

Summary Building Condition Survey Report

of

**Botriphnie Primary School
Drummuir, Keith AB55 5JF**

28th August 2023



Z00468 / ADC & NS

CONTENTS

01 – Introduction

02 – Property Description and Methodology

03 – Summary of Condition / Key Issues

04 – Conclusion

Appendices:

A – Limitations and Exclusions

B – Photographic Schedule

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 28th August 2023.
- 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 with light showers.
- 1.4. The premises comprise a primary school constructed in a single storey. The school was constructed circa 1875 and extended circa 1970. The main school building is Category "B" Listed.
- 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 with the use of a drone. Access was provided to all internal areas with the exception of the roof spaces which had no suitable form of access.
- 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 and flat roofs.
- 2.2 The subjects are of masonry construction. Roofs are covered with natural slate to pitched roofs with GRP to the flat roof above Reception, single ply membrane above the Bell Tower and a concrete slab flat roof above the Boiler Room. The roofs have four redundant, stone chimneys and a brick built boiler flue. Rainwater goods are half round cast iron. External walls are of natural stone construction and masonry walls with a roughcast finish. Floors comprise suspended timber. Windows are UPVC with double glazed units. External doors are timber.

Internally, ceilings are a combination of painted plasterboard, suspended ceiling tiles, timber linings and a concrete soffit. Walls comprise painted plasterboard, lath & plaster and timber linings. Floor coverings comprise carpet, carpet tiles, sheet vinyl and concrete slab. Internal doors are a combination of original timber panelled doors and solid core timber, some with glazed panels. Ironmongery comprises bakelite and brass knobs, brass pull handles, chrome and aluminium levers.

The heating system comprises an oil fired, single, floor standing boiler located in the basement boiler house. Heated water is pumped around the building via steel pipework, terminating in cast iron section radiators. 2 newer steel panel radiators are installed in the staff toilet and reception office. 4 further electric convector heaters are installed in the main corridor and access toilet, to supplement the overall heating system. Heating pipework is only partly insulated with surface mounted pipework in rooms adding to the heating system output for these spaces. The control system for the heating is basic and dated.

A polypropylene oil storage tank is installed externally in the playground within a metal framed locked enclosure. Oil safety shut off controls are basic and dated. The system has a Wi-Fi sensor system installed to indicate levels of oil in the tank to building staff in the staff room.

Domestic hot water is also generated by the oil boiler with an approx. 150 storage capacity copper cylinder installed horizontally in the attic space. A copper pipework pumped loop conveys hot water to the various outlets around the building. 1 point of use electric water heater supplies hot water in the access toilet. Hot water pipework is only partly insulated.

Cold water is supplied around the building to the outlets via copper pipework, which is only partly insulated. 2 plastic storage tanks are installed in the attic space adjacent to the hot water cylinder and outlets are a mix of direct mains and tank fed.

Mechanical ventilation is provided in toilets and the kitchen by electrical extract fans of varying sizes and types. Generally these are ceiling mounted in each room and are enabled through the light switches.

Electrical installation consists of incoming supply, sub mains cabling and 3 distribution boards. 2 modern distribution boards are located in the kitchen storage cupboard, with a further smaller distribution board located in the boilerhouse. General wiring is both PVC insulated and mineral insulated copper clad throughout. Accessories are white plastic surface and flush fitted. Socket circuit supply in the 2 classrooms have additional 40 amp RCD units installed.

The Lighting system consists of single and double tube T5 and T8 type fluorescent fittings, which are controlled by local switches in each space.

Only 2 emergency light fittings are installed in the main corridors at escape routes.

External lighting is a mix of floodlights, bulkheads and pole mounted lanterns around the perimeter of the building. Controls for these were not located at the survey visit.

A manual smoke detection and alarm system is installed, consisting of an 8 zone non addressable panel, with 3 call points and sounders located at escape routes. No heat or smoke detectors are installed.

No Intruder alarm system is installed in the property and external doors have manual locking systems only.

One CCTV camera is installed at the front main entrance door, with monitor and desktop processing unit located in the reception office. This is currently defective and site staff report it has not been operational for a number of years.

2.3 Building size – The properties GIFA is 287m².

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

- Ridge and skew pointing requires repair.
- Zinc hips are in poor condition and insecure.
- Isolated slipped and broken slates.
- GRP roof is blistered and not adequately draining.
- Chimney pots are open and partially blocked with vegetation
- All 5 redundant chimney pots need to be capped and ventilated.
- Stone chimneys require isolated re-pointing.
- The flashing to the boiler flue is not adequately dressed around the flue.
- Cast iron gutters are misaligned, broken and leaking.
- Windows have defective glazing seals and isolated blown glazing units.
- External timber doors are a poor fit in the frame with wet rot.
- Lath & plaster ceilings are damaged and cracked.
- Timber floors are uneven suggesting defective boards/joists.

3.2 Mechanical and Electrical Installations

- The oil boiler is at the end of its useful working life.
- The heating system is at the end of its useful life.
- Hot water pipework is only partly insulated.
- Cold water copper pipework is at the end of its useful life.
- Cold water pipework insulation is at the end of its useful life.
- The general wiring is at the end of its useful life with the exception of the more modern PVC insulated parts.
- The lighting system is at the end of its useful life and energy efficiency could be improved by replacing with LED fittings and sensor control.
- The emergency lighting system is basic, with only 2 lights installed internally.
- External lighting is life expired.
- The fire alarm panel is at the end of its useful life.
- The fire alarm and detection system is basic and manual type only.
- No intruder alarm system is installed.
- The CCTV system is life expired.
- No automated door security systems are installed.

3.3 External Areas

- Tarmacadam car park pot holed with surface erosion.
- Tarmacadam playground has damaged and cracked surface.
- Personnel and vehicle metal gates are in poor condition and life expired.
- Stone perimeter walls require repointing.

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	C	3
Internal Walls & Doors	B	4
Sanitary Services	B	4
Mechanical	C	2
Electrical	C	2
Decoration	C	3
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

- Provide access to each of the roof voids for maintenance and future inspection.
- Install a more comprehensive CCTV system.
- Consider upgrading the fire alarm system to include detection and to L2 standard.
- Consider installing intruder alarm system.
- Consider installing automated door access systems with building user view ability.
- Consider upgrading hot and cold water plumbing systems to remove storage tanks and convert all to direct mains feed, for reduced servicing costs of tank maintenance.
- Consider options appraisal to upgrade heating system to renewable type.
- Upgrade external lighting to include automatic lux sensor enabling and timeclock.
- Upgrade general lighting to LED with motion sensor controls.

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

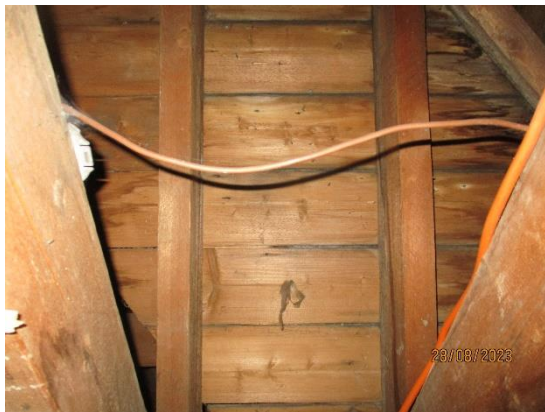
Roofs



1. Access to water tank



2. Roof void below structure



3. Timber trusses and sarking



4. Evidence of rainwater penetration



5. Concrete slab roof over boiler room



6. Concrete slab surface



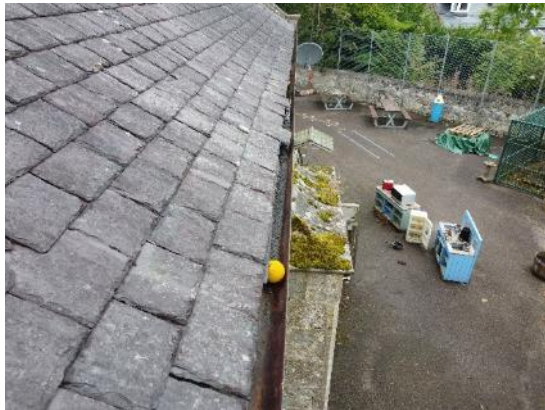
7. Overview of slated roof



8. Slated roof to belltower



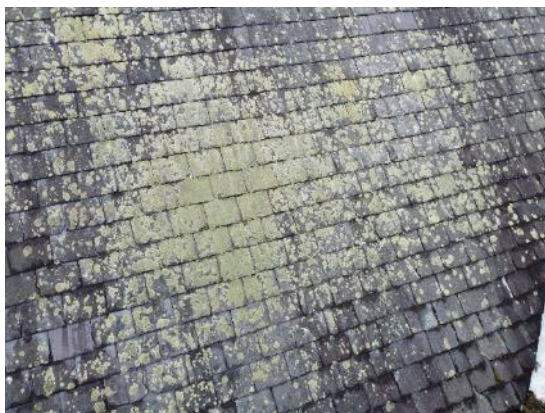
9. Typical slates



10. Isolated slipped slates



11. Isolated slipped slates



12. Lichen on surface of slates



13. Zinc ridge



14. Nails protruding from zinc hip



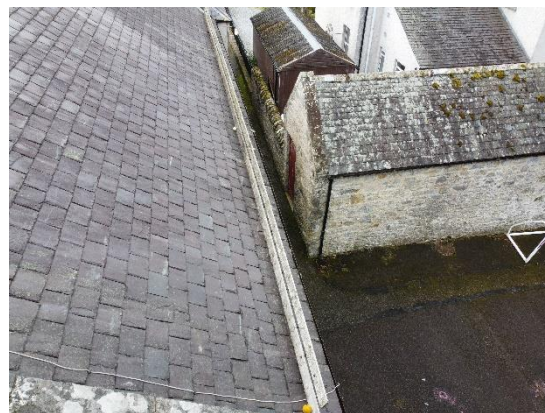
15. GRP roof to Reception



16. Blistered GRP roof with ponding



17. SPM roof to belltower



18. Timber snow boards to North wing



19. Cast iron 1/2 round gutters



20.



21. Gutters with isolated blockages



22. Broken section of cast iron gutter



23. Sagging cast iron gutter



24. Gutter not aligned with roof surface



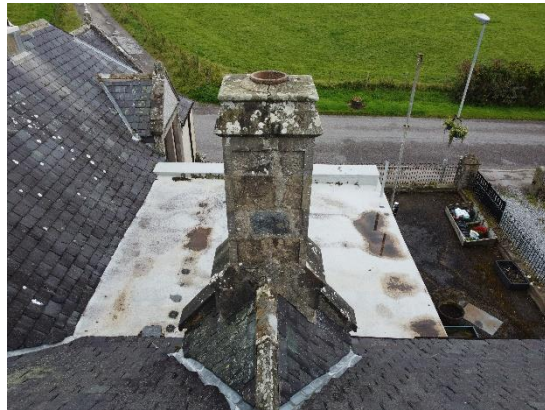
25. Cast iron downpipes



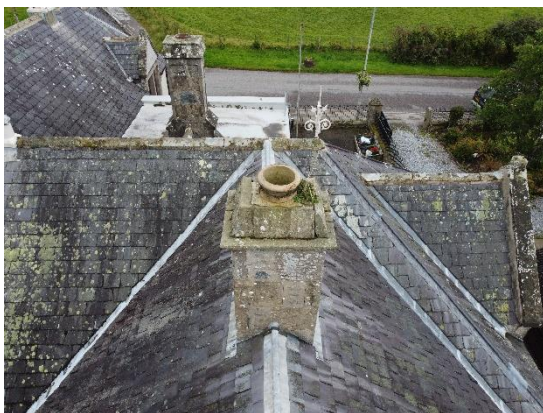
26. Cast iron hopper head and downpipe



27. UPVC soil vent pipe



28. Stone chimneys with clay pots



29. Chimney heads requiring repointing



30. Stonework requiring repointing



31. Open flues require capping and venting



32.



33. Boiler chimney stack



34. Brick boiler flue



35. Defective flashing to boiler flue



36.



37. Metal flag pole fixed to concrete post



38. Metal pole flag pole

External Walls



39. Stone walls to main school building



40. Blockwork walls – Reception & Boiler Room



41. Ground level and underfloor ventilation



42.



43. Natural stone to north wing



44. Stone with roughcast finish to south wing



45. Masonry with roughcast finish to Reception



46. Damaged roughcast to Boiler Room



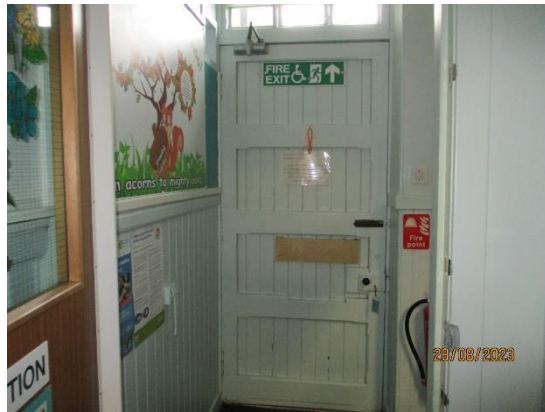
47. Timber front entrance door



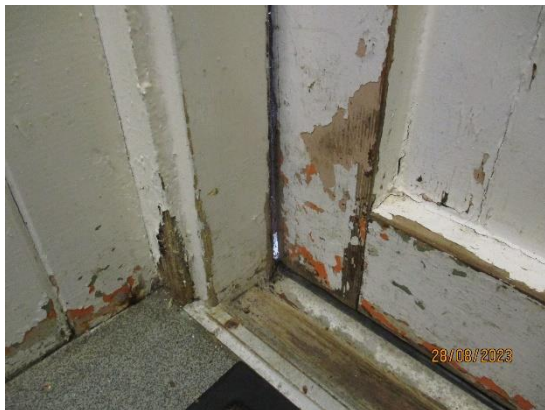
48. Timber side entrance from playground



49. Rot in timber doors and frames



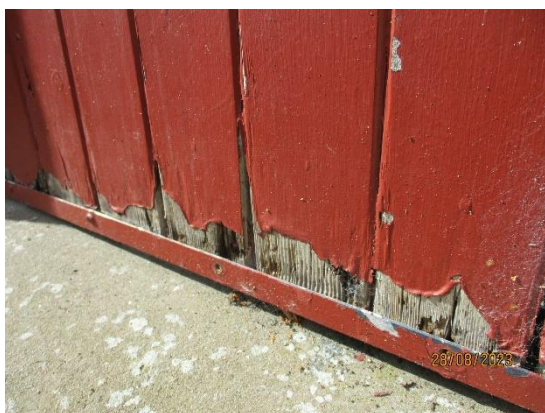
50. Timber doors internally



51. Daylight visible around doors



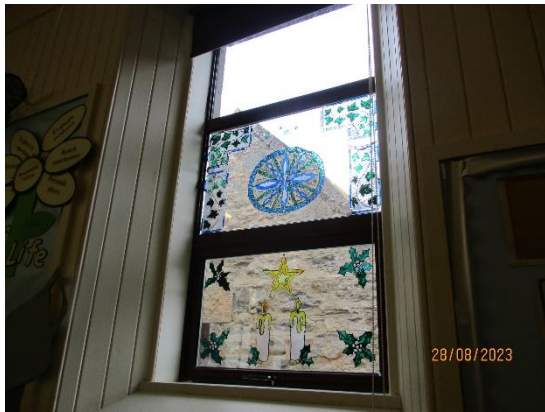
52. Extensive wet rot in timber frames



53. Rot in timber TG&V doors



54. Typical UPVC windows



55. Internal view of windows



56. Seals failing to double glazed units



57. Large UPVC windows



58. Timber screens to Belltower



59. Double glazing units fogged with condensation



60. Typical lever handle

External Decoration



61. Timber fascia boards



62. Peeling paint to timber doors



63. Surface corrosion to metal railings



64. Painted metal gates

Steps & Ramps



65. Spalling render to concrete steps

Floors



66. Suspended timber floors



67. Uneven suspended timber floors



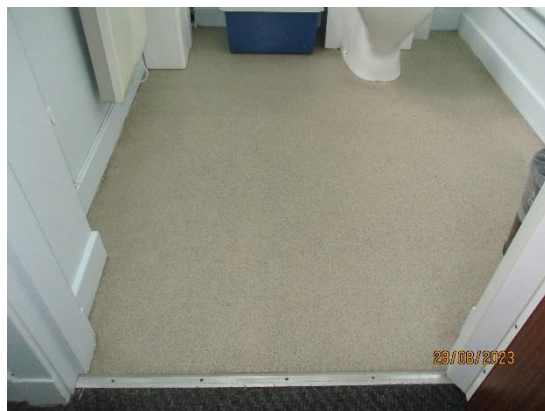
68. Concrete floors



69.



70. Sheet vinyl to wet areas



71.



72.



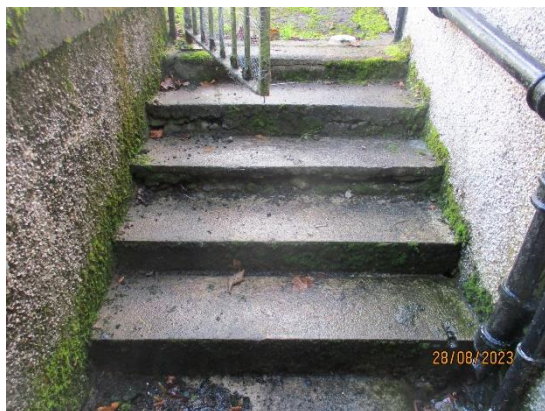
73. Carpet to classroom floors



74. Heavy duty carpet to entrance corridor



75. Isolated surface wear



76. Concrete stair to Boiler Room



77. Cracked steps to Boiler Room

Ceilings



78. Suspended ceiling tiles



79.



80. Plaster/plasterboard ceilings



81. Damaged plaster in isolated areas



82. Cracking to lath & plaster ceilings

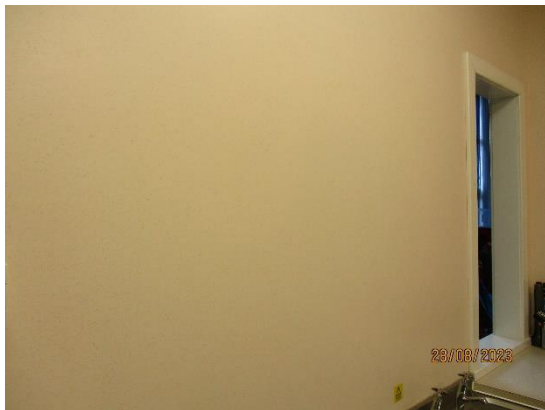


83. Timber linings to Hall ceiling (1/6)



84. Concrete ceiling to the Boiler Room

Internal Walls



85. Plaster/plasterboard walls



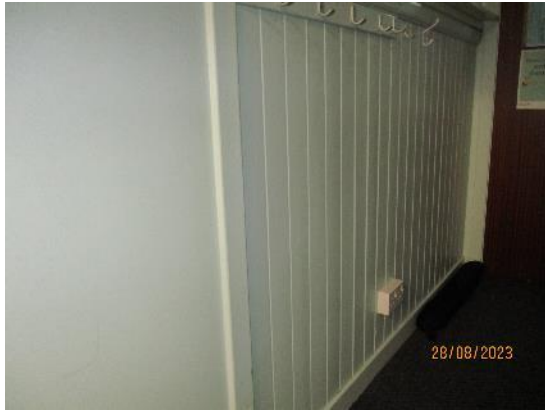
86.



87. Timber linings to Hall



88. Low level timber linings to circulation areas



89.



90. Timber panelled, part glazed doors



91. Surface damage to doors



92. Timber panelled doors



93. Timber hollow core doors



94. Timber panelled double doors



95. Timber hallow core double doors



96. Timber veneered doors



97. Georgian wired glazing to doors



98. Bakelite and rim lock ironmongery



99. Brass and rim lock ironmongery



100. Aluminium lever handles

Sanitary Ware



101. Vitreous china single urinal



102. China urinal cistern



103. Typical W.C.



104. Typical wall hung basins



105.



106. PVC waste pipes



107. Accessible toilet



108. Composite panel toilet cubicles



109. Defective and replacement latch mechanism



110.



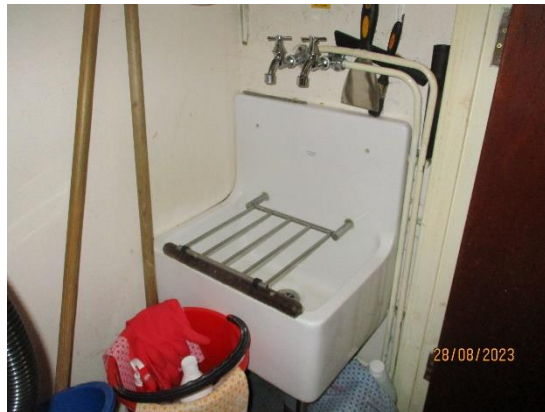
111. Commercial kitchen



112.



113. Typical, dated stainless steel sinktops



114. Cleaners Butler sink



115. PVC waste pipes

Internal Decoration



116. Plaster/plasterboard ceilings



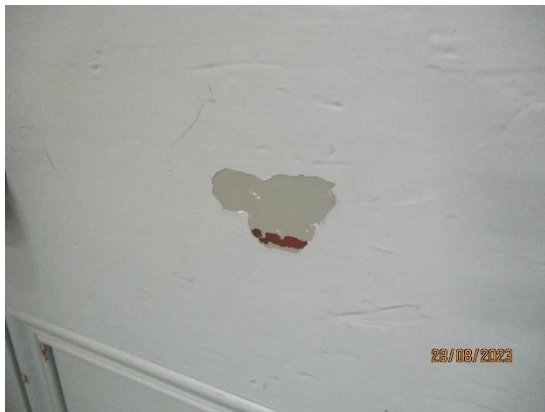
117.



118. Plaster/plasterboard walls



119.



120. Timber internal doors



121. Timber joinery items

Furniture



122. Classroom tables & chairs



123.



124. Sink base units



125. Staff room furniture



126.

Mechanical and Electrical Photographs



127. Oil system boiler. Basement plant room 0/14.



128. Boiler flue from appliance to brick chimney 0/14.



129. Heating system distribution pipework class 1/6.



130. Heating system pipework in plant room 0/14.



131. Cast iron radiator classroom 1/5.



132. Electric convector heater corridor 1/7.



133. Radiant ceiling panel heater classroom 1/6.



134. Radiator classroom 1/5.



135. Heating control panel 0/14.



136. Distribution board – heating system. 0/14 supply.



137. External oil storage and supply tank.



138. Oil supply pipe to appliance 0/14.



139. Hot water cylinder – attic space above 1/7.



140. Electric point of use water heater 1/2 toilet.



141. Pipework – hot water distribution 1/20.



142. Hot water pipework typical.



143. Cold water tanks – attic space above 1/7.



144. Cold water pipework attic above 1/7.



145. Extract fan girls toilet 1/9.



146. Extract fan staff toilet 1/11.



147. Distribution board L+P cupboard 1/19.



148. DB – kitchen Tariff. Cupboard 1/19.



149. General wiring from L+P DB cupboard 1/19.



150. Fused isolator cupboard 1/19.



151. Sockets – class 1/5.



152. Class sockets RCD unit. Class 1/5.



153. Incoming power supply in white PVC pipe.



154. RCD unit – dentist box 1/19. (redundant)



155. Lighting – class 1/5.



156. Lighting girls toilets 1/9.



157. Lighting corridor 1/7.



158. Lighting corridor 1/4.



159. Lighting staff toilet 1/11.



160. Light switch class 1/5 typical.



161. Emergency lighting main entrance 1/1.



162. External lighting east wall.



163. External lighting west wall.



164. External flood light west wall,



165. Fire alarm system control panel 1/7.



166. Fire alarm call point 1/1.



167. CCTV camera. Main entrance door.



168. CCTV monitor and desktop – office 1/3.

External Works



169. Car park entrance



170. Tarmac car park



171. Eroded surface



172. Potholes and cracking



173. Tarmac playground



174. Holes and cracks in tarmac surface



175. Cracked tarmacadam surface



176. Galvanised tubular rail separation



177.



178. Tables and benches



179. Cracked concrete step at entrance



180. Metal hoop fencing



181. Timber boarded fencing



182. Chain link fencing



183. Metal bar fencing



184. Metal hoop vehicle gate



185. Corroded, damaged gates



186. Metal hoop main entrance gate



187. Defective damaged gate ironmongery



188. Steel plate gate to side entrance



189. Timber boarded gate



190. Natural stone wall to perimeter



191. Isolated cracking, pointing required



192. Isolated surface erosion



193. Stone wall repairs required



194. Masonry roughcast wall



195. Cracks and spalling roughcast



196. Masonry and smooth render wall



197. Concrete block retaining wall



198. School signage



199. Playground surface water drainage by wall ducts



200. Timber sheds



201.



202.Oil tank enclosure



203. Basketball hoops



204. Mature trees within car park area