

PLANNED PREVENTATIVE MAINTENANCE

Gang Warily Recreation Centre Outbuildings
Version 1

Client: Fawley Parish Council

Baseline PPM Date: 31st March 2023

Prepared for: Fawley Parish Council

31st March 2023



TSH

Contents

- 1 EXECUTIVE SUMMARY
- 2 INTRODUCTION
- 3 EXCLUSIONS AND DEFINITIONS
- 4 PPM SCHEDULE

Appendices

A Location References

| Prepared & Edited By: | | | |
|---|----------|----------|----------|
| Oliver Gristwood MRICS Senior Chartered Building Surveyor For and on behalf of Sillence Hurn Building Consultancy Ltd | | | |
| Date of Issue: March 2023 | | | |
| File Name: Job No.1391 Gang Warily Recreation Centre | Version: | 0 Status | : Issued |
| Document Revision: 0 | | | |

Executive Summary

Sillence Hurn Building Consultancy has been instructed to undertake a Planned Preventative Maintenance survey on the property known as Gang Warily Recreation Centre Outbuildings. The findings of the survey are included in this report.

The overall condition of the individual properties structure, fabric and components is generally fair in terms of the state of repair and condition.

Re-occuring items found across the building stock include the following:

- Renewal of roof coverings,
- Medium to long term replacement of internal finishes; carpet & vinyl flooring,

External and internal cyclical redecoration has been included in the reporting period however we have made assumptions and grouped elements together to allow for economies of scale, typically we have allowed for redecoration to occur on a 5-7 year cycle and costs have been included on this basis.

Replacement of internal finishes, fixtures and frequency of internal redecorations will largely depend on the use of the individual property and these elements should be reviewed on a year by year basis, with the PPM schedudle adjusted accordingly.

We recommend that a programme of planned maintenance, as identified in the attached schedules, is put into place. We further recommend that this 15 year programme of repair is revised and updated in each subsequent year in order to take account of investigative work, items which have been completed and further defects which may have manifested themselves.

We hope that we have interpreted your instructions and requirements correctly, but please do not hesitate to contact any of those involved in the preparation of the report should you require any further amplification or clarification whatsoever.

A summary of the expected maintenance costs over the 15 year period is given in the table below.

| | Year 0-1 | Year 1-2 | Year 3-5 | Year 5-10 | Year 10-15 |
|------------------|----------|----------|----------|-----------|------------|
| TOTAL PER PERIOD | £5,470 | £10,210 | £64,470 | £16,400 | £35,120 |

NOTES

Gang Warily Recreation Centre Outbuildings - PPM Schedule

- 1. All costs are exclusive of VAT.
- 2. Annual Maintenance contract costs such as M&E plant servicing, lift servicing etc. are not included in the PPM schedule.
- 3. Where scaffolding is required, we have grouped works requiring scaffold access into the same year to minimise access expenditure.
- 4. Main Contractors preliminaries, overheads and profits are included against individual line items on the main schedule.

31/03/2023 4 of 23 1391-PPM - Fawley Parish Council

1.0 Introduction

1 INTRODUCTION

1.1 The Brief

- 1.1.1 Sillence Hurn Building Consultancy Limited have been instructed by Fawley Parish Council to prepare a Planned Preventative Maintenance Report of Gang Warily Recreation Centre to provide an assessment of the overall condition and provide costs over a 15 (Fifteen) year life cycle.
- 1.1.2 The original terms of our appointment and scope of services (including our standard terms of business) were confirmed in our fee proposal to you and your subsequent instruction to proceed.
- 1.1.3 An inspection of the building fabric and mechanical and electrical services was carried out on Monday 27th February 2023. The weather at the time of our inspection was overcast but dry.

 A visual inspection of the mechanical and electrical services was completed on the inspection, no testing was undertaken.
- 1.1.4 We consider that it is more cost effective to deal with defects at an early stage, wherever possible, to prevent more serious and costly consequential problems from developing.
- 1.1.5 It is strongly recommended that this programme continues to be revised annually, to monitor the condition of the building and to re-appraise the programme of maintenance expenditure. It is proposed that this is carried out in time each year to allow for any discussion before your next budget becomes due.

1.2 Extent of Inspection

Our PPM inspection and schedule includes the following areas:

- 1.2.1 Inspection of the Gang Warily Recreation Centre outbuildings including the external fabric and the roof areas which were viewed from ground level. This includes all internal elements including fixtures and fittings such as kitchens and sanitaryware.
- 1.2.4 External Areas, were not included in this assessment.
- 1.2.5 Mechanical and electrical building services to each building.

1.3 Brief Description of Site

Gang Warily Recreation Centre Outbuildings - PPM Schedule

1.3.1 The site consists of the groundsman's main building positioned to the far right hand corner of the site, with associated storage sheds positioned in the hardstanding area directly in-front of the building. To the side of the groundsman's main building are Building's B and C. Building A is a attached to the front of Building B and is a single storey structure with a flat roof, which is tenanted by a carpentry business. Buildings B and C are positioned under the pitched roof with an asbestos cement corrugated roof covering. Buildings B and C have been merged into one unit and the building is occupied by one tenant.

The groundsman's main building consists of a steel portal frame structure. The external walls are then formed by blockwork walls and corrugated cladding at high level. The roof is pitched and covered in corrugated cladding sheets with fiberglass rooflights set throughout the roof covering. On the front elevation is a manual vehicle entrance door set along with two timber framed single glazed window units. The internals consist of an open plan workshop space with an office, kitchen, cloakroom and storage rooms set in an office block to the front left hand corner of the unit.

In front of the main groundsman building is an external store steel framed structure with is open to the elements. The groundsman team also have three Store rooms set within the footprint of Building C.

Building A, is tenanted by a carpentry business. The building is positioned directly adjacent to the roadway. This unit is set entirely under the flat roof section in front of Building B. The external walls consist of blockwork construction. The building has a flat roof structure with a high performance mineral felt roof covering. The internals of the unit consist of an open plan workshop, with a store cupboard, office, cloakroom and kitchen positioned to the rear side of the unit.

Building B and C, are the units set under the pitched roof with a corrugated asbestos cement roof covering. Building B and C have been merged into one unit with an internal door providing access between each unit. Building B and C consist of a blockwork external wall construction, with pitched roofs covered in corrugated asbestos cement roof panels. The internals of Building B and C consist of open plan storage units.

- 1.3.2 The Mechanical and Electrical engineering systems consist of:
 - -Electrical distribution;
 - Fire alarm system;
 - Mains Cold Water;
- 1.3.3 We understand that there are no listed buildings within the site.

1.4 Details of Documentation Reviewed

The following documents have been reviewed in preparing this schedule:

1.4.1 NA

1.5 Condition Definitions

1.5.1 The Planned Preventative Maintenance schedule contains condition category codes that are defined below. The condition category refers to the condition at the time of inspection. The Priority Category refers to the timeframe the maintenance item should be completed.

| Category | Definition | Description | Likely Outcome if Deferred |
|----------|---------------------|---|--|
| Α | Good condition | No works required | Deferment of repair or replacement over lifespan of |
| | | | property or element could result in lower standards and |
| | | | decrease of asset value. |
| В | Fair condition | Limited defects evident which will require repair in near | Further deterioration and damage. Repair costs and running |
| | | future | costs will increase with period of deferment. |
| С | Poor condition | Operational but requiring major work in the near future | Property or element will become unfit for its purpose. |
| | | | Maintenance and running costs will escalate. Inconvenient |
| D | Hazardous condition | Immediate works required to comply with Health and Safety | Failure to meet legal responsibilities. Possible closure of |
| | | or other Statutory obligations | section of property. Danger to property users and to public. |

| Priority Category | Definition |
|-------------------|-------------------------|
| 1 | Urgent, works |
| | required within Year 1 |
| 2 | Essential, works |
| | required within Year 1- |
| | 2 |
| 3 | Desirable, works |
| | recommended within |
| | Years 3-5 |
| 4 | Long Term, outside 5 |
| | year period but will |
| | prevent deterioration |
| | of huilding |

3.0 PLANNED MAINTENANCE

| Item | Element | Description | Condition | Remedy | Priority | | | Years | | |
|--------|---|---|-----------|--|----------|---------|---------|-----------|-----------|-----------|
| | | Description | Category | | Cat. | 0-1 | 1-2 | 3-5 | 5-10 | 10-15 |
| | Planned Maintenance | | | | | | | | | |
| 3.1 | GROUNDSMAN MAIN | | | | | | | | | |
| | SHED | | | | | | | | | |
| | EXTERNALS | | | | | | | | | |
| 3.1.1 | Pitched roof covering | Corrugated aluminium roof cladding sheets with fibreglass rooflights. | В | No planned works for 15 year period set in report. | 3 | - | - | - | - | - |
| 3.1.2 | Fibreglass rooflights on pitched roof covering. | 6No fibreglass rooflights set across roof covering. Moss and debris staining across all rooflights. | В | Remove existing rooflights and replace with new fibreglass rooflights. | 3 | | | | £4,600.00 | |
| 3.1.3 | PVCu guttering and downpipes. | PVCu eaves guttering and circular downpipes. | В | Clean down eaves level guttering of moss growth. Clear and remove any debris within the eaves guttering and downpipes to ensure sufficient rainwater discharge away from the property. | 1 | £300.00 | £600.00 | £900.00 | £1,500.00 | £1,500.00 |
| 3.1.4 | Windows | Timber framed windows with single glazed infills. | D | Remove all timber framed windows and replace with modern aluminium or PVCu framed double glazed equivalents. | 1 | | £700.00 | | | |
| 3.1.5 | Exposed steel columns on external wall corners. | Exposed steel columns on external wall corners. Corrosion identified to steel columns. | В | Rub down and sand back steel columns to a suitable substrate. Supply and apply corrosion inhibitor to corroded patches and apply a suitable external grade metal paint system in accordance with manufacturer's guidance to each steel column. | 2 | | £400.00 | | £400.00 | |
| 3.1.6 | INTERNALS | | | | | | | | | |
| | Main Warehouse | | | | | | | | | |
| 3.1.8 | | The internal walls throughout the unit consist of blockwork with a painted finish. | В | Supply and apply 2No coats of masonry paint in accordance with manufacturer's guidance. | 3 | | | £1,550.00 | | £1,550.00 |
| 3.1.9 | Yellow line markings on floor | The yellow line markings across the main warehouse space are worn and eroded. | В | Renew yellow line markings in existing layout. | 3 | | | £300.00 | | £300.00 |
| 3.1.10 | Front Office | | | | | | 1 | 1 | 1 | |

| 3.1.11 | | The internal walls throughout the unit consist of blockwork with a painted finish. | В | Supply and apply 2No coats of masonry paint in accordance with manufacturer's guidance. | 3 | £275.00 | £275.00 |
|--------|---------------------------------------|--|---|---|---|---------|---------|
| 3.1.12 | | Exposed painted timber joists with plywood painted boards set above. | В | Sand back painted finish to a suitable substrate. Supply and apply 2No coats of timber paint in accordance with manufacturer's guidance. | 3 | £150.00 | £150.00 |
| 3.1.13 | Floor covering | Carpet tile floor covering is worn. | D | Remove existing floor tile covering. Supply and install new carpet tile covering. | 3 | £360.00 | |
| 3.1.14 | Internal timber door | Timber internal door and frame with painted finish. | В | Sand down internal door and frame back to a suitable substrate. Supply and apply 2No coats of timber undercoat paint. Then supply and apply 2No coats of gloss timber paint in accordance with manufacturer's guidance. | 3 | £180.00 | £180.00 |
| 3.1.15 | Hallway to Front Office and Cloakroom | | | | | | |
| 3.1.16 | Blockwork walls with a painted finish | The internal walls throughout the unit consist of blockwork with a painted finish. | В | Supply and apply 2No coats of masonry paint in accordance with manufacturer's guidance. | 3 | £150.00 | £150.00 |
| 3.1.17 | Ceiling | Plywood boards with a painted finish. | В | Sand back painted finish to a suitable substrate. Supply and apply 2No coats of timber paint in accordance with manufacturer's guidance. | 3 | £90.00 | £90.00 |
| 3.1.18 | Timber partition wall surfaces | Timber partition wall with plywood board with painted finish. | В | Supply and apply 2No coats of timber paint in accordance with manufacturer's guidance. | 3 | £150.00 | £150.00 |
| 3.1.19 | Joinery | Joinery items include timber skirting, window frame and internal doors. | С | Sand back joinery items to a suitable substrate. Supply and install timber paint system in accordance with manufacturer's guidance. | 3 | £120.00 | £120.00 |
| 3.1.20 | Floor covering | Concrete slab with a painted finish. | В | Supply and install new masonry paint system in accordance with manufacturer's guidance. | 3 | £120.00 | |

| 3.1.21 | Cloakroom | | | | | | | | | |
|--------|-------------------------------|---|---|---|---|---|---|---------|---|---------|
| 3.1.22 | Painted blockwork walls | The internal walls throughout the unit consist of blockwork with a painted finish. | В | Supply and apply 2No coats of masonry paint in accordance with manufacturer's guidance. | 3 | | | £300.00 | | £300.00 |
| 3.1.23 | Ceiling | Exposed painted timber joints with plywood painted boards set above. | В | Sand down joists and plywood boards to a suitable substrate. Supply and apply 2No coats of timber paintwork in accordance with manufacturer's guidance. | 3 | | | £75.00 | | £75.00 |
| 3.1.24 | Floor coverings | Concrete slab with a painted finish. | В | Supply and install new masonry paint system in accordance with manufacturer's guidance. | 3 | | | £80.00 | | |
| 3.1.25 | White goods | The white goods include one dual flush toilet, one wash basin and a wall mounted electric shower. | В | No planned works for this maintenance report. | | - | - | - | - | - |
| 3.1.26 | Joinery | Timber internal door and frame with painted finish. | В | Sand down internal door and frame back to a suitable substrate. Supply and apply 2No coats of timber undercoat paint. Then supply and apply 2No coats of gloss timber paint in accordance with manufacturer's guidance. | 3 | | | £180.00 | | £180.00 |
| 3.1.27 | Kitchen | | | | | | | | | |
| 3.1.28 | Painted blockwork walls | The internal walls throughout the unit consist of blockwork with a painted finish. | В | Supply and apply 2No coats of masonry paint in accordance with manufacturer's guidance. | 3 | | | £170.00 | | £170.00 |
| 3.1.29 | Timber partition wall surface | Timber partition wall with plaster and painted finish. | В | Redecorate painted finishes. Supply and install 1No mist coat and 2No coats of emulsion paint in accordance with manufacturer's recommendations. | 3 | | | £170.00 | | £170.00 |
| 3.1.30 | Ceiling | Plywood boards with a painted finish. | В | Sand back painted finish to a suitable substrate. Supply and apply 2No coats of timber paint in accordance with manufacturer's guidance. | 3 | | | £180.00 | | £180.00 |
| 3.1.31 | Floor covering | Concrete slab with a painted finish. | В | Supply and install new masonry paint system in accordance with manufacturer's guidance. | 3 | | | £250.00 | | |

| 3.1.32 | Kitchen units | Chipboard base units with a laminate finish. | В | No planned works for period of report. | 3 | - | - | - | - | - |
|--------|--------------------------------|--|---|--|---|---|---|---------|---|---------|
| 3.1.33 | Joinery | Joinery items include timber skirting, window frame and internal doors. | В | Sand back joinery items to a suitable substrate. Supply and install timber paint system in accordance with manufacturer's guidance. | 3 | | | £350.00 | | £350.00 |
| 3.1.34 | Locker Room | | | | | | | | | |
| 3.1.35 | Timber partition wall surfaces | Timber partition wall with plaster and painted finish. | В | Redecorate painted finishes. Supply and install 1No mist coat and 2No coats of emulsion paint in accordance with manufacturer's recommendations. | 3 | | | £250.00 | | £250.00 |
| 3.1.36 | Ceiling | Plywood boards with a painted finish. | В | Sand back painted finish to a suitable substrate. Supply and apply 2No coats of timber paint in accordance with manufacturer's guidance. | 3 | | | £90.00 | | £90.00 |
| 3.1.37 | Floor covering | Concrete slab with a painted finish. | В | Supply and install new masonry paint system in accordance with manufacturer's guidance. | 3 | | | £100.00 | | |
| 3.1.38 | Joinery | The joinery items include timber skirtings and the internal door and frame. | В | Sand back joinery items to a suitable substrate. Supply and install timber paint system in accordance with manufacturer's guidance. | 3 | | | £345.00 | | £345.00 |
| 3.1.39 | Coat Room | | | | | | | | | |
| 3.1.40 | Painted blockwork walls | The internal walls throughout the unit consist of blockwork with a painted finish. | В | Supply and apply 2No coats of masonry paint in accordance with manufacturer's guidance. | 3 | | | £150.00 | | £150.00 |
| 3.1.41 | Timber partition wall | Timber partition wall with plaster and painted finish. | В | Redecorate painted finishes. Supply and install 1No mist coat and 2No coats of emulsion paint in accordance with manufacturer's recommendations. | 3 | | | £150.00 | | £150.00 |
| 3.1.42 | Ceiling | Plywood boards with a painted finish. | В | Sand back painted finish to a suitable substrate. Supply and apply 2No coats of timber paint in accordance with manufacturer's guidance. | 3 | | | £90.00 | | £90.00 |

| 3.1.43 | Floor covering | Concrete slab with a painted finish. | В | Supply and install new masonry paint system in accordance with manufacturer's guidance. | 3 | | | £100.00 | | |
|--------|-------------------------------|---|---|---|---|---------|---------|---------|-----------|-----------|
| 3.1.44 | Joinery | Joinery items include timber skirting, window frame and internal doors. | В | Sand back joinery items to a suitable substrate. Supply and install timber paint system in accordance with manufacturer's guidance. | 3 | | | £345.00 | | £345.00 |
| 3.1.45 | Mechanical and Electrical | | | | | | | | | |
| 3.1.46 | Electrical Installations | The consumer unit for the building is mounted at high level in the front office. | В | All services to be maintained in accordance with specialist mechanical and electrical advice. Electrical safety inspections must be undertaken at five-yearly intervals, or at other recommended intervals highlighted in the electrical safety inspection report (dependent on condition and age of installation). A full NICEIC certificate should be held on file. | 2 | £300.00 | | £300.00 | £300.00 | £300.00 |
| 3.1.47 | Fire Alarm System | Ceiling mounted fire alarms are positioned in each room of the building which are interlinked across the surrounding outbuildings. | В | The fire detection system should be checked and maintained in accordance with the installer's recommendations and the fire risk assessment. Typically this requires a weekly test with a log book kept, sixmonthly service and maintenance. | 2 | £200.00 | £400.00 | £600.00 | £1,000.00 | £1,000.00 |
| 3.2 | GROUNDSMAN EXTERNAL STORES | | | | | | | | | |
| 3.2.1 | Steel frame to external store | On the right hand side store adjacent to Newlands Road a steel frame supports the mono-pitched roof covering. Patches of corrosion are identified across the steel frame. | В | Rub down and sand back steel columns to a suitable substrate. Supply and apply corrosion inhibitor to corroded patches and apply a suitable external grade metal paint system in accordance with manufacturer's guidance to each steel column. | 2 | | £800.00 | | | |
| | | | | | | | | | | |

| 3.3 | BUILDINGS A, B AND C | (Blockwork constructed buildings with pitched roof and asbestos corrugated cladding panel roof coverings. Building A has a flat roof.) | | | | | | |
|-------|--|--|---|---|---|-----------|------------|-----------|
| 3.3.1 | EXTERNALS | | | | | | | |
| 3.3.2 | Asbestos cement corrugated roof panels | Buildings B and C have a pitched roof with asbestos cement corrugated roof cladding panels forming the roof covering. The cladding panels would be deemed to be at the end of their serviceable life. | D | Remove and discard asbestos cement roof panels in specialist waste. Supply and install lightweight composite or aluminium corrugated cladding to existing roof structure. Structural engineer would be required to confirm existing roof structure is adequate to take the load of the new roof covering. | 3 | | £40,000.00 | |
| 3.3.3 | Building A flat roof covering | Building A has a mineral felt roof covering applied to the flat roof. The roof covering is in satisfactory condition. | В | Remove existing mineral felt roof covering. Supply and install new high performance mineral felt roof covering and undertake any thermal upgrade requirements when removing the roof covering. | 3 | | | £7,560.00 |
| 3.3.4 | Roof valley between Buildings B and C | On the juncture of the pitched roof coverings between Buildings B and C a high performance mineral felt roof covering is in position. The mineral felt roof covering is in worn condition with patch repairs undertaken. | С | Remove existing mineral felt roof covering. Supply and install new high performance mineral felt roof covering and undertake any thermal upgrade requirements when removing the roof covering. | 2 | £2,500.00 | | |
| 3.3.5 | Flashings to flat roof covering | Flashings have been inserted on the valley detail between Buildings B and C and above the flat roof on Building A. | В | Supply and install new felt flashings and silicone joint. | 2 | £800.00 | | |
| 3.3.6 | Soffit and fascia | The soffit and fascia across the building consists of a painted plywood board. | В | Sand down soffit and fascia to a suitable substrate. Supply and apply external grade timber paint system in accordance with manufacturer's guidance. | 3 | | £1,800.00 | |
| 3.3.7 | Rainwater guttering | PVCu half round guttering at eaves level and circular downpipes. | В | Clean down eaves level guttering of moss growth. Clear and remove any debris within the eaves guttering and downpipes to ensure sufficient rainwater discharge away from the property. | 3 | | £300.00 | |

| 3.3.8 | Window security steel mesh boards | On the side elevation steel security mesh panels have been installed in front of the PVCu windows. The steel mesh panels are starting to corrode. | В | Sand and rub down steel mesh security panels. Supply and apply external grade metal paintwork system in accordance with manufacturer's guidance. | 3 | | | £400.00 | | |
|--------|---|---|---|---|---|---------|---------|-----------|-----------|-----------|
| 3.3.9 | Roller shutter doors | 2No electric roller shutter doors are positioned on the rear elevation. The doors are positioned on Units B and C on the sections both occupied by a tenant. | В | Undertake regular servicing of roller shutter doors on a 12 monthly basis. | 2 | £300.00 | £600.00 | £1,500.00 | £1,800.00 | £1,800.00 |
| 3.3.10 | External fencing | Steel mesh fencing set between steel posts is set along the boundary providing access into the Groundsman external area. The steel mesh fencing is in poor condition. | С | Remove existing steel mesh fencing and barbed wire. Supply and install new steel mesh fencing to existing steel posts and gate and renew barbed wire for security purposes. | 2 | | £800.00 | | | |
| 3.3.11 | INTERNALS | | | | | | | | | |
| 3.3.12 | Store Room 1 - Groundsman Store | | | | | | | | | |
| 3.3.13 | Line marking to floor | Yellow line markings are in position on floor to indicate fire escape route. | В | Renew line markings to ensure fire escape route is clearly identified. | 2 | | £150.00 | | | |
| 3.3.14 | Store Room 2 - Groundsman Store | | | | | | | | | |
| 3.3.15 | | | | No planned maintenance works. | | | | | | |
| 3.3.16 | Store Room 3 - Groundsman Store | | | | | | | | | |
| 3.3.17 | | | | No planned maintenance works. | | | | | | |
| 3.3.18 | BUILDING A - Occupied by carpentry tenant | | | | | | | | | |
| 3.3.19 | Main Workshop | | | | | | | | | |
| 3.3.20 | Wall finishes | Plaster boarded, skimmed and painted wall surfaces. | В | Supply and apply 2No coats of emulsion paint in accordance with manufacturer's guidance. | 3 | | | £850.00 | | £850.00 |

| 3.3.21 | Ceiling | Plasterboard, skimmed and painted ceiling surface. | В | Supply and apply 2No coats of emulsion paint to ceiling surface in accordance with manufacturer's guidance. | 3 | £750.00 | £750.00 |
|--------|------------------|---|---|---|---|-----------|---------|
| 3.3.22 | Joinery | Joinery items include timber skirting, door architraves and architraves | В | Sand down timber items to suitable substrate. Supply and apply 2No coats of undercoat paint. Then supply and apply 2No coats of satin top coat in accordance with manufacturer's guidance. On the door architraves supply and apply 2No coats of stained woodwork paint in accordance with manufacturer's guidance. | 3 | £510.00 | £510.00 |
| 3.3.23 | Internal doors | Internal doors have a varnished or stained finish. | В | Sand down existing doors. Supply and apply new stained or varnish paint finish to internal doors on both sides in accordance with manufacturer's guidance. | 3 | £720.00 | £720.00 |
| 3.3.24 | Floor covering | Concrete slab with painted finish. | В | Supply and apply masonry/floor paint to concrete slab in accordance with manufacturer's guidance. | 3 | £1,400.00 | |
| 3.3.25 | Storage Cupboard | | | | | | |
| 3.3.26 | Floor covering | Concrete slab with painted finish. | С | Supply and apply masonry/floor paint to concrete slab in accordance with manufacturer's guidance. | 3 | £200.00 | |
| 3.3.27 | Joinery | Joinery items include timber skirting, door architraves and architraves | В | Sand down timber items to suitable substrate. Supply and apply 2No coats of undercoat paint. Then supply and apply 2No coats of satin topcoat in accordance with manufacturer's guidance. On the door architraves supply and apply 2No coats of stained woodwork paint in accordance with manufacturer's guidance. | 3 | £300.00 | £300.00 |
| 3.3.28 | Office | | | | | | |

| 3.3.29 | Floor covering | Carpet floor covering in position. | С | Remove existing floor covering. Supply and install new carpet layer to entire room. | 2 | | £120.00 | | | |
|--------|----------------|---|---|---|---|---|---------|---------|---|---------|
| 3.3.30 | Joinery | Joinery items include timber skirting, door architraves and architraves | В | Sand down timber items to suitable substrate. Supply and apply 2No coats of undercoat paint, then supply and apply 2No coats of satin top coat in accordance with manufacturer's guidance. On the door architraves supply and apply 2No coats of stained woodwork paint in accordance with manufacturer's guidance. | 3 | | | £250.00 | | £250.00 |
| 3.3.31 | Cloakroom | | | | | | | | | |
| 3.3.32 | Floor covering | Vinyl sheet floor covering in position. | В | Remove existing floor covering. Supply and install new vinyl sheet floor covering with textured finish. | 3 | | | £250.00 | | £250.00 |
| 3.3.33 | Joinery | Joinery items include timber skirting, door architraves and architraves | В | Sand down timber items to suitable substrate. Supply and apply 2No coats of undercoat paint, then supply and apply 2No coats of satin top coat in accordance with manufacturer's guidance. On the door architraves supply and apply 2No coats of stained woodwork paint in accordance with manufacturer's guidance. | 3 | | | £120.00 | | £120.00 |
| 3.3.34 | White goods | The white goods include a single flush toilet and wash basin. | В | No planned works for maintenance report. | 3 | - | - | - | - | - |
| 3.3.35 | Kitchenette | | | | | | | | | |
| 3.3.36 | Wall surfaces | Plaster boarded, skimmed and painted wall surfaces. | В | Supply and apply 2No coats of emulsion paint in accordance with manufacturer's guidance. | 3 | | | £300.00 | | £300.00 |
| 3.3.37 | Ceiling | Plasterboard, skimmed and painted ceiling surface. | В | Supply and apply 2No coats of emulsion paint to ceiling surface in accordance with manufacturer's guidance. | 3 | | | £200.00 | | £200.00 |
| 3.3.38 | Floor covering | Concrete slab with painted finish. | В | Supply and apply masonry/floor paint to concrete slab in accordance with manufacturer's guidance. | 3 | | | £240.00 | | |

| 3.3.39 | Kitchen units and worktop | The kitchen units and worktop consist of a chipboard base construction with a laminate finish. Units are in fair condition with minor signs of wear. | В | Remove and discard existing kitchen units, worktop and stainless steel sink. Supply and install new kitchen units, worktop and sink to match existing arrangement. | 3 | | | | | £4,000.00 |
|--------|------------------------------|--|---|---|---|---------|---------|---------|-----------|-----------|
| 3.3.40 | Joinery | Joinery items include timber skirting, door architraves and architraves | В | Sand down timber items to suitable substrate. Supply and apply 2No coats of undercoat paint. Then supply and apply 2No coats of satin top coat in accordance with manufacturer's guidance. On the door architraves supply and apply 2No coats of stained woodwork paint in accordance with manufacturer's guidance. | 3 | | | £300.00 | | |
| 3.3.41 | Splashback tiles | Ceramic white coloured splashback tiles set behind kitchen worktop. | В | Renew splashback tiles with matching equivalent. | 3 | | | | | £200.00 |
| 3.3.42 | Mechanical and Electrical | | | | | | | | | |
| 3.3.43 | Fire Alarm System | Ceiling mounted fire alarms are positioned in each room of the building which are interlinked across the surrounding outbuildings. | В | The fire detection system should be checked and maintained in accordance with the installer's recommendations and the fire risk assessment. Typically this requires a weekly test with a log book kept, sixmonthly service and maintenance. | 2 | £200.00 | £400.00 | £600.00 | £1,000.00 | £1,000.00 |
| 3.3.44 | Electrical Installations | The consumer unit for the property is found in the top left hand corner of the rear wall of the main workshop. There is no indication of any recent testing on the unit. | В | All services to be maintained in accordance with specialist mechanical and electrical advice. Electrical safety inspections must be undertaken at five-yearly intervals, or at other recommended intervals highlighted in the electrical safety inspection report (dependent on condition and age of installation). A full NICEIC certificate should be held on file. | 2 | £300.00 | | £300.00 | £300.00 | £300.00 |

| 3.3.45 | Emergency lighting | Emergency lighting is positioned above entry and exit door sets. | В | The emergency lighting system should be periodically checked and inspected in accordance with the service provider's recommendations. This should include a monthly check, servicing and annual full discharge to test the batteries. | 2 | £160.00 | £320.00 | £480.00 | £800.00 | £800.00 |
|--------|----------------------------------|--|---|---|---|---------|---------|---------|---------|---------|
| 3.3.46 | INTERNALS - BUILDINGS B AND C | | | | | | | | | |
| 3.3.47 | Internals - Building B | | | | | | | | | |
| 3.3.48 | Wall surfaces | Plaster boarded, skimmed and painted wall surfaces. | В | Supply and apply 2No coats of emulsion paint in accordance with manufacturer's guidance. | 3 | | | £500.00 | | £500.00 |
| 3.3.49 | Internal timber doors | Internal doors have no paint finish and consist of exposed timber. | В | No planned maintenance works. | - | - | - | - | - | - |
| 3.3.50 | Internals - Building C | | | | | | | | | |
| 3.3.51 | | The internal walls throughout the unit consist of blockwork with a painted finish. | В | Supply and apply 2No coats of masonry paint in accordance with manufacturer's guidance. | 3 | | | £900.00 | | £900.00 |
| 3.3.52 | Internal timber doors | Internal doors have no paint finish and consist of exposed timber. | В | No planned maintenance works. | - | - | - | - | - | - |
| 3.3.53 | Mechanical and Electrical | | | | | | | | | |
| 3.3.54 | Electrical Installations | The consumer units for Building B is positioned on the rear wall corner adjacent to the connecting door into Unit C. The consumer unit for Building C is positioned on the rear wall along with the consumer units for the Groundsman building store rooms 1, 2 and 3. There is no indication of any recent testing to all consumer units. | В | All services to be maintained in accordance with specialist mechanical and electrical advice. Electrical safety inspections must be undertaken at five-yearly intervals, or at other recommended intervals highlighted in the electrical safety inspection report (dependent on condition and age of installation). A full NICEIC certificate should be held on file. | 2 | £900.00 | | | £900.00 | £900.00 |

| | Fire Alarm System | Ceiling mounted fire alarms are positioned in each room of the building which are interlinked across the surrounding outbuildings. | В | The fire detection system should be checked and maintained in accordance with the installer's recommendations and the fire risk assessment. Typically this requires a weekly test with a log book kept, sixmonthly service and maintenance. | 2 | £400.00 | £800.00 | £1,200.00 | £2,000.00 | £2,000.00 |
|--------|-------------------------|---|---|---|---|---------|---------|-----------|-----------|-----------|
| 3.3.56 | Emergency lighting | Emergency lighting is positioned above entry and exit door sets. | В | The emergency lighting system should be periodically checked and inspected in accordance with the service provider's recommendations. This should include a monthly check, servicing and annual full discharge to test the batteries. | 2 | £160.00 | £320.00 | £480.00 | £800.00 | £800.00 |
| 3.3.57 | Heating System | No heating provided to Buildings B and C. | В | No action required. | - | | | | | |
| 3.3.58 | Waste water disposal | Considered to fall within the Tenant's demise and hence not commented upon within this report. | В | The underground drainage provisions should be checked and a CCTV survey should be undertaken every 2 years. Any repair works required following the inspection should be undertaken as necessary. | 3 | | £500.00 | £500.00 | £1,000.00 | £1,000.00 |
| | STATUTORY COMPLIANCE | | | | | | | | | |
| | Fire Safety | The Regulatory Reform (Fire Safety) Order 2005 places and obligation on persons 'in control' of premises to manage the risk associated with fire to ensure the safety of any persons on or affected by the premises. We have not been provided with any documentation related to fire safety. | В | Commission a specialist consultant to undertake a Fire Risk Assessment and action all associated recommendations. (Note further costs may be incurred for actioning the recommended works). | 1 | £400.00 | | | | |

| | Equality | The Equalities Act 2010 provides a legal framework to promote and protect the right for equality which incorporates several pieces of legislation, including the Disability Discrimination Act 1995. The act can in certain circumstances require property owners to make reasonable adjustments to a premises to provide equal access for all persons. We have not been provided with any documentation related to accessibility. We have not assessed the building's compliance with this legislation. | В | Commission a specialist consultant to undertake an Access Audit and action all associated recommendations. (Note further costs may be incurred for actioning the recommended works). | 1 | £750.00 | | |
|--------|------------------------------|--|---|--|---|---------|---------|---------|
| 3.3.62 | Asbestos | Asbestos is a naturally occurring silicate mineral which historically has been used in building materials, but the use of which is now illegal. The material was used in the construction of buildings up until it was banned in 2000. It is therefore possible that this property may contain asbestos containing materials based on it's age. Inhalation of asbestos fibres can lead to a range of asbestos related health conditions. The Control of Asbestos Regulations 2012 place obligations on the premises 'duty holder' to manage the risk associated with asbestos or asbestos containing materials to ensure the safety of any persons who may be affected. We have not been provided with any documentation related to asbestos. | В | Commission a specialist consultant to undertake a Management Asbestos Survey and action all associated recommendations. (Note further costs may be incurred for actioning the recommended works). Refurbishment and Demolition Surveys must also be undertaken whenever any work us to be undertaken to the building that will involve disturbance of the building fabric. | 1 | £600.00 | | |
| 3.3.63 | General Health and Safety | The Health and Safety at Work etc. Act 1974 places an obligation on persons 'in control' of premises to ensure the health and safety of building users and those employed to undertake any work to the building | В | Commission a specialist consultant to undertake a Health & Safety Audit and action all associated recommendations. (Note further costs may be incurred for actioning the | 1 | £500.00 | £500.00 | £500.00 |

APPENDIX A Location References



Figure 1: Groundsman Main Building/Shed



Figure 2 - Building A



Figure 3 - Building B



Figure 4 - Building C