

Summary Building Condition Survey Report

of

Glenlivet Primary School Ballindalloch, Glenlivet AB37 9DA

17th May 2024



Z00485 / ADC & NS

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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 Friday 17th May 2024.
- 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 dry, sunny and mild.
- 1.4. The premises comprise a primary school constructed in single storey blocks. The school was constructed circa 1900 and extended circa 1970.
- 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 and a drone. Accessible flat roofs were examined from a standard 3.80m ladder and with the use of a drone. Access was provided to all internal areas with the exception of the roof space above the classrooms.
- 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 building with pitched roofs.
- 2.2 The subjects are of masonry construction. Roofs are covered with natural slate to all pitched roofs, the flat roofed entrance canopy is covered with single ply membrane. Rainwater goods are half round UPVC. External walls are of natural stone and masonry construction, with a roughcast finish to the extension. Floors comprise concrete slab and suspended timber. Windows are aluminium with double glazed units. External doors are UPVC and timber.

Internally, ceilings are a combination of painted plasterboard and suspended ceiling tiles, walls are painted plasterboard, painted brickwork and ceramic tiles. Floor coverings comprise carpet, sheet vinyl, linoleum, timber boards and quarry tiles. Internal doors are hallow core and solid core timber with glazed panels and aluminium ironmongery.

The heating system consists of various types of electrically powered convector heaters. Large spaces such as classrooms have ceiling mounted radiant panel type heaters, whereas smaller spaces and rooms generally, have wall mounted convector and panel types. Heaters are controlled generally by time clocks and the majority of rooms also incorporate thermostats to allow room temperatures to be controlled.

Domestic hot water is also electrically heated by means of immersion heaters. 2 separate hot water storage tanks, situated in the girls' toilets and kitchen provide storage and supply for rooms generally. 3 independent point of use water heaters are installed in the main classrooms and cleaners' store. Mostly uninsulated copper distribution pipework conveys hot water to required outlets.

Cold water is distributed via mostly uninsulated copper pipework. Outlets are a mix of direct mains fed and tank fed. 2 separate cold water storage tanks are installed above corridor 1/2 and the kitchen, within the attic space.

Mechanical ventilation is provided in the pupil and staff toilets by means of electrical extract fan. Boys' and girls' toilets have ceiling mounted extract fans with local control switches and are ducted through the attic space and main roof fabric to outside air. A large rate electrical extract fan is also installed in the kitchen, above the cooking appliances. This includes local on/off/speed controller.

The Electrical installation comprises incoming supply cable and sub mains cabling to group switchgear in rooms 1/14 and 1/10. The installation is divided into zones with fused isolation switches allowing isolation of these areas. A number of distribution boards are installed which contain traditional type fuses. 2 further consumer units are installed in the library and in the attic space above the kitchen. These contain MCBs as circuit protection. General wiring is largely copper clad mineral insulated cable with some parts being PVC sheathed cabling. Wiring accessories are mainly white plastic flush mounted, with a small number of rooms having metal clad switches and sockets.

The lighting system consists generally of fluorescent T5 and T8 style light fittings. Smaller pan drop style fittings are installed in smaller rooms such as store cupboards. All lighting is controlled by local on/off switches only.

Emergency lighting is installed throughout the building by means of bulkhead style LEDs generally. A small number of rooms contain self contained emergency lights that are variants

of the general light fittings. The emergency lights are supplied from the main lighting circuit, having previously been supplied from a central battery.

External building lighting consists of a small number of fluorescent tube bulkhead style fittings and one halogen floodlight at the main entrance. An independent time clock provides control.

A modern smoke detection and alarm system is installed throughout, with control panel, wiring and field devices being upgraded in circa 2018.

No Intruder alarm system is installed, however a recently installed Paxton NET2 door entry security system has been recently installed to control the main entrance door. A conventional door entry intercom system is also installed, which appears to be unused due to being superseded by the Paxton video/audio system.

A small CCTV system operates in the building, consisting of one external camera located at the main entrance, with desktop monitor and software for processing and viewing of images.

- 2.3 Building size The properties GIFA is 354m2.
- 2.4 Condition codes and priority categories.

| CONDITION SUMMARY MATRIX | | |
|--------------------------|--|--|
| Good - A | | |
| Satisfactory - B | | |
| Poor - C | | |
| Bad - D | | |
| N/A | | |

Performing well and operating efficiently
Performing adequately but showing minor deterioration
Showing major defects and/or not operating adequately
Life expired and/or serious risk of imminent failure
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

- Slipped and missing slates.
- Roof structures sag and bow in a number of locations above the classrooms.
- UPVC gutters are leaking at joints.
- Roughcast is cracked and spalling.
- Stone walls are cracked and require high level repointing.
- Windows are dated with failing seals and blown double glazing.
- Timber external doors have rot in the frames and doors.
- Concrete ramps have surface erosion.
- Concrete steps are cracked and broken.
- Hairline cracks in plasterboard ceilings.
- Evidence of rotten and springing timber suspended floors in classroom areas.

3.2 Mechanical and Electrical Installations

- A number of ceiling mounted radiant panel heaters in the main classroom have black heat marks due to assumed extensive usage and age.
- Electric hot water storage tanks in the kitchen and girls' toilets are in poor condition and life expired due to age.
- Hot and cold water distribution pipework is only partly insulated.
- Electrical point of use water heaters in the main classroom are in poor condition and life expired due to age.
- Electrical switchgear in both electrical cupboards, such as distribution boards are life expired due to age and contain out of date fuses as circuit protection.
- General wiring throughout is life expired due to age.
- Internal lighting throughout is life expired due to age and is high energy usage fluorescent tube type.
- The CCTV system is dated and is life expired due to age. Also very limited coverage.

3.3 External Areas

- The tarmacadam car park has surface erosion and potholes.
- Tarmacadam footpath has tree root damage.
- Metal guardrails to steps are corroded with missing post feet.
- Timber fence posts have rot in the strainers and isolated loose posts.
- Stone perimeter wall is cracked and leaning and requires repairs and repointing.
- The block and roughcast playground wall is cracked.
- The manhole cover in the car park is collapsing.

4 Conclusion

4.1 A brief summary of the elements condition.

| Element | Condition | Priority |
|-----------------------------|-----------|----------|
| Roofs | С | 2 |
| Floors & Stairs | С | 2 |
| Ceilings | В | 4 |
| Ext. Walls, Windows & Doors | С | 3 |
| Internal Walls & Doors | В | 4 |
| Sanitary Services | В | 4 |
| Mechanical | С | 2 |
| Electrical | С | 2 |
| Decoration | С | 3 |
| Fixed Int. Facilities | С | 3 |
| External Areas | С | 2 |
| Outdoor Sports Facilities | N/A | |

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

4.2 Improvements Recommended

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

- Improve access to the Games Hall roof space from the area above the Kitchen.
- Provide access to the roof space above the classrooms, initially to inspect the sagging roofline, followed by routine inspection, maintenance and repair.
- Expand the coverage of the CCTV system by installing additional cameras for security.
- Install an intruder alarm system linked to a call centre for monitoring.
- Upgrade the general wiring and electrical switchgear.
- Upgrade the internal lighting to LED fittings with motion sense control for energy saving.
- Replace the hot water tanks and convert to mains fed types.
- Install insulation to the hot and cold water distribution pipework.
- Options appraise to consider air source heat pump suitability for heating and hot water
- Consider installing solar panels to generate electricity.

- Consider upgrading plumbing systems to convert building to direct mains fed in order to remove water storage tanks to reduce maintenance lifecycle costs.
- Install mechanical ventilation in the kitchen staff toilet. 1/18.

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. Above Kitchen – sarking boards



2. Above Dining Room - Timber roof trusses



3.



4. Above Office, Toilets – Timber roof trusses



5. Timber sarking boards



6. Restricted access Kitchen/Dining roof space



7. Limited access above Cleaners Cupboard



8. Sag in roof above Classroom



9. Bulge in roof above Library



10. Overview of slated roofs



11. Natural slate roofs



12.



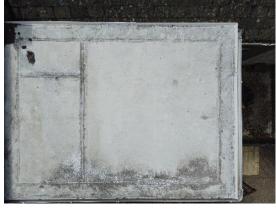


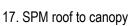
13. 14. Sag in slated roof





15. Broken slates 16.







18. Mineral fibre insulation



19. UPVC gutters and downpipes



20. Leaking joints in gutters



21. Minor debris in gutters



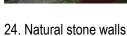
22. Downpipes discharge to surface gullies



23. UPVC soil vent pipes

External Walls







25.



26. Masonry walls with roughcast finish



27. Concrete blockwork walls



28. Fyfe stone decorative entrance wall



29. Metal ventilators below suspended floors



30. Adequate ground level to extension



31. Brick ventilators below suspended floors



32. Raised ground level – rear courtyard



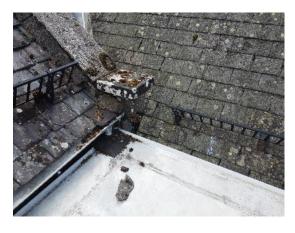
33.



34.



35. External stonework to be monitored



36. Skew pointing collapsing onto canopy roof



37. Isolated cracking at lintols



38.



39. Skew pointing cracked and spalling



40. Roughcast finish



41.





42. Cracked roughcast

44. Spalling roughcast

43.

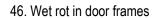






45. Single timber doors







47.



48. Double timber doors



49. Rot at bottom of doors and frames



50. PVC single door



51. PVC double entrance doors



52. Georgian wired glass



53. Aluminium ironmongery





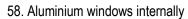
54. 55. Aluminium framed windows





56. 57.







59. Large aluminium windows



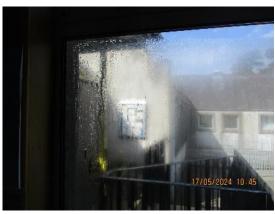
60. Glazing seals are failing



61. All windows are double glazed



62. Double glazing is fogged



63.



64. Ironmongery is damaged and missing

External Decoration





65. Roughcast walls

66.





67. Timber doors

68. Blistering and flaking paint to doors





69. Timber fencing

70. Metal railings

Steps and Ramps



71. Main entrance concrete steps



72. Kitchen concrete steps



73. Cleaners concrete steps



74. Concrete steps crumbling



75. Concrete ramp to Games Hall



76. Surface erosion



77. Galvanised guard rail



78. Metal guard rail to entrance



79. Metal guard rail to Kitchen



80. Metal handrail to Kitchen



81. Corrosion of feet to entrance



82. Corrosion of feet to Kitchen



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83. Galvanised metal frame to entrance canopy

84.



85.

Floors



86. Sag in timber suspended floor (adjacent to high ground level)



87. Sheet vinyl





88. 89. Welded joints





90. Carpeted floors 91.





92. 93. Linoleum flooring





94.

95. Linoleum breaking up at edges



96. Timber floor boards to Games Hall/Dining Rm



97. Quarry tile floor to Kitchen



98. Evidence of previous repairs



99. Concrete stair to Corridor



100. Timber stair in Library



101. Vinyl treads and risers



102. Carpet treads and risers with high vis nosings



103. Metal balustrade with timber handrail



104. Timber handrails

Ceilings



105. Suspended ceiling tiles



106. Isolated damage above light fittings



107. Plasterboard ceilings



108. Cracked plasterboard ceilings



109. Damage to plasterboard ceilings



110.





111. Damage to textured finish in Games Hall

112.

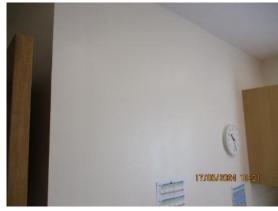


113.

Internal Walls



114. Painted brickwork internal walls



115. Plasterboard walls



116. Plasterboard walls in Games Hall



117. Ceramic tiles to Kitchen



118. Ceramic tiles as splashbacks



119. Damaged plywood window sills



120. Water damaged window sills



121.



122. Timber solid core single doors



123. Timber veneered doors



124.



125. Timber hallow core double doors



126. Timber veneered double doors



127. Timber screen to Reception





128. Aluminium lever handles

129.

Sanitary Ware





130. China trough urinal

131. PVC cistern





132. Pupil W.C.'s

133. Staff W.C.





134. Pupil wall hung basins

135.



136. Staff pedestal basin



137. PVC waste pipes



138. Accessible toilet



139. Composite panel cubicle partitions



140. Commercial kitchen SS equipment



141. Stainless steel inset sink - Classroom



142. Stainless steel kitchen sink - Staff room



143. Cleaners butler sink



144.



145. PVC waste pipes

Internal Decoration



146. Peeling paint to ceilings



147. Painted plasterboard walls



148. Timber doors



149. Timber joinery items

Furniture



150. Classroom tables and chairs



151. Kitchen base units





152. 153. Classroom base units



154. Staff room furniture

Mechanical and Electrical Photographs



155. Electric ceiling mounted radiant panel heater – corridor.



156. Electric ceiling mounted radiant panel heater – classroom.



157. Electric panel heater – staff toilet.



158. Electric convector heater – office.



159. Hot water storage tank – kitchen.



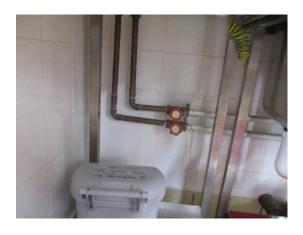
160. Hot water storage tank – girls toilets.



161. Point of use water heater – classroom.



162. Point of use water heater – cleaners store.



163. Hot and cold water pipework – kitchen.



164. Hot and cold water pipework – kitchen.



165. Cold water storage tank above corridor 1/2



166. Cold water storage tank above kitchen.



167. Extract fan – boys toilets.



168. Extract fan grille – kitchen.



169. Extract fan ductwork – from kitchen.



170. Extract fan ductwork from boys toilet.



171. Switchgear – incoming supply and meter board.



172. Switchgear – boards, isolators and busbar 1/14.



173. Sub mains cabling – attic above kitchen.



174. Consumer unit – attic above 1/2



175. General wiring from DBs store 1/10



176. Electrical accessories store 1/14



177. Electrical accessories – kitchen.



178. Electrical accessories - light switch typical.



179. Lighting – reception office.



180. Lighting – games hall.



181. Lighting – kitchen store.



182. Lighting – kitchen 1/12.



183. Emergency lighting 1/5.



184. Emergency lighting 1/3 corridor.



185. External lighting north wall.



186. External lighting main entrance.



187. Fire alarm system control panel 1/3 corridor.



188. Fire alarm call point typical.



189. Smoke detection head and combined sounder – toilet 1/5.



190. Smoke detector head and wiring attic space.



191. Period bell – games hall.



192. Building phone system.



193. Induction loop hearing assist system. – Office.



194. Disabled toilet alarm system indicator – office.



195. Paxton door entry control monitor and handset.



196. Paxton door entry control user device.

External Areas



197. Tarmacadam access road



198. Tarmacadam car park access



199. Car park surface erosion



200. Car park potholes



201.



202. Tarmacadam playground access



203. Tarmacadam playground



204. Timber tables and benches



205.



206. Rot in timber benches



207. Tarmacadam footpath



208. Tree root damage



209. Paving slab footpath to rear



210. Concrete steps



211. Cast insitu concrete steps



212. Paving slab steps in rear courtyard



213. Galvanised guard rail



214. Metal railings to adjacent road



215. Timber post and mesh fencing



216. Double row of fencing



217. Leaning posts and rot in strainers



218. Galvanised access gate to playground



219. Natural stone perimeter wall



220.



221. Missing pointing and vegetation



222. Cracked pointing and coping



223. Stone wall leaning



224. Masonry and roughcast garden wall



225. Cracking to roughcast wall



226. Playground surface water drainage gully



227. Drainage manhole cover collapsing



228.



229. Timber shed



230.



231. Aluminium framed polytunnel



232. Timber B.T. utility pole



233. Landscaping – grass, bushes and trees



234. Grass playground with worn areas



235.



236. Large mature trees within the playground