



**Invest
Northern
Ireland**
Building Locally
Competing Globally

Property Assistance

Building and Property Solutions to help your Business Grow

PROPERTY ASSISTANCE

Objective

To support client companies to develop new property solutions to meet their growth plans.

Eligibility

Client companies developing their capability and growth predominantly in export markets and/or new products.

Type of Support

Capital Grant or loans as a percentage of approved construction cost. The level of support will be decided on an individual project basis in accordance with Invest NI's Business Support Principles. Costs will be subject to tendering, vouching and approval.

Approved Construction Cost

Professional services, core structure of building plus services to statutory and H&SE requirements, these include: power, heating, extraction capability and telecommunications services. Where the property is for an ICT or Tradeable Services company, services can include raised floors and flood wiring and infrastructure. In the case of manufacturing companies, there is scope for additional capacity in services to be considered, but this will exclude items bespoke to the process e.g. clean room facilities, anti-static floors and specialist food or medical requirements.

Payments

Normally a two-stage payment on completion, subject to vouching and approval. Provision may be provided for staged payments against specific milestones which can be vouched and approved.

Contractors/Professional Advisors

All main contractors and professional advisors must be Constructionline approved before commencing work.

Design Teams will be required to complete a Collateral Warranty containing a specific "duty of care" to Invest NI regarding third party certification/vouching.

Requirements

Approval will be based on an approved business plan which demonstrates scope for capability and growth plus funding ability. Appraisal will be in accordance with Invest NI Business Support Principles and will include technical, financial and, where appropriate, marketing appraisal.

Application Stage

Clients should submit an application via their Invest NI Client Manager, with relevant supporting information, to allow Invest NI to determine whether the proposal is likely to be considered for support.

TECHNICAL GUIDELINES

General

Invest NI Client Companies must appoint Constructionline registered, professionally qualified construction consultants. Any grant offer will be conditional on these construction consultants being retained to:

- prepare outline and detailed drawings & specifications and other technical information;
- prepare tender documentation and invite competitive tenders;
- agree grant eligible building costs and final accounts;
- supervise the scheme to its conclusion;
- issue certification; and
- liaise with Invest NI's professional advisors.

Projects should be well designed (Design Quality Indicators), using appropriate materials and employing energy efficient technologies such as:

- BREEAM assessment
- Sustainable development objectives – recycled aggregates etc
- Incorporation of the Buildsafe initiatives

Types of Building Supported

The following types of building that meet the accommodation needs of an Invest NI client company and which normally have a gross floor area in excess of 800/900m² (8,600/10,000sqft) will be considered. These include:

- (i) a new factory/production unit
- (ii) hybrid buildings
- (iii) ICT/call centre/office buildings

Indicative specification standards for the respective buildings are at Annex A. Extension to existing buildings may be considered where a business plan demonstrates that this is the most appropriate business solution.

To be eligible for funding under the property scheme, the building must be capable in terms of size, design, specification, complexity or location, of having an alternative use by a substitute Invest NI Client Company should the building be vacated by the original company during the control period.

In the case of an extension to an existing building, due consideration must be given in the design, site layout and servicing of the building to facilitate independent use by a substitute Invest NI client company should the building be vacated by the original company during the control period.

ANNEX A

SPECIFICATION STANDARDS ELIGIBLE UNDER PROPERTY PROGRAMME

Industrial Unit

- Shell, Completed core and toilet areas
- Lighting to min 500 lux, power and heating
- Extract ventilation standard (in compliance with Health & Safety requirements)
- Compressed air
- Production/office ratio (15-20% to production area)
- Warehouse storage in line with production capacity)
- CCTV
- Car parking as required to meet planning consent
- Landscaping as required to meet planning consent
- Site area (as determined by building footprint, car parking, marshalling areas)

Hybrid Building

- Building with completed circulation and toilet areas (excluding reception fittings)
- Modular computer flooring, suspended ceilings, lighting, cable trunking and floor boxes (wiring to trunking not included, specific to operations)
- Door access system
- CCTV
- Car parking as required to meet planning consent
- Landscaping as required to meet planning consent
- Site area (as determined by building footprint, car parking, marshalling areas)

ICT/Office Building

- Shell, completed core and toilets areas
- Lighting to minimum office standard
- Heating with sufficient capacity for the proposed development
- Cable trunking and floor boxes (wiring to trunking not included, specific to operations)
- Door access system
- CCTV
- Car parking as required to meet planning consent
- Landscaping as required to meet planning consent
- Site area (as determined by building footprint, car parking, marshalling areas)

Outline Specification for Industrial Building

ELEMENT	BRIEF SPECIFICATION
Substructure	Reinforced concrete foundations, RC ground floor slab
Superstructure	
Frame	Structural steelwork (fire protection)
Upper floors	Precast concrete slabs (PCC) in situ with screed
Roof	Composite insulated cladding with roof drainage, rooflights
Stairs	Steel stairs with balustrades, concrete (PCC or in situ)
External walls	Facing brick/blockwork with fairfaced blockwork internal leaf, insulated cavity, composite insulated cladding
Window and external doors	Polyester powder coated aluminium/double glazed UPVC
Internal wall and partitions	Non loading bearing blockwork, full height metal stud with plasterboard
Internal doors	Flush doors
Internal Finishes	
Wall finishes	Office areas: plaster painted/ceramic tiles to toilet areas/splashbacks. Production areas: fairfaced, block painted.
Floor finishes	Office areas: carpet, ceramic tiles/vinyl to toilet/canteen areas. Production areas: power floated concrete sealed with dirt inhibitor
Ceiling finishes	Suspended ceiling tiles to office/canteen/toilet (moisture resistant as applicable)
Services	
Sanitary appliances	Sanitaryware as standard
Heat source	Oil fired heating/gas
Ventilating systems	Mechanical ventilation to toilet areas, extract ventilation to production areas
Electrical installations	Electric lighting/power, emergency lighting, external lighting
Communication	Fire/intruder alarms, smoke detection and CCTV installations

The above are for guidance these may be altered to conform to planning/building control requirements.

Outline Specification for ICT/Office

ELEMENT	BRIEF SPECIFICATION
Substructure	Reinforced concrete pad foundations, RC ground floor slab
Superstructure Frame Upper Floors Roof Stairs External Walls Window and external doors Internal wall and partitions Internal doors	Structural steelwork (fire protection), RC Columns, beams Precast concrete slabs (PCC) or in situ with screed Steel/timber pitched roof, insulation, profiled metal deck, roof drainage Steel stairs with balustrades, timber handrail, concrete (PCC or in situ) Facing brick/blockwork (rendered) with blockwork internal leaf, insulated cavity Double glazed aluminium curtain walling and windows, double glazed entrance doors Blockwork, full height metal stud with plasterboard Solid core flush doors
Internal Finishes Wall finishes Floor finishes Ceiling finishes	Plaster painted, half height tiling to toilet areas, MDF skirting and window boards Carpet to core areas, ceramic tiles/vinyl to toilet areas Suspended ceiling tiles to core/toilet (moisture resistant as applicable)
Services Sanitary appliances Heat source Ventilating systems Electrical installations Life and conveyor installations Communication installations	Sanitaryware as standard Oil fired heating/gas Mechanical ventilation to toilet areas Electric lighting/power, emergency lighting, external lighting Electrically operated passenger lift Fire/intruder alarms, smoke detection and CCTV cable trunking and floor boxes
External Works Site works Drainage External services	Bitmac parking areas, concrete pavings, fencing, gates, landscaping Surface/foul drainage Gas, water, electric and telephone

The above are for guidance, these may be altered to conform to planning/building control requirements.

Outline Specification for Hybrid

ELEMENT	BRIEF SPECIFICATION
Substructure	Reinforced concrete pad foundations, RC ground floor slab
Superstructure Frame Upper floors Roof Stairs External walls Window and external doors Internal wall and partitions Internal doors	Structural steelwork (fire protection), RC columns, beams Precast concrete slabs (PCC) or in situ with screed Steel/timber pitched roof, insulation, profiled metal deck, roof drainage Steel stairs with balustrades, timber handrail, concrete (PCC or in situ) Facing brick/blockwork (rendered) with blockwork internal leaf, insulated cavity Double glazed aluminium curtain walling and windows, double glazed entrance doors Blockwork, full height metal stud with plasterboard Solid core flush doors
Internal Finishes Wall finishes Floor finishes Ceiling finishes	Plaster painted, half height tiling to toilet areas, MDF skirtings and window boards Carpet/tiling to core areas, modular computer flooring to office locations, ceramic tiles/vinyl to toilet areas Suspended ceiling tiles throughout, kitchen/toilet areas (moisture resistant as applicable)
Services Sanitary appliances Heat source Ventilating systems Electrical installations Lift and conveyor installations Communication installations	Sanitaryware as standard Oil fired heating/gas Mechanical ventilation to toilet areas Electric lighting/power, emergency lighting, external lighting Electrically operated passenger lift Fire/intruder alarms, smoke detection and CCTV, cable trunking and floor boxes
External Works Site works Drainage External services	Bitmac parking areas, concrete pavings, fencing, gates, landscaping Surface/foul drainage Gas, water, electric and telephone

The above are for guidance, these may be altered to conform to planning/building control requirements.

ELIGIBLE EXPENDITURE

Building Works

This covers the costs of constructing the facility in accordance with the Approved Design, in keeping with the standard specification/design guidelines, including external works/drainage etc

The following costs are generally deemed non-eligible in that any necessary adjustments will have been made via site value:

- Demolition/site clearance
- Abnormal substructures/contaminated land remedial

Professional Fees

Fees for the following are eligible for grants:

- Architect
- M&E Engineers
- Quantity Surveyor
- Planning Supervisor
- Civil/Structural Engineer
- Landscape Architect etc

Lifecycle costing, value engineering and management activities are considered to be grant eligible activities.

Site investigation, geotechnical, topographical reports and any costs related to site acquisition are ineligible.

Statutory Fees

- Building control approval fees
- Planning approval fees etc

Statutory Utilities

- Costs of NIE, Water, Telecoms & Gas connections etc are covered.

Costs for NIE Supply/Substations (Basic supply 100kva/acre), are generally deemed ineligible in that any necessary adjustments will be made via site value.

Legal Fees

Costs associated with clawback/debenture arrangements.

DOCUMENTATION REQUIRED TO MEET REQUIREMENTS OF PROGRAMME

Outline Project Proposal Stage

1. The company's Project Team must produce an outline design and costing which clearly identifies and separates costs associated with non-standard/bespoke items. The information listed below, should be submitted to Invest NI's Property Team via the Client Manager for examination and evaluation:
 - a. Completed Application form
 - b. Outline general arrangement drawings
 - c. Outline building & services specifications
 - d. Elemental cost estimate which clearly identifies any non-standard/bespoke items
 - e. Proposed procurement/contract strategy
 - f. Level of design team fees
 - g. Costs of statutory approvals/utilities
 - h. Indicative programme

Business Plan Stage

2. The documentation, as detailed below, (priced by the company's Consultant QS) should be submitted to Invest NI's Property Team, via the Client Manager, who will examine and adjust for price level, non-eligible items etc:
 - a. Detailed architectural, structural, civil and M&E drawings
 - b. Detailed building and services specification
 - c. BOQ/Contract Sum Analysis clearly identifying any non-standard/bespoke items
 - d. Confirmation of Design Team appointments/fees
 - e. Financing arrangements
 - f. Confirmation of utility charges

Approval Stage

3. The company's Project Team should select Constructionline Registered Contractors and invite competitive bids (in accordance with the appropriate Tendering Code of Procedure for the chosen procurement/contract strategy).

Buildsafe

Tender documentation, as listed below, should be copied to the Property Team via the Client Manager:

- a. Detailed drawings
- b. Detailed specification
- c. Competitively priced Bill of Quantities/Contract Sum Analysis clearly identifying any non-standard/bespoke items for all main contract and sub-contract works

- d. Tender forms and tender reports for all main contract and sub-contract works
- e. Statutory approvals
- f. Contract programme

Vouching Stage

- 4. At practical completion, the Property Team will conduct a final visit and grant assistance will normally be paid in 2 stages. Initially, 75% of the grant will be released. Documentation to facilitate this payment, which should be submitted to the Claims Team should include:

Certificate of Practical Completion
Evidence of Statutory Approvals

- 5. The balance of the grant will be released after satisfactory vouching has taken place and normally at the end of the defects liability period. Final documentation to facilitate this payment, which should be submitted to the Claims Team, should include:
 - a. Certificate of Making Good Defects (when available)
 - b. Final certificate and detailed final account complete with full supporting documentation including architects instructions, major sub-contract final accounts etc.
 - c. Invoices and paid receipt for all other eligible expenditure e.g. professional fees, statutory fees, utilities etc
 - d. Bankers, auditors or equivalent certification in respect of financing
 - e. Confirmation from Planning Supervisor that all construction design and management regulations have been met.

Property Assistance Application Form

Company Name		Registration No	
Parent Company			
Registered Address			
Telephone No		Fax No	
Email Address			
Address for Premises (if different from registered address)			
No of Employees		Industrial Sector	
Annual Turnover		Gross Profit	
PURPOSE OF NEW DEVELOPMENT (e.g. manufacturing, software development, mixed use)			
TYPE OF CONSTRUCTION (e.g. steel infrastructure, reinforced concrete, cladding)			
Please provide as much of the following information as possible			
SITE DETAILS			
Area of Site (including map showing location)			
Car Parking			
Marshalling			
BUILDING			
What is the total floor area the building (m²/sqft)			

Indicate single or two storey (a flow diagram showing production process)		
Production Area		
Offices/Ancillary Area		
Warehousing/storage etc		
Other, please specify		
Height of building (eaves height)		
SERVICES		
What level and type of M&E Services (heating, lighting, etc) are required?		
Is air conditioning required?		
Is sprinkler system required?		
Are dust free conditions required?		
Are there any special environmental conditions to be provided for?		
Is there any special use of water, gas or steam in the production process?		
Is compressed air required?		
Are there any special waste or effluent disposal requirements?		
ESTIMATED COST		
I apply on behalf of this property for support under this programme	Property Name	
Signed	Name	
Position in Company	Date	

All contractors and professional advisors must be Constructionline approved before commencing work. All works must be competitively tendered.

FOR FURTHER INFORMATION PLEASE CALL EUGENE TREACY ON 028 9069 8364.