



Summary Building Condition Survey Report

of

**St Thomas Primary School
Chapel Street Keith AB55 5AL**

10th January 2024



Z00473 / 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 Wednesday 10th January 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 cold and calm with occasional rain showers.
- 1.4. The premises comprise a primary school constructed in a single storey. The school was constructed circa 1968.
- 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. Accessible flat roofs were examined from a standard 3.80m ladder, the flat roofs above the Games Hall and tank house were examined with the use of a drone. Access was provided to all internal areas.
- 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 flat roofs.
- 2.2 The subjects are of masonry construction. Roofs are covered with mineral felt, including 2 domed rooflights over the Kitchen area, rainwater disposal is by flat roof box gutters and internal UPVC downpipes. External walls are of brickwork construction, isolated areas have a render and textured paint finish. Floors comprise concrete slab throughout. Windows are powder coated metal with double glazed units. External doors are timber with powder coated metal doors to the internal courtyard.

Internally, ceilings are a combination of plaster, plasterboard and fibre ceiling tiles, walls are plaster, plasterboard, fibreboard, timber panelling and ceramic tiles. Floor coverings comprise carpet, vinyl tiles, sheet vinyl, quarry tiles and concrete slab. Internal doors comprise hollow core timber and solid core fire doors with glazed panels, all with aluminium ironmongery.

The heating system comprises 2 recently installed high efficiency natural gas fired boilers, steel pipework throughout, terminating in a mix of steel panel radiators and wet convector heaters in the larger spaces/rooms. Heating pipework is largely uninsulated throughout. Recent replacement of previous gas boilers has prompted alterations and additions to the heating system in the boiler room. The secondary heating system is tank fed by an existing tank above the boilerhouse and the controls system is dated.

Hot water is also generated by the 2 gas boilers and stored in a copper calorifier situated in the boilerhouse. Hot water is pumped around a sealed copper circuit to all hot water outlets around the building. Pipework is largely uninsulated around the building.

Cold water is primarily tank fed to outlets around the building via a plastic/fibreglass storage tank situated above the boiler room. Distribution pipework is mainly copper, however sections of stainless steel have also been used where visible. Pipework is largely uninsulated throughout.

Steel gas pipework distributes natural gas from the gas meter installed near the front entrance of the site to the boiler house. The majority of this pipe is installed underground of the playground and could not be inspected visually. Automatic safety cut off controls are installed on the gas supply pipe in the boiler house.

Mechanical ventilation is provided by electrical extract fans in 2 recently refurbished rooms in the nursery area of the school. Other existing toilet rooms including staff and pupil toilets currently have no mechanical extract ventilation installed.

A large scale roof mounted extractor fan is installed above the kitchen in order to extract cooking fumes and vapours from the appliances below. However, no canopy is installed to cover the appliance arrangement.

The Electrical installation comprises incoming supply cable to cupboard 1/6 where the main distribution board and power isolation switch for the kitchen are located. The main distribution board has been replaced in recent years and is a modern type with modern circuit protection MCB/RCBOs. An additional distribution board is located in the kitchen and is dated and contains traditional style fuses. 2 further consumer units are situated in the boiler house and new nursery office. LV distribution cabling is existing, except for recent additions for the

nursery supply and general wiring is also existing except for recent refurbishment to the nursery area, as far as could be ascertained by visual inspection only.

The lighting system consists mainly of fluorescent T5 and T8 type, single and double tube light fittings throughout. Generally, these have either mirrored louvre or polycarbonate diffusers and are controlled via local switches. 1/14 classroom, 1/7 Reception have had replacement light fittings in recent years which appear to be LED type battens.

Emergency lighting is only installed in the nursery area of the school which has seen some recent refurbishment. This covers approximately 4 rooms and a corridor. No emergency lights are installed throughout the rest of the school.

External building lighting consists of 2D bulkhead fittings, which are dated. These are controlled by a mechanical timeclock and assumed not to incorporate lux sensors for efficient control.

A moder smoke detection and alarm system has been installed in recent years. This system is primarily wireless, consisting of addressable control panel, wireless field devices, multiple radio hubs and incorporated wiring.

No Intruder alarm system or CCTV systems are installed in the property although the main entrance door and nursery entrance doors incorporate Paxton door entry systems that include video and audio facility to provide secure entry.

Building size – The properties GIFA is 732m².

2.3 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

- Mineral felt roofs are life expired with several significant defects.
- Rainwater is ponding around the tank house.
- Gratings are missing from most of the rainwater downpipes.
- External brick walls have significant cracking.
- Cracking to and around concrete lintels.
- Window hinge mechanisms are failing and not sealing windows.
- Some windows have blown double glazed units.
- Ceramic wall tiles are broken and missing.
- The concrete floor has a sag in the corner of the Games Hall Store.
- Carpets are worn and soiled.
- Sheet vinyl has open joints.
- Vinyl tiles are cracked and broken.
- Classroom china trough sinks are worn, crazed with surface damaged.

3.2 Mechanical and Electrical Installations.

- Existing heating system pipework, convactor heaters and radiators are reaching the end of their useful life.
- Heating system controls are life expired.
- Hot water storage calorifier and distribution pipework are reaching the end of their useful life.
- Cold water storage tank and distribution pipework are reaching the end of their useful life.
- The mechanical roof mounted extract fan serving the kitchen is life expired due to age.
- The electrical distribution board located in the kitchen is life expired due to age.
- Building general wiring is life expired due to age.
- Electrical wiring accessories are life expired due to age.
- Building internal general lighting is life expired due to age.
- Building external general lighting is expired due to age.
- No emergency lighting is installed in the building, other than in the nursery rooms.
- No intruder alarm system is installed in the property.

- No CCTV system is installed in the property other than the cameras within the 2 x Paxton door entry systems.
- No mechanical ventilation is installed in the toilet rooms other than the nursery area.

3.3 External Areas

- Concrete steps to the rear have open joints.
- Metal gates have penetrating corrosion.
- Irregular natural stone wall requires monitoring.
- Natural stone walls require repointing in isolated areas.
- Brick walls have suffered impact damage.
- Roughcast wall is cracked with areas of roughcast spalling off.

4 Conclusion

4.1 A brief summary of the elements condition.

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

- Install a CCTV system consisting of internal and external cameras to increase security.
- Install an intruder alarm system.
- Install mechanical ventilation to the pupils and staff toilets.

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. Aerial photo of roofs



2. Tank House roof (left)



3. Games Hall roof



4. Felt roofing - general



5.



6. Raised seams in felt roofing



7. Open seams in felt roofing



8. Surface erosion of felt flashings



9. Punctured blisters in bitumen repairs



10. Cracking and surface erosion of upstands



11. GRP rooflights above the Kitchen



12.



13. UPVC fascias to main building



14. UPVC cladding to Tank House



15. Felt box gutters and outlets



16. Blistered previous repairs



17.



18.



19. Blocked box gutters



20. Missing balloon gratings



21. Blocked downpipes



22. Frozen/blocked downpipes

External Walls



23. Brick external structure



24. Cracking to brickwork walls



25.



26.



27.



28.



29. Cracked surface of concrete lintels



30. Cracking around lintels



31. Facing brick external finish



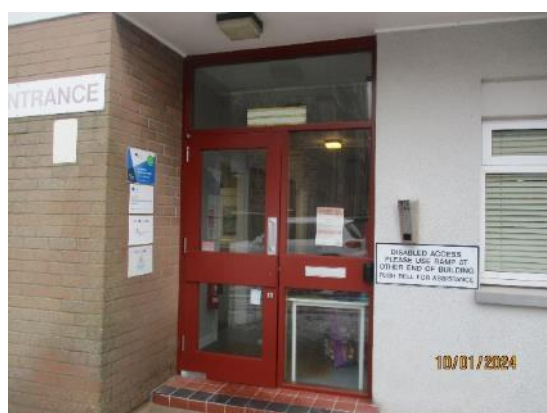
32. Isolated surface erosion



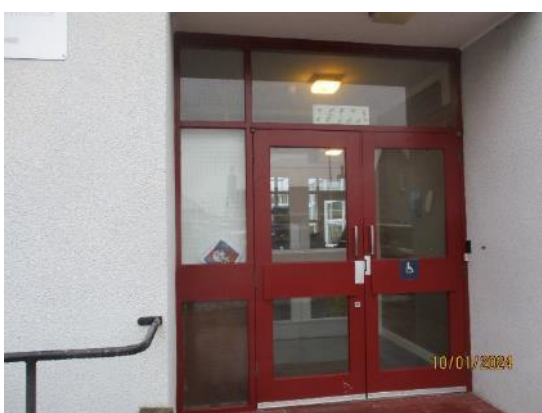
33. Textured paint finish to rendered walls



34. Cracked render finish



35. Timber entrance screen



36. Timber double doors



37.



38. Timber service doors



39. Powder coated doors to the Courtyard



40. Georgian wired glass to external doors



41. Powder coated glazed screen to the Games Hall



42.



43. Powder coated (small) windows



44. Medium size windows



45. Large windows



46.



47. Double glazed units



48. Fogged double glazed units



49. Typical window lever handles



50. Missing keepers



51. Typical hinge mechanism



52. Faulty mechanism not sealing when closed



53. High level latches operated by winding handles



54. Winding handle mechanism

External Decoration



55. Flaking paint on rendered wall



56. Surface corrosion to Courtyard steel frame



57. Timber external doors peeling



58. Metal handrails



59. Bare timber fencing



60. Surface corrosion to steel gates

Steps and Ramps



61. Concrete steps



62.



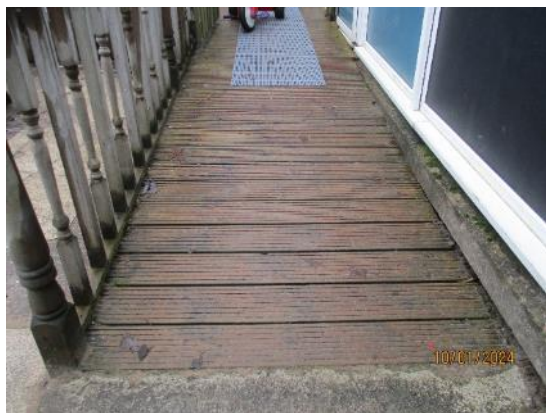
63. Quarry tile steps



64. Quarry tile to pupil entrance



65. Concrete ramp



66. Timber decking ramp

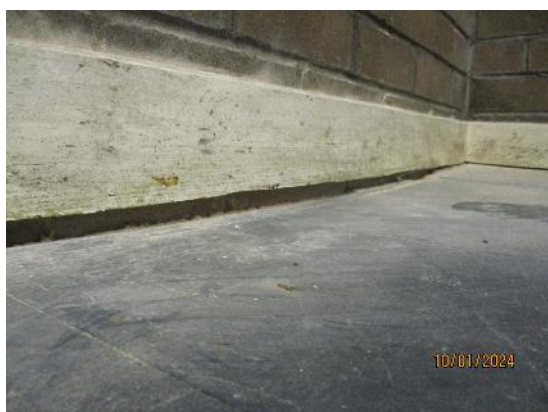


67. Raised timber decking



68. Metal tubular handrails

Floors



69. Sunken concrete floor (Games Hall Store)



70. Carpet in satisfactory condition



71. Repairs to damaged carpet



72. Worn carpet



73. Sheet vinyl in satisfactory condition



74. Sheet vinyl with open joints



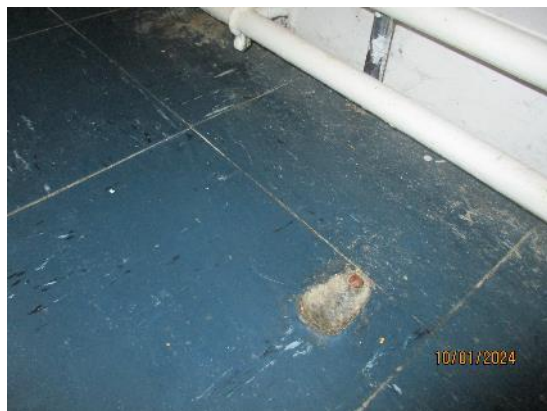
75.



76. Tape repair to vinyl tiles



77. Chipped and broken vinyl tiles



78. Damage to vinyl tiles



79. Tape repair to vinyl tiles



80. Quarry tiles



81. Painted concrete floor in Boiler Room



82. Steel ladder to Tank House



83.

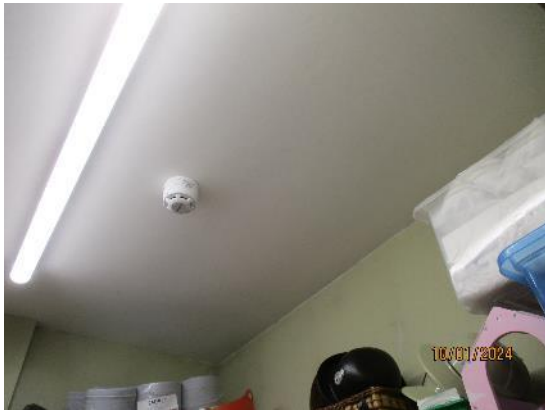
Ceilings



84. Fibre tiles



85. Suspended ceiling tiles - Kitchen



86. Plasterboard ceilings



87. Water damaged plasterboard ceiling

Internal Walls



88. Facing brick walls



89. Cracking to Games Hall



90.



91.



92. Condensation mould growth (not damp)



93. Plaster walls



94. Plasterboard walls



95. Plasterboard with no taping & filling



96. Isolated damage in Store Rooms



97. Door handle damage to plasterboard



98. Timber linings – pupil corridor



99. Timber linings – Nursery corridor



100. Ceramic tiles with patch repairs



101. Missing ceramic tiles – Boys toilet



102. Wetwall, half height in pupil toilets



103. Timber window sills blistered and water marked



104. Timber hollow core classroom doors



105. Timber hollow core store doors



106. Timber hollow core double doors



107.



108. Isolated damage to hollow core doors



109. Timber solid core fire doors



110. Timber double doors



111. Clear glazing to doors



112. Georgian wired glass to doors



113. Aluminium lever handles to internal doors



114. Aluminium lever handles



115. Aluminium pull handles

Sanitary Ware



116. Stainless steel floor standing urinal



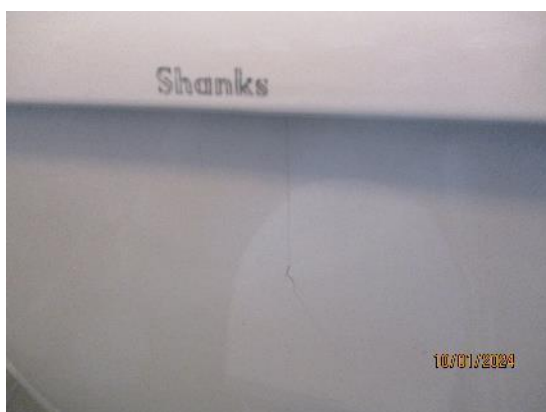
117. Pupil toilets with PVC cisterns



118.



119. Staff toilets with china cisterns



120. Cracked cistern



121. Staff W.C.



122. Boys wall hung basins



123. Girls wall hung basins



124. Staff wall hung basin



125. Wall hung basin with single leg



126. PVC waste pipes



127. Accessible toilet



128. Composite cubicles



129. Ironmongery



129. Dated composite cubicles – Nursery



130. Commercial kitchen



131.



132.



133. Stainless steel kitchen sinks



134. Stainless steel inset sinks



135. China trough sinks - Classrooms



136. Surface wear and erosion



137. PVC waste pipes

Internal Decoration



138. Watermarked plasterboard ceilings



139. Watermarked walls



140. Scratched timber doors



141. Mould marked skirting boards

Furniture



142. Classroom tables and chairs



143.



144.



145. Coat hook racks



146. Kitchen units - Nursery



147. Kitchen units – staff room



148. Staff room furniture

Mechanical and Electrical Photographs



149. Natural gas high efficiency boilers



150. Boiler individual flue pipes



151. Heating system pipework in staff toilet.



152. Heating primary pipework – boiler house.



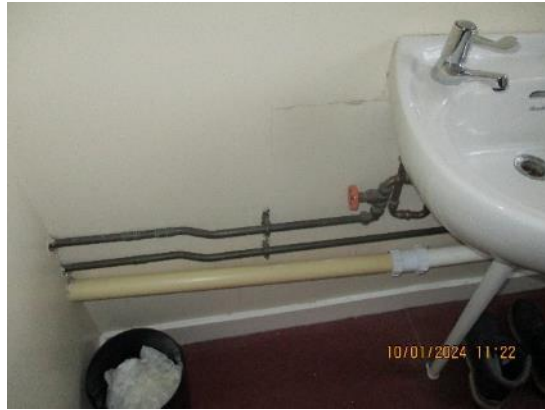
153. Cooperad convector heater – corridor.



154. Steel panel radiator



155. Hot water storage calorifier boiler house.



156. Hot water pipework at wash hand basin.



157. Cold water storage tank – above boiler house.



158. Cold water pipework in tank room.



159. Gas supply pipework at boilers.



160. Gas supply main solenoid valve. Boiler house.



161. Extract fan – nursery kitchenette 1/15



162. Extract fan access toilet 1/19



163. Extract fan – kitchen appliances.



164. Kitchen extract internal grille.



165. Main swiychboard – distribution 1/6 Cupoard



166. DB and isolator – kitchen cupboard.



167. DB – 2 way 1 phase – boiler house.



168. Sockets – typical. Nursery class



169. Consumer unit – new nursery office.



170. Switches – new nursery typical.



171. Solar PV panel – roof mounted.



172. Solar panel voltage monitoring unit. 1/16 corridor



173. Control panel – heating system. Boiler house.



174. Convactor heater – switch control typical.



175. Lighting – corridor 1/9



176. Lighting – main hall. 1/21



177. Lighting – classroom typical. 1/13



178. Lighting – girls toilet 1/10



179. Emergency LED lighting. Nursery corridor 1/16



180. Emergency exit sign light 1/16 to 1/20 lobby.



181. External lighting typical.



182. External lighting.



183. Smoke detection head. Typical.



184. Fire alarm call point. Typical.



185. Fire alarm control panel and radio hub 1/1 corridor



186. Fire alarm sounder beacon boys toilet 1/11 typical.



187. BT incoming phone line and distribution boxes. 1/23



188. Door entry system monitor and handset – reception office 1/7 for main entrance.



189. Door entry system user unit. Nursery entrance 1/20



190. Door entry system monitor nursery class 1/15.



191. Disabled toilet alarm system panel WC 1/19



192. Internet receiver unit – roof mounted.



193. Door entry system control panel. 1/12 lobby.



194. Door entry card reader. 1/12 external door.



195. Period bell – external.



196. Induction hearing loop system.reception office 1/7

External Works



197. Tarmacadam access and car park



198.



199. Tarmacadam playground



200. Decorative paving to Courtyard



201. Loose steel bollard



202. Playground tables and benches



203.



204. Tarmacadam footpaths



205. Concrete steps to rear



206. Gaps in concrete steps



207.



208. Metal frame and mesh fencing



209. Timber boarded fence to sports field



210. Damaged timber fencing



211. Timber boarded fencing to garden



212. Chain link fencing



213. Damage to chain link fencing



214. Metal frame and mesh gate



215. Metal frame and mesh vehicle access



216. Metal frame corrosion



217. Timber boarded gate (single)



218. Timber boarded gate (double)



219. Galvanised gate



220. Brickwork walls



221. Impact damage to brick walls



222. Impact damage to brick walls



223. Impact damage to brick walls



224. High stone walls



225. Stone wall - leaning



226. Repointing required



227.



228.



229. Roughcast wall



230. Roughcast cracking and spalling



231. School signage



232. Car park road gully drainage



233. Playground drainage partially blocked



234.



235. Steel framed pupil shelter



236. Metal cycle hoops



237. Metal store



238. Metal flag pole



239. Timber sheds - Playground



240.



241. Grass sports field



242. Single basketball hoop