

# PHYSICAL CONDITION SURVEY

WEST WICKHAM LIBRARY  
GLEBE WAY, WEST WICKHAM BR4 0SH



SURVEY CARRIED OUT BY



JULY 2021

## ISO 9001 - Quality Control

Date checked

16/07/2021

Administration Manager – Signed  
A. Gibson

Surveyor – Signed

K. Hume / R. Fradgley

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## 2 THE PROJECT TEAM

The Project Team will comprise:

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### 3 EXECUTIVE SUMMARY

Oakleaf have undertaken a Physical Condition Survey of **West Wickham Library** on behalf of London Borough of Bromley.

The surveys undertaken within this study relate to conditions prevailing on site on the 16<sup>th</sup> March 2021.

#### Backlog Maintenance Works

Total remedial work required for the BUILDING & M&E Elements:

Building Survey	£	196,250
M&E Survey	£	10,500
<b>TOTAL COST</b>	<b>£</b>	<b>206,750</b>
Cost per m <sup>2</sup> (average)	£	241.53/m <sup>2</sup>

#### Budget for Future Maintenance Works

Total remedial work likely to be required within a ten year period for the BUILDING & M&E Elements:

Building Survey	£	31,000
M&E Survey	£	53,000
<b>TOTAL COST</b>	<b>£</b>	<b>84,000</b>
Cost per m <sup>2</sup> (average)	£	98.13/m <sup>2</sup>

(Please note that this is based on an estimated Gross Internal Floor Area of 856m<sup>2</sup>)

**Combined Backlog and Future Maintenance Costs:     £   290,750**

#### Breakdown of Priority Grading

The West Wickham Library falls into the following Priority Gradings:

Priority 1	03.4 %	£	9,950
Priority 2	37.8 %	£	109,900
Priority 3	16.9 %	£	49,200
Priority 4	41.8 %	£	121,400

These figures are exclusive of Prelims, Profit, Contingency, Fees, Expenses and VAT and have not been adjusted for regional variance.

Please note that these costs are based on bringing all areas up to a sound and operational (not new) condition.

The costs are based on a combination of: BCIS Dilapidations Guide 2019, BCIS Minor Works 2019 and SPONS Architects and Builders Price Book 2019.

## 4 EXCLUSIONS

### Structure

The Condition Survey is not intended as a full structural survey. No load tests or assessment of the actual loadings have been made. No investigations have been made to ascertain the type or condition of the foundations or that no high alumina cement concrete or calcium chloride additive was used in the construction, unless specifically noted.

The survey takes the form of a visual inspection only. Parts of the structure which were concealed, covered up or made inaccessible in the course of construction have not been opened up as part of this survey and we are unable to report that these parts are free from rot, decay or other defects.

We have not carried out tests in respect of asbestos – based products, or other deleterious material therefore no assurance can be given as to the presence or otherwise.

No investigations, analysis of strata or subsoils or exposure of foundations to the main structure were undertaken as part of this survey, therefore we are unable to confirm the depth, condition or stability of the foundations or subsoils.

### Rainwater Goods and Roof Clearance

All rainwater goods / gutters / outlets / hopper heads / discharge shoes etc, should be cleaned out on a minimum yearly basis. This will ensure rapid and efficient collection and dispersal of rainwater from the building envelope, to minimise damage by rainwater ingress.

This report assumes that appropriate levels of gutter, roof and rainwater goods clearance is carried out.

### Fire Precautions

The survey has not considered the resistance of the building to fire, the operation and adequacy of extinguishers, the adequacy of means of escape or of the fire precautionary or alarm systems. The survey has not inspected or considered Fire compartmentation of the building(s) and the requirements of the Fire Risk Assessment as required under the Regulatory Reform Order 2005, as these are items dealt with by others and fall outside the scope of our report.

### Electrical

**THIS INSPECTION DOES NOT REPLACE THE NEED TO CARRY OUT ALL STATUTORY TESTS REQUIRED TO MEET BUILDING AND USAGE COMPLIANCE.** The electrical services to the building/s identified within this report have been visually inspected only, i.e. no covers have been removed, nor has any circuit testing been carried out. This visual inspection does not replace the need for a full electrical periodic test and inspection, which should be carried out to comply with, and to the relevant time frequency identified within the relevant British Standard and/or HSE requirement.

Fire alarms, emergency lighting, lifts etc. to the building/s identified within this report again have been visually inspected only. This visual inspection does not replace the need for a full test and inspection, which should be carried out to comply with, and to the relevant time frequency identified by, the relevant British Standard and/or HSE requirement.

Defects identified within all reports should be rectified within the timescales identified within each report.

### **Mechanical Systems**

The survey takes the form of a visual inspection only. This visual inspection does not replace the need for a full test and inspection to boilers, calorifiers and pressure vessels, which should be carried out to comply with, and to the relevant time frequency identified by, the relevant British Standard and/or HSE requirement.

This survey does not replace a Legionella Risk Assessment which should be carried out regularly whether or not the survey has identified risk which would fall under that assessment.

## 5 PHYSICAL CONDITION METHODOLOGY

Oakleaf have developed specific data capture pro-formas to cover each aspect of a Physical Condition Appraisal.

Oakleaf's approach is not only to identify which items do not meet an appropriate condition, but also those which do. We consider that this approach is thorough and also enables the client to confirm that no items have simply been missed. We will also provide a written Executive Summary that lists the main findings.

### **Aspects covered in the appraisal:-**

Each element states Condition Category (A, B, C, or D).

Each element has been identified with a budget cost to repair it.

Each element has been identified with a remaining life expectancy when it will have to be either repaired or replaced.

Each element has been identified with a budget cost to upgrade it to Condition 'A'.

All the above have been recorded on our standard pro-formas and listed in a spreadsheet and database to enable the local users to maintain and update the data base on an ongoing basis.

### **The survey covers:-**

The Condition Survey comprises a systematic, uniform and objective basis for the gathering of condition information of all exposed and accessible parts of the establishment.

The survey report covers all areas of the establishment, unless specifically excluded by the Client, and details external elements of the building (Roofs, External walls, windows and doors etc.) at Block Level, whilst internal elements are examined at Room Level.

Outbuildings, boundaries and external pavings/roads and play fields were also inspected. Soft play areas and soft landscaping were excluded from the survey.

The survey was limited to the external elements of the structure of the fabric of the building and a visual non-intrusive inspection was undertaken to the interior of the building, sufficient enough to identify necessary maintenance works.

No testing, measurement or dismantling works were carried out, nor calculations carried out to verify the original design intent. Operating and Maintenance files including 'As Fitted' drawings were available to assist with the survey.

Where the structure was covered, unexposed or inaccessible, an inspection was not undertaken, and those parts cannot be reported free from defect.

At the time of survey, the premises were occupied and access to all area was available.

All costs provided are based upon present day competitive prices, and are budget estimates only, to be seen as a likely indication of the cost of the works.

The surveys identify all works that are needed at the time of the survey and/or which will become necessary within ten years of the survey date, with such needs being priority coded and costed. They also note any major, predictable repair and maintenance needs likely to arise within the following ten-year period, so that these may be used to help inform the Client's future Estate Strategy.

Where infringements of statutory requirements were observed they are noted in this report. However the absence of such observed infringements does not constitute proof nor enable the certification that the installations comply in all aspects with statutory requirements.

The investigation of asbestos contamination is beyond the scope of the survey. Reference should be made to the asbestos register for the building and where necessary specialist advice should be sought.

**Each building (block) has been appraised under the following categories:-**

**BUILDING**

- A) Physical Structure
- B) External Fabric
- C) Internal Fabric
- D) Roof
- F) External Works

**MECHANICAL**

- H) Drainage
- I) Heating Systems
- J) Steam Systems
- K) Vent & Air Con
- L) Medical Gases
- M) Hot/Cold Water
- N) Lifts
- P) Lightning Protection

**ELECTRICAL**

- R) Electrical
- V) Fire Alarms
- W) Telecoms

Each element category has been sub-divided into subsidiary components for ease of identification for example structure has been sub-divided into: General Structure, Foundations, Ground Stability etc.

A supplementary note and cost has been provided to support identifiable work listed under subsidiary components i.e. a roof frame may require numerous items of repair such as work to wall plates, tie rods, bracing, etc.

Each subsidiary component has been graded, utilising the DfE system via:

**Condition**

- A** = Good. Performing as intended and operating efficiently.
- B** = Satisfactory. Performing as intended but exhibiting minor deterioration.
- B(C)** = Items currently condition B but will fall to condition C within 10 year period.
- C** = Poor. Exhibiting major defects and/or not operating as intended.
- D** = Bad. Life expired and/or serious risk of imminent failure.

In addition a repair cost has been entered against each repair to bring the component up to a sound/operationally safe condition. An estimate of time remaining until the repair is implemented has also been allocated. Time allocation covers a ten year projection. Extent of items has been measured and a descriptive note recording location within premises so that items can be located.

A note describing the fault and corrective work has been provided together with its location by floor and room number.

*Digital Photographs*

We have included digital photographs of key items requiring remedial work to assist in communicating the works required.

*Priority Grading*

Each non-compliant item has been given a Priority Grading to indicate the urgency of the work being undertaken:

- Priority 1 – Urgent Work
- Priority 2 – Essential Work
- Priority 3 – Desirable Work
- Priority 4 – Long Term Aspirational Work

## 6 REMAINING LIFE OF BUILDING ELEMENTS

When calculating the remaining life of elements Oakleaf use the BMI publication: Life Expectancy of Building Components. Below are building elements that have the potential to fall within the 10 year backlog maintenance plan and their respective life expectancy.

Timber Pitched Roof	85 years
Asphalt Flat Roof	35 years
Bitumen Felt Flat Roof	20 years
Slate Covering to Pitched Roof	75 years
Tile Covering to Pitched Roof	65 years
Softwood Windows	35 years
Hardwood Windows	50 years
Aluminium Windows	45 years
Cast Iron Gutters	50 years
PVC Gutters	30 years
PVC Windows	35 years
Steel Windows	50 years
Vinyl Sheet Flooring	10 years
Carpet Flooring	10 years
Decorations	7 years
Lathe and Plaster Ceiling	60 years
Suspended Ceilings	25 years

Clearly these are affected by on site conditions and in many cases have deteriorated to the extent that they require replacement within the above stated periods. Conversely; if the element has reached the end of its expected life but is in good condition the stated remaining life will be greater than the above.

## 7 REMAINING LIFE OF M&E ELEMENTS

When calculating the remaining life of elements Oakleaf use the BMI publication: Life Expectancy of Building Components. Below are building elements that have the potential to fall within the 10 year backlog maintenance plan and their respective life expectancy.

Plastic Water Storage Tank	30 years
GRP Water Storage Tank	35 years
PVCU Water Storage Tank	25 years
Copper Pipework	40 years
Boiler	20 years
Solid Fuel Back Boiler	20 years
Major Pump	12 years
Radiators	25 years
Thermostatic Radiator Valves	15 years
Aluminium Air-Conditioning Ductwork	30 years
Steel Air-Conditioning Ductwork	25 years
Air-Conditioning Heater	15 years
Air-Conditioning Chiller	15 years
Air-Conditioning Pump	15 years
Air-Conditioning Fan	15 years
Heating Program Controller/Timer	15 years
Thermostat Controls	15 years
Electric Lighting Circuit	30 years
Electric Power Circuit	30 years
Fuse Box/Consumer Unit	30 years
Power Outlet Socket	25 years
Light Switch	25 years
Fluorescent Luminaire	15 years
Wet Riser Sprinkler System	30 years
Dry Riser Sprinkler System	40 years
Sprinkler Head	25 years
Traction Drive Passenger Lift	30 years
Hydraulic Passenger Lift	25 years

Clearly these are affected by on site conditions and in many cases have deteriorated to the extent that they require replacement within the above stated periods. Conversely; if the element has reached the end of its expected life but is in good condition the stated remaining life will be greater than the above.

## 8 REVIEW FINDINGS

To follow are the reports produced from the data using our bespoke in-house software:

- Cost Summary by Total Cost
- Cost Summary by Priority
- Block Summary Sheet
- Detail Report

## Summary of Block Appraisal Cost by Total Cost

<i>Site</i>	<i>Block</i>	<i>GIA (m2)</i>	<i>Block Total</i>	<i>Cost/m2</i>
<b>Physical Condition</b>				
LBBR0119 - West Wickham Library	01 - Main Building	856	<b>£290,750</b>	339.7
<b>Overall Total:</b>			<b>£290,750</b>	

## Summary of Block Appraisal Cost by Priority

<i>Site</i>	<i>Block</i>	<i>Block Total</i>	<i>Priority 1 %</i>	<i>Priority 2 %</i>	<i>Priority 3 %</i>	<i>Priority 4 %</i>
<b>Physical Condition</b>						
LBBR0119 - West Wickham Library	01 - Main Building	£290,450	£9,950 3.4%	£109,900 37.8%	£49,200 16.9%	£121,400 41.8%
<b>Totals:</b>		<b>£290,450</b>	<b>£9,950</b>	<b>£109,900</b>	<b>£49,200</b>	<b>£121,400</b>
<b>Percentage:</b>			<b>3.4%</b>	<b>37.8%</b>	<b>16.9%</b>	<b>41.8%</b>

## Physical Condition Survey - Block Photo References

LBBR0119 West Wickham Library  
Block 01 - Main Building



**Build Year:** 1940

**Type of Construction:** A traditional brick built building with pitched roof.

# Property Appraisal - Detail Report

Cond. Cost to B Rem Life Priority C L R Year Notes

Remedial Action

Site : West Wickham Library - LBBR0119

Block : Main Building - 01

Location: Whole Block

A - Building - Physical Structure



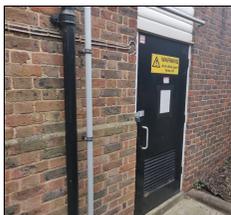
01 - General Structure	C	£1,500	0	1				2021	Vertical cracking to external brickwork with signs of repair and monitoring in place: Requires further investigation.	Cost allows for further investigation.
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Location: Whole Block

B1 - Building - External Fabric

01 - Masonry	B	£0	30	0				2051	Masonry: In reasonable condition.	No works likely to be required.
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02 - Cladding	C	£350	0	2				2021	Plastic cladding to rooftop Tank Room: Damaged and in poor condition.	Cost allows to repair as part of roof covering works. Consideration should be given to removal, if no longer required.
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05 - Doors	C	£2,000	0	2				2021	Timber door to Plant Room: Aged with rotted sections and requires replacement.	Cost allows for replacement.
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	Cond.	Cost to B	Rem Life	Priority	C	L	R	Year	Notes	Remedial Action
05 - Doors	B(C)	£4,000	5	3				2026	Timber Entrance doors: Expected to require future redecoration within the maintenance schedule.	Cost allows to redecorate.

**B2 - Building - External Fabric**

	01 - Windows	C	£65,000	0	4			2021	Single glazed metal framed windows set into stone mullions: Original windows are dated and likely to provide limited insulation. Although windows are in keeping with the building, consideration should be given to replacement.	Contingency cost allocated for replacement.
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**Location: 00 - Ground Floor**

**C - Building - Internal Fabric**

01 - Decorations	C	£15,000	0	4				2021	Redecoration (including High Level areas) required as part of a regular maintenance schedule.	Cost allows for two coats of emulsion and includes for gloss work.
01 - Decorations	B	£15,000	0	7				2028		

	02 - Ceiling	C	£2,000	0	3			2021	Plaster ceiling: Extensive cracking requires repair ahead of redecoration.	Cost allows for repair ahead of redecoration.
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	03 - Floor	C	£17,000	0	3			2021	Carpet: Worn and stained and requires replacement with contract quality carpet.	Cost allows for like for like replacement of existing floor finish.
	04 - Condition of Internal Walls	C	£2,000	0	3			2021	Plaster finish walls: Diagonal cracking to Mezzanine and stairs. Poor finish around localised windows to front elevation.	Cost allows to make good ahead of redecoration.

**Property Appraisal - Detail Report**

	<i>Cond.</i>	<i>Cost to B</i>	<i>Rem Life</i>	<i>Priority</i>	<i>C</i>	<i>L</i>	<i>R</i>	<i>Year</i>	<i>Notes</i>	<i>Remedial Action</i>
05 - Fixed Units	B	£4,000	8	4				2029	Kitchen units to Staff Room: In reasonable condition but likely to require replacement within the extended maintenance period.	Cost allows to upgrade conforming to modern standards.
06 - Sanitary Fittings	C	£15,000	0	3				2021	Male and Female Staff WCs: Aged and worn finish and requires refurbishment.	Cost allows for refurbishment conforming to modern standards.

**H - Engineering - Drainage**

	03 - Comments	C	£500	0	2			2021	Control panel to Female WC requires replacement.	Cost allows for replacement.
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**I - Engineering - Heating Systems**

01 - Heat Emitters	B	£3,000	7	4				2028	Radiators in serviceable condition but likely to require lifecycle replacement within the extended maintenance period.	Cost allows for replacement.
03 - Pipework	C	£10,000	0	2				2021	Heating pipework requires replacement.	Cost allows for replacement.

**M - Engineering - Hot/Cold Water**

02 - Pipework	B	£2,500	7	4				2028	Hot/cold pipework in serviceable condition but likely to require lifecycle replacement within the extended maintenance period.	Cost allows for replacement.
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**R - Engineering - Electrical**

03 - Distribution Boards	B	£500	7	4				2028	Distribution board to Store Room in serviceable condition but likely to require lifecycle replacement within the extended maintenance period.	Cost allows for replacement.
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**Property Appraisal - Detail Report**

	<i>Cond.</i>	<i>Cost to B</i>	<i>Rem Life</i>	<i>Priority</i>	<i>C</i>	<i>L</i>	<i>R</i>	<i>Year</i>	<i>Notes</i>	<i>Remedial Action</i>
03 - Distribution Boards	B	£1,600	7	4				2028	2No. distribution boards to Staff Room in serviceable condition but likely to require lifecycle replacement within the extended maintenance period.	Cost allows for replacement.
03 - Distribution Boards	B	£500	7	4				2028	Distribution board to Work Room in serviceable condition but likely to require lifecycle replacement within the extended maintenance period.	Cost allows for replacement.
04 - Lighting Installation	B	£5,000	7	4				2028	General lighting in serviceable condition but likely to require lifecycle replacement within the extended maintenance period.	Cost allows for replacement.
11 - Automatic Doors	B(C)	£5,000	1	2				2022	Automatic door requires lifecycle replacement within the maintenance schedule.	Cost allows for replacement.

**V - Engineering - Fire Systems**

04 - Fire Main/Zone Panel	B	£1,500	7	4				2028	The fire alarm panel to Cashier Area in serviceable condition but likely to require lifecycle replacement within the extended maintenance period.	Cost allows for replacement.
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**W - Engineering - Telecoms & Security**

04 - CCTV	B	£300	7	0				2028	CCTV recorder to Office in serviceable condition but likely to require lifecycle replacement within the extended maintenance period.	Cost allows for replacement.
05 - Intruder Alarms	B	£1,000	7	4				2028	Intruder alarm in serviceable condition but likely to require lifecycle replacement within the extended maintenance period.	Cost allows for replacement.
06 - Door Entry Systems	B	£1,000	7	4				2028	Door entry system in serviceable condition but likely to require lifecycle replacement within the extended maintenance period.	Cost allows for replacement.

Cond. Cost to B Rem Life Priority C L R Year Notes Remedial Action

**Location: External and Grounds**

**R - Engineering - Electrical**

04 - Lighting Installation	B	£800	7	4				2028	External lights in serviceable condition but likely to require lifecycle replacement within the extended maintenance period.	Cost allows for replacement.
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**Location: External and Grounds - Plant Room**

**I - Engineering - Heating Systems**

02 - Heating Boilers	B(C)	£15,000	1	2				2022	2No. gas boilers will require lifecycle replacement within the maintenance schedule.	Cost allows for replacement.
04 - Pumps	B	£1,600	7	4				2028	2No. circulation pumps in serviceable condition but likely to require lifecycle replacement within the extended maintenance period.	Cost allows for replacement.
05 - Controls	B(C)	£7,500	1	2				2022	Control panel will require lifecycle replacement within the maintenance schedule.	Cost allows for replacement.
08 - Pressurisation Units	B(C)	£1,500	1	2				2022	Pressurisation unit will require lifecycle replacement within the maintenance schedule.	Cost allows for replacement.
11 - Valves	B(C)	£500	1	2				2022	Gas shut off valve will require lifecycle replacement within the maintenance schedule.	Cost allows for replacement.

**M - Engineering - Hot/Cold Water**

06 - Dosing System	B(C)	£300	1	2				2022	Dosing pot will require lifecycle replacement within the maintenance schedule.	Cost allows for replacement.
07 - Pumps	B	£1,600	7	4				2028	2No. HWS pumps in serviceable condition but likely to require lifecycle replacement within the extended maintenance period.	Cost allows for replacement.

**Property Appraisal - Detail Report**

	<i>Cond.</i>	<i>Cost to B</i>	<i>Rem Life</i>	<i>Priority</i>	<i>C</i>	<i>L</i>	<i>R</i>	<i>Year</i>	<i>Notes</i>	<i>Remedial Action</i>
08 - Expansion Vessels	B(C)	£500	1	2				2022	Expansion vessel will require lifecycle replacement within the maintenance schedule.	Cost allows for replacement.
11 - Water Treatment	B	£800	7	4				2028	Air / dirt separator in serviceable condition but likely to require lifecycle replacement within the extended maintenance period.	Cost allows for replacement.

**R - Engineering - Electrical**

03 - Distribution Boards	B	£500	7	4				2028	Distribution board in serviceable condition but likely to require lifecycle replacement within the extended maintenance period.	Cost allows for replacement.
03 - Distribution Boards	B	£500	7	4				2028	Distribution board in serviceable condition but likely to require lifecycle replacement within the extended maintenance period.	Cost allows for replacement.

**Location: Roof**

**D - Building - Roof - Flat**

01 - Covering	C	£60,000	0	2				2021	Aged asphalt covering to Boiler Room roof (High Level roof to Children's area assumed to be consistent): Requires replacement.	Cost allows for replacement covering, including insulation upgrade and all associated dressing-in works.
 04 - Parapets	C	£8,000	0	1				2021	Brick parapet with concrete capping: In poor condition with open mortar joints to capping and brickwork.	Cost allows to remove defective mortar and brickwork and renew/rebuild as needed.
09 - Down Rainwater pipes	C	£1,200	0	3				2021	Cast iron down rainwater pipes and hoppers: Localised corrosion to low level requires replacing defective sections and inspecting all areas as part of roof covering works.	Cost allows to replace defective sections and inspect all areas as part of roof covering works.

**Property Appraisal - Detail Report**

	<i>Cond.</i>	<i>Cost to B</i>	<i>Rem Life</i>	<i>Priority</i>	<i>C</i>	<i>L</i>	<i>R</i>	<i>Year</i>	<i>Notes</i>	<i>Remedial Action</i>
10 - Skylights	C	£2,000	0	2				2021	Metal framed roof lights with Georgian wired polished plate glazing: Cracked glass requires replacement.	Cost allows for replacement.

**D - Building - Roof - Pitched**

01 - Covering	B	£0	30	0				2051	Concrete tiles: In reasonable condition.	No works likely to be required.
04 - Fascias/ Soffits/Bargeboards	B(C)	£8,000	1	3				2022	Timber and asbestos fascia and soffits: Require redecoration within the maintenance schedule.	Cost allows to redecorate.
08 - Guttering	C	£3,800	0	2				2021	Cast iron guttering: Corrosion to fixings and joints requires replacement.	Cost allows for replacement.
09 - Down Rainwater pipes	C	£0	0	3				2021	Cast iron down rainwater pipes: In reasonable condition.	Cost included to flat roof section to inspect and ensure free drainage is available.

**Location: External Site & Grounds**

**F - Building - External Works**

01 - Fences/Gates	C	£450	0	1				2021	Swing gate to steps leading to Boiler Room: In poor operation and requires securing.	Cost allows to secure.
11 - Steps/Ramps	C	£950	0	2				2021	Metal ramp and hand rail from rear Fire Exit: Hand rail in poor decorative order.	Cost allows to redecorate side and front step railings.



**Block Total                    £290,750.00**

**Site Total                        £290,750.00**

**Overall Total                    £290,750.00**