lamp	40	1	.040		40w table lamp	40	
Main stairs	100w brass & glass	100	1	.100	Main stairs	100w brass & glass	100	
Room 211	100w totally enclosed glass	100	1	.100	Room 211	100w totally enclosed glass	100	
Room 206	150w large glass globe	150	1	.150	Room 206	150w large glass globe	150	
	60w standard lamp	60	1	.060		60w standard lamp	60	
Lobby 208/207/206	100w brass back plate	100	1	.100	Lobby 208/207/206	100w brass back plate	100	
Room 207 bathroom	100w medium glass globe	100	1	.100	Room 207 bathroom	100w medium glass globe	100	
	60w mirror strip light	60	1	.060		60w mirror strip light	60	
Stairs adj 207/210	100w medium glass globe	100	1	.100	Stairs adj 207/210	100w medium glass globe	100	
Room 210	150w large glass globe	150	1	.150	Room 210	150w large glass globe	150	
	60w table lamp	60	1	.060		60w table lamp	60	
	25w table lamp	25	1	.025		25w table lamp	25	
Total installed load				2.955	Total proposed installed load			1.786

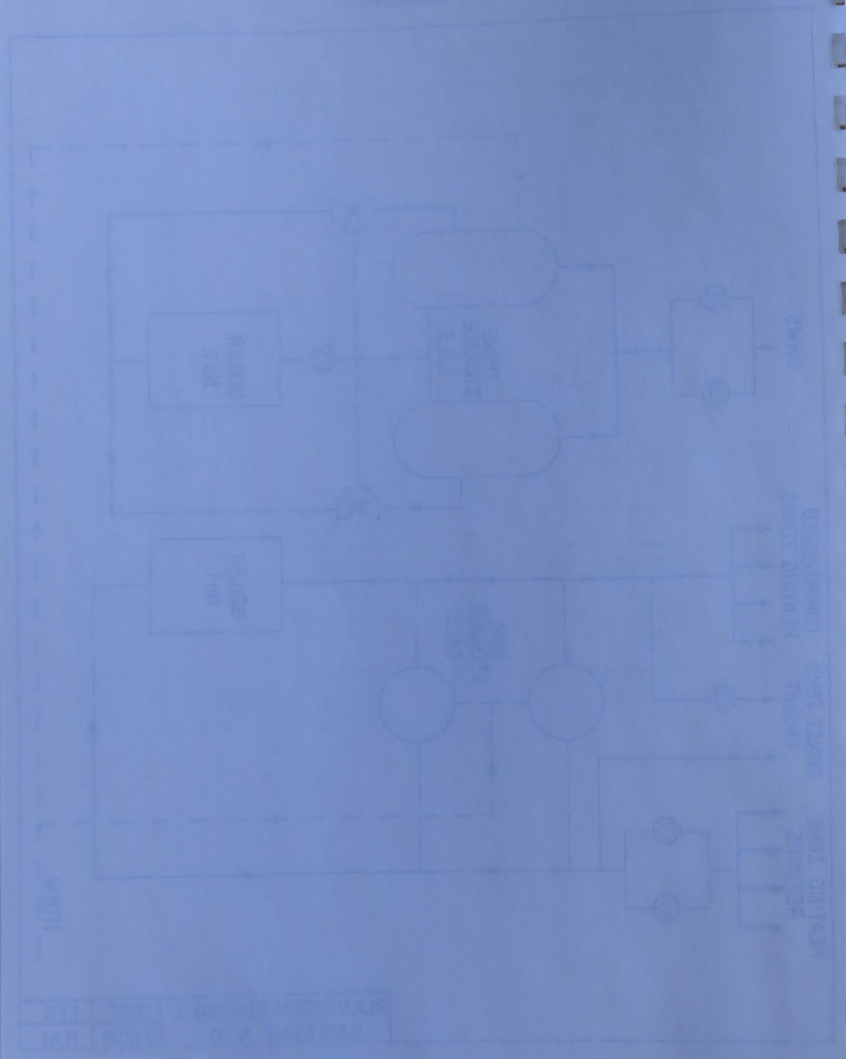
DOWNING STREET : Third Floor No. 12			
EXISTING INSTALLATION		PROPOSED INSTALLATION	
LOCATION	TYPE OF LUMINAIRE	TCW	kwatts
Room 301	100w glass globe	100	.100
Room 302 bathroom	60w medium glass globe	60	.060
Lobby 301/302/305	60w pendant	60	.060
Escape stairs	60w brass back plate	60	.060
Lobby stairs/304	60w pendant	60	.060
New rm in 313	100w pendant	100	.100
Room 313	60w slim glass	60	.060
	60w bedside lamp	60	.060
	60w strip light	60	.060
Room 314 bathroom	60w medium glass globe	60	.060
Lobby 313/314/315	60w brass back plate	60	.060
Room 305	150w large glass pendant	150	.150
	60w standard lamp	60	.060
Lightwell	No lighting		
312 wc now cupboard	100w glass globe	100	.100
311 bath now utilit	60w medium glass globe	60	.060
Corridor	60w brass back plate	60	.060
Room 316	150w large glass globe	150	.150
	60w strip light	60	.060
Lobby 316/wc	40w brass back plate	40	.040
WC adj 316	60w mirror strip light	60	.060
	60w bare lamp	60	.060
Room 306	100w glass globe	100	.100
307 bathroom	100w medium glass globe	100	.100
Lobby 306/307	60w pendant	60	.060
Stairs	Blocked off		
Room 310	1500mm t12 opal twin	156	.156
Total installed load		1.956	1.956

DOWNING STREET : Third Floor No. 12			
EXISTING INSTALLATION		PROPOSED INSTALLATION	
LOCATION	TYPE OF LUMINAIRE	TCW	kwatts
Room 301	100w glass globe	100	.100
Room 302 bathroom	60w medium glass globe	60	.060
Lobby 301/302/305	60w pendant	60	.060
Escape stairs	60w brass back plate	60	.060
Lobby stairs/304	60w pendant	60	.060
New rm in 313	100w pendant	100	.100
Room 313	60w slim glass	60	.060
	60w bedside lamp	60	.060
	60w strip light	60	.060
Room 314 bathroom	60w medium glass globe	60	.060
Lobby 313/314/315	60w brass back plate	60	.060
Room 305	150w large glass pendant	150	.150
	60w standard lamp	60	.060
Lightwell	No lighting		
312 wc now cupboard	100w glass globe	100	.100
311 bath now utilit	60w medium glass globe	60	.060
Corridor	60w brass back plate	60	.060
Room 316	150w large glass globe	150	.150
	60w strip light	60	.060
Lobby 316/wc	40w brass back plate	40	.040
WC adj 316	60w mirror strip light	60	.060
	60w bare lamp	60	.060
Room 306	100w glass globe	100	.100
307 bathroom	100w medium glass globe	100	.100
Lobby 306/307	60w pendant	60	.060
Stairs	Blocked off		
Room 310	1500mm t12 opal twin	156	.156
Total installed load		1.956	1.956

APPENDIX 5.



PLANTROOM SCHEMATIC	DATE	EES
BASEMENT No10	3.12.90	MJH



APPENDIX 6.

Existing Control Settings from Compensators.

Satchwell CXC.

No 10:

EXTERNAL °C		INTERNAL °C
RED	0	54
BLUE	20	32
min t _o		0
ia		7
Day Override		

Nos: 11, 12, Kent Block:

EXTERNAL °C	Internal Flow Temp °C		
	No 11	No 12	KENT
RED 0	49	50	55
BLUE 20	41	33	38

EXPERIMENTAL DATA - 1950

EXPERIMENTAL DATA

NO. 101

DATE	TIME	TEMPERATURE
10/10/50	10:00	25
10/10/50	10:15	25
10/10/50	10:30	25
10/10/50	10:45	25
10/10/50	11:00	25

NO. 102

DATE	TIME	TEMPERATURE
10/10/50	10:00	25
10/10/50	10:15	25
10/10/50	10:30	25
10/10/50	10:45	25
10/10/50	11:00	25

Reference.....

MISS PARKIN

From: D A Morris

Date: 24 January 1991

TELEVISION FOR CONFIDENTIAL FILING

We have spoken on several occasions about a television for Confidential Filing, which you indicated had been approved by Andrew Turnbull.

2. As you are aware Alex Hart of Telecommunications Secretariat is arranging for an aerial to be fitted by Westminster Cable. Telecommunications Secretariat will be meeting the cost. OSB has ordered a 51cm television with teletext and the set should arrive in No 10 around noon on Friday 25 January. It will be capable of being linked to cable television, CNN and the House of Commons. The set will come with a fitting to enable it to be wall-mounted. I would suggest you liaise with Peter Taylor as to installation of the fitting. You will also need to arrange for Alex Hart to have the set "checked".

3. The cost of renting a 51cm television with teletext is £115.92 per annum plus VAT. The practice is to charge the cost to the appropriate No 10 cost centre. For Confidential Filing this is MCS 77340.

4. If there is anything you wish to follow up do not hesitate to let me know.

Dennis Morris

D A Morris

OSB

Please file
under energy
efficiency
CAB

MISS SLOCOCK

cc Mr Catford
Can you shed any
light on this? I cannot
see any link in any of
the budgets at NS 10 for
televisions?

CAB

16/11

Reference.....

Ms Slocock
Sorry: this got over taken
by other events....
I have no light to
shed: no
doubt it happens,
what is it
not in
proper practice.
DC
18/12

FROM: D A Morris
DATE: 13 November 1990

TELEVISION FOR CONFIDENTIAL FILING AND ENERGY EFFICIENCY ARRANGEMENTS FOR NO 10

Thank you for your minute of 31 October about an additional television and also energy efficiency.

Television for Confidential Filing

2. Most if not all televisions in No 10 are rented from DER. The present practice is for Peter Taylor to authorise the bills and charge them to the appropriate No 10 cost centres. Therefore if a television is required for Confidential Filing the cost would fall to MCS 77340. There is provision in one or more of the MCS 77300 budgets for equipment current but I suspect this is primarily for the hire of photocopiers. From what I can establish few, if any, No 10 cost centres have itemised provision for TV rental.

3. In confirming the need for an additional television it should be borne in mind there are already something like 14 sets in No 10. Assuming you are satisfied that an extra television is a justifiable charge on public funds, either Peter Taylor or OSB can make the necessary arrangements to have a set installed. You quote a cost of around £420 per annum for hiring a television with Ceefax. This is surprising as OSB has recently hired a 22" Sony colour TV with teletext for 70 Whitehall at a cost of £132 per annum including VAT. It is equally worth considering whether renting or purchasing offers the better option. A 22" colour TV with teletext can, for example, be purchased through HMSO for £369. A 21" Phillips would cost £322. One of the benefits of hiring a television is free maintenance plus a 2-hour call-out arrangement with DER. For purchased sets OSB is able to arrange a same-day call-out Monday to Wednesday and a next-day service for the remainder of the week. If a rental cost of £420 per annum is correct, then purchase would seem appropriate. If a figure of £132 per annum (£108 on a 3-year contract) is more realistic, then hiring is the best option.

4. You mention that depending on the expense it may be useful for the television to be linked to the House of Commons. If by this you mean an "Annunciator" link, a normal TV set cannot be adapted for this purpose and a separate monitor is required. Installation would cost up to £500 but there is no rental charge.

Energy efficiency arrangements

5. It is acknowledged there are difficulties in achieving savings in Whitehall buildings and one of the ways of determining what can be done is to undertake an energy survey. This OSB has been pursuing in relation to 10-12 Downing Street. A preliminary survey was carried out by PSA Building Management in August and a full energy survey is scheduled for 19/20 November. The survey will produce recommendations of the potential for energy savings and identify any requirement for further specialist studies. One reason for using PSA Building Management is they have been allocated £6,000 for an energy lighting scheme in No 10.

Reference.....

6. Following the preliminary survey PSA installed, as a trial, a number of energy efficient light bulbs in the No 10 entrance hall and along the corridor to the Cabinet room. They also installed 5 Silverlux reflectors in the basement of No 12 which reduce the cost and maintenance of fluorescent lighting. I understand the Prime Minister is aware of what has been done and has asked for energy efficient bulbs to be fitted elsewhere in No 10, including her flat.

7. I would welcome a meeting of energy efficiency. A suitable time would be following receipt of the PSA survey report and recommendations.

Dennis Morris
D A MORRIS
OSB



10 DS: cf Kitchen
Jan 83

DENISE MORRIS
Cabinet Office

cc: Andrew Turnbull
Mr Catford
Miss Parkin

File

TELEVISION FOR CONFIDENTIAL FILING AND ENERGY EFFICIENCY
ARRANGEMENTS FOR NO. 10

Robin Catford has suggested that I get in touch with you about the finance for a television which we wish to install in Confidential Filing. As you may know, we rely heavily here on the Ceefax headlines for the monitoring of news. We have a television in the Private Office for this purpose and also in the bedroom of the Duty Clerk.

It is particularly important for us to keep an eye on developments in the news during the silent hours and we rely on the Duty Clerk on duty to do so. This is difficult in the middle of the night and at weekends when the Duty Clerk is not normally in the Private Office. We therefore had a television installed some time ago in the bedroom of the Duty Clerk so that if they are called in the middle of the night they can have immediate access to information on Ceefax. I must say I recall authorising at the same time a television for Confidential Filing but one has not yet been installed. It is important that there should be one there as the Duty Clerk spends most of the weekend within Confidential Filing filing papers.

I would like to see a television installed with a Ceefax facility in Confidential Filing as soon as possible. It may also be useful, depending on the expense, for the television to be linked to the House of Commons, although I would not press for this. I understand that the basic expenditure for hiring a TV with ceefax is about £420 per annum. Robin Catford tells me that this would fall to your budget. I would therefore be very grateful if you could let me know whether you would be able to meet this expense this year and in subsequent years from your existing provision. Otherwise you may need to put in an additional bid for next year and beyond.

On a separate subject, we are interested in your ideas for increasing the energy efficiency to No. 10. I recently asked Terry Carrington in the Department of Energy about this and he gave me some of the background. He mentioned that heat meters would be installed on our radiators and that this would give the basic information we need in order to monitor our energy use. Andrew Turnbull here has pointed out that we will also need controllable radiators if we are to make good use of this information.

I am not quite sure what the current position is or what you have planned but it might be quite useful if we were to have a short meeting about this at a convenient moment.

CSB

CAROLINE SLOCOCK

31 October 1990

C:\wpdocs\home\energy (jt)

THE RT HON JOHN WAKEHAM MP



Department of Energy
1 Palace Street
London SW1E 5HE
071 238 3149

Ms Caroline Slocock
Private Secretary to the
Prime Minister
10 Downing Street
LONDON
SW1A 2AA

cc Mr Tynan
The way he
interested to
see this

No point in having
heat meter & the
radiators aren't controlled
Can we have thermostat valves

25 October 1990

Dear Caroline,

MINISTERIAL GROUP ON ENERGY EFFICIENCY

Thank you for your letter of 17 October. One of the aims of the Ministerial Group will be to take forward the campaign to improve energy efficiency on the Government estate. As you may know Departments have agreed to achieve savings in energy costs rising to £45m pa over the next 4 years. Although the 10-12 Downing Street complex is not formally included in the Government estate campaign, we are ensuring that the Cabinet Office take forward comparable work to improve energy efficiency at No 10:

- good housekeeping measures have been encouraged;
- energy efficient light bulbs have been installed in certain areas and more are to be introduced; and
- a comprehensive survey of 10-12 Downing Street is to be carried out in November. This survey will identify areas where action is required to eliminate waste.

No 10 receives its heat from the Whitehall District Heating System which is managed by Property Holdings. To date, Departments on the system have been charged on a square foot occupational basis. Such charging does not accurately reflect energy used. Property Holdings are therefore installing heat meters and remote monitoring facilities in Departments next year and actual consumption figures by Departments should be available by the second half of 1991. Such action will give Departments and those responsible at No 10 greater autonomy in controlling energy costs and greater incentive to introduce energy efficiency measures.



Dennis Morris at Cabinet Office (270 5820) stands ready to talk about energy efficiency at No 10.

I have copied this letter to Sonia Phippard and Dennis Morris.

Yours sincerely

Terry Carrington

TERRY CARRINGTON
Private Secretary

Ms Slocock

cc: Ms Parkin
Mr Taylor

Television for Confidential Filing

We spoke briefly about Patricia Parkin's note of 17 October (copy attached in case you did not receive one before) in which you were cited as having "agreed" that a wall-mounted TV (with remote control, Ceefax and House of Commons link) should be made available in CF, and asking me to arrange for installation.

I do not think that this would be the correct procedure under prevailing financial arrangements. For the most part, as you know, the No 10 budget now incorporates cost centres for the major sources of annually recurring expenditure and for certain items of occasional capital expenditure. However, I do not have within my responsibilities a cost centre for TV sets (and nor, I think, does anyone else at No 10), so that any expenditure in this area will fall on the Central Cabinet Office budget. This means seeking the prior consent of the appropriate cost centre manager within the Cabinet Office. In these circumstances it would probably be best for you - as having line management responsibility for CF - rather than for me to make the running with Cabinet Office. Dennis Morris, to whom I have spoken, is ready to act as an intermediary although he will need to refer the request elsewhere within Cabinet Office.

Before you make an approach you may like to reflect on certain considerations. With the exception of a few sets which were acquired as gifts or were purchased some years back, the TVs at No 10 are mostly rented. I understand that the cost is typically £35 per month, or about £420 pa. There would, in addition, be significant expenditure on cabling to connect an extra set in the basement to the House of Commons link and to the No 10 aerial ringmain. Against this background Cabinet Office are becoming increasingly resistant to the proliferation of TV sets at No 10: but no doubt you feel that a good case can be made in this instance.

When authority has been given for the provision of an additional set for CF, Peter Taylor will be ready to provide liaison over the physical arrangements for installation; but I must stress that neither he nor I is in a position to authorise any expenditure either on recurrent costs or original installation.

PC

25 October 1990

Mr Catford

270 5820

Television for Confidential Filing

I have spoken to Caroline Slocock about the need for a wall-mounted television set in Confidential Filing and she agreed that this should be made available. Angela has asked me to write to you about it.

As you will be aware, the Duty Clerk needs to be able to keep in touch with world news throughout the day and night. The installation of a television in the Duty Clerk's bedroom has been a great assistance to us in this, but at weekends Duty Clerks spend most of the day working in Confidential Filing. In order to keep up to date with television news we have to leave CF and move to the Private Office or the kitchen. And as you can imagine, this is less than satisfactory when a Private Secretary, or indeed the Prime Minister needs speedy information; a good example of this was the Hillsborough disaster.

We would like a wall-mounted, remote-controlled television incorporating Ceefax and the House of Commons' feed.

I should be grateful if you would let me know how soon we might expect installation.

Patricia A. Parkin

Patricia Parkin

17 October 1990

STAFF IN CONFIDENCE

Miss Slocock

Accommodation for Correspondence Section

Thank you for your minute of 10 October. I will certainly give every possible consideration to your request for increased accommodation for Correspondence Section, but I must say straight away that there is no easy answer. Pressure on space is very great here and one cannot simply conjure up further square footage on request.

I see no way of Correspondence Section over-running the Public Records room. The present arrangements were arrived at within the last year and are not easily susceptible of further changes. Admittedly the Public Records room is occupied by personnel on only three days per week, but if you look in at any time you will find that it is jam packed with filing cabinets and other special security cupboards (the latter built into the room) and that one of the requirements of this section is space in which to hold the considerable volume of No 10 papers (and to have ready access to them) for the year which is being reviewed (currently the 1959 papers). Furthermore, on the days when they are at work the reviewing officers (John Green and visiting staff from PRO) need peace and quiet in which to carry out their fairly exacting tasks, and it would be quite impossible for them to share with another section.

Having said all this, the accommodation on the lower ground floor is all rather a jumble, and if anyone has any bright ideas about feasible re-organisation - even if it included some structural work - would they please let me know!

DC

12 October 1989

cc: Mrs Richards
Mrs Smith

STAFF IN CONFIDENCE



File Ann

10 DOWNING STREET
LONDON SW1A 2AA

From the Private Secretary

MR. HART

CABINET OFFICE

TELEVISIONS

I confirm that we would like, if possible, to install a television in the inner Private Office. Could you please consider whether the cabling arrangements will permit this, and also if there are any security points of which we need to be aware.

P. A. BEARPARK

2 December 1987

DBS

cc Nigel Wicks ✓
Detectives
Peter Taylor ✓

11 November 1985

Basement - Detectives' Room

Thank you for your letter of 4 November with details of the work to be carried out at an estimated cost of £1850. I would be grateful if the work could be put in hand and presumably you have funds in hand from which the cost can be met.

I notice that there is no mention of any electrical work. Would any alterations occasioned by the re-building mean additional expenditure?

Presumably you would consider whether it is necessary to take up some of the carpet in the basement before the work begins.

I would be grateful if you would consult both the Detectives and Mr Taylor about the most convenient time to start.

ROBIN CATFORD

C G Pagram Esq

File.

10 DOWNING STREET

8 March 1985

LIGHTING

This confirms our recent telephone conversations about our roof lighting. Work will begin tomorrow (9 March) on changing some of the switching facilities. The switch in room 408B in your building will operate, as at present, the lights covering the fire escape and surrounding area. To avoid incorrect use of this switch, PSA, you and I agreed it should be covered with a glass-fronted box. You will be informed when this has been installed. I leave it to you then to issue appropriate instructions about the use of the switch.


(R.S. JOCE)

D. Sanderson, Esq.,
Cabinet Office

CONFIDENTIAL
CONFIDENTIAL **PSA**



Department of the Environment

Property Services Agency

DOE / PSA,
Whitehall South D.W.O.,
c/o H.M. Treasury,
Parliament Street,
London, SW1P 3AG.

Telegrams
Telephone

Our ref

Your ref

Date 6 March 1985

Mr P.S. Joce
10 Downing Street
LONDON SW1

Dear Peter. P.S. 1/3.

EMERGENCY LIGHTING

I refer to your letter dated 1 March 1985.

I am unable to answer your query about the delay in receiving the emergency supply as I have no direct responsibility over the switchgear that determines continuity. I have however taken the matter up with our Principal Maintenance Manager Mr F.L. Griffiths at Area Office who is evaluating all the information connected with this failure. A copy of your letter has been forwarded to him and no doubt he will be in contact with you in due course.

We did in fact experience a failure in the emergency supply in the F & CO and this may well have accounted for the CCTV camera you mentioned not working. I have asked my Engineer in the F & CO to liaise with Mr Timsion MEE4 to check out the emergency supply circuit and establish if the camera is connected. I will keep you informed of the outcome.

*Yours sincerely
C.G. Pagram*

C.G. PAGRAM
District Works Officer

CONFIDENTIAL
CONFIDENTIAL

CONFIDENTIAL



10 DOWNING STREET

1 March 1985

EMERGENCY LIGHTING

As you will know, there was a power failure last Wednesday night (27 February). I was not here at the time but I am told by a number of my colleagues that it took some three to four minutes before the emergency lights came into operation. I was under the impression, as were the Special Electronic Section when they arranged the installation of the CCTV equipment last year, that the "down time" between a power failure and the emergency supply coming into operation would be about one minute. I should be grateful for your comments. A three to four minute period for the CCTV system to be out of action is hardly acceptable.

You have probably already heard from John Tinson, MEE4, about another weakness which the power failure revealed, and about which I spoke to him on 28 February when he said he would discuss it with your office. The CCTV camera on the FCO building is not connected to the emergency supply as we all thought (unless, of course, there was another fault in that circuit). I hope this weakness can be remedied as soon as possible.


P.S. JOCE

C. Pagram, Esq.

CONFIDENTIAL

POLICE
FRONT DOOR
SUPERVISOR, CUSTODY GUARDS

cc Mr. Taylor

STEPS AT END OF DOWNING STREET

As Mr. Taylor has already told you, the steps at the end of Downing Street are to be repaired. The work will begin on 21 February and may take four weeks.

Equipment, etc., will be brought to the site via Horse Guards Parade and the L-shape road. With the exceptions noted below, there should be no need for equipment or workmen to enter Downing Street. The exceptions are:

- (a) there may be one occasion when a load of pre-mixed concrete will have to be offloaded at the top of the steps;
- (b) a workman will request us to turn on/off one of our garden standpipes. Will the Doorkeeper on duty at the time please arrange for this to be done. (It is intended to run a hosepipe from one of the standpipes to and under the west garden wall door. A control valve will be fitted to this hose externally.)

The work will be carried out by the Albion Stone Masonry Ltd. Scaffolding will be delivered on 21 February by the Standard Scaffolding Company.

PSA have notified the Royal Parks Constabulary.

Will DPG, RD^G please warn post RD4 about this repair work.

P.S. Joyce
(P.S. JOCE)
20 February 1985

cc Mr Joce ^{19/2/85}
Mr Taylor

File

20 February 1985

Your ref LCS/1008/3/WHS

Thank you for your letter of 12 February with the enclosed drawings.

I am very happy to accept your advice that safety rails should be fixed to all the parapets in order to conform to the Health and Safety at Work Act 1974. I note that the estimated cost is £4,000 and I would be grateful if the work could be carried out.

It has also been suggested that there would be merit in having a handrail alongside the two steps leading from the emergency exit in the attic of the Prime Minister's flat to the roof and perhaps this could be looked at at the same time.

ROBIN CAT-000

J R Funnell Esq

PETER TAYLOR

Kle

The television set in the Private Office, which has always given trouble, is no longer giving a satisfactory picture. We need to be able to look at it from time to time without leaving the Private Office, and the Prime Minister sometimes wants it turned on to see something when she is in the room.

Could you please see if an engineer could fix it, or alternatively have it replaced.

E.E.B. BUTLER

6 November 1984

Forward - Mr Chapman

File



Department of the Environment

Property Services Agency
Whitehall South District
C/o H.M. Treasury
Parliament Street
London SW1P 3AG

PSA

Property Services Agency

Mr. Peter Jose

Security 13/7

No 10 Downing St

Works Office

With Compliments

Brookshaw

Contract No 9C 28754/X
2AA

No 10 Downing Street

Whitehall South (Chairman)	01-233-5350
" "	01-233-7096
" "	01-233-8038
ing Street Accommodation Services	
" Security	
n Decorators Ltd	01-639-1181

present. The works officer introduced and welcomed those

3. Matters arising

3.1 Starting date: was confirmed for Monday 30 July 1984 on a six week contract terminating on Friday 7 September.

3.2 Order of work: scaffolding to rear elevation and tower to well area will be erected starting on 30 July as agreed with Client with access from Horseguards Parade.

It is proposed that 3-4 painters will start on site immediately.

Mr Woodward asked if there was any objection to his staff working during Saturdays, No objections raised.

3.3 Security:

a. List of names for security clearance passed to Lambeth Bridge House on 25 June and as of this date Metropolitan are cleared (with one exception) but still awaiting clearance of scaffolders.

Mr Woodward gave another name - Mr Owen Smith - for clearance and stated that form would be delivered soonest to Mr Brookshaw and could this be given some urgency. Chairman replied that this would be so.

b. Mr Taylor/Mr Jose asked Mr Woodward to inform his operatives who will be on site to use their discretion over "careless talk".

c. It was agreed that for security reasons all ladders and other plant will be stored in No 10 gardens at the end of each days work and no ladders will be left unattended. Ladders will be chained to scaffolding.

3.4 Storage of materials: Mr Taylor stated that he will provide a lockable area for materials but takes no responsibility if materials are not locked away as requested.

File

Pre start meeting External Redecoration Contract No 5C 28754/X
Nos 10 11 12 Downing Street London SW1A 2AA

Meeting held 10.30 hours 10 July 1984 at No 10 Downing Street

1. Those present:

Mr J.J. Ferneyhough	DOE/PSA Whitehall South (Chairman)	01-233-5350
Mr J.R. Funnell	" " "	01-233-7098
Mr R.J. Brookshaw	" " "	01-233-8038
Mr P. Taylor	No 10 Downing Street Accommodation Services	
→ Mr P. Jose	" " " Security	
Mr J.J.A. Woodward	Metropolitan Decorators Ltd	01-639-1181

2. Welcome and Introductions

Mr Ferneyhough PSA District Works Officer introduced and welcomed those present.

3. Matters arising

3.1 Starting date: was confirmed for Monday 30 July 1984 on a six week contract terminating on Friday 7 September.

3.2 Order of work: scaffolding to rear elevation and tower to well area will be erected starting on 30 July as agreed with Client with access from Horseguards Parade.

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3.4 Storage of materials: Mr Taylor stated that he will provide a lockable area for materials but takes no responsibility if materials are not locked away as requested.

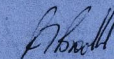
3.5 Hygiene and mess facilities: Mr Taylor/Mr Jose agreed for contractor to use toilet B27 and mess room adjacent throughout contract but only those areas as designated by them.

3.6 Contract procedures generally

- a. C121 signed by Mr Woodward and sent direct to Contracts D at St Christopher House.
- b. Site works Instructions when issued will take effect immediately and will only be raised by Mr Funnell or Mr Brookshaw DOE/PSA.
- c. Prior agreement must be reached before any daywork sheets are submitted.
- d. Any suspect timber found - Contractor must inform SO immediately.
- e. Windows will need to be left open for drying purposes and any problems security will be contacted.
- f. Mr Jose asked what arrangements had been made in regard scaffolding by garden wall, it was agreed that scaffold will stop short of wall by approx 10 foot and any security beams will not be obstructed.

4. Next meeting

Mr Fernyhough thanked everybody for attending, next meeting will be arranged once contract has started.



R.J. BROOKSHAW
DOE/PSA
Whitehall South DWO

Distribution: All present
5C 28754/x
File

ARTMENT OF THE ENVIRONMENT-PSA SUPPLIES

ADVICE OF
DESPATCH/
DELIVERY

2

PLEASE
READ NOTES

STORES ISSUE NOTE

ISSUE No. DATE
3089110 13/12/83

WEEDON
CONSIGNEE'S ADDRESS

MR P TAYLOR O/MNGR
CABINET OFFICE - MANAGEM
ENT & PERSONNEL.
10 DOWNING STREET SW1
OFFICES

REQUISITION No.

6084086

CONSIGNEE BUILDING REF.

403359 8136

CLIENT'S REFERENCE

901/5613365

IN THE EVENT OF
QUERY: TELEPHONE
HASTINGS (0424) 431344
EXT. 220 OR 316

PUR. SECT. REF.

3B3

SPECIAL INSTRUCTIONS

LBL STAFF KITCHEN 48HRS NOT DE
L G PFLEGER 012195313

DATE/S

DELIVER BY

11/11/83

SUPPLIES
CATALOGUE
CODE No.

DESCRIPTION

QUANTITY*

UNIT
OF
QTY.

ISSUE
LINE
No.

46.65.0124

EX DUE-OUT
SPOON, SOUP, STAINLESS
STEEL

6N EACH

1

File on
Kitchen
for No 10.
Salt

A. If accompanying the goods this note is an advice of delivery, if under separate cover it is an advice of despatch.
B. If damage or shortage is apparent on delivery the carrier's receipt should be endorsed accordingly, and FIN(S) 1B notified as in 'C'.
C. If no damage or shortage is apparent on delivery the carrier's receipt should be marked "NOT EXAMINED". The goods should then be examined without delay and any damage or shortage notified to the carriers and to PSA SUPPLIES FIN(S) 1B ASHDOWN HOUSE, HASTINGS E. SUSSEX, TN34 1XA Tel No. HASTINGS (0424) 431344 Ext. 220 or 316 ON THE DAY OF DELIVERY OR THE DAY AFTER.
D. If the goods are not received WITHIN 12 DAYS from the receipt of this form notice must be given IMMEDIATELY to the carrier (where known) and to PSA SUPPLIES FIN(S) 1B, Hastings, quoting the ISSUE No.
E. Goods must not be returned without prior PSA Supplies authority.

*N=NEW
S=SECONDHAND

Frying pan
Potato peeler
Stewpan with cover 7 pint
Stewpan with cover 12 pint
Whisk
Carving fork
Bread knife
Carving knife
Fruit and vegetable knife
Tea pot 2 pint
Mixing bowl
Sugar basin
Six tea cups
Six soup/cereal dishes
Six saucers
Pie dish (oval)
Pie dish (oblong)
Flan Dish
Milk pan
Carving knife 8"
Serving spoon plain wood 12"
Serving spoon plain wood 8"
Cutlery tray
Condiment set on tray
Can opener (wall mounted)
Bakewell pan
Baking pan
Oven gloves
Pyrex casserole 2½ pint
Pyrex casserole 1 pint
Six knives
Six forks
Six dessert spoons
Six dessert forks
Six teaspoons

10. November 1983

KITCHEN EQUIPMENT RECEIVED AS AT 10 NOVEMBER 1983

Frying pan
Potato peeler
Stewpan with cover 7 pint
Stewpan with cover 12 pint
Whisk
Carving fork
Bread knife
Carving knife
Fruit and vegetable knife
Tea pot 2 pint
Mixing bowl
Sugar basin
Six tea cups
Six soup/cereal dishes
Six saucers
Pie dish (oval)
Pie dish (oblong)
Flan Dish
Milk pan
Carving knife 8"
Serving spoon plain wood 12"
Serving spoon plain wood 8"
Cutlery tray
Condiment set on tray
Can opener (wall mounted)
Bakewell pan
Baking pan
Oven gloves
Pyrex casserole 2½ pint
Pyrex casserole 1 pint
Six knives
Six forks
Six dessert spoons
Six dessert forks
Six teaspoons

10. November 1983

DEPARTMENT OF THE ENVIRONMENT-PSA SUPPLIES				ADVISE OF DESPATCH/ DELIVERY		2		PLEASE READ NOTES	
STORES		STORES ISSUE NOTE		ISSUE No.		DATE		NOTES	
COST CODE No.									
WEEDON		05504.403359. 50.8136		3070299		20/10/83		A. If accompanying the goods this note is an advice of delivery. If under separate cover it is an advice of despatch.	
CONSIGNEE'S ADDRESS				REQUISITION No.				B. If damage or shortage is apparent on delivery the carrier's receipt should be endorsed accordingly, and FIN(S) 1B notified as in 'C'.	
MR P TAYLOR O/MNGR CABINET OFFICE - MANAGEM ENT & PERSONNEL. 10 DOWNING STREET SW1 OFFICES				6084086				C. If no damage or shortage is apparent on delivery the carrier's receipt should be marked "NOT EXAMINED". The goods should then be examined without delay and any damage or shortage notified to the carriers and to PSA SUPPLIES FIN(S) 1B.	
				CONSIGNEE BUILDING REF.				D. If the goods are not received WITHIN 12 DAYS from the receipt of this form notice must be given IMMEDIATELY to the carrier (where known) and to PSA SUPPLIES FIN(S) 1B. Hastings, quoting the ISSUE No.	
				CLIENT'S REFERENCE		901/5613365		E. Goods must not be returned without prior PSA Supplies authority.	
SPECIAL INSTRUCTIONS				IN THE EVENT OF QUERY: TELEPHONE					
LBL STAFF KITCHEN 48HRS NOT DE				HASTINGS (0424) 431344					
L G PFLEGER 012195313				EXT. 220 OR 316					
DATE/S				PUR. SECT. REF.		3B2			
DELIVER BY 11/11/83									
SUPPLIES CATALOGUE CODE No.		DESCRIPTION		QUANTITY*		UNIT OF QTY.		ISSUE LINE No.	
37.14.2207		PAN, FRYING. 10 IN. BASE ✓		1N		EACH		1	
37.18.0502		PEELER, POTATO ✓		1N		EACH		2	
37.43.1203		SHEET, BAKING, 24 IN. X 18 IN. ✓		1N		EACH		3	
37.66.1755		STEW PAN WITH COVER, 7 PT ✓		1N		EACH		4	
37.66.2251		STEW PAN WITH COVER, 12 PT ✓		1N		EACH		5	
37.92.1103		WHISK, 9 IN. ✓		1N		EACH		6	
46.21.0052		FORK, CARVING. ✓		1N		EACH		7	
46.31.0309		KNIFE, BREAD ✓		1N		EACH		8	
CONTINUED ON				ISSUE NOTE NO. 3070300					

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NON DE
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"The risk in the good
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in which case our ber
proceeds."

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with us until
in which case
proceeds."

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with us until
in which case
proceeds."

[illegible]

HORWOOD CATERING EQUIPMENT LTD.

TRERERS HOUSE, SELSDON ROAD,
LONDON, E13 9BX
TELEPHONES: 01-472 1470 (20 LINES)
TELEX: 897119 HORCO G GRAMS: HORWOODCOY LONDON E13

DELIVERY NOTE
H 103389

VAT Registration 103389
No. 386 5476 04

280CT83

INVOICE ADDRESS
DEPT OF ENVIRONMENT PSA SUPPLIES,
HOUSES OF PARLIAMENT ST STEPHENS
HOUSE, ST STEPHENS PARADE,
VICTORIA EMBANKMENT,
LONDON SW1A 2NH

DELIVERY ADDRESS (if different)
MR P TAYLOR OFFICE MANAGER,
10 DOWNING STREET,
LONDON S.W.1
A.S.A.P
PLEASE LABEL STAFF KITCHEN

YOUR ORDER No.		DATE RECEIVED		OUR VERBAL ORDER No.		DATE SENT/TAX POINT		CARRIAGE		GOODS TO FOLLOW VERBAL ORDER No.		
VH0309		18.10.83		20458								
QUANTITY THIS DELIVERY	UNIT	QUANTITY ORDERED	BALANCE OUT-STANDING	DESCRIPTION				CATALOGUE REF.	PRICE		EXTENSION	VAT RATE
0	EA	1	1	MILK PAN ALI 2 PT				641105				
1	EA	1		CARVING KNIFE S/S SABATIER 8"				613635				
1	EA	1		SERVING SPOON PLAIN WOOD 12"				807175				
1	EA	1		"				807155				
0	EA	1	1	CUTLERY BOX PLASTIC/DRAWER TYPE				849505				
1	EA	1		S/S CONDI SET S.P & M ON TRAY				897115				
0	EA	1	1	WALL CAN OPENER STD				558255				
1	EA	1		BAKEWELL PAN ALI 14 1/2 X 10 3/4 X 1 1/2				668115				
1	EA	1		BAKING PAN ALI 16 1/2 X 12 1/2 X 2 1/2				665475				
1	EA	1		OVEN CLOVES				877055				
1	EA	1		PYREX CASSEROLE OVAL 2 1/2 PT 11 1/2"				571665				
1	EA	1		PYREX CASSEROLE ROUND 1 PT 7 1/2"				571685				
CARRIAGE												

IMPORTANT: All goods delivered by our own transport must be checked with driver and clearly signed for.
No goods will be delivered unless goods are checked and the word 'unexamined' will not be accepted.
The company will not accept responsibility for any queries after acceptance.
Any discrepancies where goods are delivered by Carrier must be advised in writing to us within 3 days of delivery.

GOODS RECEIVED

Name
(Block Capitals)
Signature
Date

cc: Mark Kerr ✓
Peter Taylor

3 October 1983

The Prime Minister listens regularly to the late night and early morning news programmes and the Duty Clerks are frequently asked to obtain further details of a particular news item or take some other appropriate action. It would greatly help the Duty Clerks if they had a radio in the bedroom, and I should be grateful if you would make arrangements for one to be purchased for this purpose. We do not require a powerful set: a small mains transistor would be sufficient for our purpose.

I have checked that there are no spare radios here which could be made available to the Duty Clerks.

Perhaps you would let me know if there is any difficulty about this.

ROBIN CATFORD

G P Ranaldi Esq
Management and Personnel Office

MR, SC, CT, SG, PE

cc. Mr. Kestel.

✓ 2/10

MISS PORTER

Radio for the Duty Clerk's Bedroom

Before you went on leave you mentioned that Robin Catford had asked for more details about our request for a radio.

As you know, the Prime Minister is an avid listener to the late night and early morning news programmes. This means that we are sometimes asked to get further details of a particular news item. Obviously this task is made much easier if we have heard the full story first hand. Additionally there have been occasions when Private Secretaries have instructed us to listen to the early news bulletins and take appropriate action. In both these circumstances it would have been very useful if we had had a radio in our bedroom. It could well be that there is already a radio in the building not being used for official purposes. If so, we would be making better use of it. If not, small mains transistor radios don't cost a great deal these days and I would have thought it would be money well spent.

Mark Kerr

MARK KERR
Duty Clerk

26 September, 1983

cc Janice
Stephen Geary ✓

PETER

You saw my note of 7 September about
furniture for the staff kitchen.

Gordon Pflieger was due to ring me after
looking at PSA's stock in Southbridge House
on Friday, and I was then going to arrange
for Garden Rooms/Duty Clerks to go and look
at it.

I haven't heard from him and I couldn't
get him on the telephone this afternoon.
I am off tomorrow for about a week so could
you kindly ring him for me and see what is
happening?

Joan

12 September 1983

File

MR. TAYLOR

As requested, I attach a list of utensils/equipment required for the kitchen. It is, as agreed, a scaled down version of the list Alan Logan prepared some time ago.

STEVE GEARY
DUTY CLERK

7 September 1983

cc Janice
Stephen Geary

NOTE

You saw my note of 7 September about
forwards for the small kitchen.
Gordon Blissett was due to pick me after
looking at BSA's stock in Southwicks house
on Friday, and I was then going to arrange
for Gordon Blissett/Duty Clerk to go and look
at it.
I haven't heard from him and I couldn't
get him on the telephone this afternoon.
I am off tomorrow for about a week so could
you kindly ring him for me and see what is
happening?

John

12 September 1983

Cutlery tray (for inside the drawer)

Set of knives (including bread knife, carving knife, etc)

Six forks, knives, serving spoons, soup spoons, dessert spoons
and tea spoons

Two wooden spoons

One potato peeler

One cork screw

One bottle opener

One whisk

Six table mats

Six dinner plates

Six side plates

Six dessert/cereal/soup bowls

Six cups and saucers

Six wine glasses

Six squash glasses

One tea pot

Set of salt and pepper pots

Set of pyrex dishes

Set of mixing bowls

Set of casserole dishes

Set of vegetable serving dishes

Set of baking trays

Oven gloves

Tin opener

cc Mr Taylor
Mr Geary ✓

Janice

Peter Taylor has passed to me your note of 5 September about the easy and dining chairs in the staff kitchen.

I think that the best plan would be for, say, a couple of you to look at PSA's range of furnishings in Southbridge House, Southwark Bridge Road.

I have therefore spoken to Gordon Pfleger of PSA Supplies and, while he is at Southbridge House on Friday, he will look at their stock and then ring me about fixing a visit.

I think it best to leave the carpet until the chairs are settled.

I will leave the matter of hand and tea towels to Peter Taylor.


Sgd Joan Porter

7 September 1983

cc Mr. Taylor
Mr. Geary

Original

Peter Taylor has passed to me your note of 3 September about the easy and dining chairs in the Press Office.

I think that the best plan would be for, say, a couple of you to look at PSA's range of furniture in Southside House, Southside Bridge Road.

I have therefore spoken to Gordon Pledger of PSA Supplies and, while he is at Southside House on Friday, he will look at their stock and then ring me about fixing a visit.

I think it best to leave the carpet until the chairs are settled.

I will leave the matter of hand and tea towels to Peter Taylor.

Sgd John Porter

5 September 1983

MR. TAYLOR

cc. Mr. Geary ✓

I think Steve told you that he was going to leave the colour scheme in the kitchen to the Garden Rooms.

Now that the curtains have been hung, we would appreciate your help in obtaining different coloured easy chairs and dining chairs.

We would like to have a brown carpet to replace the existing one and feel that more comfort is necessary than that which the present 'easy' chairs provide. Would it be possible to have sight of what the PSA can offer in the way of easy chairs? Something on the lines of the Press Office suite would be more appropriate, i.e. a sofa and two chairs. As you will appreciate, something softer than that provided is necessary, especially now that the television is to be installed. As far as colour of a suite is concerned, we would prefer something on the lines of an oatmeal/cream colour, and for the dining chairs to be coloured similarly.

Perhaps we could have a word at your convenience?

It would also be appreciated if we could have a hand-towel in the kitchen and I think you already have in hand the supply of a telescopic tea towel hanger to be inserted in the tray space.

Janie Pickford's
5 September 1983

NOTE FOR FILE

Work on kitchen
commenced Monday
18 July.

18/7



10 DOWNING STREET

From the Secretary for Appointments

20 June 1983

Mr Taylor's flat

As you know, Mr Peter Taylor will be moving out of his flat on the second floor of No.10 into the flat on the third floor of No.12 which has, in the past, been used by successive Chancellors of the Exchequer and their families. Mr Taylor's flat will then be adapted to provide extra office accommodation.

I know that Mr Taylor has already been in touch with you and Mr Pflieger about these changes, and I am writing to confirm that the alterations which he has proposed have been agreed. I know that the Prime Minister is anxious that the work involved should be carried out quickly, and I should be grateful if you would ensure that there is no delay.

Scullery adjoining the No.11 basement kitchen, and
Mrs Smith's room (Public Records) in the No.12 basement

It is the intention that these two areas should be fitted with shelving for files and converted to 'secure room' standards. I should be grateful if you would arrange for them to be surveyed and for estimates of the work involved to be provided as soon as possible.

Staff Kitchen in Basement

I should be grateful if you would let me know when work is likely to begin in this Kitchen (a telephone call will do). I understood that the units would be ready in mid-June and I assume, therefore, that a start will be made very soon.

I am sending a copy of this letter to Mr Pflieger, Supplies.

ROBIN CATFORD

J J Ferneyhough Esq
Property Services Agency

Copy to CF

cc Peter Taylor

25 April 1983

Thank you for your letter of 12 April (ref. LCS 1008/3 WHS) with the estimates for re-decorating and re-equipping the No 10 Staff Kitchen.

BT The Prime Minister has now agreed to the expenditure involved and I should be grateful therefore if the work could go ahead as soon as possible, but in consultation with Mr Peter Taylor in regard to its timing.

The Prime Minister thought that the kitchen would be much lighter if it were possible to dispense with the safety net curtains and she agreed to a suggestion that the fitting of safety glass in the new windows would make such curtains unnecessary. I should be glad therefore if you would include safety glass in the work programme.

I am sending a copy of this letter to Mr Gordon Pflieger in Supplies: perhaps he would get in touch with Mr Taylor about the furnishings side of this operation.

J J Fernethough Esq

fee ✓

MR. BUTLER
MR. FLESHER
MR. TAYLOR

c. Mr Logan

The Prime Minister would like to view
the staff kitchen to discuss the various
improvement schemes.

She will do this at 1600 on Friday
22 April.

CAROLINE STEPHENS

20 April 1983

STAFF IN CONFIDENCE

MR CATFORD

Attached is a note by Peter Ewing of Confidential Filing about telephone cables in their room. I endorse his comments on the need to do something about this and I should be grateful for your support. Would the best way forward be for you or Miss Porter to have a look at the problem.

JF

18 April, 1983

Mr. Catford
- May we have a
word, please? JP
20/4.

STAFF IN CONFIDENCE

MR. CATFORD

You asked me for my comments on the PSA's estimates for the staff kitchen. I attach a note by Alan Logan which he has agreed with Janice Richards and Peter Taylor. I agree with their comments on the PSA estimates; in particular it seems that £2,500 for the kitchen units is extraordinarily high. Like Alan Logan, however, I see nothing to be gained from a wrangle with PSA about the size of their estimate; this would only delay getting the work done. I propose, therefore, that we should reply as he suggests and I attach a draft for your consideration.

TF

18 April, 1983

DRAFT LETTER TO PSA

Thank you for your letter of 12 April setting out the PSA estimates for the refurbishment of the No.10 staff kitchen. We have a number of detailed points which are as follows:-

- (i) I take it that you have taken into account the possibility that some of the work could be carried out by the No.10 in-house carpenter and electrician.
- (ii) The figure at (g) for the replacement of the existing window and french doors is not strictly speaking part of the scheme for redecorating the kitchen. This work would need to be done regardless of whether the kitchen is refurbished.
- (iii) Some of the estimates for minor electrical work seem somewhat excessive.

In general terms, however, we would accept of course that you are in the best position to ^{assess} ~~estimate~~ the likely cost of the refurbishment scheme and accordingly we accept your estimates. We should now like to proceed as quickly as possible to the long overdue refurbishment of these facilities.

MR. FLESHER

REFITTING, REDECORATION OF NO. 10 STAFF KITCHEN

I had a meeting with Janice Richards and Peter Taylor this afternoon to discuss the attached estimate from PSA. We discussed each item in turn and generally agreed that the costings are, in our opinion, considerably over-estimated. Specifically:

- (a) £100 to remove the existing floor and wall units seems in our opinion excessive. We discussed the possibility of Eric our present "in house" carpenter carrying out this work but Peter Taylor advised us that No. 10 is charged by PSA for any work which Eric actually carries out in this building and, therefore, there would be no benefit gained in this way. This would also apply in the case of Jim our "in house" electrician.
- (b) £2,500 again seems excessive but, without a breakdown of the cost of each unit and labour costs, we are unable to make a proper assessment.
- (c) This seems a reasonable figure.
- (d) No details are supplied but again this seems over-estimated.
- (e) Peter Taylor agreed that the figure of £200 for the small amount of electrical work, namely the installation of a double 13 amp socket and two fluorescent lights was excessive, especially if one compares this figure against their estimated cost of £20 for the replumbing work involved in locating the new single top drainer.
- (f) We agreed that this figure seems reasonable.

/ (g)

(g) We agreed that the replacement of the existing window/french doors was a separate job of work and did not form part of the agreed scheme for redecorating the kitchen. This is work which needs to be done anyway, irrespective of whether the kitchen is decorated or not and, therefore, this item should be excluded from these costings.

(h) We are unable to make an assessment of the accuracy of this figure as no details have been supplied but, again, we agreed this seemed unnecessarily high.

One additional interesting point arose concerning PSA's reason for the delay in providing these costings. They claim that it was necessary to wait for this year's Budget (i.e. PSA's) to be decided before they could provide their figures. Our understanding was that sufficient funds were available at the time PSA were asked to provide the estimate - in other words, from last year's Budget. However, we presume that funds from this or last year's Budget will be available.

Our conclusions were that the items listed cover the total work which we asked to be costed (with the exception of the window already mentioned). However, whilst we agreed that these figures are in the main excessive and that perhaps we could question their accuracy and request PSA to review them, our feelings are that the end result would be:

- (i) an even greater delay in getting the job done;
- (ii) at the end of the day would probably prove futile anyway given that PSA will always be able to justify their figures; and
- (iii) the total figure of £5,118 less the amount for the new window of £500 + £75 VAT represents an approximate figure of £170 per person (based on 30 people using the kitchen) which considered in that light is not an excessive figure.

/ The question

- 3 -

The question, therefore, remains whether we should accept the overall costings and request approval for the expenditure, or question the figures and request revised estimates from PSA. Our opinion is that we should proceed with the former option and request approval for the expenditure.

I therefore submit this for your consideration.



ALAN LOGAN
14 April 1983

c.c. Janice Richards
Peter Taylor.

MR. FLESHER

TELEPHONE CABLES IN CONFIDENTIAL FILING

Progress on this front has predictably come to a grinding halt. Although my minute of 25 March was copied to Mr. Taylor for action, he has to date failed to respond. His views on my request have been relayed to me via Mr. Clarke in MPO who I contacted on the advice of Lillian.

It was clear when I spoke to Mr. Clark, in the first instance after Easter, that despite the good efforts of Lillian (see attached extract of her minute) nothing had been done to try and overcome the problem - Mr. Clark, however, seemed sympathetic and favoured the provision of extra handsets. He thought it would also be helpful if he, or someone, came across and saw for themselves what was required. We left it that he would make some enquiries and let me know the outcome.

I contacted him on Tuesday for a progress report when he told me that as a result of having spoken to Mr. Taylor there was nothing he could do. It would appear that as MPO do not have direct control over No. 10 he was obliged to speak initially to Mr. Taylor, who told him that the cost of either providing extra handsets or covering the cables would be prohibitively expensive - I understand from Mr. Clark that at some stage a cost effective exercise was carried out to prove this. He was unable to say when this was supposed to have taken place. The advice from Mr. Taylor was that the desks should be returned to a layout that existed over two-and-a-half years ago which would apparently overcome the problem. Unfortunately, Mr. Taylor does not have all the facts at his fingertips. Mr. Davies-Jones has confirmed that this layout meant that two desks were placed approximately where his is now and the occupants did not have access to a telephone, hence the adoption of the present layout. We have tried to explain this to Mr. Taylor on previous occasions but he seems

/ unable

unable, and unwilling, to grasp the facts. He clearly fails to appreciate that we all need easy and rapid access to a phone. However, the immediate task remains that of overcoming the problem of covering seven cables draped across the floor which are themselves a potential safety hazard. Clearly no further action will be taken by MPO or Mr. Taylor until someone has the misfortune to trip over them.

Our minimum requirement is to have the seven cables either covered or laid under the carpet. It would also be beneficial to have at least one more internal handset. Of course, if any real thought is to be given to the problem, the adoption of a key lamp system as in the Press Office would provide the perfect working solution. One console could be shared by two people enabling anyone to answer a phone from their desk rather than dashing across the room if it happens to be an external call.

I would be grateful if you would add your weight to this request as clearly Mr. Taylor has no intention of taking any action until there is a serious accident - the attempts of CF and Lillian to get something done have dragged on for long enough. After two-and-a-half years, enough is enough.

I am copying this minute to Lillian.

P. Ewing
P. EWING
14 April 1983

rooms are to be decorated. I gather that when the meeting was held to discuss plans for the new kitchen/rest room, Mr. Taylor said that everything depended on what PSA wished to do. Obviously this is not the case.

I raised the question of the covers for the typing chairs in the G/R and the chairs in C/F. I explained that these had been sent to the laundry but had re-appeared in just as bad a state as when they left the building. Added to that, they are nearly all falling to pieces. Once again, I was very surprised to discover that when these covers were issued, two sets in fact were issued so that they could be cleaned on a regular basis. We have never seen the alternative set! I don't know which laundry the covers were sent to, but MPO use Smarts or Edition.

An experiment is being conducted within the Cabinet Office on the use of soft toilet paper, the object being to see how much is used. It seems that Kimberley Clark provides dispensing machines free of charge. The dispensing machines hold three packs of inter-leaved toilet tissue which measure 8" by 4". When I informed the meeting that we here only get one roll of soft toilet tissue every Wednesday, but by Thursday morning they had all been spirited away, everyone roared with laughter, as you can imagine. It would be rather nice to have these machines installed in our toilets don't you think?

It seems that first-aiders should keep a supply of paracetamol tablets. I don't know who our first-aider is in this building, but it would be nice if there were a supply of such tablets held in this building.

At the request of the Duty Clerks, I raised, once again, the question of dangerous telephone wires draping across the floor of C/F. I have asked that someone comes to review the telephone system in C/F to see if this problem can be dealt with. I think the problem would be solved if a couple of more handsets could be provided. The person who is arranging this is Mr. Clarke on 273 5040.

Lillian

10 February 1983

FILE

RM

SWITCH

I gather that you have already been told that MPO have approved the hire of a colour television from public funds for your room but this note confirms that arrangement. MPO will be arranging for you to be reimbursed £70.77, the balance of this year's rental which you have paid from your own pockets. Perhaps you could let me know how this should be paid?

TF

18 March, 1983



10 DOWNING STREET

From the Private Secretary

18 March, 1983

Dear Anne,

Thank you for your minute of 16 March about televisions at No.10. I understand the difficulties my request caused you and I am therefore all the more grateful for your help.

I can confirm that three separate television sets will be required for staff use at No.10. The telephonists clearly need their set in their room; the messengers and custodians need their set by the Front Door; and the rest room for duty clerks and garden room girls is intended as a more or less self-contained facility for those members of staff. I should be grateful therefore if you could go ahead with the reimbursement of the telephonists for their colour set for this year; no such reimbursement is necessary for the messengers however and we shall let you know when colour sets are provided for them and for the duty clerks/garden room girls' rest room.

Tim Flesher
(Timothy Flesher)

L.J. Attfield, Esq.,
Finance Department

MRS. GIFFORD RHODES

CE
R

Let me know
if there are any
problems.

Mr. Fleisher

TELEPHONE CABLES IN CONFIDENTIAL FILING

You have already raised with the Health and Safety Committee the question of arranging for the telephone cables in Confidential Filing to be securely fastened to the floor, and covered.

A number of incidents over the past few weeks have highlighted the danger that the loose cables present - before long there will be a serious accident. (The frayed edges of the loose carpets at present used to cover the cables are also perpetually jamming the cleaners' vacuum.) All that is required to overcome the problem is the simple solution adopted in Questions ie cover them in a rubber sleeve or to have the cables laid beneath the carpet.

It would seem reasonable for this problem to be dealt with internally within a short period of time by Mr. Taylor, to whom I am copying this minute. A copy also goes to Mr. Fleisher.

P. EWING

25 March 1983

MR FLESHER

TELEVISIONS AT NO 10

Thank you for your minute of 11 February. I am sorry that it has take a little while to reply, but your request has presented something of a problem.

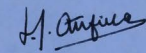
I can see the force of the arguments in principle at least for providing a television set in the rest room for the Garden Room girls and Duty Clerks, particularly because of the need for these staff to be in attendance overnight and at weekends. On the other hand the television set for these staff would be the third one for staff in a very small office. There are officially under 70 staff in No 10 and it does seem an extravagance to provide 3 television sets wholly or partly from official funds for their benefit during duty hours. I know that both the switchboard operators and the messengers are not officially counted as No 10 staff, and in this respect the television set for the Garden Room girls and Duty Clerks is the first for officially counted staff at No 10. However, this does not detract from the overall position that within No 10 there will be 3 separate groups of staff each with their own rest room and television set. Such a situation does give rise to the possibility of embarrassing questions. I would not like to have to defend this position on purely financial grounds. I would look to you for help if the provision is ever challenged.

Having said this and taken in isolation the provision of a television set for the new Garden Room girls/Duty Clerks rest room is an acceptable charge on public funds. At the same time, as it is now virtually impossible to rent a black and white television set, if the full cost of the additional television set is borne on public funds, it would seem only fair to pay the full rental from official funds for the sets in the messengers and switchboard operators rest rooms.

Thus providing it is essential to have three television sets for staff use in No 10 and that it is not possible to share one or possibly two sets between the staff concerned, the necessary covering financial approval is given. It is only given on the basis that it is essential for three separate rest rooms, each with their own television set, and it is not possible to have shared facilities and thereby reduce the need for the number of TV sets. If you are satisfied that there is a

good defence for the acquisition of a third set, then I will arrange for the telephonists to be reimbursed £70.77, the balance of this year's rental that they have paid from their own pockets. I should be grateful if you would let me know who should be reimbursed for the Messenger's set, and of course, I will arrange for payment of a rental charge for the third set on presentation of the bill. One final thought, there may be marginal savings if all these sets could be provided by the same company. If this could be arranged a single annual bill would also have its advantages.

I should be grateful if you would let me know what is finally decided.



L J ATTFIELD
Finance Officer

16 March 1983

Copy for C.F.

4 March 1983

There have, as you probably know, been discussions with your staff about the re-decoration and re-equipment of the No 10 staff kitchen which is on the lower ground floor directly adjacent to the Correspondence Section.

I should be grateful if you would now arrange for plans and estimates of the costs involved, based on the ideas put forward during the various discussions, to be submitted to me for consideration.

I am sending a copy of this letter to Mr Kitchener (Supplies) as I understand that Mr Pflieger has also been brought into the discussions in connection with new furnishings.

ROBIN CATFORD

J J Ferneyhough Esq

Alan Logan
~~ECTP~~



From the Private Secretary

MR. ATTFIELD
CABINET OFFICE

Televisions at No. 10

As you know, a large number of staff in No. 10 are required to remain here overnight and at weekends. At present the switchboard operators and the messengers pay for television sets in their rest rooms either partly or wholly from their own resources; the Garden Room girls and Duty Clerks have no television set. We have reached the view that the facilities for our overnight and weekend staff and in particular the Garden Room girls and the Duty Clerks are insufficient and we are making arrangements to provide them with a rest room along similar lines to those in most Departments which have staff remaining overnight and at weekends. In such Departments I understand it is common practice to provide a television set from public funds. I see no reason why No. 10 staff should be any worse off in this respect and I should therefore be grateful if you could authorise the rental of a colour television from official funds for the Garden Rooms'/Duty Clerks' rest room. I should also be grateful if consideration could be given to the payment from official funds of the rental for the sets used by the messengers and the switchboard operators.

IF

11 February 1983

MR. TAYLOR

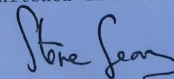
c. Vanessa Brown

I attach a copy of my minute to Tim Flesher outlining our discussion yesterday. Vanessa and I much appreciated your help and willingness to improve conditions in the kitchen.

You will see that, as we agreed, I did not include details about work which you would be able to undertake in the normal course of re-decoration and improvement of existing facilities. However, I thought you might find it useful if I itemised the work you agreed to undertake:

1. Replacement of kitchen window.
2. Replacement of curtains and chairs in consultation with Vanessa or another representative about colour schemes.
3. Fluorescent lighting to be fitted in the kitchen area and new lighting (including table lights) for rest area.
4. Provision of additional electric points.
5. Building of a shelf for TV and arranging for aerial point to be moved.
6. Checking fire regulations to see if it is possible to block off the door to Correspondence Section.
7. Provision of kitchen utensils/Crockery as per list (although reduced in number as we agreed and minus the garlic crusher!).

Could I suggest we all get together again, say in two weeks time, when you have had a chance to get some information about kitchen units etc from PSA.



Steve Geary
10 February 1983

MR. FLESHER

c. Vanessa Brown
Peter Taylor

I had a meeting with Vanessa Brown and Peter Taylor yesterday following Alan Logan's proposals for refitting and re-decorating the kitchen. We went through the itemised points for consideration and Peter agreed that he would obtain quotes from PSA for the following:

1. Replacement and fitting of new kitchen units including units which could divide the kitchen area from the sitting area.
2. Purchase and fitting of both a micro-wave oven and a small freezer. It was noted that there exists a large fridge within the building which could possibly replace the ones presently in use.
3. Provision of a more compact dining table and six chairs and to look into the possibility of a breakfast bar type arrangement.
4. Removal of half of the existing lockers.
5. Provision and installation of a waste disposal unit.

You will see from Alan's list that there are a number of other proposals put forward mainly involving re-decoration and modernisation. I am pleased to say that Peter feels he will be able to deal with most of these proposals within the general modernisation and decoration programme that exists for No. 10. This is also the case with re-equipping the kitchen.

The proposal for the provision of a colour television is not covered in any of the above. I understand from Peter that No. 10 is allocated two colour televisions for official use and that additional sets have to be rented. It seems there is no uniform pattern for payment of the rented TVs. Some are paid for by MPO while others are paid for by the staff themselves. As

/ Duty Clerks

- 2 -

Duty Clerks need to keep up to date about current affairs during evenings and weekends, could we see if MPO would be willing to pay for the rental of a colour TV for the rest area? The size obviously can be decided in due course.

Peter explained that there will not be any money available to do work on the kitchen until April. This should give us plenty of time to look at the types of units and equipment available along with costs for purchase and fitting. Once we have agreed an overall scheme we shall submit it for your consideration.

Steve Geary

STEVE GEARY

10 February 1983

PROPOSALS FOR REFITTING AND REDECORATION OF No. 10 KITCHEN

POINTS FOR CONSIDERATION

1. Heating - Present position of heaters ineffective. Relocate.
2. Window - Present window badly fitted. Replacement required.
3. Curtains - Replacement required.
4. Table/chairs - Replace present table and chairs:
(a) dining table and 6 chairs required;
(b) coffee table and 5 comfortable easy chairs or combination including small settee.
5. Fridges - Replace existing fridges with 1 fridge/freezer and 1 small fridge (1 with ice/cold drink dispenser)
6. Wall units/cupboards - Replace existing wall units and cupboards with fitted cupboards/work surfaces/base units as per plan.
7. Lockers - reduce number of existing lockers to minimum required.
8. TV - 18" colour required (entertainment and source of information)
9. Door into Correspondence Section - close off completely
10. Lighting - 2 ceiling lights (not fluorescent) in rest area, 2 ceiling lights in kitchen area. Table lamps in rest area.
11. Electrical points - additional points required - double switched sockets in kitchen. Requisite number in rest area for TV and table lamps.

12. Extractor fan - Is present fan repairable? Otherwise replace.
Extractor fan for rest area required.
13. Waste disposal unit - automatic - fitted in sink unit (hygiene)
14. Cleaning material - washing-up liquid, cleaning fluid supplied.
15. Cleaning arrangements - daily by cleaner.
16. Microwave^{oven} - required because of eating at late hours
17. General decor - Ceiling - repainted
Walls - tiles in kitchen, paint/wallpaper in rest area
Floor - cushion floor in kitchen, carpet in rest area
18. Plants - for rest area
19. See attached list.

19. Utensils) Set of Knives, ~~garlic~~ crusher, lemon squeezer,
Crockery) Kitchen Serving spoons, whisk, scissors, soup ladels,
Equipment) Wooden spoons, bread board/bin/knives
Collander, sieve, ~~potato~~ Peeler, Corkscrew, Bottle opener.

2 x 6 settings of dinner plates 12 wine glasses
soup plates 12 squash glasses
side plates
dessert bowls
cereal bowls
cups and saucers

2 sets of dinner settings - forks, knives, spoons (soup, dessert, tea)

2 large and 2 small frying pans

2 milk saucepans

3 different sizes of saucepans for our use, 1 medium size for others

New kettle - on/off automatic

New teapot

Set of Pyrex dishes and bowls/oven to table ware

Set of mixing bowls

Set of Casserole dishes

Set of vegetable serving dishes

Set of baking trays

Cake/biscuit tin

Salt + pepper
oven gloves.
table mats.

A hand-drawn floor plan of a rectangular room. At the top center is a rectangle labeled "WINDOW". On the left wall, from top to bottom, are a "CHAIR", a "TABLE", another "CHAIR", and a "TELEPHONE". An arrow points to the top-left corner with the label "ELEVATED T.V.". In the center of the room is a large dashed rectangle labeled "Coffee TABLE". On the right wall, from top to bottom, are a "CHAIR", a "TABLE", and another "CHAIR". Near the bottom center is a "CHAIR" next to a large dashed rectangle labeled "TABLE". To the right of this table is a "CHAIR". Along the bottom wall, from left to right, are a "W/TOP", a "CUPB", a "DRAWER", another "W/TOP", a "COOKER", and a "FRIDGE / REFRIG". On the far right edge, there is a vertical list of letters: L, O, C, K, E, R, S. A dashed line runs vertically along the right side of the room, separating it from the lockers. An arrow points to the left wall near the bottom with no text label.

TOP EUROPEAN'S
WORKING
BASED UNITS

90% Tui

Kitchen
file

You asked for a note about my enquiries from duty officers in other departments about the facilities they are provided with.

I spoke to those in MOD, FCO, Cabinet Office and Environment.

In every case they lived, ^{during} silent hours, in self contained flats. All had bedrooms that were allocated to them personally; MOD resident clerks have a bedroom & sitting room each.

All had purpose built kitchens/dining rooms. All were provided with freezers & in one case a washing machine!

During silent hours the ~~ten~~ duty officers based themselves in their flats & worked from an office area; they all have televisions & radios provided.

Everyone brought their own food in. Cleaners came in to clean their flats every weekday, and in MOD

the cleaners cook breakfast for the
resident clerks who invited us to
go & view their flat or suggested
we had a word with Teresa Rolleston
who is about to become one of their
duty officers.

Nicky 3/2

MR. FLESHER

For a very long time now the majority of staff in Garden Rooms and Confidential Filing have felt that something should be done about the appalling state of the kitchen.

We think that there is a great need for a multi-purpose room i.e. rest area, kitchen/dining room, for use by everyone who works in No. 10. There is at present no scope for accommodating any of this because of the room layout. Firstly, the kitchen is a corridor through to Correspondence Section; secondly, the table is far bigger than is required; thirdly, the armchairs (not nearly enough of them) are at present largely unused because they are dirty and badly positioned; fourthly, the room during the winter months becomes unbearably cold due to the louvre windows not working properly and we have, during the night and weekend duties, to resort to the highly wasteful and dangerous practice of turning on the gas oven and hob to make it warm enough to sit in.

What is required in our view is, locking the door to Correspondence Section, redecoration, a smaller table and more but smaller armchairs. This in itself would create more usable and flexible floor space.

The standard of the equipment we are expected to use is dreadful. Few of us I am sure would even dream of having such stuff in our homes so why should we be expected to put up with it here. After all, all of us in turn spend a minimum of 61 nights here and those in the Garden Rooms considerably more. The cupboards are filthy because they are old and doors and drawers are ill-fitting. The efforts made by the regular users to make the cupboards hygienic are not helped by those who are not particular about the cleanliness of anything in the kitchen when they use it. The pans are positively ancient and by modern standards unusable. The crockery and cutlery for everyday use is in exactly the same state.

A range of new kitchen units is required stocked with new pots, pans, cutlery and crockery. We would also suggest that some of the new equipment should be in lockable cupboards for use by GR and CF only. The reason for requesting this facility is that in the past we have found over and over again that crockery, cups, glasses, cutlery, etc., simply vanishes. By having separate cupboards we would at least be responsible for our own equipment.

Given the hours we work we often have to cook a meal very late at night in the minimum of time and more often than not having last eaten at lunchtime. We therefore feel that life would be made considerably easier if there was a small freezer and microwave oven installed. We gather that this is standard equipment in other departments where people regularly work night duties. Not only is it standard equipment but we understand that the freezer is actually stocked and paid for by the department.

Finally, because the kitchen/rest room is so unamenable we invariably end up using Bernard Ingham's office as a comfortable

/ rest room/

rest room/television room. We are all extremely grateful to Bernard for this but the arrangement obviously depends on his goodwill. GR and CF need a base during the silent hours where they can be rapidly contacted and this will be very difficult indeed come the day a Chief Press Secretary objects to his room being used in this way. We will be out in the corridor or worse, back to the kitchen.

We should be grateful if you would consider the points raised in this minute and if you agree with them see how quickly these changes and improvements can be implemented.

27/1

Peter Emery

Steve Grogan

Nicky Roome

Andy Coulson

Mark Kerr

Tamice