



Summary Building Condition Survey Report

Of

Kinloss Primary School
Burghead Road, Kinloss IV36 3SX

14th & 15th March 2022



Z00464 / ADC & NS

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1. Introduction

- 1.1. This report has been prepared by Andrew Clark MRICS, MCIQB and Neal Stewart Building Services Engineer, of Moray Council. The report is confidential to Moray Council and is not intended for public release without Moray Council's express approval. The report summarises the condition of the property condition at the time of the survey, periodic reviews of material condition will be required. An inspection of the property was undertaken on 14th and 15th March 2022.
- 1.2. The report seeks to provide a brief summary of the condition of repair, identifying the principal defects and wants of repair, together with the main points of concern arising from the inspection. Items of a routine or minor maintenance nature have generally not been listed.
- 1.3. At the time of our inspection, the weather conditions were sunny, cold and dry.
- 1.4. The premises comprise a primary school constructed in single, 2 storey and 3 storey blocks with several outbuildings. The school was constructed circa 1960.
- 1.5. The property was occupied during our inspection which was thus limited by the nature and extent of fixtures and fittings and of decorative finishes. In particular, the existence of fitted floor finishings throughout limited any inspection of the underlying floor structure. Framing out of walls and plasterboard linings conceal the underlying structure and it is possible that defects relating to moisture ingress may exist which are not revealed internally. Please also note and consider the Limitations and Exclusions Section, which is appended to this report.
- 1.6. Pitched roofs were examined from ground level with the use of binoculars. Accessible flat roofs were examined from a standard 3.80m ladder, the flat roofs above the two and three storey buildings were examined with the use of a mobile elevated platform. Access was not available to the roof of the tank house. Access was provided to all internal areas with the exception of roof spaces above the Assembly Hall and Stage. There was no access to the underside of the flat roofed structures.
- 1.7. All mechanical and electrical building services were inspected as far as reasonably practical. Domestic water supply pipework, heating pipework, alarm systems cabling and small power systems cabling was in most cases concealed in internal walls or under floor spaces and not reasonably practical to inspect. An effort has been made to assess the age and likely condition of these elements by using historic data, where available, to pinpoint the likely age of materials.
- 1.8. Extract and supply fan ventilation systems were tested by switching on and observing operation only. A detailed inspection of fan units, ductwork or controls has not been carried out during the non-intrusive survey.
- 1.9. Fire and intruder alarm systems were visually inspected for condition and age as far as reasonably practical and no physical testing was carried out on these services during the survey.

2. Property Description and Methodology

2.1 The property comprises of brick buildings and concrete framed structures over single, two and three storeys with pitched and flat roofs.

2.2 The subjects are of concrete frame and masonry construction. Roofs are covered with single ply membrane to pitched roofs and mineral felt, single ply membrane and GRP to flat roofs. Rainwater goods are a combination of cast iron and metal box gutters. External walls are of facing brickwork and a dry dash roughcast finish. Floors comprise ground bearing concrete slab and suspended concrete beam and block. Windows are uPVC with double glazed units. External doors are timber, uPVC and powder coated aluminium.

Internally ceilings and walls are generally painted plaster with some painted plasterboard to timber partitions. Floor coverings comprise carpet, carpet tile, sheet vinyl, vinyl tile, timber boarding and parquet flooring, quarry tile and concrete screed. Internal doors are a combination of timber solid core doors with Georgian wired glazed panels and timber hollow core veneered doors.

The heating system compromises 2 oil fired cast iron open flue boilers. Generated hot water is distributed throughout the school via steel one pipe system which has had a significant upgrade in 2021 with new carbon steel pipework and insulation extending to a large part of the ground floor and a percentage of the upper floors. Steel panel radiators are throughout the vast majority of the school, with some cast iron sectional radiators, fan assisted convector heaters and a small number of electric element heaters supplementing the heating system output.

A steel large volume oil storage tank and pipework system is installed in a bunded room in the basement adjacent to the main plant room.

A Trend BMS controls and monitors the heating system and there is a remote internet link to allow the BMS system to be monitored remotely by authorised personnel.

Domestic hot water is also generated by the oil boilers and stored in a large volume calorifier situated in the basement plant room. The hot water is circulated around the school via a circulation pump through a copper pipework circuit.

Cold water supplies are a mixture of direct feeds from the mains and via a cold water storage tank situated on the 2nd floor of the tower section of the building. Copper pipework distributes the cold water supplies in the building.

Mechanical ventilation is provided in girls and boys toilets and various other internal rooms by varying sizes of electrical extract fan. These range from 4" to 12" diameter applicable to the space requirement. Fans are a mixture of ceiling, wall and window mounted types.

Specialist mechanical ventilation is provided to exhaust cooking fumes via a stainless steel canopy in the kitchen and a specialist electrical supply fan is installed on the 1st floor of the tower block to provide air for combustion and cooling to the oil boilers and plant in the plant room.

Electrical power is distributed throughout the school from the main switchboard in the reception cupboard. Sub mains cabling serves a number of internal distribution boards and some consumer units in various zones of the school. All surface mounted cabling is within protective plastic or metal trunking or conduit. Distribution boards almost all contain MCB grade circuit protection. The main switchboard and sub switchboards have fuse type circuit protection.

The lighting system primarily consists of IP65 surface batten type fittings with fluorescent tubes in classrooms and corridors. Variations occur in internal spaces such as toilets, assembly and GP halls, dining hall and small store cupboards. All internal lighting is operable by manual switches with the exception of some local upgrades where PIR control has been installed. A recent upgrade has been carried out in the assembly hall with new high bay louvered lighting and controls.

Emergency lighting is various types throughout the building. Some rooms have emergency light fittings supplied from general light circuits with self-contained battery backup. Mainly, emergency lighting systems are general light fittings supplied in parallel from a central battery system. Non maintained emergency exit sign lights are installed generally at fire exits.

External lighting consists of a number of bulkhead type fittings with diffusers and a small number of large floodlights. External lighting is controlled through a timeclock situated in the reception cupboard. No Lux sensors are apparent on this system.

A smoke detection and alarm system consists of heat and smoke detectors throughout areas although detectors are not throughout classrooms and all spaces. An addressable fire zone panel controls the system and there are separate alarm sounders and break glass call points located around the building.

The building Intruder alarm system comprises 2 user control panels for setting and disarming and a number of PIR sensors located around the property, generally at potential intruder entry points.

2 separate door entry access systems are installed. These cover the main entrance door and the entrance door to the ASN base on the first floor.

A CCTV system is installed which comprises 3 external fixed cameras linked to a monitor and recorder unit in the janitors office.

A lightning conductor rod and conductive cabling is installed, situated at the top of the tower block. The conductive cable terminates to earth in 3 separate locations.

2.3 Building size – The properties GIFA is [2929m2].

2.4 Condition codes and priority categories.

CONDITION SUMMARY MATRIX	
Good - A	Performing well and operating efficiently
Satisfactory - B	Performing adequately but showing minor deterioration
Poor - C	Showing major defects and/or not operating adequately
Bad - D	Life expired and/or serious risk of imminent failure
N/A	Not applicable for assessment

PRIORITY RATING MATRIX	
1	Must Do (immediate) to address essential H&S/comply with law/avoid service disruption.
2	Should Do (within years 1 and 2) to achieve/maintain basic standards.
3	Would Do (within years 3 to 5) desirable works if affordable.
4	Programmed (within years 6 to 25) consider within Planned Maintenance.

3. Summary of Principal Considerations

3.1 Primary School Building

- Fibreglass roof covering to single and two storey roofs is blistering and is extensively covered with lichen.
- Bird spikes/deterrent requires replacement.
- Rooflights are damaged and reaching the end of their useful life.
- Double glazing seals are bulging on a number of double glazed units.
- Floor finishes are generally poor, vinyl is very poor.
- Assembly Hall floor seal is blistering and damaged.
- Classroom sinks and worktops are dated and in poor condition.
- Sanitary ware is generally dated and in poor condition.

3.2 Mechanical and Electrical Installations

- The original heating system pipework not replaced in the 1st phase of upgrades is in poor condition and should be considered for replacement.
- The existing heating system heat emitters throughout the whole building are in poor condition and should be considered for replacement.
- Oil boilers are reaching the end of their useful life, in poor condition and should be considered for replacement.
- The Hot water calorifier is life expired and should be considered for replacement within part of scope of heating upgrades.
- Hot water distribution pipework is life expired, in poor condition and poorly insulated and should be considered for replacement.
- Cold water distribution pipework is life expired, in poor condition, poorly insulated and should be considered for replacement.
- Oil storage tank and distribution pipework is life expired, in poor condition and should be considered for replacement within part of scope of heating upgrades.
- Trend building management system is life expired and should be considered for upgrade/replacement within part of scope of heating upgrades.
- Electrical distribution boards are nearing the end of their useful life and should be considered for replacement.
- Main switchboard is life expired and should be considered for replacement.

- Internal lighting is nearing the end of its useful life and should be considered for replacement and upgrade to LED types with energy saving controls.
- Wiring accessories – sockets and switches are nearing the end of their useful life, are in poor condition and should be considered for replacement.
- Building external lighting is in poor condition, life expired and should be considered for replacement and to incorporate lux sensors.
- Fire alarm devices are life expired and should be considered for replacement.

3.3 External Works

- Access road and car park, surface erosion, cracking and pot holed.
- Investigate sunken drainage routes in the playground.
- Missing and damaged Perspex cladding to the Bike Shelters.

4. Conclusion

4.1 A brief summary of the elements condition.

Element	Condition	Priority
Roofs	C	2
Floors & Stairs	C	3
Ceilings	B	4
Ext. Walls, Windows & Doors	B	3
Internal Walls & Doors	B	2
Sanitary Services	C	3
Mechanical	C	1
Electrical	C	2
Decoration	C	2
Fixed Int. Facilities	B	3
External Areas	D	2
Outdoor Sports Facilities	B	4

This information must be transferred to the Master Core Fact Sheet.

4.2 Improvements Recommended

To prevent or reduce, vandalism / damage / accelerated deterioration.

- Review all fire doors for compliance with Fire Risk Assessment and Regulations.
- Review type of heating pipework insulation being installed as it is being subject to damage by pupils where accessible.
- Extend the field scope of CCTV camera system.
- Upgrade Fire detection and alarm system to L2 grade.
- Installation of a fixed fire/automatic sprinkler system.

Appendix A

Limitations and Exclusions

Introduction

We will not seek to impose any particular limitations upon the survey work beyond those of normal surveying practice.

We will carry out a detailed, non-disruptive, visual inspection of the exposed parts of the building fabric that are readily and safely accessible at the time of our survey, using our standard survey equipment.

Our report will express our opinion on the condition and standard of construction of the inspected parts of the property and recommend further investigation or repair where necessary.

The survey will be limited to the subject property and no responsibility will be accepted for any defects that might materially affect the property, which are out with the scope of the survey.

Health and Safety

The inspection will be executed in a fashion in compliance with the Health & Safety at Work, etc Act 1974. Unless otherwise stated, it will be done without the benefit of internal or external scaffolding, guard rails or mechanical hoists. The external inspection will, therefore, be limited to ground level to inspection from accessible opening in the external fabric, or by the use of a 5 metre sectional ladder.

Deleterious Materials

Testing of components or taking of samples will not be taken through our inspection. If the presence of deleterious materials is suspected in the construction of the building, we will recommend further investigations are carried out by the appropriate specialists. Our inspection does not constitute an asbestos survey in accordance with the Control of Asbestos at Work Regulations.

Services

We will carry out a visual inspection of the primary service installations to include electrical and mechanical services where accessible. No tests of existing services will be undertaken at the time of our inspection. If, as a result of inspection and where considered necessary, we will advise if further investigations and reports should be obtained by independent specialists.

Unless agreed beforehand, our inspection will not comment on the suitability of the property for any use and the client is, therefore, advised to ensure that their use is possible and all processes, trades and activities are viable and permitted. No enquiries will be made to any local or statutory authority regarding any form of "Notice" that might have been served on the property at any time in the past or present. Similarly our report excludes any investigation into the structural design and suitability and compliance with legislation relating to buildings.

Environmental Conditions

The scope of the survey will be limited by the particular weather conditions pertaining at the time of inspection and no guarantee will be given with regard to the performance of the elements of the building during different conditions.

Where existing, the external inspections will be limited by the presence of any coverings of vegetation and no stripping off of the vegetation, including ivy, trellises, etc will be undertaken.

Contamination and Pollution

We will not make enquiries or investigations as to whether the property or any part of it or any neighbouring property appears on any register of contaminated land or might be contaminated or otherwise affected within the scope of the Environmental Protection Act 1990 or other legislation. We will, therefore, be unable to report that the property is free from risk in this respect. For the purpose of our report we will assume that such enquiries would reveal nothing which would affect the terms of our report.

Confidentiality and Use.

Our report is for the sole use of Moray Council and is confidential to the Council and their Professional Advisors. It should not be reproduced in whole or in part or relied upon by a Third Party for any purpose without the express prior written consent of Moray Council.

It should be understood that the report must not be used as any form of specification. Prior to the selection of an appropriate specification, it is likely that further investigation and exploratory works will be required following on from the survey in order to determine the full extent of the specification works necessary prior to submission to contractors for pricing.

Appendix B

Record Photographs

Roofs



1. Structure above Dining Room



2. Three storey roof - SPM



3.



4.



5. Surface silt and debris



6. Two storey GRP roof



7. Extensive lichen on the surface



8. Seams visible



9. Single storey GRP roof



10. Rainwater ponding



11. Extensive lichen on the surface



12. GRP single storey



13. Kitchen single ply membrane



14. Assembly Hall pitched SPM



15. Dining Hall pitched SPM



16. Surface damage



17. Felt roofs to rear entrance



18. Felt flashing damaged



19. Bird deterrents missing



20.



21.



22. Rectangular rooflights



23. Damage to rooflight



24. Circular rooflights



25. Three storey cupola



26. Lack of insulation above Dining Room



27. Cast iron gutters



28. Metal box gutters



29. Cast iron downpipes



30.

External Walls



31. Facing brick



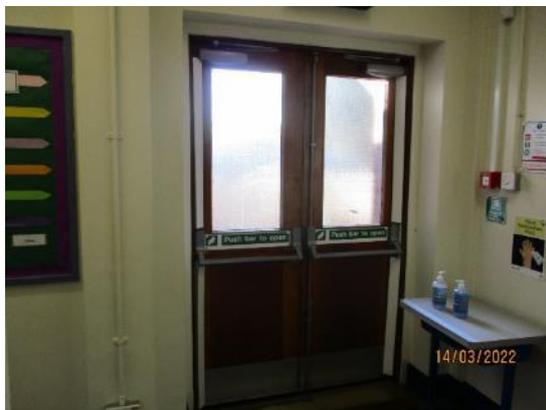
32. Painted brickwork below ground



33. Dry dash roughcast



34. Timber entrance doors



35. Timber fire escapes



36. PVC fire escapes



37. Aluminium door



38. Large PVC windows



39.



40. Small PVC windows



41. Double glazing seals bulging



42. Lever handles



43. Hinging mechanism



44. Remote window winders



45. Entrance ramp and handrail

Floors



46. Beam & block floors



47. Basement ceiling



48. Suspended concrete above service ducts



49. Concrete screed



50. Hairline cracking



51. Vinyl tiles



52.



53. Sheet vinyl



54. Carpet



55. Contract grade carpet



56. Carpet tiles



57. Parquet flooring – Assembly Hall



58. Timber boarding - Stage



59. Quarry tile - Toilets



60. Concrete screed



61. Isolated cracking



62. Stairs – Ground to 2nd floor



63. Concrete stairs with tactile nosings



64. Stairs from Nursery to SEN



65. Stairs to back of stage



66. Stair into Boiler House



67. Chipped nosings



68. Stair below stage



69. Stairs to stage wings



70. Steel ladder to water tank tower



71. Steel ladder to water tank



72. Chipped tactile nosing



73. PVC coated handrail



74. Timber handrail

Ceilings



75. Plaster ceilings



76. Isolated plaster damage



77. Previous services



78. Taped repairs

Internal Walls



79. Plastered walls



80. Cracking at door frames



81. Cracking



82. Cracking



83. Previous repairs



84. Typical internal timber door



85. Surface damage



86. Double timber doors to corridors



87. Ironmongery failing



88. Ironmongery repairs

Sanitary Ware



89. China urinals



90. Composite cisterns



91. Stainless steel urinals



92. Typical WC



93. Dated WC



94. Vanity basins



95. Wall hung wash hand basins



96. Composite trough basin - Nursery



97. Typical tap



98. Copper supplies and PVC waste pipes



99. Accessible toilet



100. Shower tray



101. Classroom butler sinks



102. Adjacent worktop



103. Cleaners butler sinks



104. WC cubicles



105. Partitions degrading



106. Commercial kitchen



107. Stainless steel sinks

Decoration



108. Chipped and peeling paint



109. Spalling paint to walls and ceilings

Furniture



110. Classroom furniture



111.



112. Sink base units



113. Medical Room base units



114. Staff Room furniture



115.

Mechanical and electrical photographs



116. Oil fired cast iron boilers.



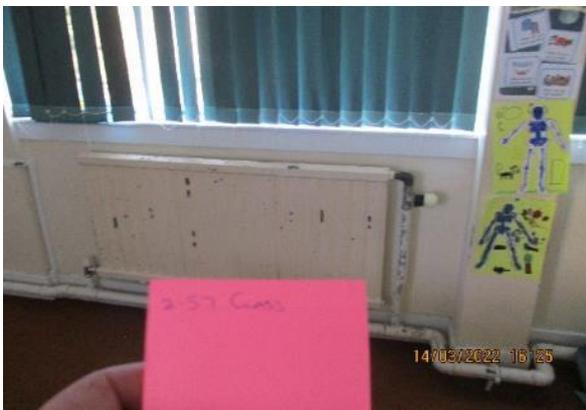
117. Oil boiler flues into brick chimney.



118. Heating BMS control panel.



119. Boiler house air supply fan.



120. Classroom radiator steel panel.



121. Heating convector under stage.



122. Radiator Cast iron column GP hall.



123. Radiator steel panel access corridor.



124. Pipework existing heating.



125. Pipework new heating.



126. Hot water storage calorifer.



127. Hot water pipework basement service duct.



128. Cold water storage tank – Tower block.



129. Cold water pipework boys toilets.



130. Oil storage tank – basement bunded room.



131. Oil supply control and shut off valves.



132. Extract fan – toilet window.



133. Extract fan – sensory room.



134. Kitchen canopy extract. Roof mounted.



135. Kitchen extract stainless steel canopy.



136. Main switchboard. Incoming power supply fuses.



137. Main switchboard isolators.



138. Distribution board Lighting and power.



139. Consumer Unit power.



140. Lighting – classroom.



141. Lighting – corridor.



142. Lighting – dining room.



143. Emergency light fitting classroom.



144. Emergency lighting central battery.



145. Emergency exit illuminated sign. Non maintained.



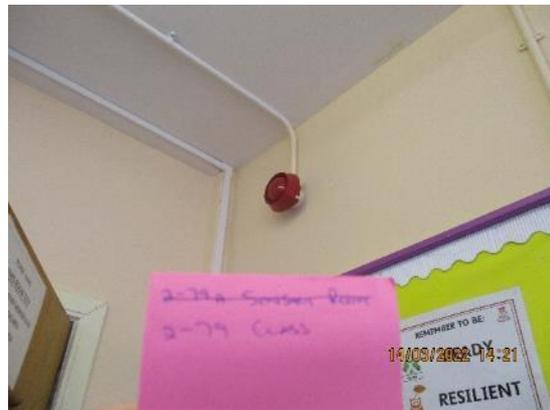
146. External light.



147. External floodlights high level.



148. Fire alarm panel.



149. Fire alarm sander.



150. Fire alarm detector head.



151. Fire alarm call point / break glass.



152. Lightning conductor cable.



153. Lightning conductor – Tower block.



154. Induction loop panel – Hearing impaired system.



155. Period bell system controller – reception cupboard.



156. Intruder alarm panel – main entrance.



157. Intruder alarm panel kitchen entrance.



158. Door access control 1st floor ASN base.



159. Door access control pad reception internal door.



160. CCTV system monitor and recorder.



161. CCTV fixed camera main entrance.



162. Light switch typical.



163. Light switch and surface conduit typical.

External Areas



164. Tarmacadam access road



165. Tarmacadam breaking up



166. Previous patches



167. Potholed



168. Playground furniture



169.



170. Tarmacadam footpaths



171. Paving slab footpaths



172. Stair to Boiler House



173. Concrete steps breaking up



174. Timber fencing



175. Chainlink fencing



176. Hedge and fence to front



177. Post & wire fence



178. Metal railing gates



179. Gates not operational



180. Galvanised gate to playground



181. Metal gates at Boiler House



182. Gate to sports field



183. Signage



184. Road gully surface water drainage



185. Sunken drainage in playground



186. Large shelter



187. Bike shelter



188. Broken and missing Perspex panels



189. Playground shelter



190. Timber sheds



191.



192. Landscaping to front



193. Landscaping to rear



194. Sports field



195. Basketball hoop stands