



PLANNED PREVENTATIVE MAINTENANCE

Jubilee Hall, The Square, Southampton, SO45 1DF

Version 1

Client: Fawley Parish Council

Baseline PPM Date: 31st March 2023

Prepared for: Fawley Parish Council

31st March 2023





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Executive Summary

Sillence Hurn Building Consultancy has been instructed to undertake a Planned Preventative Maintenance survey on the property known as Jubilee Hall, The Square, Southampton, SO45 1DF. 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-occurring items found across the building stock include the following:

- Timber decay to fascias, soffits, windows and other external joinery,
- Renewal of flat roof coverings,
- Medium to long term replacement of internal finishes; carpet & vinyl flooring,
- Long term replacement of internal fixtures and fittings; kitchens, sanitaryware.

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 schedule 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	£4,410	£110,800	£55,961	£30,460	£62,681

NOTES

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.

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 Jubilee Hall 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 Tuesday 28th 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 Jubilee Hall including the external fabric including the roof areas. 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 the main building.

1.3 Brief Description of Site

1.3.1 The building consists of a recreation centre, which houses a seminar space, squash courts, changing rooms, board rooms and offices. The building appears to have been extended and adapted throughout its lifespan with the addition of side and rear extensions. It is anticipated the original property housed only the main seminar room. It is estimated the entrance foyer, squash courts and changing rooms, along with the rear board rooms set under the flat roof sections were later additions to the property.

A datestone on the front elevation indicates the original building was constructed in 1887. It is anticipated the side and rear extensions were built in the mid-20th century. The external walls to the original property consist of an assumed solid wall construction. The external walls to the extensions consist of a cavity wall construction with an outer skin of clay brickwork. At first floor level sections of the external wall are covered in vertically hung concrete tiles or timber shiplap cladding. The roof to the original building has a pitched roof structure with a clay roof tile covering. The remainder of the property is covered in flat roof structures, which are covered in a mastic asphalt roof covering with a loose gravel layer positioned on top. The separate flat roof covering to the far corner of the building has a high performance mineral felt roof covering. The windows and external doors across the property include PVCu, aluminium and timber framed units.

1.3.2 The Mechanical and Electrical engineering systems consist of:

- Electrical distribution;
- Fire alarm system;
- Gas fired heating system;

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 Floor plans

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
A	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.
B	Fair condition	Limited defects evident which will require repair in near future	Further deterioration and damage. Repair costs and running costs will increase with period of deferment.
C	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 or other Statutory obligations	Failure to meet legal responsibilities. Possible closure of 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 building

3.0 PLANNED MAINTENANCE

Item	Element	Description	Condition Category	Remedy	Priority Cat.	Years				
						0-1	1-2	3-5	5-10	10-15
3.0	Planned Maintenance									
	EXTERNALS									
3.1	Pitched Roof, Clay Roof Tile Covering	The main pitched roof for the building positioned above the main hall has a pitched roof structure with a clay roof tile covering. Several clay roof tiles are loose or slipped across the roof covering and require isolated repairs.	C	Obtain high level access and conduct minor patch repairs to clay roof tile covering.	2		£500.00			
3.2	Flat Roof Covering above Reception	The roof structure above the main reception and entrance hallway consists of a flat roof with a mineral felt roof covering and loose gravel laid on top. There are then several rooflights set in the flat roof structure.	C	Remove and discard entire roof covering and loose gravel from site. Supply and install new high performance mineral felt roof covering to entire flat roof section. Include for any thermal upgrade requirements to meet Building Regulation standards.	2		£15,000.00			
3.3	Flat Roof Skylights on Reception and Entrance Hallway Flat Roof	6No roof lanterns are positioned on the flat roof set above the main reception and entrance hallway. Five of the rooflights appear to have been recently replaced however one appears original.	C	Replace original rooflight with new PVCu roof lantern and renew upstand to roof covering.	2		£1,800.00			
3.4	Vertically Hung Clay Roof Tiles	Vertically hung clay roof tiles are positioned on the inset first floor to the left hand side of the building. The roof tiles are worn and missing in several places across the external walls.	B	Conduct isolated patch repairs to vertically hung clay roof tiles.	3			£200.00		
3.5	Flat Roof Covering Positioned on Flat Roof to Front Elevation above Main Hall	The flat roof is covered in a mastic asphalt covering with a loose stone finish applied on top.	D	Remove blisters on asphalt covering and loose stone finish. Supply and install new high performance mineral felt roof covering over the top of the mastic asphalt layer. Include for any thermal upgrade and insulation requirements to meet Building Regulation standards.	2		£6,000.00			

3.6	Mastic Asphalt Covering to parapet on Front Elevation flat roof above Main Hall	A mastic asphalt covering has been applied to the parapet around the perimeter of the flat roof on the front elevation above the main hall. The mastic asphalt layer is in poor condition.	D	Supply and install new liquid applied roofing membrane over the existing mastic asphalt layer to provide adequate waterproofing to the parapet.	2		£1,800.00			
3.7	Flat Roof Covering Positioned above Squash Courts and Viewing Area on First Floor	The flat roof structure positioned above the squash courts and first floor viewing area consist of a mastic asphalt layer with a loose stone finish applied on top. To the viewing area on the first floor three sky lanterns are positioned in the flat roof covering. The mastic asphalt roof covering is in poor condition with splits and blisters throughout the surface.	D	Remove loose stone finish and remove any blisters in the existing mastic asphalt layer. Supply and install new high performance mineral felt roof covering to entire flat roof covering. Include for any thermal upgrade and insulation requirements to meet Building Regulation standards.	2		£25,000.00			
3.8	Sky Lanterns Positioned in First Floor Squash Court Viewing Area Flat Roof	3No sky lanterns are positioned in the flat roof structure for the first floor squash court viewing area. The sky lanterns consist of a single glazing with an aluminium frame. The units are generally aged and discoloured and they are at the end of their serviceable life.	D	Remove and discard existing sky lanterns. Supply and install new sky lanterns with double glazing to increase energy performance standards.	2		£2,500.00			
3.9	Flat Roof Covering to Flat Roof set above Council Chamber	The flat roof structure to the rear section of the main hall has a mastic asphalt roof covering with the remnants of a loose stone surface and a solar reflective paint applied to half of the roof covering. The roof is generally in worn condition and would be deemed to be at the end of its serviceable life.	D	Remove loose stone finish and remove any blisters in the existing mastic asphalt layer. Supply and install new high performance mineral felt roof covering to entire flat roof covering. Include for any thermal upgrade and insulation requirements to meet Building Regulation standards.	2		£12,500.00			
4	Rear flat roof Parapet Concrete Flaunching (Flat roof positioned above Council Chamber)	On the parapet walls on the rear flat roof structure patch repairs have been completed to the concrete flaunching where it is cracked and spalled. This is to prevent water penetration into the internals. Sillence Hurn recommend the concrete flaunching is waterproofed by the application of a new roof covering.	D	Supply and install new liquid applied waterproof covering to existing concrete flaunching to prevent any further water penetration.	2		£3,000.00			

4.1	Rear Elevation Mineral Felt Roof Covering (above Reading Rooms)	To the far right hand corner of the building a separate flat roof structure is in position with a mineral felt roof covering. The roof covering is in fair condition.	B	Remove and discard existing roof covering. Supply and install new high performance mineral felt roof covering to entire roof section. Include for any thermal upgrade requirements to comply with Building Regulation standards.	3						£6,000.00
4.2	Rainwater Guttering	The guttering across the property consists of a combination of half round and square guttering.	B	Clean down guttering to remove moss growth on the external face of the guttering. Conduct annual cleaning down and removal of debris from guttering to ensure sufficient rainwater discharge off the roof coverings.	2	£500.00	£1,000.00	£1,500.00	£2,500.00	£2,500.00	
4.3	Soffit, Fascia and Exposed Rafter Feet	On the original section of the building the soffit and fascia consist of a painted timber board and on the front and side elevations painted exposed rafter feet are also identified on site. The paintwork is generally in a worn condition across the soffit and fascia and exposed rafter feet.	B	Provide high level access and sand down timber items to a suitable substrate. Supply and apply external grade timber paintwork system to soffit and fascia and exposed rafter feet in accordance with manufacturers guidance.	2		£3,500.00				£3,500.00
4.4	Timber Shiplap Cladding	On the rear elevation a timber shiplap cladding is installed at high level on the external wall. The cladding has a painted finish.	B	Supply and apply external grade timber paintwork system to timber cladding in accordance with manufacturers guidance.	2		£2,500.00				£2,500.00
4.5	Timber Windows	On the side elevations and inset first floor external walls of the building timber windows are in position. The timber windows are generally worn and signs of rotting are identified to the window frames.	B	Sand down timber frames back to a suitable substrate. Supply and apply external timber paintwork system in accordance with manufacturers guidance.	2		£500.00				£500.00
4.6	Brickwork Pointing	On the external walls enclosing the kitchenette and main hall (original building) the brickwork pointing is eroded to isolated sections.	C	Conduct isolated repointing repairs to the original building approximately 10 sq. m of repointing.	1	£500.00					
4.7	Stonework Mouldings to Front Elevation Main Hall Window	On the front elevation stonework mouldings surround the PVCu window frames for the main hall. The stonework is eroded.	B	Undertake specialist stonework patch repairs to stonework mouldings to reform eroded sections.	2		£2,000.00				

4.8	Cast Iron Rainwater Downpipes	Cast iron downpipes are identified to the front elevation.	B	Sand down and rub back cast iron items. Supply and install external grade metal paint system in accordance with manufacturers guidance.	2		£300.00		£300.00	£300.00
4.9	Timber Handrail	A timber handrail is in position adjacent to the main entrance door.	B	Sand down timber handrail and fixings back to a suitable substrate. Supply and install timber and metal paintwork system to handrail and fixings in accordance with manufacturers guidance.	3		£100.00		£100.00	£100.00
5	Front Elevation Signboard	On the front elevation the Jubilee Hall Fawley sign is fixed to a timber board. The timber board will require redecoration.	B	Sand down timber board back to a suitable substrate. Supply and apply timber paintwork system in accordance with manufacturers guidance.	3		£200.00		£200.00	£200.00
5.1	Timber Fence	A timber fence is installed to the front elevation forming a courtyard adjacent to the main entrance door. The fence consists of timber posts with steel mesh fencing set between the posts at low level and timber beams spanning between the posts. At ground level timber sleepers are set between the posts holding back the gravel.	B	Sand back timber items back to a suitable substrate. Supply and apply timber paintwork system to posts, timber beams and low level sleepers including bench seats to front of fence. Supply and apply external grade timber paintwork system in accordance with manufacturers guidance.	3				£1,500.00	
5.2	INTERNALS									
5.3	Entrance Hallway									
5.4	Floor Covering	Vinyl plank floor covering.	B	Supply and install new sheet vinyl floor covering over existing clay floor tile covering.	3					£2,200.00
5.5	Wall Surfaces	Plaster wall surfaces with a painted finish.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£744.00		£744.00
5.6	Ceiling	Plasterboard, skimmed and painted ceiling.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£300.00		£300.00

5.7	Joinery	Joinery items include timber skirtings, architraves and window frame around sky lantern, staircase handrail and reception internal fixed glazing.	B	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat gloss paintwork. Then supply and apply 2No coats of gloss timber top coat to paintwork in accordance with manufacturers guidance.	3			£310.00		£310.00
5.8	Internal Timber Doors	The internal doors have a varnish paintwork finish to the doors and frame.	B	Sand back timber items to a suitable substrate. Supply and apply varnish paintwork finish to doors and frames in accordance with manufacturers guidance. 2No doors have a painted finish. Sand back timber doors and frame back to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of top coat gloss paintwork in accordance with manufacturers guidance.	3			£1,620.00		£1,620.00
5.9	Kitchenette									
6	Wall Surfaces	Plaster wall surfaces with a painted finish.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£432.00		£432.00
6.1	Ceiling	Plasterboard, skimmed and painted ceiling.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£180.00		£180.00
6.2	Floor Covering	Concrete slab with clay floor tiles.	B	Break up and remove clay tiles. Supply and install new sheet vinyl floor covering.	3			£1,350.00		£1,350.00
6.3	Joinery	Joinery items include timber skirtings and architraves.	B	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	3			£100.00		£100.00

7.4	Wall Surfaces	Plaster wall surfaces with a painted finish.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	2		£500.00			£500.00
7.5	Ceiling	Plasterboard, skimmed and painted ceiling.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	2		£200.00			£200.00
7.6	Joinery	Joinery items include timber skirtings and architraves.	B	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	2		£370.00			£370.00
7.7	Storage Cupboards	Timber framed storage cupboard with painted finish.	C	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	2		£300.00			£300.00
7.8	Floor Covering	Vinyl tile floor covering.	D	Remove existing vinyl tiles and discard from site. Supply and install new sheet vinyl floor covering.	2		£800.00			
7.9	Internal Doors	The internal doors have a varnish paintwork finish to the doors and frame.	B	Sand back timber items to a suitable substrate. Supply and apply varnish paintwork finish to doors and frames in accordance with manufacturers guidance.	2		£180.00			£180.00
8	Disabled Toilet / Cloakroom Positioned in Storage Room									
8.1	Wall Surfaces	Plaster wall surfaces with a painted finish.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£280.00		£280.00
8.2	Ceiling	Plasterboard, skimmed and painted ceiling.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£100.00		£100.00
8.3	Floor Covering	Vinyl sheet floor covering.	B	Remove and discard vinyl sheet layer. Supply and install new vinyl sheet covering with textured finish.	3			£190.00		

8.4	White Goods	The white goods include a wash basin and disabled toilet with associated handrails and fittings. The white goods were in working order.	B	No planned works for period of report.						
8.5	Hallway Providing Access to Squash Courts									
8.6	Wall Surfaces	Plaster wall surfaces with a painted finish.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£720.00		£720.00
8.7	Ceiling	Plasterboard, skimmed and painted ceiling.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£385.00		£385.00
8.8	Floor Covering	Vinyl sheet floor covering with a textured finish is in position.	B	Remove and discard existing floor covering. Supply and install new vinyl sheet floor covering with textured finish.	3				£1,200.00	
8.9	Joinery	Joinery items include timber skirtings and architraves.	B	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	3			£450.00		£450.00
9	Internal Doors	The internal doors have a varnish finish. The doors will require redecoration.	B	Sand back timber doors back to a suitable substrate. Supply and install new timber varnish paintwork finish in accordance with manufacturers guidance to all internal doors.	3			£1,260.00		£1,260.00
9.1	Ladies Changing Room									
9.2	Wall Surfaces	Plaster wall surfaces with a painted finish.	C	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	2		£800.00			
9.3	Ceiling	Plasterboard, skimmed and painted ceiling.	C	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	2		£450.00			

9.4	Floor Covering	Clay floor tiles are set in position.	C	Remove and discard existing tiles. Supply and install latex finish then supply and fit sheet vinyl floor covering with textured finish.	2		£2,000.00			
9.5	Joinery	Joinery items include timber skirtings, architraves and bench seats.	C	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	2		£300.00			
9.6	Internal Doors	Internal doors have a painted finish. The doors will require redecoration.	C	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	2		£575.00			
9.7	Shower Partitioning Cubicles	Shower cubicle partitioning is aged.	C	Remove and discard existing cubicle partitioning. Supply and install new shower cubicle partitioning to match existing arrangement.	2		£1,750.00			
9.8	Tiled Wall Surfaces in Shower Units	The wall surfaces in the shower cubicles have a tiled finish which is dated.	C	Hack off wall tiles and discard from site. Supply and install new wall tiles for cosmetic appearance.	2		£800.00			
9.9	White Goods	The white goods include a wash basin, single flush toilets and wall mounted shower units. The white goods were in working order.	C	Remove and discard existing white goods. Supply and install new white goods to match existing arrangement for cosmetic appearance.	2		£3,500.00			
10	Radiator	1No water fed radiator with a painted finish is in position.	C	Sand down and rub back radiator painted finish back to a suitable substrate. Supply and install metal paintwork system in accordance with manufacturers guidance.	2		£150.00			
10.1	Gents Changing Room									
10.2	Wall Surfaces	Plaster wall surfaces with a painted finish.	C	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	2		£900.00			

10.3	Ceiling	Plasterboard, skimmed and painted ceiling.	C	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	2		£550.00			
10.4	Floor Covering	Clay floor tiles are set in position.	C	Remove and discard existing tiles. Supply and install latex finish then supply and fit sheet vinyl floor covering with textured finish.	2		£2,000.00			
10.5	Joinery	Joinery items include timber skirtings and architraves, window frames and bench seats.	C	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	2		£350.00			
10.6	Internal Doors	Internal doors have a painted finish. The doors will require redecoration.	C	Sand back timber items to a suitable substrate. Supply and apply timber paintwork or varnish coating system.	2		£375.00			
10.7	Tiled Wall Surfaces in Shower Units	The wall surfaces in the shower cubicles have a tiled finish which is dated.	C	Hack off wall tiles and discard from site. Supply and install new wall tiles for cosmetic appearance.	2		£890.00			
10.8	White Goods	The white goods include a wash basin, single flush toilets and wall mounted shower units. The white goods were in working order.	C	Remove and discard existing white goods. Supply and install new white goods to match existing arrangement for cosmetic appearance.	2		£3,200.00			
10.9	Radiator	1No water fed radiator with a painted finish is in position.	C	Sand down and rub back radiator painted finish back to a suitable substrate. Supply and install metal paintwork system in accordance with manufacturers guidance.	2		£100.00			
11	Squash Court									
11.1	Wall Surfaces (Plastered)	Plaster wall surfaces with a painted finish.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£2,250.00		

11.2	Ceiling	Plasterboard, skimmed and painted ceiling.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£1,040.00		
11.3	Floor Covering	Laminate floor covering with red line markings.	B	Renew red line markings as they are worn.	3			£300.00		
11.4	Internal Door	1No internal door with painted and varnish finish.	B	Sand back door to a suitable substrate. Supply and install varnish and painted finish to either side of the door in accordance with manufacturers guidance.	3			£180.00		
11.5	Squash Court / Boxing Gym									
11.6	Wall Surfaces (Plastered)	Plaster wall surfaces with a painted finish.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£2,250.00		
11.7	Ceiling	Plasterboard, skimmed and painted ceiling.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£1,040.00		
11.8	Floor Covering	Laminate floor covering with red line markings.	B	Renew red line markings as they are worn.	3			£300.00		
11.9	Internal Door	1No internal door with painted and varnish finish.	B	Sand back door to a suitable substrate. Supply and install varnish and painted finish to either side of the door in accordance with manufacturers guidance.	3			£180.00		
12	First Floor Viewing Area to Squash Courts including Staircase									
12.1	Wall Surfaces	Plaster wall surfaces with a painted finish.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£900.00		£900.00
12.2	Ceiling	Plasterboard, skimmed and painted ceiling.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£450.00		£450.00

12.3	Floor Covering	Carpet tile floor covering is in position.	B	Remove and discard existing floor covering. Supply and install new carpet tile floor covering.	3			£1,250.00		£1,250.00
12.4	Joinery	Joinery items include timber skirtings and architraves, staircase and window frames.	B	Sand back timber items to a suitable substrate. Supply and apply timber paintwork or varnish coating system.	3			£1,200.00		£1,200.00
12.5	Internal Door	1No internal door with painted finish.	B	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	3			£180.00		£180.00
12.6	Steel Handrail	Steel handrails are in position enclosing squash courts. The handrails consist of a steel frame construction with timber boards infilling the frame.	B	Supply and apply metal paintwork system to steel frame and timber paintwork system to timber boards set between steel frame in accordance with manufacturers guidance.	3			£450.00		£450.00
12.7	Staircase Tread Grip Panels	Grip pads are adhered to the staircase treads.	B	Remove and discard existing grip panels. Supply and install new grip panels to staircase treads.	3					£350.00
12.8	First Floor Office Accessed off Viewing Area									
12.9	Wall Surfaces	Plaster wall surfaces with a painted finish.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£390.00		£390.00
13	Ceiling	Plasterboard, skimmed and painted ceiling.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£160.00		£160.00
13.1	Floor Covering	Carpet tile floor covering is in position.	B	Remove and discard existing floor covering. Supply and install new carpet tile floor covering.	3			£640.00		

13.2	Joinery	Joinery items include timber skirtings and architraves and window frames.	B	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	3			£240.00		£240.00
13.3	Reception									
13.4	Wall Surfaces	Plaster wall surfaces with a painted finish.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£450.00		£450.00
13.5	Ceiling	Plasterboard, skimmed and painted ceiling.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£190.00		£190.00
13.6	Floor Covering	Carpet tile floor covering is in position.	B	Remove and discard existing floor covering. Supply and install new carpet tile floor covering.	3			£800.00		£800.00
13.7	Joinery	Joinery items include timber skirtings and architraves.	B	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	3			£330.00		£330.00
13.8	Internal Doors	The internal doors have a varnish paintwork finish to the doors and frame.	B	<p>Sand back timber items to a suitable substrate. Supply and apply varnish paintwork finish to doors and frames in accordance with manufacturers guidance.</p> <p>2No doors have a painted finish. Sand back timber doors and frame back to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of top coat gloss paintwork in accordance with manufacturers guidance.</p>	3			£360.00		£360.00

13.9	Fixed Internal Glazing to Front Wall of Reception	Timber framed internal glazing with single glazing panes set between the timber frame. The frame has a varnish finish.	B	Sand back timber items back to a suitable substrate. Supply and apply varnish paintwork system in accordance with manufacturers guidance.	3			£250.00		£250.00
14	Gents Cloakroom									
14.1	Wall Surfaces	Plaster wall surfaces with a painted finish.	C	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£450.00		£450.00
14.2	Wall Surfaces Tiled	The wall surfaces in the shower cubicles have a tiled finish which is dated.	C	Hack off wall tiles and discard from site. Supply and install new wall tiles for cosmetic appearance.	3			£500.00		£500.00
14.3	Floor Covering	Tiled floor covering is worn.	C	Remove and discard existing tiles. Supply and install latex finish then supply and fit sheet vinyl floor covering with textured finish.	3			£1,100.00		£1,100.00
14.4	Internal Doors	The internal doors have a painted finish.	C	Sand back internal doors back to a suitable substrate. Supply and apply timber paintwork system in accordance with manufacturers guidance.	3			£360.00		£360.00
14.5	White Goods	The white goods include single flush toilets, the urinals and wash basins. The white goods are in working order but aged.	C	Remove and discard existing white goods from site. Supply and install new white goods in existing arrangement.	3			£2,500.00		
14.6	Joinery	Joinery items include timber skirtings and architraves.	C	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	3			£200.00		£200.00
14.7	Ladies Cloakroom									
14.8	Wall Surfaces	Plaster wall surfaces with a painted finish.	C	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£450.00		£450.00

14.9	Wall Surfaces Tiled	The wall surfaces in the shower cubicles have a tiled finish which is dated.	C	Hack off wall tiles and discard from site. Supply and install new wall tiles for cosmetic appearance.	3			£500.00		£500.00
15	Floor Covering	Tiled floor covering is worn.	C	Remove and discard existing tiles. Supply and install latex finish then supply and fit sheet vinyl floor covering with textured finish.	3			£1,100.00		£1,100.00
15.1	Internal Doors	The internal doors have a painted finish.	C	Sand back internal doors back to a suitable substrate. Supply and apply timber paintwork system in accordance with manufacturers guidance.	3			£360.00		£360.00
15.2	White Goods	The white goods include wash basins and single flush toilets. The white goods are in working order.	C	Remove and discard existing white goods from site. Supply and install new white goods in existing arrangement.	3			£2,000.00		
15.3	Joinery	Joinery items include timber skirtings and architraves.	C	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	3			£200.00		£200.00
15.4	Archive Room									
15.5	Wall Surfaces	Plaster wall surfaces with a painted finish.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£336.00		£336.00
15.6	Ceiling	Plasterboard, skimmed and painted ceiling.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£120.00		£120.00
15.7	Floor Covering	Vinyl tile floor covering is in position.	B	Remove and discard existing floor covering. Supply and install new vinyl tile floor covering.	3			£750.00		

15.8	Joinery	Joinery items include timber skirtings and architraves.	B	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	3			£210.00		£210.00
15.9	Council Chamber									
16	Wall Surfaces	Plaster wall surfaces with a painted finish.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£1,900.00		£1,900.00
16.1	Wall Surfaces (Timber Panelling)	At low level on the wall surfaces a painted timber wall panelling is installed across each wall surface.	B	Sand back timber wall panelling back to a suitable substrate. Supply and apply timber paintwork system in accordance with manufacturers guidance.	3			£600.00		£600.00
16.2	Ceiling	Plasterboard, skimmed and painted ceiling.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£920.00		£920.00
16.3	Floor Covering	The floor covering consists of timber floorboards butted together. The floorboards have a stained or varnish finish which is highly worn.	B	Sand back timber floorboards back to a suitable substrate. Supply and apply woodwork stain paintwork finish in accordance with manufacturers guidance.	3			£1,800.00		£1,800.00
16.4	Joinery	Joinery items include timber skirtings and architraves.	B	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	3			£660.00		£660.00
16.5	Internal Doors	The internal doors have a varnish paintwork finish to the doors and frame.	B	Sand back timber items to a suitable substrate. Supply and apply varnish paintwork finish to doors and frames in accordance with manufacturers guidance.	3			£900.00		£900.00
16.6	Bulkhead Lighting	The lighting for the room is provided by bulkhead fluorescent lighting. The lighting is in working order.	C	The client should consider upgrading the fluorescent tube lighting for LED equivalent for energy efficiency purposes.	3			£1,500.00		

16.7	Reading Room (room positioned to rear of Council Chamber)									
16.8	Wall Surfaces	Plaster wall surfaces with a painted finish.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£576.00		£576.00
16.9	Ceiling	Plasterboard, skimmed and painted ceiling.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£320.00		£320.00
17	Floor Covering	Carpet layer is in position.	B	Remove and discard carpet floor covering. Supply and install new carpet layer to entire room.	3					£1,280.00
17.1	Joinery	Joinery items include timber skirtings, architraves.	B	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat gloss paintwork. Then supply and apply 2No coats of gloss timber top coat to paintwork in accordance with manufacturers guidance.	3			£360.00		£360.00
17.2	Window Cills	The window cills consist of clay tiles with a painted finish.	B	Supply and apply 2No coats of masonry paint to clay window cill tiles.	3			£150.00		£150.00
17.3	Internal Doors	The internal doors have a varnish paintwork finish to the doors and frame.	B	Sand back timber items to a suitable substrate. Supply and apply varnish paintwork finish to doors and frames in accordance with manufacturers guidance.	3			£360.00		£360.00
17.4	Storage Cupboard Accessed off Council Chamber									
17.5	Wall Surfaces	Plaster wall surfaces with a painted finish.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£336.00		£336.00
17.6	Ceiling	Plasterboard, skimmed and painted ceiling.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£120.00		£120.00
17.7	Floor Covering	Vinyl sheet floor covering.	B	Remove and discard vinyl sheet layer. Supply and install new vinyl sheet covering with textured finish.	3					£240.00

17.8	Joinery	Joinery items include timber skirtings and architraves.	B	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	3			£180.00		£180.00
17.9	Rear First Floor Landing and Staircase									
18	Wall Surfaces	Plaster wall surfaces with a painted finish.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£850.00		£850.00
18.1	Ceiling	Plasterboard, skimmed and painted ceiling.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£520.00		£520.00
18.2	Floor Covering	Carpet layer is in position.	B	Remove and discard carpet floor covering. Supply and install new carpet layer to entire room.	3			£600.00		£600.00
18.3	Joinery	The joinery items include timber skirtings, architraves and the timber staircase.	B	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	3			£550.00		£550.00
18.4	Internal Doors	The internal doors have a painted finish.	B	Sand back internal doors back to a suitable substrate. Supply and apply timber paintwork system in accordance with manufacturers guidance.	3			£360.00		£360.00
18.5	First Floor Rear Office									
18.6	Wall Surfaces	Plaster wall surfaces with a painted finish.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£432.00		£432.00
18.7	Ceiling	Plasterboard, skimmed and painted ceiling.	B	Supply and apply 2No coats of emulsion paint in accordance with manufacturers guidance.	3			£180.00		£180.00
18.8	Floor Covering	Carpet layer is in position.	B	Remove and discard carpet floor covering. Supply and install new carpet layer to entire room.	3				£720.00	

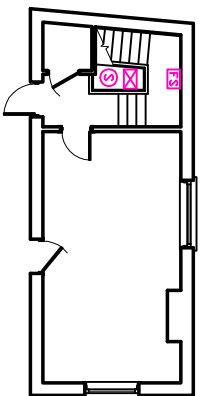
18.9	Joinery	The joinery items include timber skirtings, architraves.	B	Sand back timber items to a suitable substrate. Supply and apply 2No coats of undercoat paintwork. Then supply and apply 2No coats of timber gloss top coat paint in accordance with manufacturers guidance.	3			£270.00		£270.00
19	Statutory Requirements									
19.1	Electrical Installations	The mains incoming electric is identified in the left hand side hallway in the boxing club storage cupboard. There are labels on the unit indicating the unit was last inspected in February 2020. There are further consumer units positioned throughout the building which have labels that indicate the systems have been regularly tested and checked.	B	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			£500.00	£500.00	£500.00
19.2	Heating	The building is heated via two separate gas fired traditional boiler systems with separate hot water cylinders. The building is then heated via water fed radiators positioned throughout the building. The first plant room is positioned in the left hand side hallway and the second plant room is positioned on the first floor rear landing.	B	Instruct Gas Safe registered plumber to undertake annual servicing of boiler and associated systems.	2	£600.00	£1,200.00	£1,800.00	£3,000.00	£3,000.00
19.3	Hot Water Cylinders	Hot water cylinders are positioned in roof space adjacent to left hand elevation.	B	Undertake regular legionella's testing to cylinders in accordance with manufacturers guidance.	2	£200.00	£400.00	£600.00	£1,000.00	£1,000.00
19.4	Fire Alarm System	The main fire alarm control panel is identified in the front entrance hallway on the left wall. The remainder of the property is then fitted detectors, sounders and manual call points positioned throughout each floor.	B	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, six-monthly service and maintenance.	2	£200.00	£400.00	£600.00	£1,000.00	£1,000.00

19.5	Emergency Lighting	Emergency lighting and signage is positioned in each room of the building and in the main fire escape routes above exit fire doors.	B	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
19.6	Statutory Compliance									
19.7	Fire Safety	The Regulatory Reform (Fire Safety) Order 2005 places an 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.	B	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				
19.8	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.	B	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				

19.9	Asbestos	<p>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.</p> <p>Inhalation of asbestos fibres can lead to a range of asbestos related health conditions.</p> <p>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.</p> <p>We have not been provided with any documentation related to asbestos.</p>	B	<p>Commission a specialist consultant to undertake a Management Asbestos Management Survey and action all associated recommendations.</p> <p>(Note further costs may be incurred for actioning the recommended works).</p> <p>Refurbishment and Demolition Surveys must also be undertaken whenever any work is to be undertaken to the building that will involve disturbance of the building fabric.</p>	1	£600.00				
20	General Health and Safety	<p>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.</p>	B	<p>Commission a specialist consultant to undertake a Health & Safety Audit and action all associated recommendations. (Note further costs may be incurred for actioning the recommended works).</p>	1	£500.00		£500.00		£500.00

APPENDIX A

Floorplans

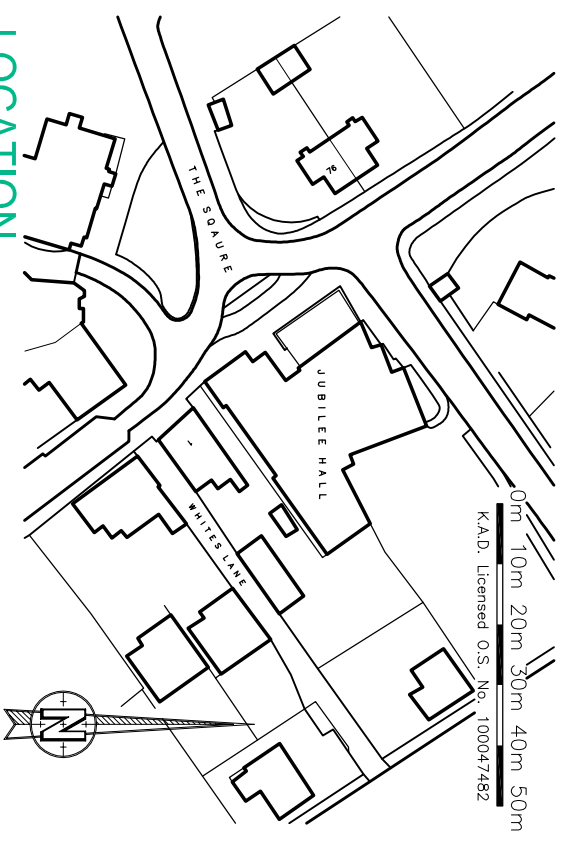


FIRST FLOOR



GROUND FLOOR PLAN

LOCATION PLAN 1:1250



K.A.D. Licensed O.S. No. 100047482

- F FIRE SIGNAGE
- E EMERGENCY LIGHT BRICK
- E EMERGENCY LIGHT BRICK (MAINTAINED OVER EXITS) INCORPORATING SIGNAGE
- S SMOKE DETECTOR
- H HEAT DETECTOR
- B BREAK GLASS CALL POINT
- B SOUNDER (WITH BEACON)
- FD FIRE DOOR
- A EXTINGUISHER (WATER)
- A EXTINGUISHER (CO2)
- bl FIRE BLANKET
- N FIRE PLAN NOTICE

K NIGHT
ARCHITECTURAL
K.A.D. DESIGN

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Client
FAWLEY PARISH COUNCIL

Project
**JUBILEE HALL
FAWLEY
SOUTHAMPTON**

Drawing
EXISTING PLANS

Scale
1:200@A4

Date
JUNE 2011

Project no.	Sequential	Blg/Floor	Detail	Rev
KAD	01	A	EX	.