



Summary Building Condition Survey Report

of

**Newmill Primary School
Middle Brae, Keith AB55 6US**

11th September 2023



Z00471 / 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 Monday 11th September 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 and windy with showers.
- 1.4. The premises comprise a primary school constructed in a single storey. The school was constructed circa 1960.
- 1.5. The property was occupied during our inspection which was thus limited by the nature and extent of fixtures and fittings and of decorative finishes. In particular, the existence of fitted floor finishings throughout limited any inspection of the underlying floor structure. Framing out of walls and plasterboard linings conceal the underlying structure and it is possible that defects relating to moisture ingress may exist which are not revealed internally. Please also note and consider the Limitations and Exclusions Section, which is appended to this report.
- 1.6. Pitched roofs were examined from ground level with the use of binoculars and with the use of a drone. Access was provided to all internal areas with the exception of the roof space above the Reception.
- 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, set around a central, open courtyard.
- 2.2 The subjects are of masonry construction. Roofs are covered with natural slate and concrete ridge tiles to pitched roofs, with snowboards to most aspects. Rainwater goods are square UPVC with UPVC downpipes. External walls are of masonry construction with exposed dressed blockwork, roughcast and sandstone external finish. Floors comprise concrete slab throughout. Windows are mainly timber with aluminium windows to the Games Hall, all with double glazed units. External doors are timber.

Internally, all ceilings are painted and textured plasterboard, with the exception of the concrete slab above the Boiler Room and Oil Tank. Walls are painted plasterboard, timber linings at low level and full height, with ceramic tiles to the Kitchen and Toilet areas. Floor coverings comprise carpet, vinyl tiles, sheet vinyl, quarry tiles and concrete slab. Internal doors are solid core timber, some with glazed panels and aluminium ironmongery.

The heating system comprises 2 cast aluminium, sectional, oil fired floor standing boilers. Steel pipework conveys heated water around the building to terminate in Dunham Bush convector heat emitters. A small number of electric convector heaters supplement the heating system. Heating pipework is only insulated in parts and the control system is basic and dated. An external heat source is provided by a district heating system, provided by a Biomass boiler and a flow and return loop that supplies the school heating system on demand also. The biomass heat loop has its own plate heat exchanger, controls and control panel and is assumed to be installed as the primary heat source, if feasible.

A steel single skinned oil storage tank is located in a bunded room next to the boilerhouse. Steel pipework supplies the boilers from the oil tank. A weight style oil shut off valve, with a "fire wire" system provides safety cut off for the oil supply to the plant room in a fire condition.

The oil tank supply point also includes an automatic overfill alarm system.

Hot water is also generated both by the Biomass heat loop and the oil boilers as required. A floor standing copper calorifier, situated in the boiler room stores and circulates hot water around the building via a copper pumped circuit. Hot water pipework is only insulated in parts.

Cold water is supplied to outlets in the building via a copper pipework system. Outlets are a mixture of direct mains fed and tank fed. A plastic cold water storage tank is located in the attic space of the school. Cold water pipework is only insulated in parts.

Mechanical ventilation is provided in toilets by means of electrical extract fans. These generally are ceiling mounted types, with ductwork terminating in ridge vents on the roof. These fans are generally enabled by switching on the light in each of the rooms.

An attic mounted in line roof extract fan provides extraction, linked to a stainless steel overhanging canopy, installed in the kitchen, to cover the dishwasher and associated steam/vapour.

The electrical installation comprises incoming power supply, with meters and main switch fused isolator. 2 lighting and power distribution boards are located in cupboard 1/5. General wiring is a mix of PVC sheathed and copper clad, 3 and 4 core twin and earth cabling.

Accessories are white plastic, flush fitted, although some surface mounted switches and sockets are also installed.

The lighting system comprises varying styles of fluorescent T5 and T8 tube style fittings. Control for the general lighting is via local switches only. One classroom (1/13) has recently had upgraded lighting installed with LED tube style battens.

External building lighting comprises bulkhead style fittings. Generally fluorescent tube type, with some more modern LED self contained emergency lights being installed.

Building emergency lighting comprises LED bulkhead style fittings and variants of the general light fittings, to include self - contained battery packs.

A dated and basic Smoke detection and alarm system is installed, which is a manual system, consisting of call points, control panel and sounders only. No detectors are installed and also no system door or plant disable interfaces are installed.

No intruder alarm system is installed in the property.

A basic CCTV system is installed, comprising 1 external fixed camera, with DVR and monitor located in the reception office.

The main entrance internal door has an audio only intercom, door release system installed, with user controlled handsets located in the reception office and one of the school classrooms.

2.3 Building size – The properties **GIFA is 563m²**.

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

- Isolated slipped and missing slates.
- Gutters and rainwater downpipes are blocked.
- External roughcast walls are cracked and eroded in isolated areas.
- Plasterboard ceilings have isolated watermarks and hairline cracking.
- Sheet vinyl and vinyl tiled floors are cracked and breaking up at thresholds.

3.2 Mechanical and Electrical Installations

- The oil tank and oil supply pipework and controls are life expired and in poor condition.
- All electrical extract fans fitted in toilets are life expired and in poor condition.
- The school heating system controls and control panel are life expired and in poor condition.
- Heating pipework is only partly insulated.
- Hot water pipework is only partly insulated.
- Cold water pipework is only partly insulated.
- Electrical convector heaters installed are life expired and in poor condition.
- General wiring and wiring accessories are life expired.
- General lighting is life expired with exception of class 1/13.
- Building external lighting is life expired with exception of new LEDs.
- No intruder alarm system is installed.
- The CCTV system is basic and nearing the end of its useful life.
- The fire alarm system is manual type only and has no detectors incorporated.

3.3 External Areas

- Car park tarmacadam surface is eroded and potholed.
- Front concrete path is heavily eroded.
- Concrete ramps and footpaths are uneven/trip hazards.
- Concrete steps to the playing field are cracked and uneven.
- The metal frame of the chain link gate to the playground is corroded.
- Stone perimeter walls require repointing.
- The blockwork retaining wall to the car park requires roughcast repairs.

4 Conclusion

4.1 A brief summary of the elements condition.

Element	Condition	Priority
Roofs	B	3
Floors & Stairs	B	4
Ceilings	C	3
Ext. Walls, Windows & Doors	B	4
Internal Walls & Doors	B	4
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

- Roof access should be provided to the area above the Reception.
- Security gates should be considered to the sides of the school, restricting access to the playground.
- Install an intruder alarm system with a call centre link.
- Install a BMS control system for mechanical and electrical services.
- Expand the field of CCTV cameras.
- Install automatic door security systems on all external doors.
- Upgrade lighting to LED fittings and install motion sensor enabling controls.
- Upgrade plumbing system to make all building direct mains fed with no cold water storage tanks.
- Upgrade toilet extract fans and also to include motion sensor enabling controls.
- Upgrade fire alarm system to L2 standard.

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. Timber trusses to all roofs



2. Timber sarking boards



3. Overview of slated roofs



4. Typical slating



5. Slipped and broken slates



6.



7.



8.



9.



10. Ridge vents and slipped slates



11. Ridge tiles missing pointing



12. Timber fascia, soffit and barge boards



13. Timber snow boards



14.



15. Mineral fibre insulation laid over ceilings



16. Missing insulation



17. Disturbed insulation



18. UPVC gutters



19. Blocked/leaking gutters



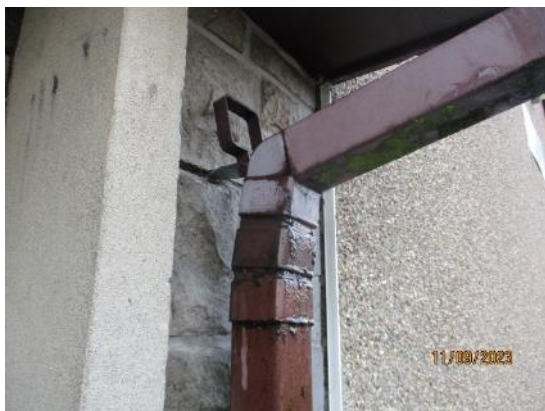
20.



21. UPVC rainwater downpipes



22. Downpipes blocked and leaking



23.



24. Blocked gutters



25. Blocked gutters



26. Leaf fall and debris trapped by snow boards



27. Vegetation in gutters



28.

External Walls



29. Roughcast finish to external walls



30.



31. Dressed blockwork underbuilding



32.



33. Expansion joints require resealing



34. Sandstone feature panels



35. Damaged roughcast finish



36. Eroded roughcast surface



37. Timber entrance screen



38. Timber glazed external doors



39. Timber door to Boiler Room



40. Double timber doors



41. Timber windows to most elevations



42. Internal view of timber windows



43. Aluminium windows to Games Hall



44. Internal view



45. Double glazing



46. Lever handles to timber windows



47. Winding handles to aluminium windows

External Decoration



48. Roof joinery items



49. Timber snow boards



50. Timber external doors



51. Timber gates



52. Timber sheds

Steps and Ramps



53. Concrete steps



54. Concrete ramp to entrance



55. Galvanised tubular guardrail

Floors



56. Carpet floor covering



57. Soiled in isolated areas



58. Sheet vinyl to wet areas



59.



60. Sheet vinyl to the Games Hall



61. Vinyl tiles



62. Vinyl tiles cracked and breaking up



63.



64.



65.



66. Quarry tile



67.



68. Painted concrete to the Boiler Room floor

Ceilings



69. Textured finish to plasterboard ceilings



70. Water penetration and damage



71.



72. Watermarked plasterboard



73. Hairline cracks at board edges



74. Concrete ceiling to Boiler Room

Internal Walls



75. Plasterboard walls



76. Timber plywood linings to half height



77. Timber plywood linings full height



78.



79. Ceramic wall tiles full height



80.



81. Solid core timber doors with vision panels



82. Solid core doors



83. Timber part glazed double doors



84. Timber solid core double doors



85. Georgian wired glazing



86. Aluminium lever handles

Sanitary Ware



87. China urinals



88. PVC cistern



89. Typical W.C.



90. Replacement W.C.



91. Typical wall hung basins



92. Variation in type and shape



93. PVC waste pipes



94. Accessible / staff toilets



95. Composite panel cubicles



96. Slip bolt ironmongery



97. Commercial kitchen



98. Stainless steel sink tops



99. Stainless steel inset sink



100. Butler cleaners sinks



101.

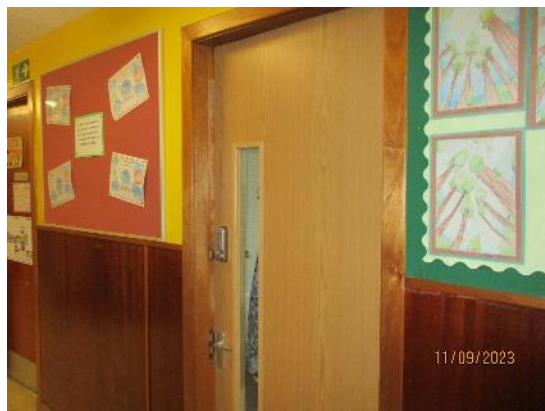


102. PVC waste pipes

Internal Decoration



103. Water damaged plasterboard ceilings



104. Timber internal doors



105. Timber skirting boards etc.

Furniture



106. Tables and chairs



107. Timber sink base units



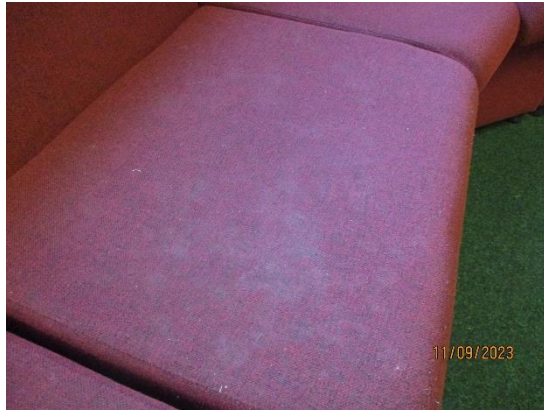
108.



109. Staff room base and wall units



110. Staff room furniture



111. Fabric worn and soiled

Mechanical and Electrical Photographs



112. Oil fired boilers. 1/19



113. Heating system control panel. 1/19



114. Convector heater typical.



115. Electric convector heater. 1/1 entrance lobby.



116. Heating pipework – attic space.



117. Heating pipework in boiler house 1/19.



118. Biomass plant room. District heating source.



119. Biomass loop control panel 1/19.



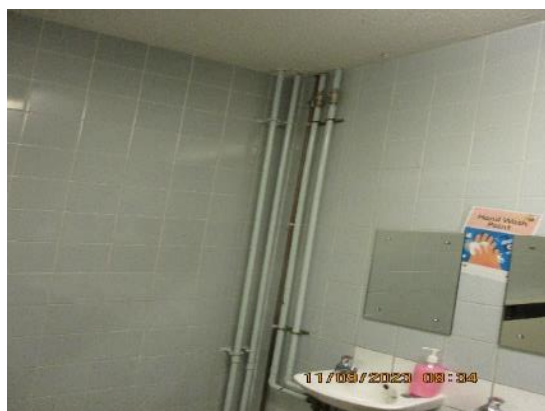
120. Oil tank filling point and fill alarm system. 1/20



121. Oil tank in bunded room. 1/20.



122. Hot water calorifier 1/19.



123. Hot water pipework – girls toilets 1/15.



124. Cold water tank in attic space.



125. Cold water pipework girls toilets 1-15.



126. Extract fan boys toilets 1/16.



127. Extract fan girls toilets 1-15.



128. Extract canopy kitchen above dishwasher.



129. Extract fan and ductwork from kitchen canopy in attic space.



130. Distribution board L+P 1. – 1/5 cupboard.



131. Distribution board L+P 2- 1/5 cupboard.



132. General wiring exiting DB L+P1. 1/5 cupboard.



133. Classroom socket RCD unit. 1/13



134. Flush fitted wiring accessories typical.



135. Flush fitted wiring accessories – light switch typical.



136. Lighting – classroom 1/12.



137. Lighting – main hall 1/18.



138. Lighting boys toilets 1/16.



139. Lighting girls toilets 1/15.



140. External maintained emergency light.



141. Emergency lighting office 1/3.



142. Fire alarm call point.



143. Fire alarm call point typical.



144. Fire alarm bell – typical. Boiler house 1/19.



145. Fire wire – oil shut off system 1/19.



146. Period bell timeclock – 1/5.



147. Disabled toilet alarm systems 1/7 and 1/6 toilets.



148. Internal phone system.



149. TV aerial amplifier unit – 1/5 cupboard.



150. CCTV camera main entrance.



151. CCTV monitor office 1/3.



152. Boilers flue rising through attic space.



153. Kitchen extract ductwork termination.

External Works



154. Tarmacadam car park



155. Eroded car park entrance



156. Potholed car park



157. Tarmacadam playground



158. Timber benches



159. In-situ concrete footpaths



160.



161. In-situ concrete playground



162.



163. Raised edges and trip hazards



164.



165. Eroded concrete to front entrance



166.



167.



168. Brick paviors to central courtyard



169. Concrete ramp to sports field



170. Concrete steps to sports field



171. Slipped and poorly aligned



172. Cracked concrete steps



173. Chain link fence to sports field



174. Isolated areas of damage



175.



176. Metal bar railings above stone walls



177. Galvanised rail to boundary wall



178.



179. Metal framed chain link gates



180. Corrosion to metal frame



181. Timber boarded gates to both sides



182. Natural stone perimeter wall



183.



184. Stone walls require isolated repointing



185. Cracked render coping



186.



187. Low stone wall



188. Repointing required



189. Retaining wall with roughcast surface



190. Spalling roughcast surface



191. School signage



192. Surface water pot gullies



193. Isolated damage to gully gratings



194. Courtyard gully cover



195. Bike shelter with cycle hoops



196. Timber sheds



197.



198.



199. Goal posts