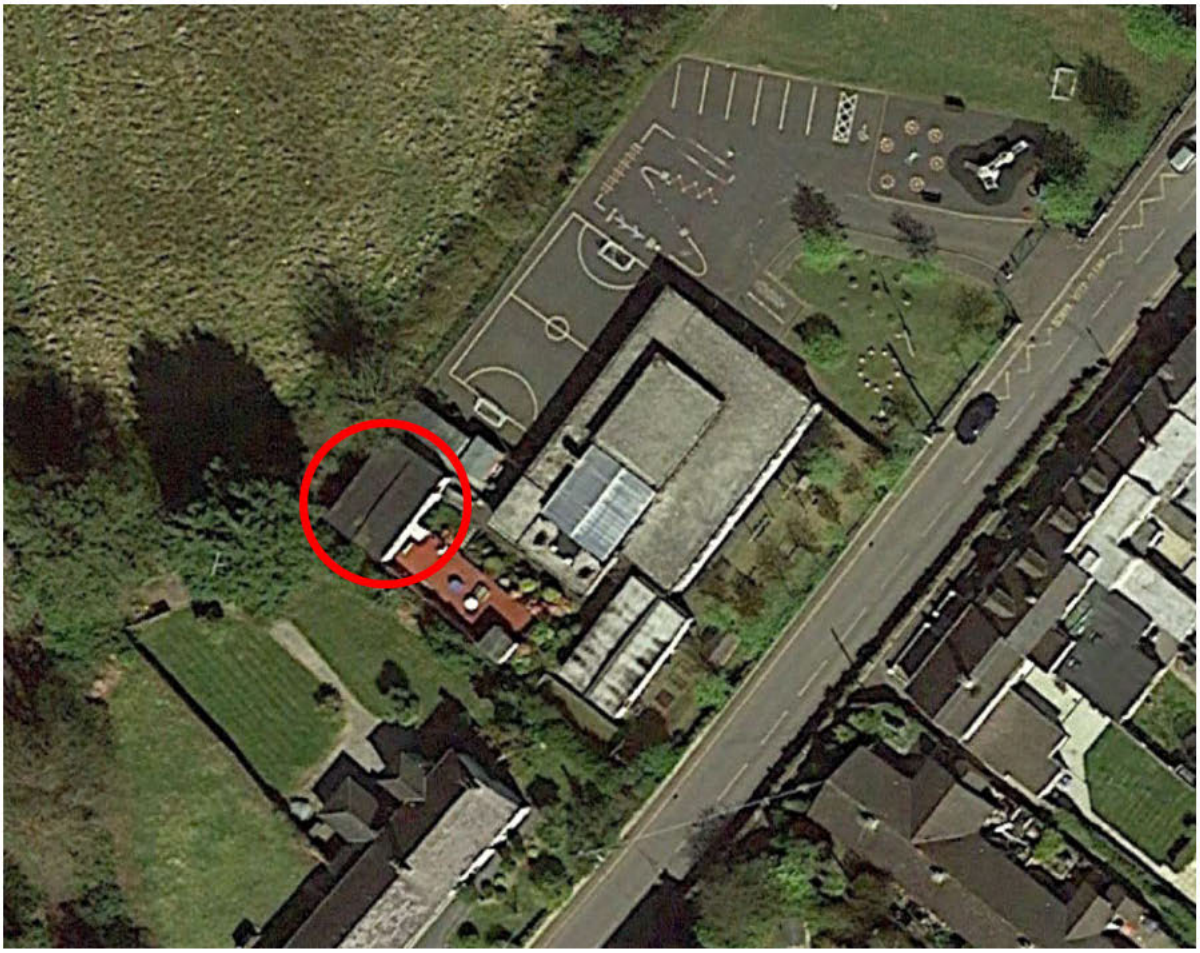
PRIVATE & CONFIDENTIAL
BUILDING SURVEY REPORT
PROPERTY STRANGFORD AREA
St Joseph's Primary School
Date of Inspection May 2023
Weather: Clear
Ref: 20230524

[redacted]



BUILDING SURVEY CONTENTS

Scale 1:50

Building Survey Report

Revisions

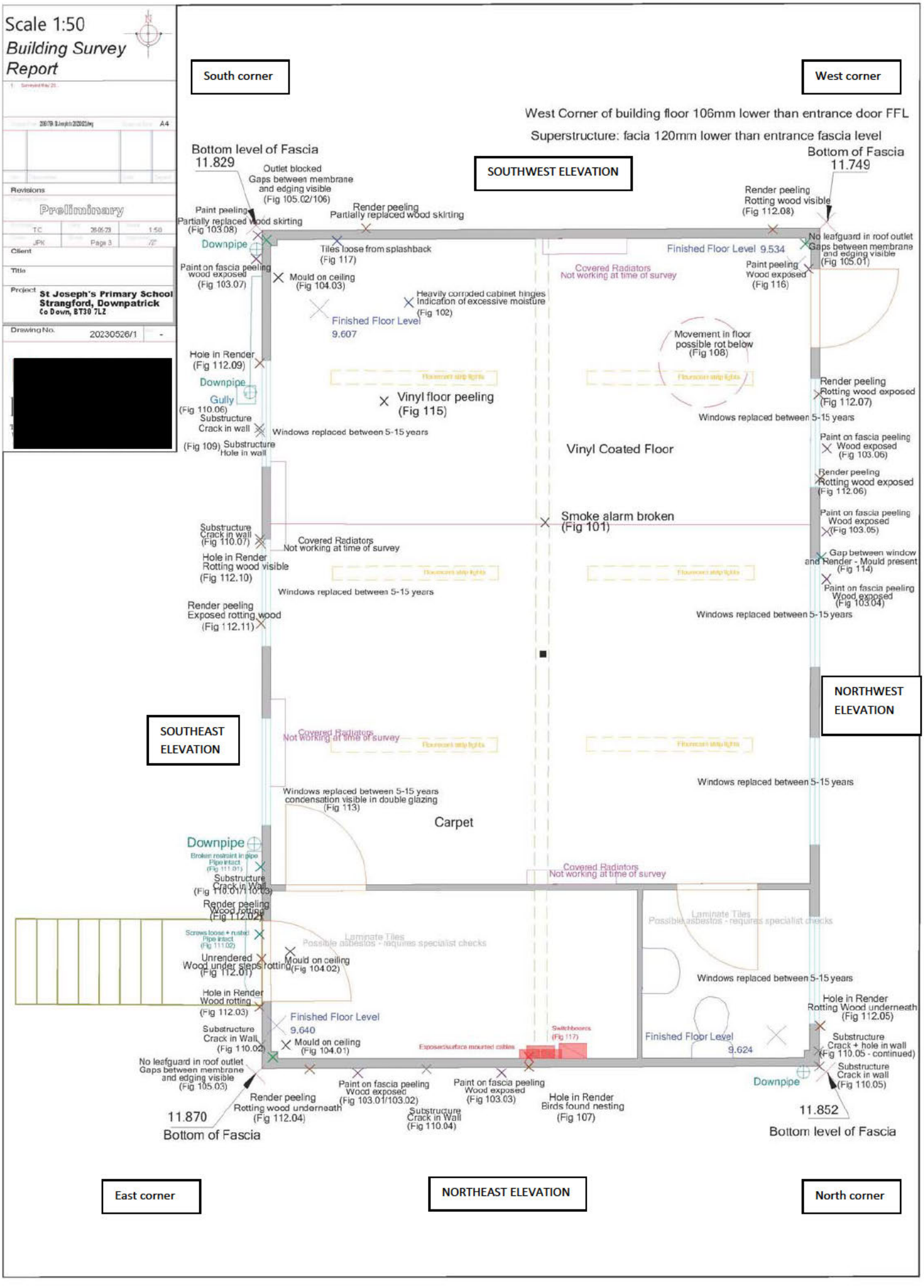
Preliminary

Client

Title

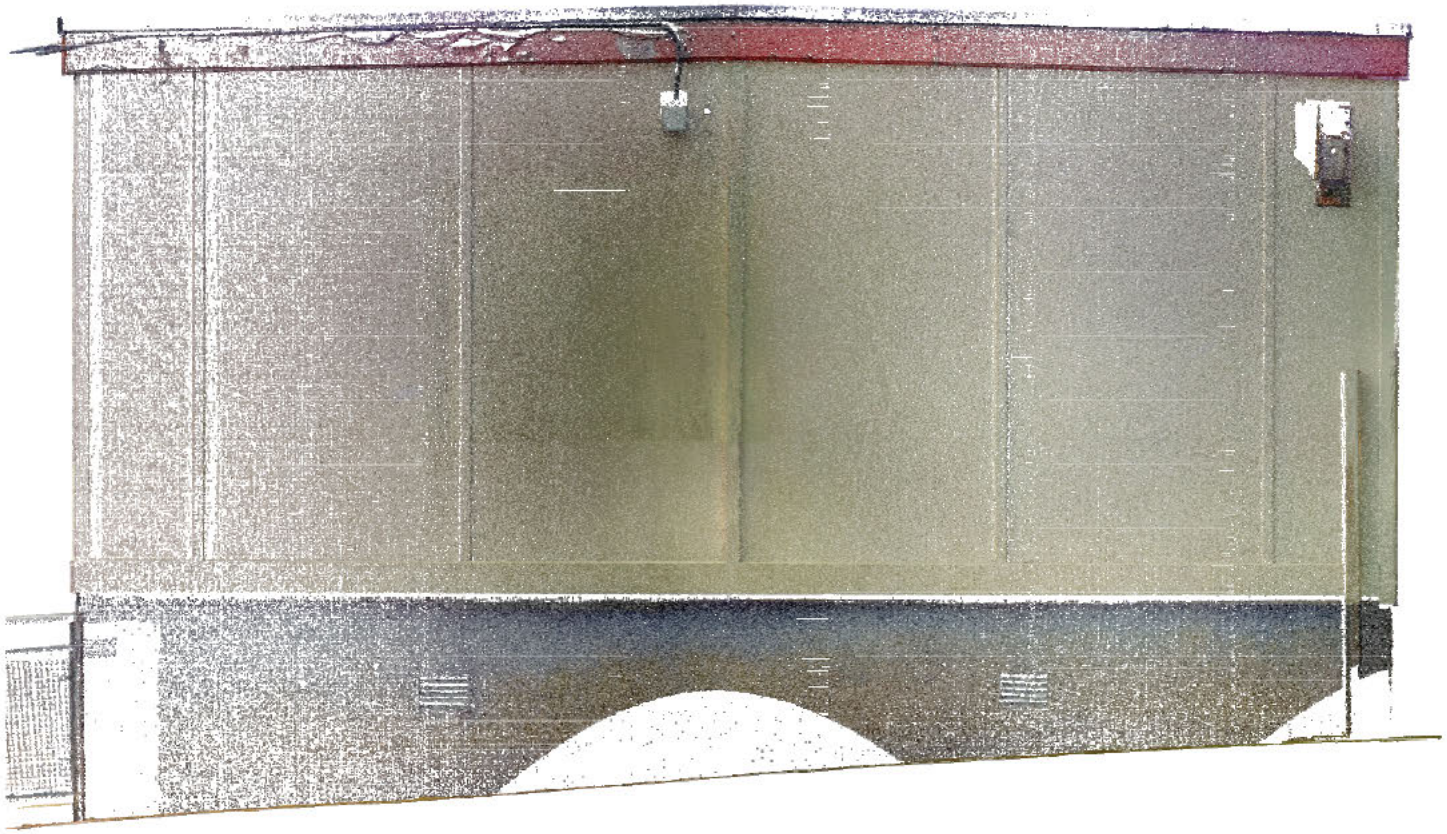
Project **St Joseph's Primary School**
Strangford, Downpatrick
Co Down, BT30 7LZ

Drawing No. 20230526/1



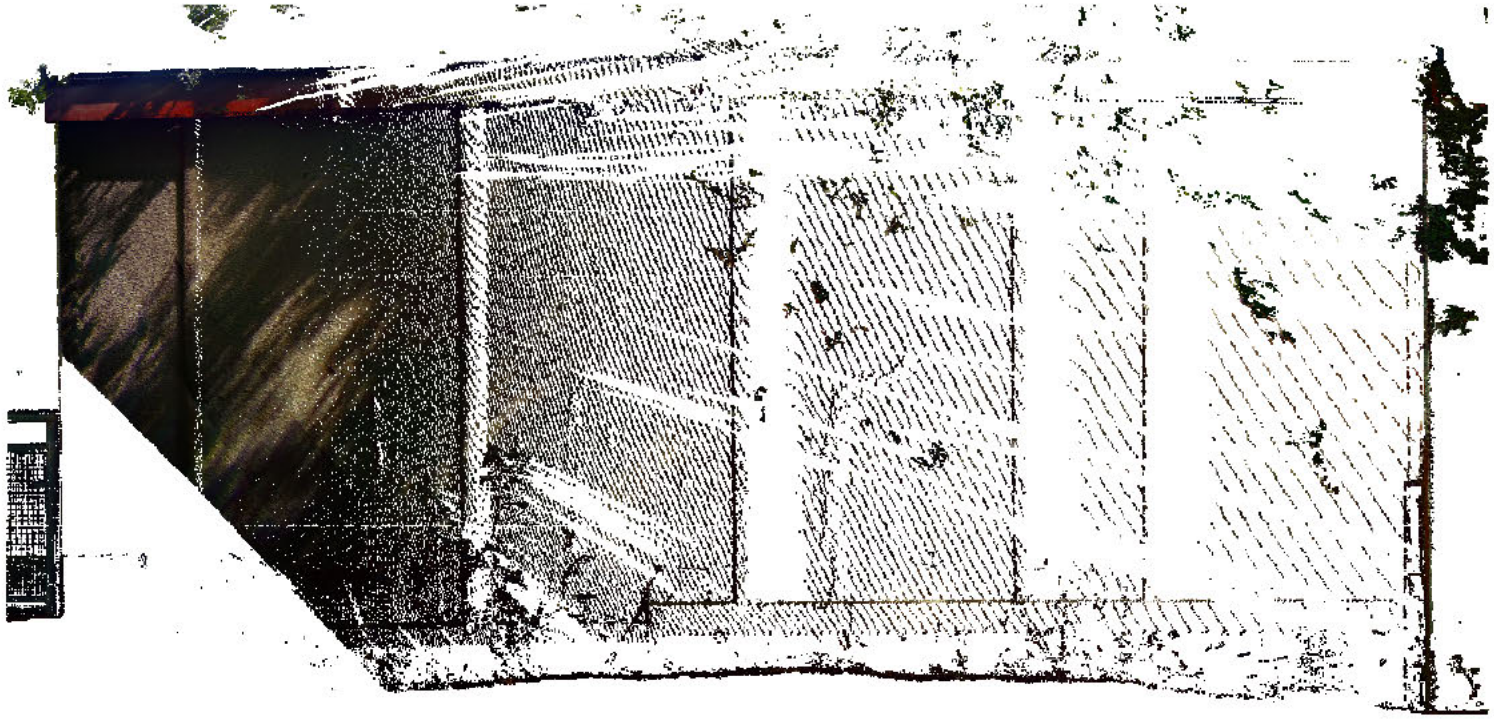
Southeast elevation (main entrance)

Northeast elevation



Northwest elevation (emergency exit)

Southwest elevation (access limited)



1.00 OVERALL ASSESSMENT AND SUMMARY

1.01. The building was built in the 1970s and has had subsequent refurbishments, but is no longer in a financially viable condition for restoration and ideally requires replacing with a new structure. We note that structural defects were observed in the externally visible part of the substructure. The internal area below the building was enclosed and not accessible, the condition of the supports /joists for the underside of the floor could not be inspected. The building is old and has insufficient insulation and ventilation; there is damp present and signs of black mould. There are birds nesting inside the building and we were advised of a previous rat infestation.

1.02 If the building where to be retained there are a number of areas where you should limit liability for future repair such as cracks in substructure walls, rotting wood in rendered external walls, and water ingress from roof rainwater outlets. Other notable areas of concern are high moisture content readings in exposed floor timbers, localised movement in floor adjacent fire exit (possible rot in floor timbers).

1.03 Report contains photographs indicating the condition of the building at the time of the survey is included.

1.04 As with any building there are a number of items that will need some maintenance and attention and these are set out below:

Urgent Repairs
1.05 Fire alarms need to be repaired or replaced. (see figure 101)

1.06 Repair electric radiators.

1.07 Treat mould on ceiling (figure 104)

Further Investigation
1.08 Asbestos may be present (entrance lobby floor tiles) due to time of building's construction circa 1970s.

Necessary Repairs
1.09 Holes and cracks in substructure and rendered facades indicate movement in structure and require repairs or replacement.

1.10 New kitchen unit hinges should be installed. (See 102)

1.11 External cladding to be repaired and sufficiently maintained.

1.12 Drainage brackets for external waste pipe need replaced.

1.13 Floor movement needs to be addressed.

Improvements
1.14 Install extract fan in toilet.
1.15 Insufficient ventilation and insulation.

Maintenance

1.16 Clean gutters and hopper leaf guards. Replace those that are missing.
1.17 Check plumbing regularly.
1.18 Redecorate peeled paintwork on external walls. (figure 103)
1.19 Make good minor surface blemishes internally.

Figure 101 – Broken fire alarm to be replaced

Figure 102 – kitchen units to be repaired/replaced due to heavy corrosion of hinges (due to high humidity)

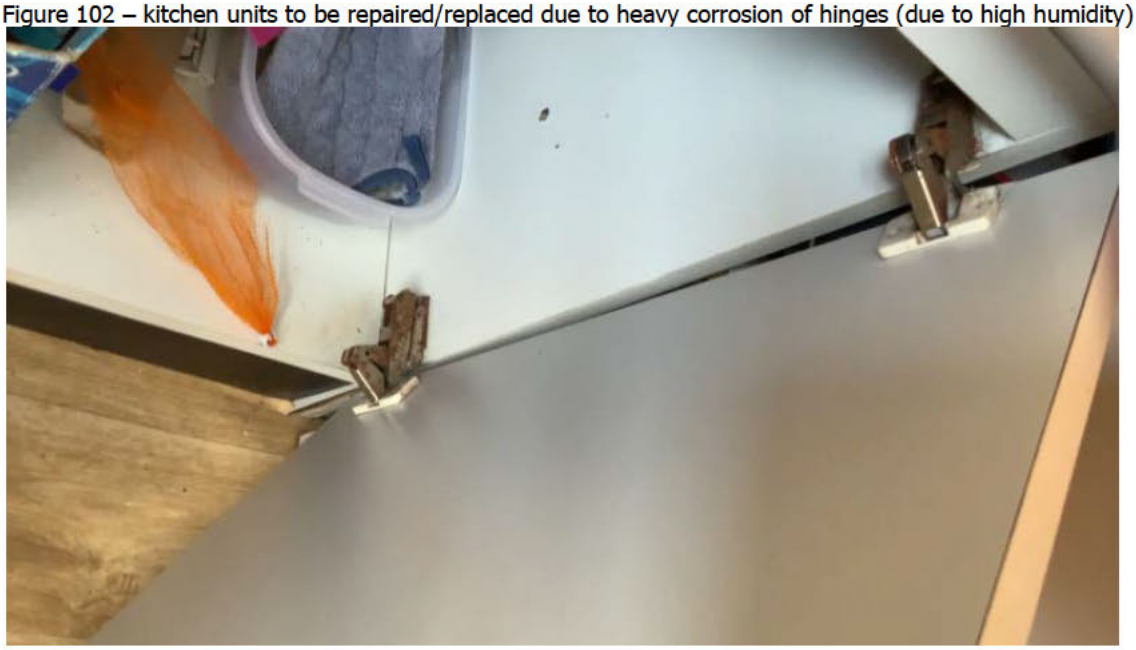


Figure 103 – Peeling paint on external walls

Figure 103.01 (northeast elevation)

Figure 103.02 (northeast elevation)

Figure 103.03 (northeast elevation)

Figure 103.04 (northwest elevation)

Figure 103.05 (northwest elevation)

Figure 103.06 (northwest elevation)

Figure 103.07 (southeast elevation)

Figure 103.08 (southeast elevation skirting)

Figure 104 – black mould on ceiling

Figure 104.01 (ceiling at east corner of cabin)

Figure 104.02 (ceiling above main entrance door)

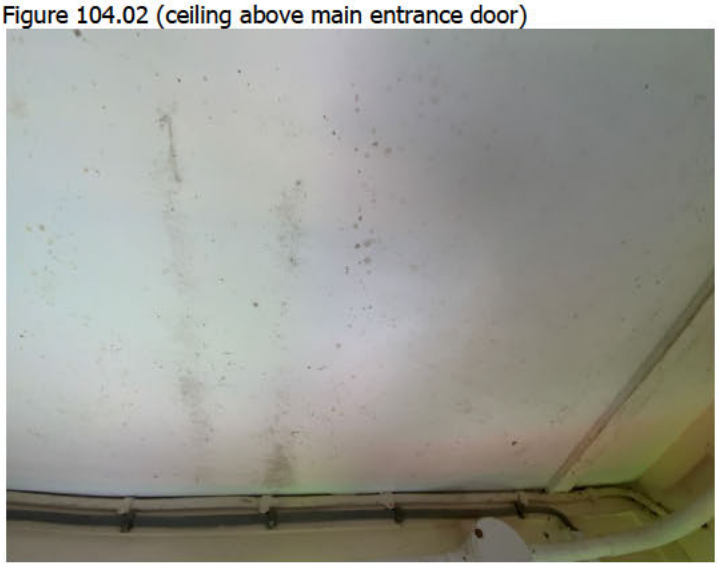


Figure 104.03 (ceiling at south corner of cabin – damp from roof outlet/internal downpipes)

2.00 THE PROPERTY

2.01 Description
Single story portacabin for use of education.

2.02 Accommodation
Storage area/entrance in east corner, toilet area in north corner containing toilet with washbasin. Kitchenette area containing kitchen unit to the south corner as part of main classroom space (Refer to survey drawing for floor plans of building).

2.03 Outbuildings and Parking
There is an adjacent timber shed and shipping container to northeast elevation. There is parking to the front of the school for approximately 9 vehicles.

2.04 Approximate Age
Building occupants estimate the property was constructed in the 1970s.

2.05 Orientation
The front of the property faces approximately South East.

2.06 Location and Facilities
The property is located within school grounds of St Joseph's primary school, containing the main school building and 2 newer units. This area is in predominantly educational use.

2.07 Roads and Footpaths
The paths are finished with tarmac, a concrete ramp leading to emergency exit and soft play area.

3.00 SCOPE OF INSPECTION

3.01 Your attention is drawn to the extent of the inspection described in the Scope of Service at the end of this report.

3.02 All directions are given as if facing the property from the within the educational grounds looking towards the elevation containing the main entrance door. Access was not available into the adjacent units.

3.03 No long ladders were used, but we gained access to the roof from a small ladder.

3.04 The water had been turned on at the time of our inspection.

3.05 There are no roof spaces.

3.06 We have not moved heavy furniture, fixed units or appliances. We have not excavated trial holes or opened up any portion of the property by removing plaster, boarding, lining, or panelling. We have not inspected woodwork or other parts of the structure that were covered, unexposed or inaccessible. We are therefore unable to report that any other parts of the property are free from rot, beetle, fungal growth or other structural or non-structural defects. For the purpose of this report we have assumed that there is no contamination from or within the ground, but that further rot and fungal growth is likely to be present.

3.07 Our report is mainly concerned with matters that significantly affect the condition of the building. We have not prepared a schedule listing defects room by room or specifically mentioned every minor blemish, but have written our report in general terms.

3.08 This report is private and confidential and is prepared for your own use. It may be shown to other professional advisers acting on your behalf in connection with the purchase of the property. Its contents may not be disclosed to, nor made use of by, any other third party without our express consent in writing.

4.00 ROOF COVERINGS AND FLASHINGS

4.01 We were able to inspect the outside of the roof coverings.

4.02 From the roof level we were able to establish that the roof covering comprises water proof membrane made of rubber that may be welded or glued in place. Roof covering appears to be in reasonable condition and estimated to have been recovered/replaced the past 5-10 years.

4.03 The roof is flat and has a raised structural central ridge.

4.04 There was evidence in the ceiling below of water penetration through the roof covering and defects are therefore suspected, possibly due to rainwater outlets being blocked.

4.05 On the west, south and east corners the edge flashing angle has a gap between it and the membrane where both water and pests can potentially enter the building from (see figure 105).

Figure 105 – Visible gaps in corners of roof covering

Figure 105.01 (West corner)

Figure 105.02 (South corner)

Figure 105.03 (East corner – location of overhead cables connecting from school)

5.00 ROOF STRUCTURE

5.01 The roof structure is in adequate condition to support surveyor access and was sound underfoot.

5.02 The steel roof truss member spanning length of cabin is covered in the rubber membrane and appears to be in sound condition. Span is supported midway by internal timber post which may not be original.

5.03 Drainage outlets are blocked and signs of black mould on the ceiling underneath show that water is seeping into the internal structure of the building (see figure 104).

5.04 At the east corner of the roof area there are overhead cables for connecting to the main school building's electricity which are live.

5.05 Differences in ceiling heights of 140mm indicates possible slope in roof (this may be intentional design to facilitate rain water flow to outlets).

6.00 RAINWATER GOODS

6.01 Rainwater downpipes are provided on north and south. These are concealed within the structure of the building and are likely to be made of plastic, with no visible diameter. Water from the roof should discharge into hopper heads at the top of the downpipes. The hopper heads need to be checked and kept clear, the condition of the pipes is unclear due to their position within the structure.

6.02 There are signs of water damage on the ceiling underneath south corner as a result of insufficient maintenance and/or possible faults in membrane (see figure 106).

6.03 North and east rainwater outlets have no leafguards and require maintenance.

Figure 106 – Blocked roof drainage outlets

7.00 EXTERNAL WALLS

7.01 The cabin external walls comprise of stucco rendered wooden panels with timber batten at joints. In places the render finish has deteriorated and left timber exposed. Where this is seen there is significant rot visible in the wooden structure of the walls. If the building is to continue operation, you should replace all the wooden panels as damp and rot will likely be present in many other areas not immediately visible (see figure 112). The bottom of this section of wall has been lined with wooden skirting, which appears to have been recently replaced around the southern corner of the building.

7.02 One hole visible had birds nesting within (see figure 107).

7.03 The substructure wall is faced externally with sand cement render, assumed to be applied to concrete blocks.

7.04 Several structural defects were observed as cracks and holes in the lower wall. This is likely due to a combination of water damage and movement due to the age of the building (see figure 110).

7.05 The walls of the building where surveyed using lidar and the positions of the building corners where compared to each others elevations. the difference in elevation between the east and west corners is around 130mm. This may be in relation to movement of the internal floor, or the substructure supporting it (see figure 108).

7.06 Further re-pointing will be needed in the future if the building is to continue use.

7.07 One of the externally mounted waste water pipes, located under the main entrance steps, has come off the supports that attach it to the building, and needs to be repaired or replaced immediately (see figure 111).

7.08 Gable end walls do not have windows

7.09 There are vents in the substructure where the majority of cracks can be located which should be repaired. One vent on the south east elevation appears to have large holes on the top corners where pests such as mice and rats may be able to access the floor void below building (see figure 109). Staff advised surveyors of previous rat infestation

Figure 107 – Hole in wall on northeast elevation were birds have been seen nesting

Figure 108 – Area of movement in floor in west corner

Figure 109 – Holes next to vent (southeast elevation next to gully) where pests may have access to floor

Figure 110 – cracks in substructure portion of wall

Figure 110.01 (southeast elevation behind loose downpipe)

Figure 110.02 (southeast underneath stairs to main entrance – also shows broken pipe brackets as described in figure 111)

Figure 110 – cracks in substructure portion of wall

Figure 110.03 (southeast elevation above loose downpipe)

Figure 110.04 (northeast elevation)

Figure 110 – cracks in substructure portion of wall

Figure 110.5 (north corner)

Figure 110.06 (southeast elevation beside gully)

Figure 110 – cracks in substructure portion of wall

Figure 110.07 (southeast elevation underneath middle window)

Figure 111 – loose pipe on southeast elevation

Figure 111.01 (broken support next to vent)

Figure 111.02 (loose screws under stairs)

Figure 112 – Pealing render and rotting wood on external walls

Figure 112.01 (unrendered wall underneath main entrance door – panel is rotten)

Figure 112.02 (left of stairs)

Figure 112.03 (right of stairs)

Figure 112 – Pealing render and rotting wood on external walls
Figure 112.04 (south corner)

Figure 112.05 (north corner)

Figure 112 – Pealing render and rotting wood on external walls

Figure 112.06/112.07 (extensive peel and rot on bottom of northwest elevation)

Figure 112.08 (west corner – access limited due to dense vegetation)

Figure 112 – Pealing render and rotting wood on external walls

Figure 112.09 (southeast elevation beside gully)

Figure 112.10 (southeast elevation underneath middle window)

Figure 112.11 (southeast elevation underneath middle window)

8.00 WINDOWS

8.01 The windows are uPVC framed double glazed windows. They have likely been installed sometime in the last 5 to 15 years.

8.02 The majority of the windows are in reasonable condition for their age. There is minor damage and distortion of the sills and windows themselves that requires no repairs, however there are two windows highlighted that require repairs (see figures 113 + 114).

8.03 The window shown in figure 113 appears to have condensation built up behind the glazing, and will need to be replaced with new glazing.

8.04 The window in figure 114 appears to have a significant gap on the external face where there is potential for damp ingress and/or pest infestation. The gap will need to be sealed.

8.05 The mastic sealant joint around the other windows is on the whole in satisfactory condition.

9.00 EXTERNAL DOORS

9.01 The main entrance door at the front of the building is a timber flush door containing one pane of glass. There is an overhead door closer fitted on the inside. There is some minor surface deterioration but no major defects were found.

9.02 The door is fitted with a five-lever deadlock. There are three hinge bolts.

9.03 The paint finish on the doors has slightly deteriorated and redecoration may be needed.

9.04 The door at the rear is a flush fire escape door.

9.05 The door is fitted with three hinge bolts and a crossbar.

10.00 EXTERNAL DECORATIONS

10.01 The external decorative condition is inadequate. Paint is peeling in a number of places and redecoration should be carried out (see figure 103). Any decoration that is undertaken should match in with the rest of the grounds.

Figure 113 – window with built up condensation

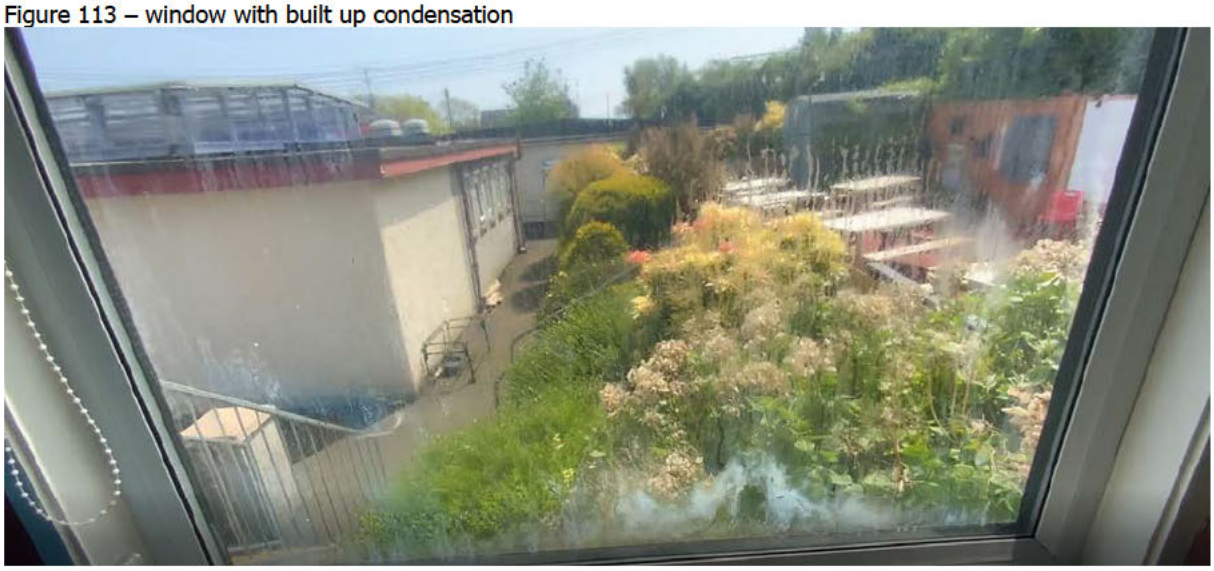


Figure 114 – gap between window frame and external wall with mould present

11.00 INTERNAL WALLS AND PARTITIONS

11.01 The party walls believed to be of timber studwork construction clad with plasterboard, which have been painted.

11.02 There is a wooden column in the centre of the main classroom.

11.03 Internal dividing walls are constructed from timber stud and dry lining and appear to be in satisfactory condition in toilet and store area.

12.00 FLOORS

12.01 The floor in the main classroom area is covered in vinyl and carpet and is assumed to be on a wooden floor (all floors shown in figure 115).

12.02 The floor is generally not in good condition. Most readings show dampness in many places, and in the main classroom area some of the upper lamination is peeling off. These laminated surfaces may need to be replaced.

12.03 The floor generally slopes towards the west corner. There are some movement in this area that indicates water damage. (see figure 108)

12.04 As previously discussed in 1.07 it is possible that the floor material (300mm^2 grey tiles) in the entrance may contain asbestos depending on the original manufacturer and will need to be confirmed due to the age of the cabin.

Figure 115 – Floor finishes

Figure 115.01 – floor finishes of main classroom area

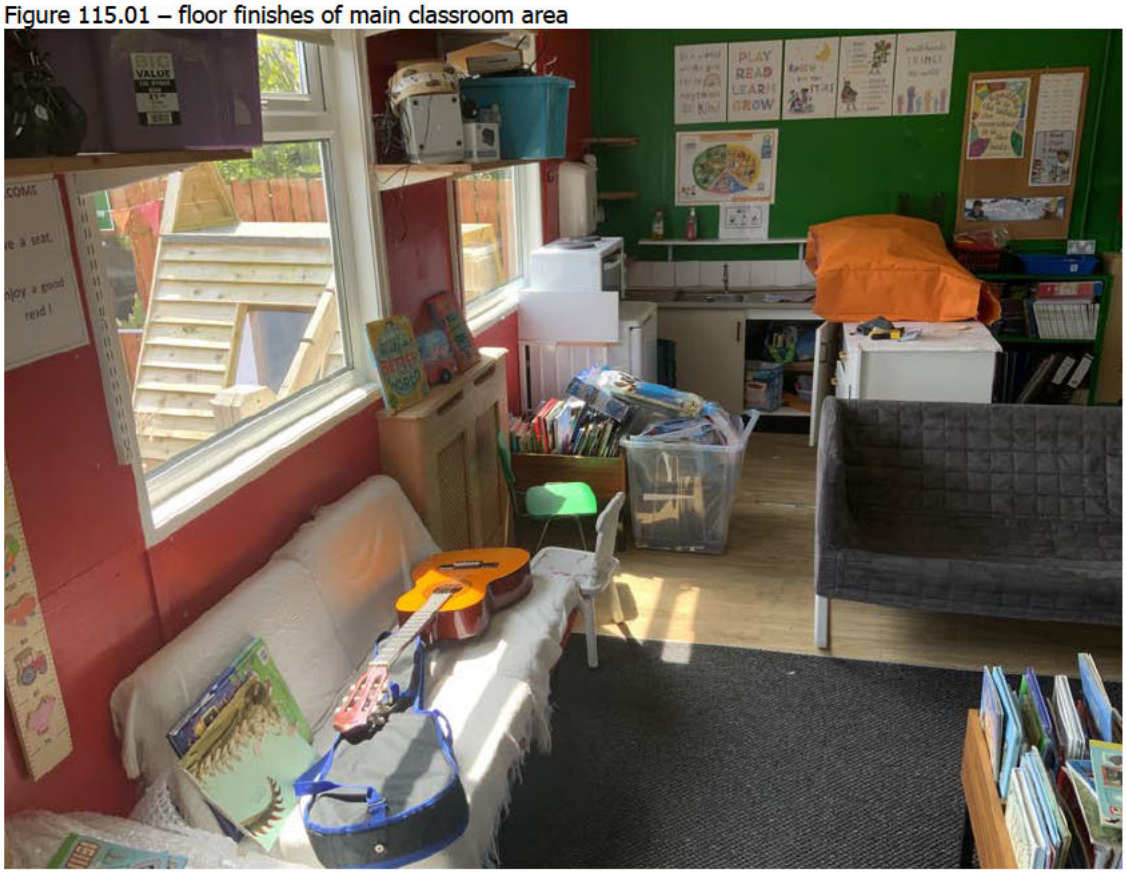


Figure 115.02 – floor finish of entrance/store (possible asbestos tiles)

Figure 115 – Floor finishes

Figure 115.03 – previous vinyl flooring covered with newer wood effect vinyl flooring

13.00 DAMPNESS

13.01 We observed significant dampness in the property in several places. The range of dampness was between 7.2% and 28.8%. These readings show that there is significant water damage in parts of the walls and floors. Specific locations of these dampness readings is shown in figure 116.

13.02 Areas where dampness were above 16% are

* entrance lobby floor – 21.8%
* door saddles into classroom and toilet (28.8% and 17.7% respectively)
* ceiling above kitchen in west corner (16.4%)
* wall behind toilet (17.3%)
* floor of toilet area (19.6%)

14.00 WOOD BORING BEETLE AND ROT

14.01 Given the construction of the building woodworm and dry rot are likely to cause further problems. Plumbing needs to be kept leak free to prevent further damage to the timber studwork and joinery.

14.02 Signs of rot are visible on the external walls of the building as described in 7.01, showing that extensive repairs are needed if the building is to stay in use. The cost of these repairs likely would exceed the costs of installing a new cabin.

Figure 116.01 – Dampness readings – entrance ceiling (south corner)

Figure 116.02 – Dampness readings – entrance ceiling black mould area

Figure 116.03 – Dampness readings – mdf enclosure of electric heater

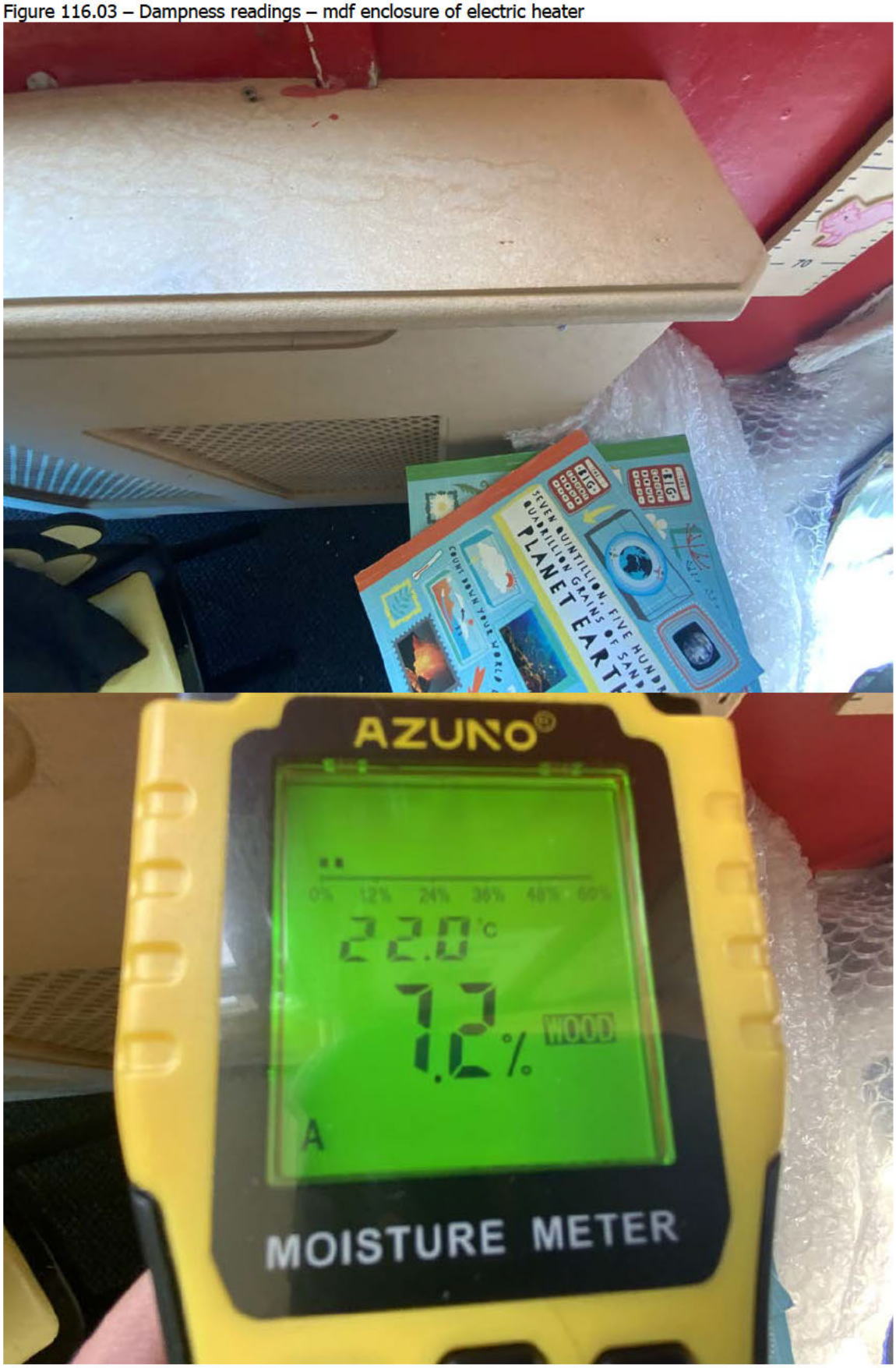


Figure 116.04 – Dampness readings – southeast wall

Figure 116.05 – Dampness readings (significantly damp area shown here for left hand corner of kitchen wall)

Figure 116.06 – Dampness readings – ceiling with damp stain

Figure 116.07 – Dampness readings – southwest wall

Figure 116.08 – Dampness readings – emergency exit wall

Figure 116.09 – Dampness readings – kitchen floor

Figure 116.10 – Dampness readings – mdf enclosure of electric heater

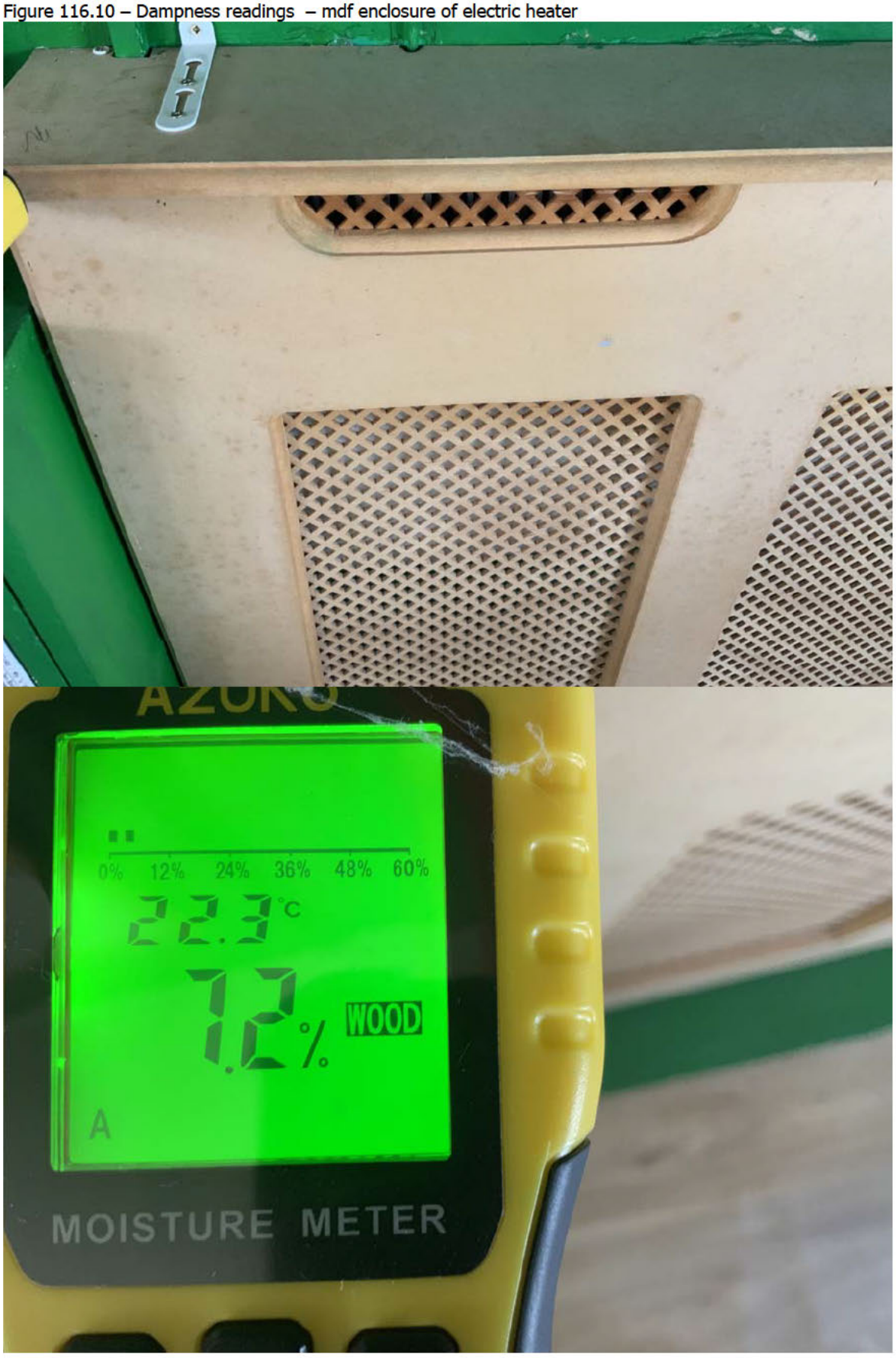


Figure 116.11 – Dampness readings – northwest wall

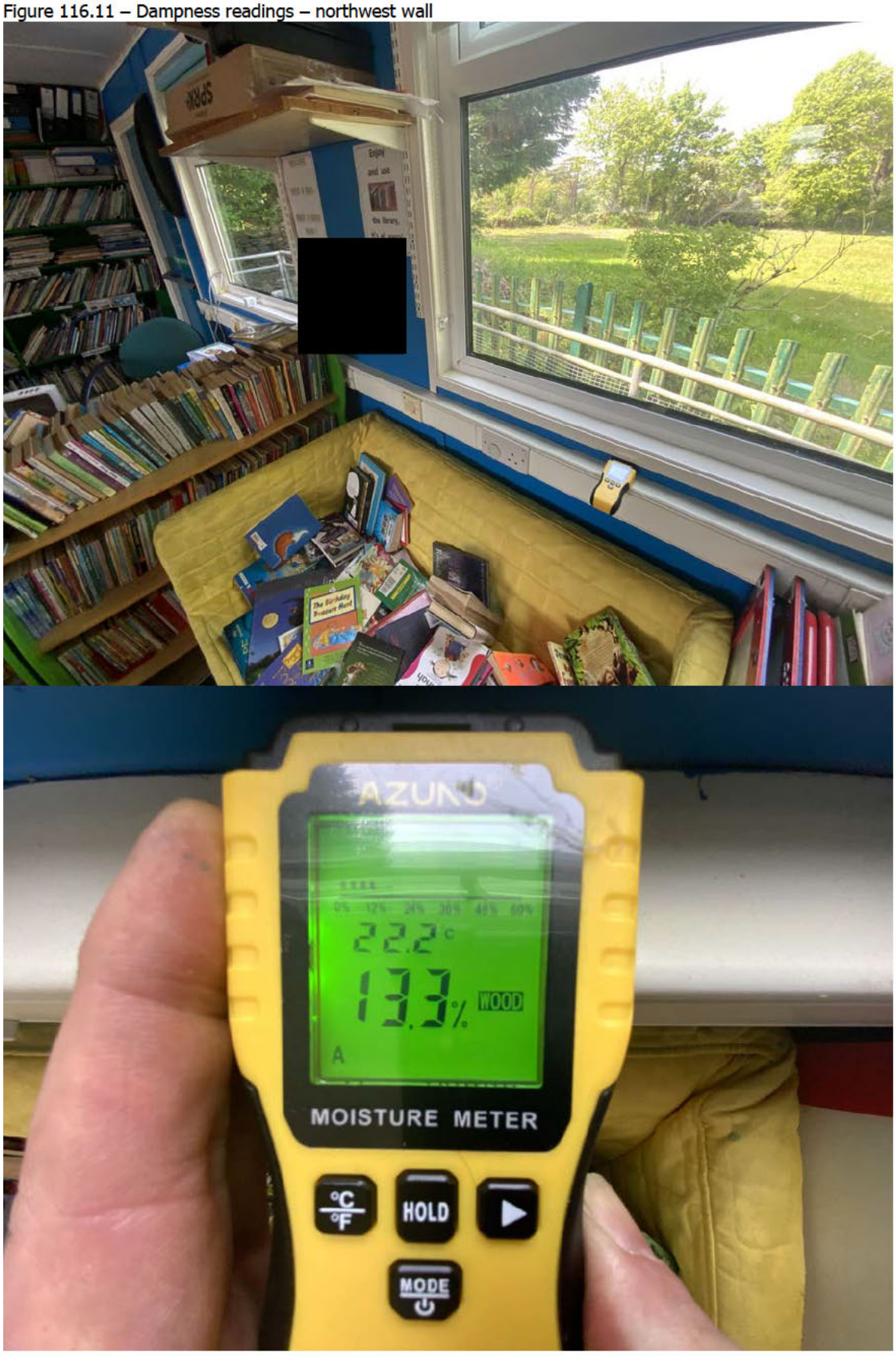


Figure 116.12 – Dampness readings (significantly damp area shown here for wall behind toilet)

Figure 116.13 – Dampness readings – northwest wall toilet area

Figure 116.14 – Dampness readings – toilet ceiling

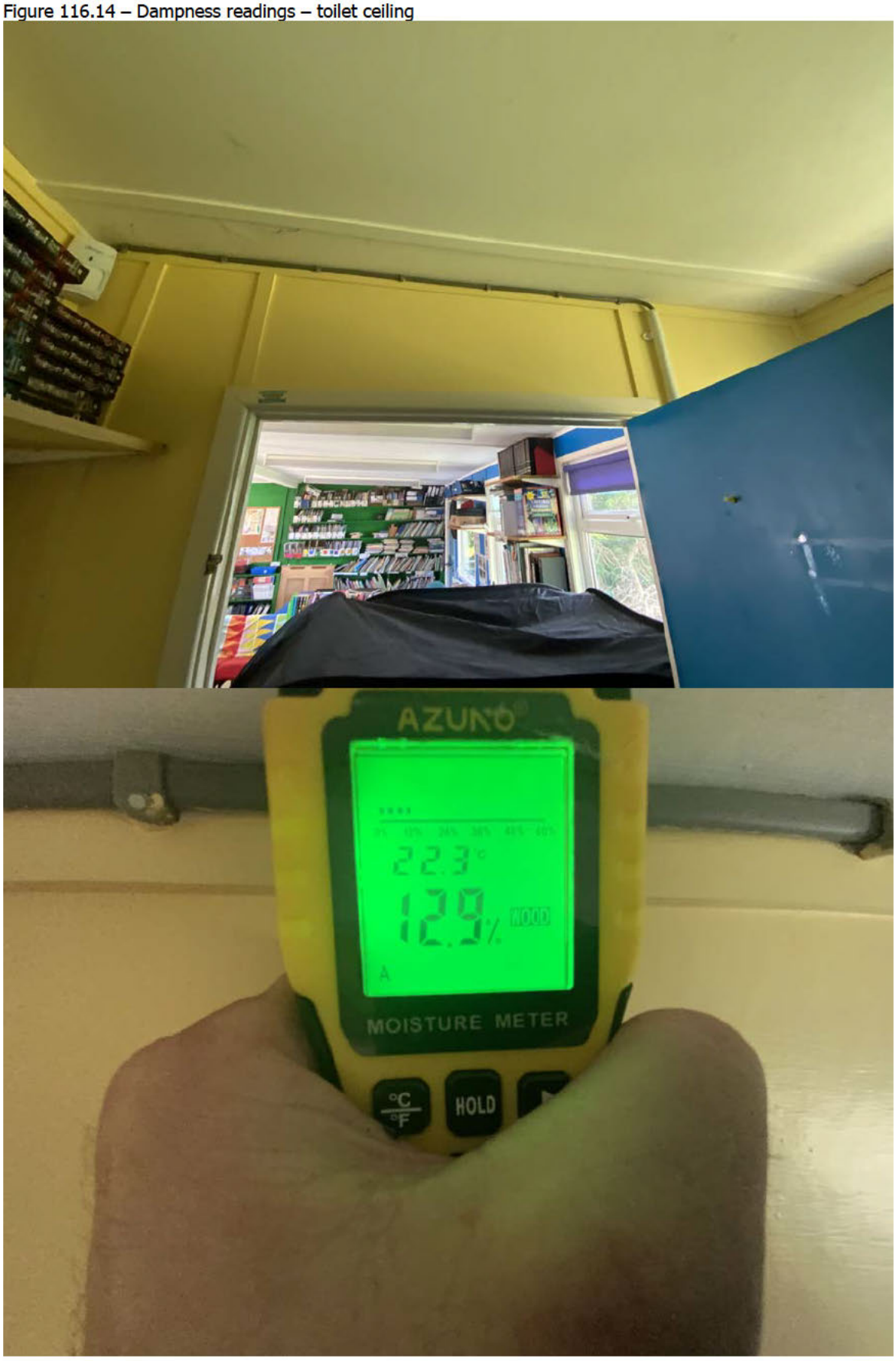


Figure 116.15 – Dampness readings – internal stud wall

Figure 116.16 – Dampness readings – northeast wall storage area

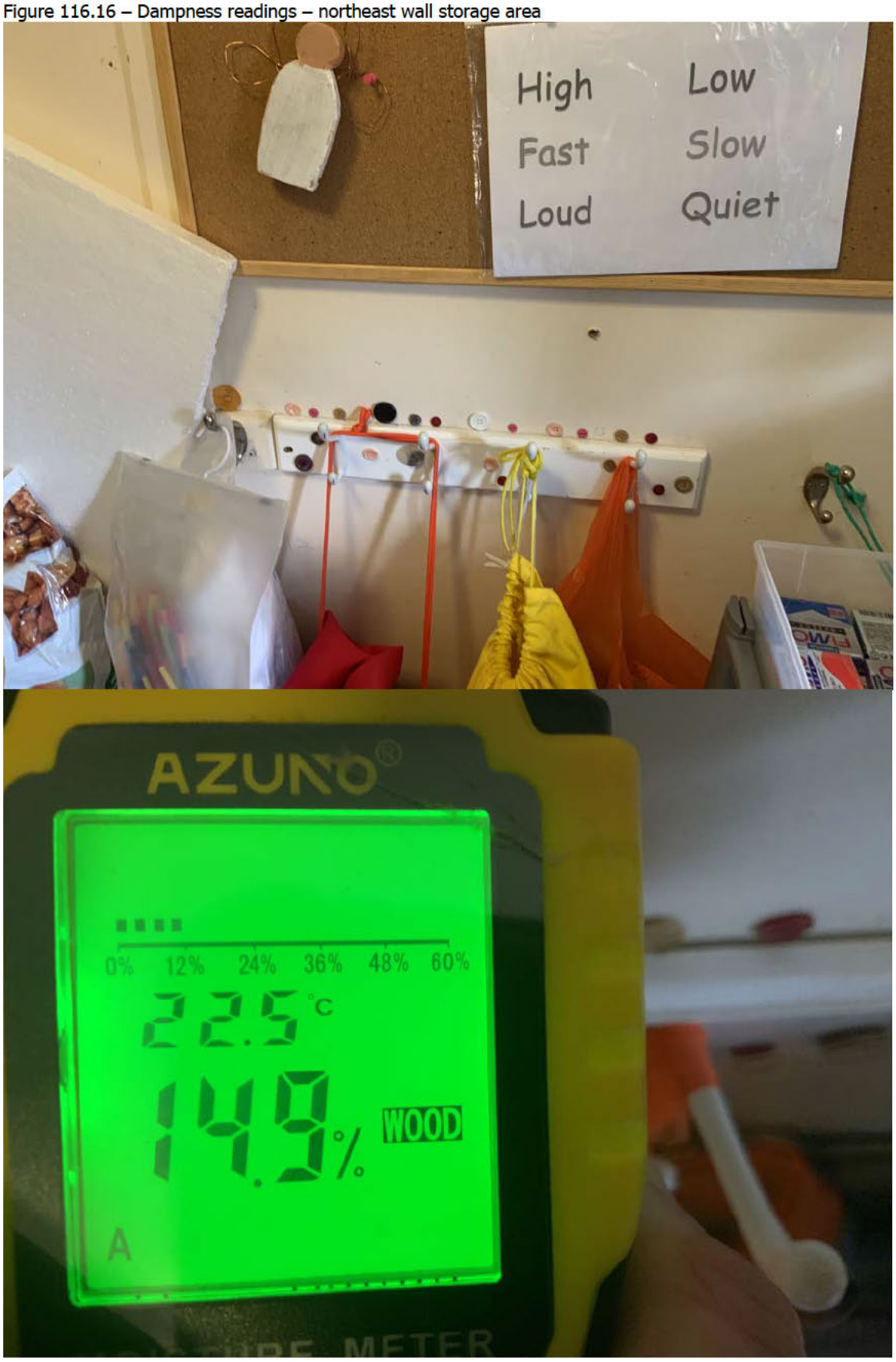


Figure 116.17 – Dampness readings – southwest wall kitchen area

Figure 116.18 – Dampness readings (significantly damp area shown here in door saddles)

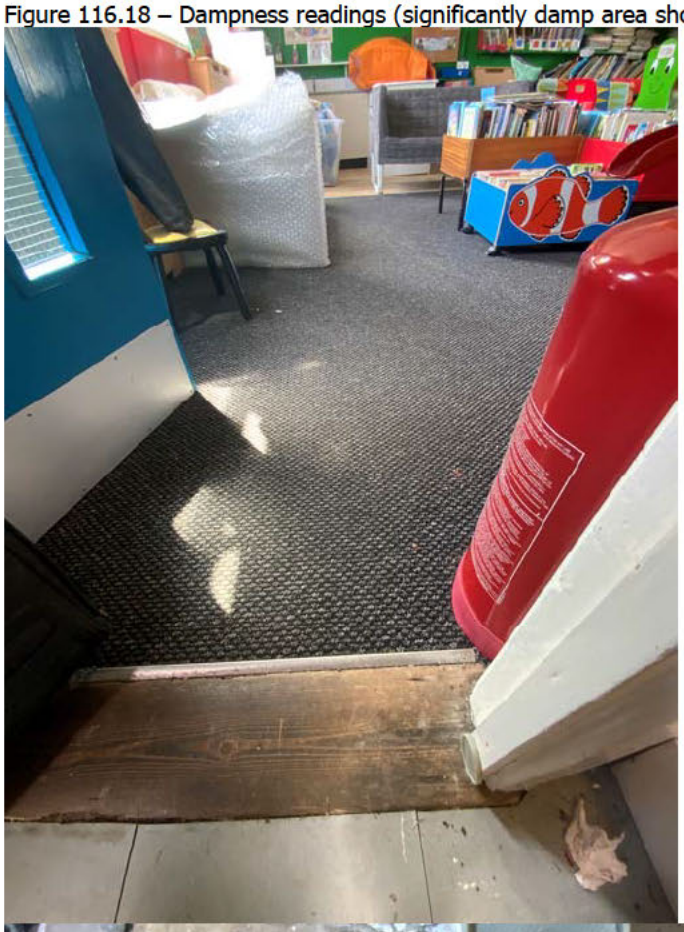


Figure 116.19 – Dampness readings – door frame

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Figure 116.20 – Dampness readings (significantly damp area shown here for floor of main entrance)

Figure 116.21 – Dampness readings (significantly damp area shown here for door saddles)

Figure 116.22 – Dampness readings (significantly damp area shown here for floor of toilet)

Figure 116.23 – Dampness readings – floor area with movement

Figure 116.24 – Dampness readings – skirting of fire escape

15.00 INTERNAL JOINERY

15.01 All the internal joinery has suffered a certain amount of surface damage due to normal day-to-day use.

15.02 **Internal Doors:**

The doors in the classroom area are timber flush doors and are in satisfactory condition. The door into the storage area also has two panes of single glaze glass.

15.03 **Skirtings and Architraves:**

The timber skirtings and architraves are in satisfactory order although there is likely internal damage due to damp conditions (refer to 14.00). Paint on skirting on emergency exit door peeling and exposing wood (see figure 117).

15.04 **Kitchen Units:**

The kitchen unit hinges are in poor condition and should be replaced.

16.00 INTERNAL DECORATIONS

16.01 These are in fair condition although there are a few minor blemishes and areas that require touching-in. A section of tiles in the kitchen area would benefit from being reinstalled (see figure 118).

17.00 SANITARYWARE

17.01 The sanitary fittings are in reasonable order.

18.00 BUILDING SERVICES

18.01 Specialist tests and reports can be arranged on these if you require them. We have made a visual inspection and comment as follows:

18.02 **Internal Wastes:**

Internal wastes where visible are of plastic and there were no obvious defects.

18.03 **Water:**

The incoming water main was not located but water was running from kitchen and bathroom sink. The water was turned on at the time of inspection and there were no obvious leaks, but the kitchen area shows signs of excessive moisture where pipes may be in disrepair or damp is present.

18.04 **Water Heating:**

The original hot water tap in the toilet area is loose and does not function. An electric hot water tap has been installed to and appears to be working normally.

Figure 117 – Paint peeling on skirting of emergency exit door

Figure 118 – loose/damaged tiles in kitchen area

18.05 **Heating Installation and Boiler:**

There is heating installed in the property, but appears to be in disrepair as it did not function at time of survey. A portable electric heater was operation on day of survey.

18.06 **Gas Installation:**

There is there is no visible gas meter on the cabin and there do not appear to be any appliances connected, so there is likely no gas within the building.

18.07 **Electrical Installation:**

There is an exposed wall mounted main set within the storage room in the entrance of the cabin. The distribution boards are also contained below them. (See figure 119).
The units have dates marked for Jan 2021 and Jan 2026 which indicate possible last test and next scheduled test.
Electricity is distributed via surface mounted cables and PVC conduits.
Lighting is by way of 6 fluorescent strip lights in units mounted to the ceiling.

18.08 **Drainage Installation:**

There are no visible inspection chamber covers within the curtilage of the property. We suspect that the drains run into an inspection chamber within the school property.

19.00 FIRE PROTECTION AND MEANS OF ESCAPE

19.01 The means of escape provision is generally satisfactory with doors at front and rear. Care will need to be taken to keep access to the doors of the building clear in order to ensure that these comply with Building Regulations.

19.02 The rear door should be kept unlocked whenever the building is in use.

19.03 The fire alarm is in disrepair and requires replacing in order to safely comply with building regulations. (Figure 101)

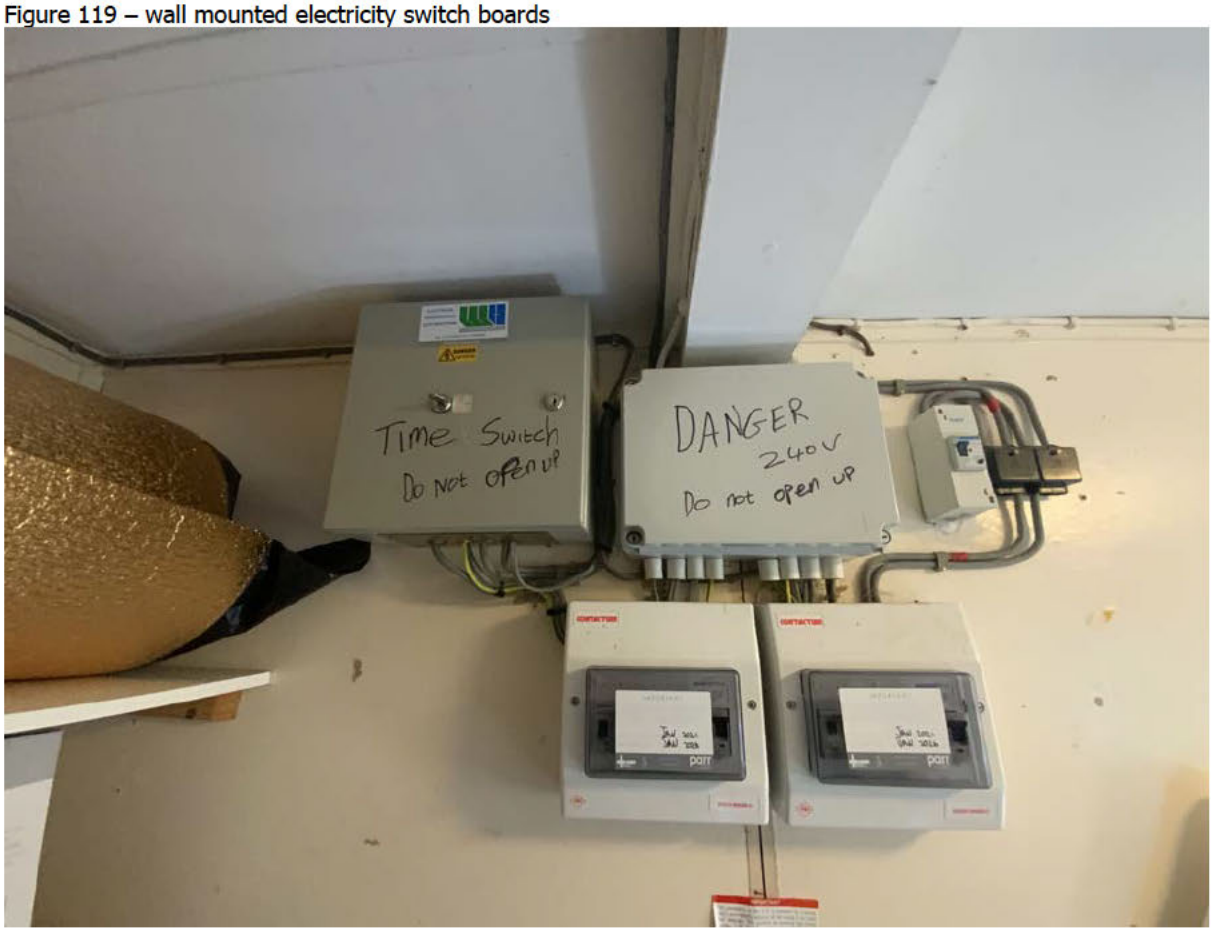
20.00 SECURITY

20.01 The security is to a reasonable standard.

20.02 The front entrance door has one five-lever deadlock.

20.03 There was a keypad at the entrance door presumably to activate security alarm. This was not tested.

Figure 119 – wall mounted electricity switch boards



21.00 THERMAL INSULATION AND ENERGY EFFICIENCY

21.01 We have not prepared or seen the Energy Performance Certificate (EPC) for the property.

21.02 The building is unlikely to comply with current regulations in terms of energy efficiency and it is unlikely that there is a great deal that can be done cost-effectively to improve insulation.

21.03 Care should be taken to fill in any gaps, both internally and externally, in the walls where heat may escape, such as skirting around doors and windows.

21.04 The radiators installed in the building appear to not be functional and will need to be repaired or replaced in order to restore the original heating system of the cabin.

21.05 The windows are double glazed and should remain installed and maintained to reduce heat loss.

22.00 THE SITE

22.01 At the rear there is a concrete ramp next to the northwest and northeast walls of the building with a grassed area adjacent.

22.02 At the southeast elevation there is a raised play area with soft surface finish that is accessed by steps next to the stairs that lead into the main entrance.

23.00 HAZARDOUS MATERIALS

23.01 We have assumed during our inspection that no deleterious or hazardous materials or techniques have been used and that the inspection of those parts which cannot be seen would not reveal material deficiencies or defects.

23.02 The landlord should have a report on asbestos and a copy of this should be provided to you. We believe that the floor laminate panels may contain asbestos due to the time of construction.

23.03 While it is unknown if asbestos is present, the health risk is considered very low under normal conditions and usage. No action is required unless the components are damaged, worked on, altered, replaced or used in a different way. If this happens an asbestos specialist should be called in. The costs involved may be higher than similar work carried out on materials that do not contain asbestos, and it may be more cost effective to replace the cabin entirely if this is the case

24.00 SAFETY & RISKS

24.01 No particular risks were identified to the building, grounds or people.

25.00 LEGAL MATTERS

25.01 We do not act as the legal adviser and will not comment on any legal documents. However, if during the inspection we identify issues that your legal advisers may need to investigate further; these will be listed and explained in this section. You should show your legal adviser this section of the report.

25.02 Your attention is drawn to the assumptions and advice contained in the Scope of Service at the end of this report.

25.03 We are not aware of any significant Town and Country Planning or Highway Proposals that are likely to adversely affect the property although your legal adviser should confirm this.

25.04 Regulations-Planning Permission and Building Regulation Consents will have been required when the property was constructed. No extensions or significant alterations have been carried out.

25.05 Your Legal Adviser should check the lease as a matter of course and establish what maintenance has been carried out recently and what plans there are for further maintenance and expenditure.

25.06 Your Legal Adviser should also comment on the tenure and our assumptions regarding tenure.

26.00 SURVEYOR'S DECLARATION

I confirm that I have inspected the property and prepared this report.

Signature of Surveyor .....

[redacted]

Date of report: May 2023

WHAT TO DO NOW

If you are a prospective or current building owner who has chosen a [redacted] Building Survey, you should carefully consider the findings, condition and risks stated in the report.

Getting quotations

You should obtain reports and at least two quotations for all the repairs and further investigations that the surveyor has identified. These should come from experienced contractors who are properly insured. You should also:

- Ask them for references from people they have worked for;
- Describe in writing exactly what you will want them to do; and
- Get the contractors to put the quotations in writing.

Some repairs will need contractors with specialist skills and who are members of regulated organisations (for example, electricians, gas engineers or plumbers). Somewhat work may also need you to get Building Regulations permission or planning permission from your local authority.

Further investigations

If the surveyor is concerned about the condition of a hidden part of the building, could only see part of a defect or does not have the specialist knowledge to assess part of the property fully, the surveyor may have recommended that further investigations should be carried out (for example, by structural engineers or arboriculture lists) to discover the true extent of the problem.

Who you should use for these further investigations

Specialists belonging to different types of organisation will be able to do this. For example, qualified electricians can belong to 5 different government-approved schemes.

What the further investigations would involve

This will depend on the type of problem, but to do this properly, parts of the might need to be disturbed. If you are a prospective purchaser, you should discuss this matter with the current owner. In some cases, the cost of investigation could be high.

This guidance does not claim to provide legal advice. You should consult your legal advisers before entering into any binding contract or purchase.

MAINTENANCE ADVICE

PROPERTY MAINTENANCE ADVICE

Your building should be maintained in the normal way, and this general advice may be useful when read together with your report. It is not specific to this property and does not include comprehensive details. Problems in construction may develop slowly over time. If you are concerned contact [redacted] for further advice.

Outside the property

You should check the condition of your property at least once a year and after unusual storms. Routine redecoration of the outside of the property will also give you an opportunity to closely examine the building components.

Roof coverings

Check these occasionally for slipped, broken and missing tiles or slates, particularly after storms. Flat roofing has a limited life, and is at risk of cracking and blistering. You should not walk on a flat roof. Where possible keep it free from debris. If it is covered with spar chippings, make sure the coverage is even, and replace chippings where necessary.

Rainwater pipes and gutters

Clear any debris from gutters at least once a year, and check for leaks when it is raining and seal defective joints. You should also check for any loose downpipe connectors and broken fixings.

Main walls

Check walls for cracks and any uneven bulging. Maintain the joints in brickwork and repair loose or broken rendering. Re-paint decorated walls regularly. Cut back or remove any plants that are harmful to mortar and render. Keep the soil level well below the level of any damp proof course (150mm minimum recommended) and make sure any ventilation bricks are kept clear. Check cladding for broken, rotted or damaged areas that need repair.

Windows and doors

Once a year check all frames for signs of rot in wood frames, for any splits in plastic or metal frames and for rusting to latches and hinges in metal frames. Maintain all decorated frames by repairing or redecorating at the first sign of deterioration. In autumn check double glazing for condensation between the glazing, as this is a sign of a faulty unit. Have broken or cracked glass replaced by a qualified specialist. Check for broken sash cords on sliding sash windows, and sills and window boards for any damage.

Conservatories and porches

Keep all glass surfaces clean and clear all rainwater gutters and down pipes. Look for broken or defective glazing and for any leaks when it's raining. Arrange for repairs by a qualified specialist.

Other joinery and finishes

Regularly redecorate all joinery, and check for rot and decay which you should repair at the same time.

MAINTENANCE ADVICE

Inside the property
You can check the inside of your property regularly when cleaning, decorating and replacing carpets or floor coverings. You should also check the roof space occasionally.

Roof structure
When in the roof space, check for signs of any leaks and the presence of vermin, rot or decay to timbers. Also look for tears to the underfelt, and check pipes, lagging and insulated areas.

Ceilings
If you have a leak in the roof the first sign is often damp on the ceiling beneath the roof. If your ceiling begins to look uneven, this may indicate a serious problem, particularly for older ceilings which might need replacement.

Walls and partitions
Check these when you are cleaning or redecorating. Look for cracking and impact damage, or damp areas which may be caused by plumbing faults or defects on the outside of the property.

Floors
Be alert for signs of unevenness when you are cleaning or moving furniture, particularly with timber floors. Look for signs of damp that could be caused by leaking pipes below the surface.

Fireplaces, chimney breasts and flues
You should arrange for a qualified specialist to regularly sweep all used open chimneys. Also, make sure that bricked-up flues are ventilated. Flues to gas appliances should be checked annually by a qualified gas technician.

Built-in fittings, woodwork and joinery
Check for broken fittings.

Services
Ensure all meters and control valves are easy to access and not hidden or covered over.
Arrange for an appropriately qualified technician to check and test all gas and oil services, boilers, heating systems and connected devices once a year. Boilers should be serviced every year.
Electrical installations should only be replaced or modified by a suitably qualified electrician and tested as specified by the Electrical Safety Council (recommended minimum of a ten year period if no alterations or additions are made, or on change of occupancy).
Monitor plumbing regularly during use and when you are cleaning. Look out for leakage and breakages, and check insulation is adequate particularly as winter approaches.
Lift drain covers annually to check for blockages and clean these as necessary. Check any private drainage systems (septic tanks and cess pits) annually, and arrange for a qualified contractor to clear these as necessary.
Keep gullies and drainage channels free from debris.

Grounds

Garages and outbuildings
Follow the maintenance advice given for the main building. Do not walk on brittle roofs (for example asbestos cement).

Other
Regularly prune trees, shrubs and hedges as necessary. Look out for any overhanging and unsafe branches, loose walls, fences and ornaments, particularly after storms. Clear leaves and other debris, moss and algae growth. Make sure all hard surfaces are stable and level, and not slippery or a trip hazard.

SCOPE OF SERVICE & TERMS OF APPOINTMENT COMMERCIAL/INDUSTRIAL BUILDING SURVEY

1. Introduction

1.1. This document sets out the contractual terms upon which the Surveyor will advise you (the Client) by means of a written report as to his or her opinion of the visible condition and state of repair of the property.
1.2. The individual carrying out the inspection and providing advice will be a Chartered Surveyor.
1.3. The Surveyor will use all of the care and skill to be reasonably expected of an appropriately experienced Chartered Surveyor.
1.4. The Surveyor may engage other consultants such as Structural Engineers, Services Engineers or other specialists following consultation with the Client.

2. Code of conduct

2.1 [redacted] is regulated by the RICS (www.rics.org) and conforms to their Rules of Conduct.

3. Assumptions

3.1. Unless otherwise expressly agreed the Surveyor while preparing the Report will assume that:
3.1.1. the property (if for sale) is offered with vacant possession;
3.1.2. the property is connected to mains services with appropriate rights on a basis that is known and acceptable to the Client; and
3.1.3. access to the property is as of right upon terms known and acceptable to the Client.

4. General description of building survey service

4.1. This level of service is designed for people who are seeking a professional opinion about the condition of a property and is based on a detailed assessment. Therefore, the inspection is more extensive than for other levels of service and the Surveyor will spend a considerable time at the property.
4.2. The Surveyor will closely inspect all parts of the building and will assess the interdependence of the different parts of the structure, especially the way in which the roof, walls and floors act together.
4.3. Where he is concerned about a hidden problem or defect, he will try to identify these and explain the risk they pose and what action you should take. Recommendations for further investigations will usually be the exception.
4.4. This level of service will suit any commercial property in any condition.
4.5. The Surveyor will consider his or her advice carefully but is not required to advise on any matter the significance of which, in relation to the property, is not apparent at the time of inspection from the inspection itself.
4.6. The Surveyor will inspect diligently but is not required to undertake any action which would risk damage to the property or injury to him.
4.7. The Surveyor will not undertake any structural or other calculations.

5. The inspection

5.1. The extent of an inspection will depend on a range of specific circumstances (including health and safety considerations). The following critical aspects may help you distinguish this from inspections at other levels of service.
5.2. Accessibility and Voids – The Surveyor will inspect as much of the internal and external surface area of the building as is practicable but will not inspect those areas which are covered, unexposed, or not reasonably accessible or visible from within the site or adjacent public areas.
5.2.1. An example of a structural element which cannot normally be inspected is the foundations. However, this does not mean that the survey would not reveal whether or not the foundations are structurally sound, as structural faults in foundations normally manifest themselves in other parts of the structure, particularly as structural cracking in the walls.
5.2.2. The Surveyor does not move heavy furniture, drill holes or excavate trial holes or remove plaster, boarding, lining, service panels or other panelling, nor does he arrange for the inspection of cavities.
5.2.3. If the Surveyor has reason to believe that there are concealed defects, he will recommend further investigation, which may involve opening up relevant parts of the structure.
5.3. Fixed covers or housings - The Surveyor will not attempt to remove securely fixed covers or housings without the express permission of the owner.
5.4. Windows - The Surveyor will attempt to open the majority of the windows.

5.5. Roof spaces – If instructed the Surveyor will carry out an inspection of roof spaces that are not more than three metres above floor level using a ladder if it is safe and reasonable to do so. He will enter the roof space if it is accessible and visually inspect the roof structure with particular attention paid to those parts vulnerable to deterioration and damage.
5.5.1. Although he will not move thermal insulation, he will lift small corners if he considers it safe so its thickness, type and the nature of the underlying ceiling can be identified and assessed.
5.5.2. Where he has the permission of the owner, he will move a small number of lightweight possessions so a more thorough inspection can take place.
5.5.3. In recent years, the lofts of many buildings have been insulated with thick layers of thermal insulation. Usually, it is not safe to move across this material and this may restrict what he can look at in the roof space.
5.6. Floors - The Surveyor will closely inspect the surfaces of exposed floors and will lift the corners of any loose and unfitted carpets and other floor coverings where practicable. He will assess all floors for excessive deflection. Where the boards are lifted, he will look in the space beneath by way of an inverted 'head and shoulder' inspection. If it is safe to do so, he will enter the under-floor area to carry out a more thorough inspection as long as the access panel is big enough, the space beneath the floor is deep enough, and it is safe to do so.
5.7. Furniture and occupiers' possessions - The Surveyor will move lightweight, easily moveable, non-fitted items where practicable, safe and where the owner/occupier gives permission.
5.8. Services (for example, heating and hot and cold water) - The Surveyor will not perform or comment on design calculations, or test the service installations or appliances but will observe their normal operation in everyday use. This usually means:
5.8.1. operating lights and extract fans where appropriate;
5.8.2. asking the owner/occupier to switch on the heating appliances/system;
5.8.5. The Surveyor will advise you that further tests and inspections will be required if the owner/occupier does not provide evidence of appropriate installation and/or maintenance, or the client requires assurance as to their condition, capability and safety.
5.8.4. lifting accessible inspection chamber covers (where it is safe to do so), identifying the nature of the connections and observing water flow where a water supply is available. On dry days, this may involve pouring water into open gullies so drainage layouts can be identified.
5.8.3. where he considers it appropriate to the assessment of the service system, turning on water taps, filling and emptying sinks, baths, bidets and basins, and flushing toilets to observe the performance of visible pipework; and
5.9. Areas not inspected - The Surveyor will identify any areas, which would normally be inspected but which he was unable to inspect and indicate where he considers that access should be obtained and he will advise on possible or probable defects based on evidence from what he has been able to see.

6. **The grounds**

6.1. The Surveyor will carry out a thorough visual inspection of the grounds, and, where necessary and appropriate, from adjoining public property. His assessment will include such external features as retaining walls, gardens, drives, paths, terraces, patios, steps, hard-standings, dropped kerbs, gates, trees, boundary walls, fences, non-permanent outbuildings, rights of way, and so on.
6.2. The inspection will also include the inside and outside of all permanent outbuildings not attached to the main building. This includes garages, workshops, storage and leisure buildings, but not the leisure facilities inside, for example swimming pools, saunas, fitness gyms, and so on.
6.3. Specific defective features and other matters associated with the grounds can be costly to resolve and may affect your purchase decision. Consequently, the Surveyor will inspect and report on these. Examples include assessing retaining walls in danger of collapsing, deeply sunken paths or driveways, dilapidated boundary walls or fences and the legal and insurance implications.

SCOPE OF SERVICE & TERMS OF APPOINTMENT COMMERCIAL/INDUSTRIAL BUILDING SURVEY

7. **Premises forming part of a building**

7.1. Unless otherwise agreed, the Surveyor will inspect only the subject premises, the related internal and external common parts and the structure of the building or particular block in which the premises are situated. Other premises will not be inspected. The Surveyor will state in the Report the limits of access and/or visibility in relation to the common parts and structure.
7.2. The Surveyor will state whether he or she has seen a copy of the lease and, if not, the assumptions made as to repairing obligations.
7.3. The Client is reminded that, particularly in the case of large blocks, the object of the inspection is to give guidance on the general standard of construction and maintenance, pointing out those items which will require attention within, say, the next decade and not to list those minor points which would normally be taken care of in the course of routine maintenance.

8. **Content of the report**

8.1. The report will reflect the thoroughness and detail of the investigation and the Surveyor will:
8.1.1. describe the form of construction and materials used for each part of the building in detail and outline their performance characteristics. This is especially important for older and historic buildings;
8.1.2. describe obvious defects and state the identifiable risk of those that may be hidden;
8.1.3. outline remedial options and, if he consider it to be significant, explain the likely consequences if the repairs are not done;
8.1.4. propose a timescale for the necessary work including recommendations for further investigation prior to commitment to purchase (only where appropriate and necessary);
8.1.5. discuss future maintenance of the property and identify those elements that may result in more frequent and/or more costly maintenance and repairs than would normally be expected; and
8.1.6. identify the nature of risks of the parts that have not been inspected.
8.2. The Surveyor will also make it clear that you should obtain any further advice and quotations he recommends before you enter into a legal commitment to buy the property.
8.3. The inspection of the internal finishes and decorative condition is primarily intended to ascertain whether there are any serious defects, and whilst the Surveyor will make general comments, he does not normally list all minor defects and blemishes unless he is also specifically asked to prepare a Schedule of Condition.

9. **Delivery of the report**

9.1. The Surveyor will send the Report to the Client's address (or other agreed address) by first class post for the sole use of the Client. A pdf copy will be sent to the Client electronically.

10. **Insurance rebuilding cost assessment**

10.1. N/A

11. **Dangerous materials, contamination and environmental issues**

11.1. The Surveyor makes no enquiries about contamination or other environmental dangers. If he suspects a problem, he will recommend further investigations.
11.2. The Surveyor will assume that no harmful or dangerous materials have been used in the construction, and he does not have a duty to justify making this assumption. However, if the inspection shows that these materials have been used, he must report this and ask you for further instructions.
11.3. The Surveyor does not carry out an asbestos inspection or act as an asbestos inspector when inspecting properties that may fall within the Control of Asbestos Regulations 2012. He will assume there is a 'dutyholder' (as defined in the Regulations), an asbestos register and an effective management plan all in place and none of these presents a significant risk to health or need any immediate payment. He does not consult the dutyholder.
11.4. The Surveyor will note the presence of lead water supply pipes and give general advice if these materials can be seen. However, you must appreciate that materials are often concealed within the construction of the building. If he is concerned about lead pipes he can see, he may recommend a specialist inspection and report.

SCOPE OF SERVICE & TERMS OF APPOINTMENT COMMERCIAL/INDUSTRIAL BUILDING SURVEY

11.5. The Surveyor will advise if the property is in an area where, based on information published by PHE, there is a risk of radon. In such cases, he will advise further tests to establish the precise radon level.
11.6. The Surveyor will advise if there are transformer stations or overhead power lines that he can see during the normal course of the inspection. If present, he cannot assess any possible effect on health. For obvious reasons, he cannot report on any underground cables.
11.7. Particular noise and disturbance affecting the property will only be noted if it is significant at the time of the inspection or if specific investigation has been agreed between the Surveyor and the Client and confirmed in writing.
11.8. The Surveyor will report on any obvious health and safety hazards to the extent that they are apparent as part of the inspection.
11.9. The Surveyor will not be required to comment upon the possible existence of noxious substances, landfill or mineral extraction, or other forms of contamination.

12. **Consents, approvals and searches**

12.1. The Surveyor will assume that the property is not subject to any unusual or especially onerous restrictions, obligations or covenants which apply to the property or affect the reasonable enjoyment of the property.
12.2. The Surveyor will assume that all Planning Permissions, Building Regulations and other consents required in relation to the property have been obtained. The Surveyor will not verify whether such consents have been obtained. Any enquiries should be made by the Client or the Client's legal advisers.
12.3. In the case of new buildings, alterations and extensions which require statutory consents or approvals, he will not verify whether these have been obtained but he will identify where these consents may have been required. You should ask your legal adviser to follow up on these matters. The Surveyor will not inspect drawings and specifications unless you specifically ask.
12.4. The Surveyor will assume that the property is unaffected by any matters which would be revealed by a Local Search and replies to the usual enquiries, or by a Statutory Notice, and that neither the property, nor its condition, its use or its intended use, is or will be unlawful.
12.5. In all cases where specialist firms have carried out work such as underpinning, woodworm or dry rot treatment or inserted damp proof courses, it is essential that all documents relating to this, including the original recommendations and the receipted account be obtained, so that your solicitors can check these. They should then be forwarded to the Surveyor so he can comment on the extent of the treatment. If the Surveyor does not receive copies of these documents, it is impossible for him to ascertain whether or not the treatment carried out is likely to prove to be effective.

[redacted]

SCOPE OF SERVICE & TERMS OF APPOINTMENT COMMERCIAL/INDUSTRIAL BUILDING SURVEY

16. **Jurisdiction**

16.1. Our contract with you for the provision of services is subject to English /N.ireland Law Any dispute in relation to this contract, or any aspect of the service, shall be subject to the exclusive jurisdiction of the Courts of England and Wales, and shall be determined by the application of English Law, regardless of who initiates proceedings in relation to the service.

17. **Limitation of liability**

17.1. Liability Cap

The Royal Institution of Chartered Surveyors (RICS) recommends the use of liability caps to members as a way in which to manage the risk in their work. [redacted] aggregate liability arising out of, or in connection with the service, whether arising from negligence, breach of contract, or any other cause whatsoever, shall in no event exceed a multiple of [redacted]. This clause shall not exclude or limit liability for actual fraud, and shall not limit liability for death or personal injury caused by [redacted] negligence.

17.2. Proportionate liability:

If you suffer loss as a result of our breach of contract or negligence, [redacted] liability shall be limited to a just and equitable proportion of your loss having regard to the extent of responsibility of any other party. [redacted] liability shall not increase by reason of a shortfall in recovery from any other party, whether that shortfall arises from an agreement between you and them, your difficulty in enforcement, or any other cause.
17.3. Personal liability:

None of [redacted] employees, directors or consultants individually has a contract with you or owes you a duty of care or personal responsibility. You agree that you will not bring any claim against any such individuals personally in connection with the services.

18. **Cancelling this contract**

18.1. Nothing in this clause shall operate to exclude, limit or otherwise affect your rights to cancel under the Consumer Contracts (Information, Cancellation and Additional Charges) Regulations 2013 or the Consumer Rights Act 2015, or under any such other legislation as may from time to time be applicable.

18.2. Entirely without prejudice to any other rights that you may have under any applicable legislation, you are entitled to cancel this contract in writing by giving notice to [redacted] office within fourteen days of entering into this contract.

[redacted]

18.4. Without limiting their other rights or remedies, [redacted] may suspend the services if you fail to pay any amount due on the due date for payment.

19. **Copyright and intellectual property rights**

19.1. [redacted] shall retain copyright in and ownership of, all documents, drawings, maps, photographic and other records, and presentation materials prepared by [redacted]. [redacted] may publish or join in publishing any description or illustration of the works with the prior consent of the Client.

SCOPE OF SERVICE & TERMS OF APPOINTMENT COMMERCIAL/INDUSTRIAL BUILDING SURVEY

20. **Restriction on disclosure**

20.1. The Client agrees to keep the documents, including any reports, schedules, calculations and drawings, prepared by [redacted] or contained in the Award confidential. In particular (but without limit) the Client must not disclose the whole or any part of the documents to any person (other than a professional advisor) who may intend to rely upon it for any purpose.
20.2. Our advice is provided for your benefit alone and solely for the purposes of the instruction to which it relates. Our report and other advice may not, without our written consent, be used or relied upon by any third party, even if that third party pays all or part of our fees, or is permitted to see a copy of our report. If we do provide written consent to a third party relying on our advice, any such third party is deemed to have accepted the terms of our appointment.

21. **Miscellaneous**

21.1. Unless expressly provided, no term in the contract between [redacted] and the Client is enforceable under the Contracts (Rights of Third Parties) Act 1999 by any person other than [redacted] or the Client.
21.2. Where the Client has instructed [redacted] to make investigations which cause damage to the property on the basis that the Client has obtained the owner's consent, the Client will indemnify [redacted] against any loss or cost arising.
21.3. The Client may only rely upon the Surveyor's advice and Report for purposes described in the Particulars or communicated to the Surveyor in writing prior to the agreement of the Fee and if the client wishes to rely upon such advice and Report for any other purpose he or she may only do so with the written consent of the Surveyor.
21.4. The report should not be taken as a warranty or guarantee that there are no latent or concealed defects.
21.5. On no account should contracts to purchase be exchanged prior to receipt of our written report and supplementary reports. Any oral advice given prior to receipt of the written report is for general information only and must not be acted upon.
21.6. If any provision or part-provision of these terms is or becomes invalid, illegal or unenforceable, it shall be deemed modified to the minimum extent necessary to make it valid, legal and enforceable. If such modification is not possible, the relevant provision or part-provision shall be deemed deleted. Any modification to or deletion of a provision or part-provision under this clause shall not affect the validity and enforceability of the rest of these terms.
21.7. A waiver of any right under these terms or law is only effective if it is in writing and shall not be deemed to be a waiver of any subsequent breach or default. No failure or delay by [redacted] in exercising any right or remedy provided under these terms or by law shall constitute a waiver of that or any other right or remedy, nor shall it prevent or restrict further exercise of that or any other right or remedy. No single or partial exercise of such right or remedy shall prevent or restrict the further exercise of that or any other right or remedy.

22. **Privacy and dispute resolution**

22.1. In the event that the Client has a complaint regarding the standard of service he or she has received, a formal complaints handling procedure will be followed. Using [redacted] complaints handling procedure will not affect the Client's legal rights. Copies of our Privacy Policy and Complaints Handling Procedure are available on request.
22.2. Alternative Dispute Resolution
22.2.1. In the event of a dispute not being resolved we agree to the referral of the complaint to the following alternative dispute resolution entities:
[redacted]
Typical Construction Terms