Summary Building Condition Survey Report

of

Portknockie Primary School
King Edward Terrace, Portknockie AB56 4NX

3rd & 4th October 2022

Z00448 / ADC & NS

CONTENTS

1. Introduction

1.1. This report has been prepared by Andrew Clark MRICS, MCIOB 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 Monday the 3rd and Tuesday the 4th October 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 mild and sunny with heavy showers.

1.4. The premises comprise a primary school and nursery, constructed in two buildings both over single storey, with single storey outbuildings. All buildings were constructed circa 1876.

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 the perimeter with a standard 3.80m ladder. The flat roof above the central corridor was not visible from the perimeter. Access was provided to all internal areas with the exception of the roof spaces of the pitched roofs to the south and east.

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 a single storey school building with pitched and flat roofs and a single storey nursery building with pitched and lean-to roof, single storey outbuildings with mono pitched roofs.

2.2 The subjects are of natural stone construction. Roofs are covered with natural slate to pitched roofs and single ply membrane and profiled metal to flat roofs, rainwater goods are half round cast iron to most roofs and half round UPVC to the boiler house and Nursery extension with cast iron and UPVC downpipes. Soil vent pipes are a combination of cast iron and UPVC. External walls are of natural stone construction. Floors comprise concrete slab and suspended timber. Windows are UPVC with double glazed units. External doors are timber.

Internally, the majority of ceilings are lath and plaster with some isolated areas of plasterboard, suspended ceiling tiles to the pupil toilets and TG&V boarding to the Nursery extension. The majority of walls are lath and plaster with isolated areas of plasterboard and timber linings to dado level and wetwall in the pupil toilets of the Nursery. Floor coverings comprise carpet, sheet vinyl, linoleum and concrete slab. Internal doors vary but are generally traditional timber panelled doors with some solid core and hallow core timber doors with a mixture of brass and aluminium ironmongery.

The heating system consists of floor standing, sectional cast iron oil fired boiler, steel pipework and cast iron sectional radiators. A small number of steel panel replacement radiators are installed and a small number of electric fan convector heaters supplement the main heating system in spaces in the main school building. Heating distribution pipework is only insulated in parts and controls are basic.

The nursery building has an independent system of heating, consisting of wall mounted electric fan convector heaters. These are controlled by a timeclock and room thermostat in the main nursery space. Adjoining rooms have individual fan convector heaters with on/off control only.

Hot water is provided in the main school building, by electrical immersion heaters installed in 3 separate copper storage cylinders. Each supply a percentage of the school outlets in separate zones. The main school classrooms hot water is provided by individual electrical point of use water heaters with individual 7 litre storage units in each room.

Nursery building hot water is provided via an independent combination storage cylinder and electrical immersion heater arrangement. Some hot water copper pipework has recently been upgraded during refurbishment of the toilets and kitchen circa 2015.

Cold water in the main school building is distributed primarily to outlets direct from the mains supply through copper pipework. Cold water supply pipework has recently been upgraded with new insulation also, circa 2018. 1 cold water tank is installed in the attic space above the boys/girls toilets dedicated to supplying the hot water storage cylinder situated below.

Cold water in the nursery building is also through copper pipework and direct from the mains, with no storage tanks. Pipework is uninsulated in parts. A new alkathene underground supply to the building has recently been installed circa 2018.

A steel storage tank is located in the basement plant room of the main school, within a sealed bunded room. This tank houses and distributes fuel oil to the school boiler via steel supply pipework. Automatic safety shut off and tank overfill safety devices are installed as part of this system.

Mechanical ventilation is provided in a number of rooms in the main school building by electrical extract fan. These range in size and are a mix of wall and window mounted types. Controls for these fans are manual only via local switches and some are only enabled via the enabling of lights in the rooms.

No mechanical ventilation is provided in the nursery building.

The electrical power installation in the main school building consists of a number of recently replaced distribution boards, together with existing switchgear and main busbar panel. Mains and sub mains supply cabling is existing. General wiring is existing and appears to be a mix of PVC cabling and MICC types. Accessories are white plastic flush and surface mounted types and some metal clad accessories in the plant room and dining/gym hall.

The nursery building also has recently replaced electrical distribution boards in 2021. General wiring is existing assumed PVC and accessories are a mix of white plastic flush and surface mounted types.

The lighting system in the main school is primarily surface mounted fluorescent tube type fittings with CAT 2 louvres and manual control switches only. Emergency lighting is also installed with dedicated emergency lights on escape routes, at fire exits and a small number of rooms.

External building lighting consists of wall mounted bulkhead style fluorescent tube style fittings, with manual control only.

Nursery building lighting is provided by fluorescent tube type fittings, also with manual control only. A small number of dedicated emergency exit sign type fittings provide emergency lighting.

A modern smoke and heat detection and alarm system is installed in the main school building consisting of recently installed addressable multi zone control panel, call points, FP cabling and heat and smoke detection devices.

No fire detection and alarm system is installed in the nursery building.

A modern intruder alarm system is installed in the main school building with control panel and PIR sensors covering approximately 55% of the school GIFA. Sensors are generally positioned at potential intruder entry points. This excludes the classrooms and some other rooms of the school.

No intruder alarm system is installed in the nursery building.

A modern CCTV system consisting of 5 external fixed cameras is installed in the main school building. Viewing monitor and processor unit is installed in the reception office.

No CCTV system is installed in the nursery building, although school fixed cameras currently provide some limited coverage of the nursery building.

A Paxton door security entry system consisting of camera and audio is installed to allow building users to control entry and the entrance lobby internal door in the main school building. A viewing monitor and handset are located in the head teachers' office, but can also be repositioned in the principal teachers' classroom if and as required.

No automatic door security system is installed in the nursery building. Doors have manual locks only.

2.3 Building size –

The school building GIFA is	835m2
The Playgroup building GIFA is	88m2
The properties total GIFA is	**923m2**.

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

- Stone finials are heavily eroded and require regular monitoring.
- Cast iron rainwater goods have surface corrosion.
- External ground level is above floor level in the south west corner.
- Lath and plaster ceilings are cracked in many locations.
- Lath and plaster walls are cracked and watermarked in several locations.
- Timber linings boards to walls are reaching the end of their useful life.
- Timber window sills, and surrounds are swollen and watermarked.
- Timber suspended floors creek and are uneven.
- Carpets are worn, wrinkled and soiled.
- Linoleum flooring is cracked and worn.
- Internal timber doors are worn and damaged and have exceeded their useful life.
- Kitchen units and worktops have exceeded their useful life.

3.2 Playgroup Building

- Cast iron rainwater goods have surface corrosion.
- Cast iron gutters to the west elevation are not aligned with the roof surface.
- External ground level is above floor level in the west elevation.
- Lath and plaster ceilings are cracked in many locations.
- Lath and plaster walls are cracked and watermarked in several locations.
- Timber window sills, and surrounds are swollen and watermarked.
- Carpets are worn and soiled.
- Internal timber doors are worn and damaged and have exceeded their useful life.
- Kitchen units and worktops have exceeded their useful life.

3.3 Mechanical and Electrical Installations – **Main school building.**

- Main school heating system and boiler are in poor condition and have exceeded their useful life.
- General wiring and accessories have exceeded their useful life.
- Oil storage tank and associated supply pipework to boiler are in poor condition and have exceeded their useful life.
- Classroom point of use water heaters have exceeded their useful life.
- General and emergency lighting has reached the end of its useful life.
- External building lighting has reached the end of its useful life.
- Boys and girls toilet extract fans are reaching the end of their useful life and are only enabled when lights are switched on.
- Some remaining distribution boards and switchgear has exceeded its useful life.
- Electric water heater immersion element heaters have no timeclocks to allow programmed operation.
- The electric fan convector heater in the janitors' room has reached the end of its useful life.
- No back up boiler is installed in the main school.

3.4 Mechanical and Electrical Installations - **Nursery Building**.

- General wiring is reaching the end of its useful life.
- The hot water storage cylinder has exceeded its useful life.
- There are no extract fans installed in the 2 toilet rooms.
- Electric fan convector heaters in the main classroom have reached the end of their useful life.
- Electric panel heater in the disabled WC has reached the end of its useful life.
- Internal general lighting has exceeded its useful life.
- No fire detection or alarm system is installed in the nursery building.
- No intruder alarm system is installed in the nursery building.
- Only a very small number of life expired emergency lights are installed in the nursery building.
- External building lighting has exceeded its useful life.
- No automated security door system is installed in the nursery building.
- No CCTV system is installed in the nursery building.

3.5 External Areas

- Natural stone walls require repointing.
- Metal railings have considerable surface corrosion.
- Boiler House gate – corroded with sharp edges.
- Surface water drainage to the west playground is poor.

4 Conclusion

4.1 A brief summary of the elements condition.

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

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

4.2 Improvements Recommended

- Provide splashbacks to all wash hand basins and urinals, to protect walls.
- Install CCTV to increase security at the nursery building.
- Install intruder alarm to increase security of nursery building.
- Install automated security door systems at nursery external entrance doors.
- Upgrade general lighting to LED types with sensor and timer controls to improve performance and efficiency in both buildings.
- Install fire detection and alarm system in nursery building.
- Upgrade heating and hot water system in nursery building to domestic gas combination boiler to improve control, energy saving and efficiency.
  Include back up boiler to provide alternative heat source.
- Extend the field of emergency lighting to cover all areas of the main school building.
- Extend the intruder alarm system to cover all areas of the main school building.
- Upgrade extract fans in the main school building to incorporate automatic controls. Motion sense operation or air monitoring responsive.

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. Roof access above toilets

2. Storage roof space

3. Timber roof trusses

4. Timber sarking boards

5. Roof access above staff toilets

6. Timber roof trusses

7. Timber sarking boards

8. External store roof structure

9. Watermarked roof timbers

10. Slated roof to main school

11. Single ply membrane

12.

13. Slates to external store

14. Metal profile to Nursery extension

15. Corrugated iron to Nursery external stores

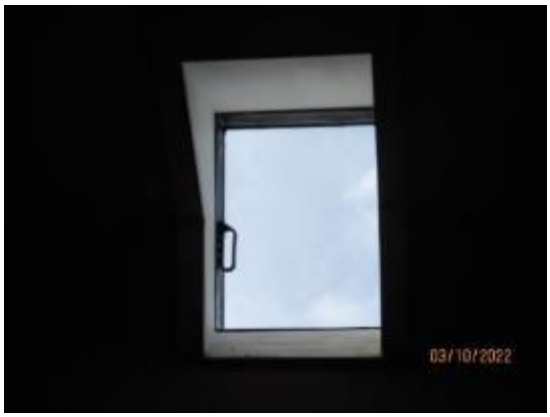
16. Uneven roof surface, no rainwater goods

17. Rooflights to school

18. Rooflight internal linings

19.

20. Large rectangular rooflight



21. Skylight above staff toilets

22. Thin mineral fibre insulation

23. Thin and missing mineral fibre insulation

24. Cast iron gutters to school

25.

26. Cast iron miss-aligned gutters to Nursery

27. UPVC gutters to Boiler House

28. UPVC gutters to external store

29. Vegetation to box gutters

30.

31. Damaged rainwater outlets

32. Cast iron downpipes

33. Downpipes to surface gullies

34. Cast iron hopper heads to valley drainage

35. UPVC downpipes

36. Cast iron soil vent pipes

37. Cracked soil vent pipes

38. Cast iron soil vent pipes to Nursery

39. UPVC soil vent pipes to Nursery

40. Stone chimneys to school

41.

42. Stone chimney to Boiler House

43. Stone chimney to Nursery

44. Stone bell tower to school

External Walls

45. Natural stone external walls

46. Stone finial – fair condition

47. Stone finial – poor condition

48. Ground level and sub-floor ventilation

49. Ground level high in SW corner

50. Ground level breaching sub-floor ventilation

51. Corroded sub-floor vents

52.

53. Pointing required to isolated cracking

54. Timber rear fire exit door

55. Timber Boiler House door

56. Timber front entrance door to school

57. Timber entrance door to Nursery

58. Wet rot in timber door to Nursery

59. Fire exit panic bar ironmongery

60. UPVC windows to school

61. Velex windows to school

62.

63. UPVC windows to Nursery

64.

65. Velux to Nursery toilets

66.

67. Double glazing to all windows

68. Lever handles to school windows

69. Faulty window winders to Nursery windows

External Decoration

70. Timber external doors

71. Cast iron rainwater goods

72. Timber fencing

73. Metal railings

Steps and Ramps

74. Concrete entrance ramp

75. Concrete step to back door

76.

77. Concrete steps to Boiler House

78. Concrete step to Nursery entrance

79. Galvanised handrail to ramp

Floors

80. Timber suspended floors

81. Eneven floor boards

82. Vinyl floors in the school

83.

84. Carpets are soiled

85. Carpets are stretched and wrinkled

86. Vinyl sports floor

87. Linoleum flooring

88. Linoleum cracked and worn

89.

90. Concrete floors

91. Sheet vinyl floors in the Nursery

92. Carpets are worn and soiled

93.

Ceilings

94. Suspended ceiling tiles

95.

96. Plasterboard ceilings

97.

98. Lath & plaster ceilings – cracking

99. Watermarked lath & plaster

100.

101. Watermarks around Velux windows

102. Lath & plaster ceilings

103. Concrete ceiling to Boiler House

104. Lath & plaster ceilings to Nursery

105. Cracked lath & plaster ceilings

106. Timber linings to ceilings

Internal Walls

107. Lath & plaster walls cracked

108.

109.

110.

111. Timber linings

112.

113. Ceramic tile splashbacks

114.

115. Lath & plaster in the Nursery

116. Timber linings to walls in the Nursery

117. Wetwall in the Nursery toilets

118. Window linings warped and water marked

119. Damage to window linings

120. Laminated MDF window linings

121. Timber panelled doors

122.

123. Damaged timber doors

124. Timber flush doors

125. Timber double doors

126. Timber panelled double doors

127. Timber panelled doors in the Nursery

128. Faulty ironmongery

129.

130. Brass knob ironmongery

Sanitary Ware

131. Urinals

132. Urinal cistern

133. Staff WC

134. Staff vintage WC

135. Pupil WC

136.

137. Nursery WC

138. Pedestal basin

139. Vanity basin

140. Vanity PVC basin

150. Accessible toilet in school

151.

152. Accessible toilet in the Nursery

153. Composite cubicle partitions

154. Vanity worktops

155. Vanity base unit

156. Commercial kitchen units

157. Worn worktops

158. Stainless steel kitchen sinks

159. Stainless steel inset sinks

160.

161. Butler sinks

162.

163. PVC waste pipes

External Decoration

164. Watermarked rooflight linings

165. Timber linings

166. Lath & plaster walls

167. Timber joinery items

Furniture

168. Tables and chairs

169.

170. Sink and base units

171.

172.

173.

174. Staff room furniture

175. Damaged chairs

Mechanical and Electrical Photoraphs
Main School

176. Boiler and burner. – Oil fired. Plant room 0/26

177. Boiler flue / chimney 0/26

178. Heating controls plant room 0/26

179. Oil storage tank – plant room 0/26

180. Heating distribution pipework – Attic space

181. Pipework – heating system. Plant room 1/26

182. Radiator – Heating system. Classroom.

183. Radiator – gym/dining hall main school.

184. Hot water storage cylinder above 1/11

185. Hot water cylinder – PE store.

186. Hot water cylinder above staff room.

187. Classroom point of use water heater. Typical.

188. Pipework – hot water distribution above staff room.

189. Pipework – hot water class 1/17 under sink.

190. Cold water storage tank above 1/11 corridor.

191. Cold water pipework. Entry point. 1/5 toilet.

192. Extract fan – boys toilet.

193. Extract fan kitchen. 1/23

194. DB – West distribution. Janitors room 1/10

195. DB – East. Cupboard 1/22

196. DB – Essential lighting cupboard 1/22

197. Main busbar. Cupboard 1/22

198. General wiring. Void above staff room.

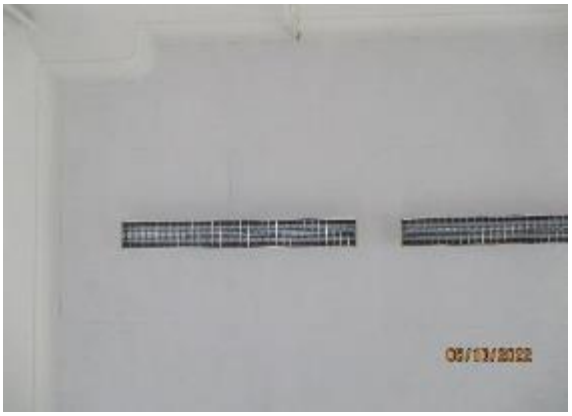
199. Consumer unit. Cupboard 1-22

200. DB – Plant room.

201. Flush socket – typical. Gym hall.

202. Sub mains cabling cupboard 1/22

203. General wiring MICC cupboard 1/22



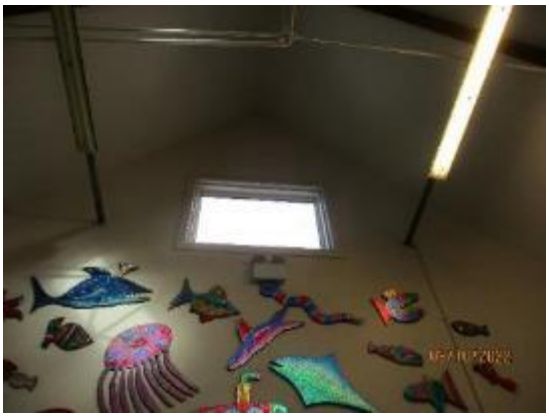
204. Lighting – library. Typical.

205. Office lighting typical.

206. Lighting – access corridor. 1/1

207. Lighting – gym/dining hall.

208. Emergency lights. – Library,



209. Emergency lights. Gym/dining hall.

210. External lighting typical.

211. External lighting.

212. Fire alarm call point device. 0/26

213. Fire alarm control panel. 1/1

214. Fire alarm detector head. 1/11 typical.

215. Fire alarm magnetic door interface and wiring. Cupboard 1/22.

216. Intruder alarm keypad. 1/1

217. Intruder alarm sensor 1/14

218. Disabled toilet alarm system panel. 1/12

219. Disabled alarm system – pull chord 1/12

220. Security door entry intercom system with camera 1/1a

221. Security door release monitor and handset. Head teachers office 1/8

222. CCTV monitor and recorder. Reception office 1/2

223. External CCTV camera. Main entrance.

Mechanical and electrical Photographs –
Nursery Building

224. Electric fan convector heater. Main classroom.

225. Electric convector heater. Disabled WC.1/B3

226. Electric fan convector – 1/B4

227. Electric fan convector 1/B5

228. Hot water cylinder 1/B4 cupboard

229. Hot water copper pipework under kitchen sink.

230. Cold water mains pipework. Cupboard 1/B4

231. Cold mains pipework – cold water entry 1/B2

232. DB – Cupboard 1/B4

233. DB – Cupboard 1/B4

234. General wiring cupboard 1/B4

235. Sockets – surface. Typical.

236. Lighting – main open area. Typical.

237. Lighting – office 1/B5 typical.

238. Emergency exit lighting. Typical.

239. External building lighting. Typical.

240. Lighting – control switch. Typical.

241. Heating system timeclock. Main open area.

External Areas

242. Tarmacadam playground

243.

244.

245. Patch repairs to playground surface

246. Playground equipment

247.

248.

249. Metal railings to east boundary

250.

251. Railing corrosion

252.

253. Concrete post and chain link fencing

254. Leaning concrete post

255. Chain link fence above wall to sports field

256. Timber fence to school garden

257. Timber fence to Nursery playground

258. Galvanised vehicle gate

259. Galvanised personel gate

260. Metal gate to Boiler House

261. Corroded with sharp edges

262. Timber gate to school garden

263. Timber gate to Nursery playground

264. Low stone wall to east boundary

265. Missing pointing

266. Concrete coping stones

267. Stone wall to south east boundary

268. Stone wall to south boundary

269. Stone wall to car park

270. Repointing required

271.

272. Stone wall to sports field

273. Cracks to perimeter wall

274. Erosion at ground level

275. School signage

276. Nursery signage

277. Playground drainage

278. Part blocked road gully

279. Cracked surround to drainage gully

280. Broken concrete drainage channel

281. External shelter and stores

282. Metal hoop cycle rack

283. Nursery external stores

284. Utility pole in corner of sports field

285. Leaning utility pole

286. Sports field grass

287. Basketball hoop stands