Cooper & Withycombe

CONSULTING ENGINEERS AND BUILDING SURVEYORS

The Harlington
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Condition Survey Report

January 2020

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SYNOPSIS

The Harlington Centre is managed and operated by Fleet Town Council. Following consultations and feasibility studies, it is proposed to improve and upgrade the facilities. The proposed refurbishment of the building is likely to be extensive. So to review the option of an "essential refurbishment" to bring the building up to current standards for the 21st Century this Condition Survey Report has been specified and commissioned by Fleet Town Council.

The Centre was constructed in 1972 and the main element is predominantly a reinforced concrete structure with glazed and masonry facades beneath a timber roof. Ancillary areas were single and part two-storey and attached to each side of the auditorium. The building was severely damaged in a fire in 1991 and a subsequent refurbishment designed in 1993 included: -.

- Single-storey pitched extension to north-west corner, part incorporating existing single storey flat roof accommodation.
- Over-roofing of flat roof areas with trussed rafters.
- Removal of existing auditorium ceiling and replacement with lower suspended ceiling.
- Replacement of ceiling.
- Infilling ground floor link with library.

Subsequently a new brick lift tower was added adjacent to the ground floor foyer.

This Report reviews previous inspections and reports, together with available information, and identifies the nature and current condition of the building envelope and structure and building services. It also reviews the structural integrity of the building and potential for further extension.

Recommendations are given for action classified as Essential, Necessary or Desirable in relation to maintenance items and also where improvements are required to meet current regulations or standards for the building and its users.

L Piper – Project Director

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EXECUTIVE SUMMARY

The Harlington in Fleet was opened as a Civic Complex in 1972, a major fire in 1991 destroyed part of the main building and provided the catalyst for improvement work to be undertaken, including single storey extensions to the north-east and north-west elevations of the main building and infilling between the Harlington and the library to create the café.

The operation and management of the building transferred to Fleet Town Council from Hart District Council in 2010 and the Town Council gave a commitment to return the Harlington to the social and entertainment focus of the community.

Currently, the Harlington provides a social and entertainment focus to the Fleet community. Originally the Centre comprised a main hall with two function rooms, offices and a general public area. This has been developed further since then with the addition of a gymnasium, foyer coffee shop and Fleet Town Council's offices.

The Harlington Centre is linked at the south-west corner to the adjacent library which is of a similar construction to that end of the Harlington complex. It is understood that the bar area at this link is leased from Hampshire County Council and is now part of the facilities used by the Harlington.

The original Harlington complex was a reinforced concrete framed structure to the entrance area and ancillary spaces between the library and the hall. The hall itself was part reinforced concrete frame with masonry infill capped with a timber roof supported on laminated timber beams spanning clear across the hall. The additional ancillary spaces to each side of the hall were generally of masonry construction with concrete floors in the stair core. Where these were single-storey these had a timber flat roof.

Subsequently, in the 1993 alterations following a major fire, the building was extended onto the north-east and north-west elevations with further single-storey buildings with pitched roofs. These partially enveloped the original single-storey buildings at this end of the building on the north-west side which remain in place within the envelope. Elsewhere other flat roofs on the south-west side also benefitted from new timber pitched roofs over-roofing the original flat roofs.

The original flat roofs were of wood wool construction and it is likely that these suffered from damp penetration and also other elements of poor performance, hence the need for this to be over-roofed. These flat, woodwool slab roofs remain in position.

Externally the south-west elevation fronts directly towards the public car park adjacent to Fleet town centre. The north-east and north-west elevations are immediately adjacent to another public car park and road access to the rear of Hart District Council's offices.

In addition to the extensions, the 1993 works included significant refurbishment of the building and facilities including the installation of suspended ceilings throughout the building. Within the auditorium the ceiling was installed at a lower level to that originally. This has been suspended from the existing timber roof structure. The space has been utilised to conceal services. Remnants of the original high level ceiling remains. Since these alterations there have been very few changes apart from the installation of a new lift adjacent to the foyer. This is in a separate brick structure.

Previous building condition inspections were undertaken by Hart District Council. The output from these is fairly limited in their descriptive nature. However, no significant problems were reported within these reports.

To inform this report a Building Condition Inspection was undertaken incorporating a condition inspection of the mechanical and electrical services systems.

These inspections excluded: -

- Internal plumbing
- Stage equipment
- Stage lighting
- Asbestos

The Building Condition Report identified existing defects in the building fabric and structure and provides estimated budget costs for planned maintenance / improvement works under the headings of Essential, Necessary and Desirable Works.

Although dated, the main building structure of the Centre remains in a sound condition. However, both as a consequence of its age and use, remedial repairs and replacement of elements and associated redecorations are required throughout the building to meet current requirements.

Full details of these and other observations are included in the full Schedule of Condition.

Observations are included on the structural integrity and anticipated service life. Given that, at the time of its construction no clear design life was established, it is difficult to be certain about its residual life, as this will be subject to an effective inspection, maintenance and replacement regime.

Although the building is now in excess of 45 years old, the principal structural elements remain in good condition and provided they are regularly maintained, as noted in the report and not subject to alteration, their residual life can be anticipated to be very long term, potentially up to 50 years. As described in detailed in Section 6 of this report.

Taking these facts into account, together with the present condition of the building's structural elements, except for the auditorium roof structure, a long residual life for them may be anticipated, provided: -

- There is no change in use of the building or loads applied.
- The components remain predominantly in a dry internal condition.
- Regular maintenance inspections are undertaken, and remedial action carried out as appropriate.
- Any material/structural changes take account of the existing structure and its capacity.
- Formation of service holes through the building's structural elements are strictly controlled.

Effectively, with no significant change in conditions, the building structure which comprises concrete, masonry and timber elements will perform as presently which could be for a further 40-50 years. However, due to the applied stage / operational / service loads and access restrictions, it is recommended the auditorium upper timber roof structure be replaced with an appropriately designed steel framed structure. In addition to this it should be noted that any progressive development or change to the building may make it more economic to re-construct rather than to adapt the rigid form provided by the present building structure.

Further improvement is also needed for these to comply fully with current standards and regulations. These works have been identified in the Essential and Necessary categories.

The Mechanical and Electrical Services Installation Condition Survey part of the Report identifies the age, present condition and life expectancy of the installed systems. Many parts are now in excess of 40 years old and have become unreliable and difficult to maintain. Hence, they consider the present systems to be life expired and require a replacement and upgrade throughout. Reference should be made to the report for their observations and conclusions.

The heating system is also linked to the library so any replacement of the system may have a potential effect elsewhere.

Allowance has been made to replace all windows and doors, to include double glazing throughout. It should be noted that some of the surrounding materials, such as concrete columns and beams embedded in the walls may have a higher U value, causing these areas of the building to have lower overall thermal efficiency and potential cold bridging.

Hence, this report does not include a heat loss assessment as it is considered that given the disparate nature of building materials and construction, together with the number of openings in the building fabric, any formal heat loss assessment would not be valid and may be misleading.

Overall, based on the Building, Structural, Mechanical and Electrical Services Condition Reports, for the refurbishment, replacement and improvement works identified the Total Budget Cost is estimated at:

Based both on the Building Condition Inspection Report, together with the Mechanical and Electrical Survey, the anticipated budget for the proposed works under the categories requested are:

	Essential Works	Necessary Works	Desirable Works	Total
Total Works Cost	£2,785,735	£427,512	£305,670	£3,518,917
Design Risk	£278,574	£42,751	£30,567	£351,892
Client Risk	£278,574	£42,751	£30,567	£351,892
Unforeseen Items	£278,574	£42,751	£30,567	£351,892
Professional Fees	£417,860	£64,127	£45,851	£527,838
TOTAL BUDGET	**£4,039,316**	**£619,892**	**£443,222**	**£5,102,430**

These estimated costs are inclusive of design risk, client risk and contingencies together with estimated professional fees but are exclusive of:

- Value Added Tax
- Statutory fees / costs
- Legal costs and expenses
- Decanting and temporary relocation costs
- Other exclusions as listed in 'Budget Costs'.

Overall, based on these refurbishment, replacement and improvement cost, the Total Budget Cost of undertaking all of the works is estimated at £5,102,430.

Unforeseen items are inclusive, but not limited to:

- Contingencies
- Associated opening up
- Additional professional fees for specialist installations, for example Theatre / catering consultants.

A detailed breakdown of the Budget Costs in relation to the priorities are given in Section 9: Budget Costs. The costs are estimated only and may vary subject to sequencing and method of procurement for the works.

The extensive and intrusive nature of the works described will affect the use and occupancy of the building. For this to be undertaken efficiently and safely, a full closedown of the building of at least 12 months should be anticipated. The actual programme period will be dependent on the Scope of Work to be carried out, the effect on the Harlington's operations and the works programme.

Phasing of the work permitting limited occupancy and use of the building may also be considered. This would increase the construction period possibly up to eighteen months, subject to the extent of phasing required, and incur an additional cost of up to 30% of the budget cost. It should be noted that as part of the phasing a dark period of 12 weeks would still be required for the central elements of the services replacement.

It should be noted these costs are only for maintenance, repair and upgrading to current standards for the building and do not reflect beneficial enhancement of facilities offered by The Harlington.

1.0 INTRODUCTION

1.1 This Condition Survey Report has been prepared on the instructions of Fleet Town Council. It has been commissioned to enable Fleet Town Council to understand the scope of work required as part of an "essential refurbishment" to bring the building up to current building standards and ascertain the integrity of the building structure to maintain a refurbishment for another 50 years.

1.2 The objectives of the Inspection and Report are to:

- Provide a descriptive record of the nature and condition of each building element.
- Identify defects and provide recommendations for remedial improvement action where appropriate.
- Identify and inspect the building services.
- Identify and describe the works required to outline design stage for remedial action or improvement.
- Provide estimated budget costs for the identified works.

1.3 The Building Condition Inspection comprises, except where noted, a non-intrusive visual inspection from floor or ground level of the accessible parts of the building and included:

- Review of available record information.
- The external envelope – including roof and walls where readily accessible.
- Windows and doors.
- Internal walls and partitions and finishes.
- Internal inspection of floors and finishes.
- Nature and condition of structural elements.
- Inspection of ceiling voids where accessible.

The Building Condition Inspection excluded:

- Health and Safety and fire safety matters, unless this relates to the building condition.
- Matters relating to asbestos.
- Technical equipment used for theatrical equipment.
- Drain testing.
- External works.

1.4 A Mechanical and Electrical Services Condition Inspection Report was carried out on our behalf by Pope Consulting Engineers. This is summarised in the Report, and included in Appendix D.

1.5 This Specific Condition Survey Report is based on our investigation of the building and its building services installation to enable us to comment on the specific matters on which our opinion has been requested. No attempt has been made to inspect or examine other aspects of the property, including the risks of asbestos or asbestos products being present, which are unrelated to the subject to this Report and no warranty may be assumed or implied with regard to structural condition not specifically referred to in this report.

1.6 In accordance with our standard practice we must point out that this Report is based upon our inspection of the premises and any information made available to us, both written and oral, which we have assumed to be correct. The report is for the benefit of Fleet Town Council and their professional advisers. Cooper & Withycombe Ltd cannot accept any liability to any third party for the whole or part of its content.

2.0 BUILDING DESCRIPTION

2.1 The Harlington is located to the north side of Fleet town centre, adjacent to the library and Hart District Council offices. The main, public parts of the building are accessed directly from the A3013 Fleet Road at the front of the building across a public car park. Access to Fleet Town Council offices is a separate access to the side of the front entrance.

2.2 The building is linked to Fleet library and was originally opened as Fleet Civic Hall in 1972.

2.3 The Harlington is operated and managed by Fleet Town Council following its transfer to the Council from Hart District Council in 2010.

2.4 The Harlington provides a social and entertainment focus to the Fleet community. Originally the Centre comprised a main hall with two function rooms, offices and general public areas. This has been developed further since then with the addition of a gymnasium (previous use), foyer coffee shop and Fleet Town Council's offices.

2.5 The present arrangements and uses of the rooms and communal areas are shown on the floor reference plans, 19-1962/01-04, included in Appendix B.

2.6 The principal area, together with most of the public spaces, is the ground floor which comprises: -

- Foyer/reception café area
- Function room and bar
- Auditorium with stage
- Auditorium bar
- Kitchen and bar stores
- RVS offices and facilities
- Facilities for The Point
- Dressing rooms to the rear of the stage area
- Toilet facilities
- Fleet Town Council's offices

2.7 The first floor is generally only on the south-west side of the building. This comprises: -

- Dance studio and facilities
- Two meeting rooms
- Toilets
- Control room for main auditorium

2.8 At second floor level at present there is only a plant room which is accessed via the stair tower on the north-west side of the building.

2.9 To form the present facilities since its construction, there have been several phases of alterations and additions to the building and its facilities. The principal alterations followed a fire in 1991 which, it is understood, was fairly extensive although no signs presently remain of this following the refurbishment works carried out after this event.

2.10 The alterations/additions to the Centre are believed to include: -

1993

- Installation of suspended ceiling over main auditorium (leaving original beams and remnants of the ceiling at high level above).
- Over roofing of flat roof areas on the north-west, south-west and south-east sides of the building with a pitched roof formed of trussed rafters.
- Construction of new wrap around single-storey extensions on the north side of the building (this currently comprises the RVS facilities and also part of The Point). This also enveloped part of the original single-storey elements on the north-west side of the building.
- Infilling of ground floor cloister between the library and the Civic Centre to form a new hall, together with foyer and bar area.

2005

- Addition of new lift and toilet facilities together with re-development of the bin storage area to a gymnasium and treatment rooms.
- Subsequent conversion of part of the gym into offices for Fleet Town Council.

2.11 The Harlington has a single, large auditorium at the centre of the building. This presently has a flat floor with a raised stage at the north-east end. There is a suspended ceiling over the whole of the auditorium which was installed circa 1993. This has feature coffer recesses set into the ceiling so that it is not entirely flat. This has reduced the effective height of the auditorium and created a large ceiling void over the auditorium which partially contain ventilation ducts.

2.12 The auditorium is the core part of the original building structure which comprised: -

- Two-storey reinforced concrete box frame to the auditorium and the common areas on the south-west side comprising the foyer, dance hall, studio and other facilities.
- A two-storey open “wrap-around” incorporating the dance hall and foyer generally on the south-west side with a pre-cast concrete first floor supported on the concrete frame and a flat wood wool slab roof supported on pre-cast concrete joists above.

- The reinforced concrete frame to the auditorium is generally infilled with cavity masonry. Where there is an exposed external leaf, this is constructed of 300mm long x 100mm high clay brick units. Internally it is generally blockwork.

- The reinforced concrete frame to the dance hall side, which was previously open at ground floor level, has an exposed aggregate finish. It is likely these may have been of pre-cast concrete construction.

- At first-floor, the dance hall has cantilever bay windows also formed in reinforced concrete.

- There is a reinforced concrete framing/ring beam around the framed part of the building and to the main auditorium. Above this, in the auditorium, there is a timber frame construction of laminated timber posts supporting deep laminated beams which span across the auditorium and stage area.

- At the north-east corner of the auditorium, there is a part-basement below the stage area that extends into a further semi-basement area forming the main plant room to the building.

- Above this, at first floor, there is a pre-cast concrete floor. This area contains the dressing rooms and other toilet facilities, together with a corridor link towards the front of the building.

- The stage itself is of timber construction but this has been strengthened with the introduction of new steel supports fire encased beneath the stage area. Along the rear north-east wall to this there is a part-retaining wall.

- The stair tower on the north-west elevation is of loadbearing masonry that has reinforced concrete floor slabs to support the storage and plant room areas. There are metal stair access ladders to the upper levels from which access can be gained to a flat roof area between this and the main auditorium wall.

- All the original flat roof areas have now been over-roofed with proprietary gangnail truss rafters supported on the external walls. The profile of these truss rafters is variable to provide connections between the various levels up high over the main building.

- The wrap-around extensions at the north end are of cavity construction and have timber truss rafter roofs which extend and connect over the flat roof areas, particularly on the north-west side.

- Beneath the pitched trussed rafter over-roofing, the original flat roof area on the north-west side of the building is also wood wool slabs supported on cor-ply girders. These are proprietary timber beams with a plywood web commonly used in the 1970s.

- The Town Council offices themselves are generally an open area with cellular offices at each end. The roof over is supported on a central beam with posts which separate the two levels within the area. The structural integrity and stability are provided by the interaction of the concrete structure with the infill

masonry walls. Overall, it is a robust building designed specifically for theatre and public use.

2.13 Over the stage there is a limited steel-framed grid. It was noted there are no associated access walkways and fixing equipment for stage sets. Access to the stage areas has been noted as an issue.

2.14 Above the main auditorium there is no formal access to the ceiling void, particularly there are no access walkways to enable the void and ductwork within it to be readily accessed. Lighting bars are suspended from the roof beam at the front of the stage.

2.15 The upper part of the auditorium has a flat roof supported on timber joists and laminated timber beams that span across the hall. Beneath the roof there is a glazed timber frame wall around the perimeter of the hall, supported on the upper ring beam to the concrete frame. This wall has now been concealed by a fire-retardant material on the external face supported on further timber framing.

2.16 The original flat roof finishes appear to have been a reflective coated mineral felt laid on wood wool slabs. These were supported on either: -

- Pre-cast concrete joists (over the left-hand side)
- Cor-ply timber beams on the north-west side
- Softwood joists at high level over the plant room area

Subsequently, as noted earlier, the flat roof areas have been over-roofed with a pitched gangnail truss rafters which has a slate tiled finish. These trusses span between the loadbearing walls below rather than supported on the wood wool slabs themselves.

2.17 To the public areas there are glazed façades, ancillary areas of offices and dressing rooms have infill masonry with single glazed windows.

2.18 Windows are either powder coated aluminium glazed units or UPVC with double glazing. The 1993 extensions for the ‘Point’ an RVS have uPVC double glazed frames.

2.19 Doors are a mixture of materials including metal, hardwood, solid or hollow-core veneered and glazed doors.

3.0 INFORMATION PROVIDED

3.1 Background information to The Harlington and its predecessor building designation were provided in Fleet Town Council's Specification for the Condition Survey work. This provides a general history of the building together with the purpose of the Condition Survey and appraisals.

3.2 Initially it was thought that the information available regarding the existing building was limited. However, research of files has found a collection of information relating to previous alterations together with Condition Inspection Reports.

The records provided to Fleet Town Council from Hart District Council were limited in both their scope and extent.

3.3 The information found as part of the research and considered in this report includes:

- Condition Survey notes including descriptions of work required following the fire in 1991.
- Various brief Condition Surveys undertaken by Hart District Council.
- Charcoalblue feasibility study for refurbishment and new build facilities.

4.0 BUILDING INSPECTION

General

4.1 A visual inspection of the building and structural condition has been made both externally and internally.

4.2 In the notes of the inspection, descriptions are generally as viewed from the front of the building facing north from the front entrance on the Fleet Road side of the building.

4.3 A present Condition Schedule of the Building is included in Appendix A. Room references are shown on the Building Layouts included in Appendix B.

4.4 The description and expressive terms in the schedule that describe the condition of the building, are defined as follows:

Definition	Description
Adequate	Subject to general wear and tear with slight signs of soiling, but still serviceable.
Fair	Subject to several years' wear, still serviceable with minor repair work.
Poor	Reached the end of useful / serviceable life and in need of renewal.

4.5 To supplement the Building Condition Inspection notes related specifically to the condition of the structural elements are provided in Appendix C. Annotated drawings 19-1962/20-30 in Appendix B provide details of the existing structure and, where appropriate, an indication of the condition.

4.6 Consideration has been given to use by those with disabilities:

i) Visitors
Access for visitors with disabilities is acceptable with access into reception, the café, auditorium and toilets. There is also a lift to the first floor dance studio and meeting rooms. Access is via the same entrance as for abled bodied visitors and there is level egress from the auditorium in the event of evacuation. Consideration may be given to items such as dementia friendly colour schemes and improving colour contrast when carrying out redecoration.

ii) Staff
If a member of staff with a disability was to be employed by Fleet Town Council it would be necessary to make reasonable adjustments by providing a stairlift of platform lift between the split level office area, whichever would best meet their needs.

Access for Harlington staff is adequate, although a replacement stairlift / platform lift may be required in the dressing room corridor, if access is required to that part of the building.

iii) Performers
A replacement stairlift / platform lift would be required in the dressing room corridor for performers or their support staff with disabilities. Whilst the dressing room space is accessible they would need to use the accessible shower outside the function room, which is not so convenient. A management plan would also need to be put in place for emergency evacuation in the dressing room area, perhaps using an Evac chair or similar.

4.7 The following limitations in respect of the inspection should also be noted:

i) Inaccessible voids have not been inspected.

ii) The underground drainage system has not been surveyed.

iii) Carpets, finishes and fittings which were fixed or would have caused damage if removed, were not removed.

iv) No access was possible to the high-level roof over the auditorium due to access and height restrictions within the void.

v) No inspection was made of the adjacent library building which is attached to the west side of the building.

vi) No asbestos survey has been undertaken, but reference has been made to the existing Asbestos Register.

4.8 In addition to the building inspection, a geotechnical investigation was undertaken to identify the nature and condition of foundations where these were accessible. This is included in Appendix E.

5.0 MECHANCIAL AND ELECTRICAL SERVICES

5.1 On our behalf, Pope Consulting Mechanical and Electrical Engineers were commissioned to carry out an inspection of the Mechanical and Electrical Systems and establish the route of the main services runs and identify major items of mechanical and electrical plant.

A copy of the Report is included in Appendix D.

5.2 The Report identifies the age and present condition of the systems, and provides anticipated costs for repair, improvement or replacement together with the priority for the work to be undertaken.

5.3 References should be made to the report for the full details and observations.

5.4 Reference was also made to requirements for the Centre's building services identified in Charcoal Blue's Feasibility Study dated June 2016.

5.5 In summary, the following are particularly noted for the Electrical System:

i) The incoming power to the building is sufficient to meet demand following the replacement and refurbishment of systems. However there would not be sufficient capacity to extend the building further without potentially upgrading the incoming electrical supply.

ii) External connections to feed concerts / performances outside the front of the Theatre may compromise the supply. It would also not be sufficient if a second performance area was provided in the refurbished building.

iii) The space in the existing electrical cupboard is insufficient.

iv) Sub-distribution boards are poorly located and have limited access. The boards themselves are life expired.

v) Lighting is aged and not visually appealing.

vi) Fixed alarm, intruder systems, communication and audio / visual systems generally all need to be replaced or if they remain serviceable, be reinstated after completion of the works.

Overall, the electrical services generally throughout the Theatre are life expired and would benefit from being replaced. This includes the electrical distribution, sub-distribution, lighting, emergency lighting, accessories and ancillaries, fire alarm and security system.

5.6 In summary the following are particularly noted for the Mechanical System:

i) The mechanical services installations have reached the end of their useful life and are considered life expired. Improvements and replacements are required.

ii) This has been recommended as follows:

- Controls for ventilation and heating systems are replaced, including reconfiguring the zoning.
- Air handling units are replaced.
- All of the boilers are replaced and a new flue system is installed.
- The heating pumps are replaced.
- New ventilation system is installed within the auditorium.
- Replace the pressurisation unit and expansion vessel.
- Replace fan convector heaters in the auditorium.
- Replace electric heaters, fans and water heaters in the changing rooms.
- The heating system is power flushed.
- The underground drainage should be cleaned and CCTV inspection undertaken.

5.7 In addition to the system replacement, the following works are proposed as part of the 'Desirable' options to provide additional improvements for the building's use and operation: -

i) PV Array
Utilising the flat roof area above the auditorium, a PV array occupying approximately 80% of the surface area may be installed. This would be fixed to the surface with a non-penetrative proprietary system to avoid the use of a ballasted system.

The approximate cost of this system (excluding Builder's Work in Connection) is **£76,000.**

ii) Stage Lighting
Replacing the existing system above the stage with 5 No. modern electrically winched lighting bars, together with new dimmer equipment and audio amplification.

The approximate cost of this system (excluding Builder's Work in Connection) is **£170,000** and has been included in the High Priority (essential) costs.

iii) Webcasting
£5,000

Details of these are described on drawings 19-1962/62 and 64 included in Appendix F.

5.8 The anticipated budget requirement for the estimated expenditure is:

	High Priority (essential)	Low Priority (desirable)
Mechanical Services:	£484,500	£19,000
Electrical Services:	£502,500	£81,000
Estimated Total:	£987,000	£100,000

This excludes:

- Builders Work in connection with services alterations or installation.
- Contract preliminaries
- Value Added Tax
- Asbestos removal
- Professional Fees

5.9 The replacement systems will address the current issues with the present systems and provide improvements to meet current standards and regulations.

6.0 OBSERVATONS ON STRUCTURAL INTEGRITY

Existing Structure

6.1 The original core of the building was designed and constructed by 1972. To the principal elements on the south-west side it is a two-storey reinforced concrete box frame with precast concrete first floor and precast concrete joists at roof level supporting wood wool slabs beneath the flat roof coverings. The concrete 'box' frame extends around the auditorium although the roof to this is of laminated timber beams which are supported on timber framing above the upper concrete ring beam level.

6.2 Except to the Dance Studio part of the building the reinforced concrete frame has a plain finish. The wing incorporating the Dance Studio has an exposed aggregate finish externally with cantilever bays at first floor in similar construction. Their appearance suggests these may be of precast concrete construction fixed to the concrete frame. It is understood the ground floor may have originally been open.

6.3 The concrete frame to the auditorium is infilled with masonry panels of cavity blockwork and where exposed a feature brick external leaf.

6.4 The original ancillary areas to each side of the auditorium were of masonry structure and were not incorporated as part of the concrete framed structure. These included two stair towers effectively at each opposite corner of the auditorium. The flat roofs to them were of wood wool slabs supported on timber structures of either cor-ply beams or timber joists. Upper floors are of concrete construction either insitu reinforced concrete or pre-cast concrete units.

6.5 The concrete frame to the foyer extends from the dance studio and links to the adjacent library which is of similar construction.

6.6 All the structural elements forming the original parts are typical of construction types in use at the time, although the use of deep laminated timber beams was relatively new.

6.7 The 1993 extensions to the Centre are of loadbearing masonry construction with trussed rafter roofs and concrete floors. Again, typical of the time of construction.

6.8 As part of these extensions and the Harlington refurbishment works, the existing flat roofs were over-roofed with proprietary timber trussed rafters. These span between the principal external supporting walls or frames to the original building or onto new walls forming the extension.

6.9 Over-roofing of this nature is often carried out where there are problems with existing flat roofs or there are other aesthetic considerations.

6.10 It is not known from the record information whether any structural assessment was made in relation to the effect the additional permanent dead loads from the tiled roofs would have on the lower structure, particularly the framed elements.

Structural Integrity And Service Life

6.11 Overall stability of the original framed building would generally rely on the interaction of the framed structure with roofs and floors acting as horizontal diaphragms to transfer and resist lateral loads.

6.12 It is unlikely the separate brick stair towers would have contributed to this as they are not linked to the main reinforced concrete frame. However, they would contribute to the stability of the ancillary areas. These generally are of masonry cross wall construction with concrete floors and roofs acting as horizontal diaphragms.

6.13 The more recent extensions are of loadbearing masonry, the walls of which would act as buttresses to resist lateral loads.

6.14 It is assumed that all structural elements would have been designed and appropriate for the intensity of loading, both permanent and transitionary (live) applied for the nature of the building materials and its use. Where there have been alterations it must be assumed these were appropriately structurally assessed to comply with the Building Regulations.

6.15 Foundations to the building comprising the Harlington Centre are believed to be concrete pad or strip footings founded onto the sands of the Camberley Sand Formation at depths of 1.1 metres-1.4 metres, deeper in the semi-basement areas.

6.16 Geotechnical testing suggests the safe bearing capacity of between 125-150kN/m^2 which would be appropriate for shallow strip and pad footings with moderate applied loads.

6.17 The original concrete framed structure would have been designed in accordance with the standards current at the time of construction which would have been either CP114 or CP110 (which was introduced in 1972) together with the Building Regulations current at the time. Whilst durability of reinforced concrete elements was appreciated at the time in relation to the quality of concrete, set design lives were not so specific as in the current design standards.

6.18 In this context, the original building elements are now in excess of 35 years old. Except for the wood wool slabs, the structural elements generally appear to be in a good condition. These, however, are now protected from the weather / wet, so can be expected to remain in their present condition. However, it would be prudent to ensure safe walkways over them are installed in conjunction with upgrading the insulation.

6.19 Durability of the concrete components is dependent on the material quality and their exposure. Except for the exposed elements, the majority of the frame is enclosed so, unless circumstances change, any natural degradation due to carbonation, should be slow. For the external reinforced concrete components protected by anti-carbonation, it should be possible to extend the time until maintenance is required.

6.20 In relation to the exposed elements of the reinforced concrete frame no significant deterioration was observed where this was accessible. There is a risk that concrete structures can deteriorate with age due to the carbonation effect of environmental gases permeating the concrete and reducing the alkalinity of the concrete with protects the reinforcement. Once carbonation reaches the reinforcement can result in concrete cracking and spalling as the reinforcement corrodes. This can be accelerated in the presence of chlorides whether from the concrete itself or introduced via the environment. However, where protected or not exposed to adverse environmental conditions the reinforcement within the concrete can remain in a benign alkaline situation without deterioration or impairing structural integrity. Without such deterioration it is anticipated the concrete frame has a long residual life unless conditions change.

6.21 On this basis, subject to periodic inspection and remedial maintenance should any defects be identified, and there are no structural alterations that affect its integrity, it may be anticipated the concrete frame elements will continue to act as present.

6.22 For the other structural components, again degradation and potential maintenance or replacement will depend both on use and environmental exposure.

6.23 The cracking present in the blockwork is probably due to block shrinkage and environmental movement. At present this may be classed at Category 2 cracking in accordance with BRE Digest 251. This represents a serviceability level of damage. It needs to be addressed in the short-medium term to preserve the integrity of the building structure. For the present level of damage, this does not have a structural significance. With ambient conditions within the building it is unlikely that these cracks are progressive. Hence, once repaired and redecorated they are unlikely to return. Structural repairs will include the insertion of bed joint reinforcement to restore the wall integrity and enhance resistance to further cracking.

6.24 Provided they remain dry and not affected by decay, timber components may be expected to perform adequately for a long period of time. However, in relation to the laminated timber components, long-term performance of the glues will affect their design life.

6.25 Although the timber elements themselves may remain in good condition, the nature of loads applied to the auditorium roof soffit have changed and have and will be an increase on the original design loads. A recent assessment of the existing laminated timber beam across the auditorium indicated it was at the limit of its capacity to sustain additional loads from lighting rigs or other staging loads required. Hence, for enhanced use of the facilities, it is recommended the roof structure be replaced.

6.26 Masonry walls can also be expected to perform adequately for a long period of timber unless exposed to extreme weather / damp and frosts.

6.27 Although for roof tiles design life is normally approximately 50 years before replacement, for flat roof finishes normally have a design life of 15-25 years depending on quality of material.

6.28 Taking these facts into account, together with the present condition of the building's structural elements, except for the auditorium roof structure, a long residual life for them may be anticipated, provided: -

- There is no change in use of the building or loads applied.
- The components remain predominantly in a dry internal condition.
- Regular maintenance inspections are undertaken, and remedial action carried out as appropriate.
- Any material/structural changes take account of the existing structure and its capacity.
- Formation of service holes through the building's structural elements are strictly controlled.

6.29 Effectively, with no significant change in conditions, the building structure which comprises concrete, masonry and timber elements will perform as presently which could be for a further 40-50 years. However, due to the applied stage / operational / service loads and access restrictions, it is recommended the auditorium upper timber roof structure be replaced with an appropriately designed steel framed structure. In addition to this it should be noted that any progressive development or change to the building may make it more economic to re-construct rather than to adapt the rigid form provided by the present building structure.

7.0 SUMMARY OF BUILDING, STRUCTURAL CONDITIONS AND RECOMMENDATIONS

7.1 The schedules included in the Appendices identify present defects and deficiencies in the building fabric and provides estimated budget costs for planned maintenance based on the requested classifications, of essential, necessary and desirable work.

7.2 The main building condition items requiring attention are:

External

7.2.1 Concrete repairs to the chimney.

7.2.2 Repairs to the joint between the ridge of The Point roof where it joins the Harlington.

7.2.3 Isolated roof repairs identified where there is ceiling damage beneath.

7.2.4 Overhaul gutter and downpipes.

7.2.5 Ramps / steps into the building bridging the damp proof course.

7.2.6 Isolated areas of re-pointing / brickwork repairs.

7.2.7 Replacement of windows with double glazed units to improve thermal efficiency.

7.2.8 Replacement of external doors to improve appearance and thermal efficiency.

7.2.9 Repairs to front, timber fascia boards above the main entrance doors.

7.2.10 Isolated areas of repair to UPVC fascias and soffits.

7.2.11 Redecorate external handrails, refurbish external nosings and address trip hazards

7.2.12 Extend the length of the ramps into the building.

7.2.13 Replace flat roof covering.

7.3 Internal

7.3.1 Decoration and re-flooring to areas identified within the Condition Survey, to improve the presentation of the building. Include decorative repairs to areas of hairline cracking.

7.3.2 Provide fire stopping throughout the building, where missing, for example where cables and pipes have been taken through ceilings and walls.

7.3.3 Provide fire separation in the ceiling voids.

7.3.4 Replace damaged and heavily patterned ceiling tiles with plain finished tiles to improve the presentation of the building.

7.3.5 Isolated repairs to artex ceilings following water ingress.

7.3.6 Repair isolated areas of impact damage to the walls throughout the building.

7.3.7 Infill holes to Whiterock walls in kitchen.

7.3.8 Complete strip out and refurbishment of the toilets and dressing room bathrooms, excluding the accessible shower room. This work comprises replacement sanitaryware, sanitaryware furniture, redecoration, flooring, fixtures and fittings.

7.3.9 Improvements to stair balustrades and handrails throughout.

7.3.10 Re-providing the barrier between the Upper and main dining room in the RVS.

7.3.11 Repairs and re-painting of damaged concrete floor finishes.

7.3.12 Reconfigure staircase to control box.

7.3.13 Refurbish café kitchen / servery.

7.3.14 Reconfiguration of ships ladder to plant room.

7.4 In addition to these, access within the Auditorium roof void for servicing equipment and providing facilities for lighting and other performance requirements within the load capacity of the timber roof structure were identified. To address this it is recommended the roof structure be replaced, taking these issues into account in its design.

8.0 PROPOSED WORKS

Introduction

8.1 The proposed improvement works to the Centre comprise both those necessary to restore the condition of the building fabric and services together with those works that may be necessary to improve or enhance the building fabric and its services to meet current requirements as if the building was effectively a new build.

8.2 In this context, the improvement works have been categorised as: -

Essential works. Identifying and addressing defects that will post a health and safety risk to either/both staff and the general public or compromise the operation of the building, including identifying any faults within the building that are high risk of failure.

Necessary works. Identify those works that will be necessary to comply with the current building regulations and/or current standards.

Desirable works. As described in the project brief, where, for a limited cost, significant benefit could be provided.

Improvements

Refer to Building, Structural, Mechanical and Electrical Condition Schedules for detailed descriptions.

8.3 **Essential works**
See Drawing Nos. 19-1962/40-50.

Generally, as described in Condition Schedules. Principal items include: -

- Replacement of mechanical services
- Replacement of electrical services
- Replacement of flat roof coverings and gutters
- Fire stopping works
- Replacement of defective floor coverings
- Enhancement or replacement of balustrading
- Complete strip out and refurbishment of toilets, including replacement sanitaryware, fixtures and fittings.
- Remedial strengthening of control box
- Installation of access walkways and lighting bridge within the auditorium roof space
- Replacement of auditorium ceiling
- Enhancement of acoustic attenuation to upper timber stud walls to auditorium (as part of roof replacement)
- Access walkways over wood wool slabs (This would also include the installation of insulation across the flat roofs).
- Replacement of auditorium roof structure

8.4 **Necessary works**
See Drawing Nos. 19-1962/40-50

Generally, as described in the Condition Schedules. Principal items include: -

- Masonry repairs
- Work to external gutters
- Replacement of fascias
- Replacement of glazing
- External re-decoration works
- Replacement finishes to public facing areas
- Insulating roofs where appropriate

8.5 **Desirable works**
See Drawing Nos. 19-1962/60-64, 66 and 69.

These include: -

- PV Array on flat roof for power generation
- Replacement of stage lighting
- Extension over stage to form a flytower
- Replacement of auditorium floor
- Construction of 'Get in' to stage together with re-configuration of stair tower
- Replacement of kitchens in ancillary areas
- Replacement of finishes to back office areas

Potential for Extensions Within Building Plan Area

8.6 The original building generally had flat roofs, some of which have now been over-roofed with timber trussed rafters. The single-storey parts of the building on the north-west side have been enveloped by the new extensions for the RV and RVS single-storey buildings.

8.7 The key issues affecting the potential for expansion within the existing building plan area are: -

- Planning issues
- Access
- Buildability/cost effectiveness
- Capacity of existing structures where new loads are to be applied.

8.8 A preliminary indication of potential options within the existing building area is shown on Drawings 19-1962/81 and 82.

8.9 This proposes to take advantage of the roof void over rooms G13-G20, G25 and G26 by removing the truss over-roof and extending the original single-storey building to provide more first floor accommodation accessed from the west stair tower.

This potentially could provide office or meeting/classroom accommodation. For more intense uses, such as performance spaces, the foundations or support to the first floor would need to be enhanced.

8.10 Potentially the area could be extended to the modern external wall, if required.

8.11 Phasing Of The Work

There are two options for undertaking the proposed work.

i) Carry out the work as one phase. You should allow the building to be closed to the public for a year and would need to fund the re-provision of services elsewhere. From a construction perspective this would be the quickest and least expensive option. The costs provided in this report are based on a single phase project.

ii) Carry out the work in multiple phases. This may take in the region of 18 months, depending how the work is phased, and would require a rolling decant of staff and services. This option would also require a 12 week dark period, for the replacement of the central services. You should allow an additional 30% on top of the cost of the work for carrying out a phased scheme. This additional cost covers items such as site accommodation, site management, insurances and trades having to return for each phase, all over a longer period. This sum also includes abortive costs for items such as screening off areas of work and providing temporary services connections to keep part of the building operational. From a contractor's perspective it is much more disruptive, less efficient and time consuming to undertake a phased project, and they are likely to price accordingly.

9.0 BUDGET COSTS

9.1 The Project cost estimates for the refurbishment and improvement of the Harlington to current standards are based on the Schedule of Building and Structural Condition, together with the Building Services Condition Report. They are also based on the following:

- Competitive tenders using a standard form of building contract.
- Estimated costs at January 2020.
- Inclusion of Provisional Sums and allowances for work that cannot be defined at this time.
- The following exclusions:
    - VAT
    - Statutory fees and expenses
    - Legal costs and expenses
    - Finance costs
    - Decanting and relocation costs for staff, furniture, stored materials and equipment.
    - Increased costs due to Building Cost inflation.
    - Non-productive overtime working
    - Restricted and phased working
    - Contingency sum, other than those identified.

9.2 Based on the Condition Schedule and review of the refurbishment and improvement works required, the budget cost estimates are:

Area	Essential Works	Necessary Works	Desirable Works	Total For Area
Internal Basement	£4,600	£4,600	£11,750	£20,950
Internal Ground Floor	£265,100	£279,000	£14,000	£558,100
Internal First Floor	£48,400	£69,100	£14,300	£131,800
Internal Second Floor	£900	£6,050	£1,000	£7,950
Externals	£588,850	£35,750	£0	£624,600
Structural Elements	£455,618	£33,012	£120,520	£609,150
Mechanical Services	£484,500		£19,000	£503,500
Electrical Services	£502,500		£81,000	£583,500
M&E Preliminaries	£305,970	£0	£31,000	£336,970
Other Costs inc. BWIC	£129,297		£13,100	£142,397
TOTAL	£2,785,735	£427,512	£305,670	£3,518,917

Total Works Cost	£2,785,735	£427,512	£305,670	£3,518,917
Design Risk	£278,574	£42,751	£30,567	£351,892
Client Risk	£278,574	£42,751	£30,567	£351,892
Unforseen Items	£278,574	£42,751	£30,567	£351,892
Professional Fees	£417,860	£64,127	£45,851	£527,838
TOTAL BUDGET	**£4,039,316**	**£619,892**	**£443,222**	**£5,102,430**

9.3 Overall, based on the Building Condition Inspection Report, together with the mechanical and electrical condition survey, the anticipated budget for repairing, improvement and replacement as described for all of the essential, necessary and desirable works is £5,102,430

The costs are estimated only and may vary subject to sequencing and method of procurement for the works. They also exclude:

- Associated opening up
- Additional professional fees for specialist installations.

Value Added Tax is also excluded.

In addition to these works, there will be an anticipated close down period for the Harlington. The extent of which will be dependent on the Scope of Work to be carried out, the effect on the Harlington's operations and the works programme.

It should be noted these costs are only for maintenance, repair and upgrading to current standards for the building and do not reflect beneficial enhancement of facilities offered by The Harlington.

10.0 CONCLUSIONS

10.1 Overall, the main building structure of the Harlington remains in sound condition, but both as a consequence of its age and use, remedial repairs and replacement of elements and associated redecoration are required throughout the building.

10.2 The Report identifies existing defects in the building fabric and structure and provides estimated budget costs for Essential and Necessary works. Further budget costs are provided for 'Desirable' improvements and alterations which may be beneficial in the Centre's operations or to energy conservation.

10.3 The Building Condition Report identifies the nature and present condition of the building fabric, structure and finishes. Overall these reflect their age and particularly the finishes and fixtures need upgrading. Further improvement is also needed for these to comply fully with current standards and regulations. These works have been identified in the Essential and Necessary categories.

10.4 In addition to the general building fabric concern was also noted in relation to:

i) Lack of access to the ceiling void over the auditorium.

ii) The impractical nature of the existing auditorium suspended ceiling due to panel size and height above floor level.

iii) Potential inadequacies of the existing auditorium roof to sustain operational and staging loads due to the nature of the present long-span timber structure.

10.5 The Mechanical and Electrical Services Installation Condition Survey Report identifies the age, present condition and life expectancy of the installed systems. Many parts are now in excess of 40 years old and have become unreliable and difficult to maintain. Hence, they consider the present systems to be life expired and require a replacement and upgrade throughout. Reference should be made to the report for their observations and conclusions.

10.6 The heating system is also linked to the library so any replacement of system may have a potential effect elsewhere.

10.7 In addition to the essential and necessary works identified, which generally comprise works to meet current standards and regulations, and maintain the satisfactory use of the building, desirable works have also been identified. These desirable works seek to improve the energy efficiency of the building and its current use.

10.8 Whilst not essential, these may be considered to be cost effective in the longer term use of the building.

10.9 With its framed structure, the principal areas of the building are not conducive to extension or alteration. However, there are opportunities for first floor extensions over the ancillary areas on the north-west side of the building and these are describe in the report and on the drawings. Utilising the existing building structure

may limit the imposed loads that may be applied, so should other uses be considered, then there may be a need to reconstruct these areas rather than alter and extend.

10.10 With any proposed improvements to the building, within its present plan area, maintenance improvements will also need to be made to the residual parts as identified in the essential and necessary works to ensure that the whole building can meet a suitable design life of the order of 50 years. This will also mean that regular maintenance inspections and remedial repair and replacement will need to be undertaken within this period to building fabric / components that have a shorter design life.

10.11 Based both on the Building Condition Inspection Report, together with the Mechanical and Electrical Survey, the anticipated budget for the proposed works under the categories requested are:

	Essential Works	Necessary Works	Desirable Works	Total
Total Works Cost	£2,785,735	£427,512	£305,670	£3,518,917
Design Risk	£278,574	£42,751	£30,567	£351,892
Client Risk	£278,574	£42,751	£30,567	£351,892
Unforeseen Items	£278,574	£42,751	£30,567	£351,892
Professional Fees	£417,860	£64,127	£45,851	£527,838
TOTAL BUDGET	**£4,039,316**	**£619,892**	**£443,222**	**£5,102,430**

These estimated costs are inclusive of design risk, client risk and contingencies together with estimated professional fees but are exclusive of:

- Value Added Tax
- Statutory fees / costs
- Legal costs and expenses
- Decanting and temporary relocation costs
- Other exclusions as listed in ‘Budget Costs’.

Overall, based on these refurbishment, replacement and improvement cost, the Total Budget Cost of undertaking all of the works is estimated at £5,102,430.

Unforeseen items are inclusive, but not limited to:

- Contingencies
- Associated opening up
- Additional professional fees for specialist installations, for example Theatre / catering consultants.

These figures are also subject to sequencing of the works and methods of procurement.

The extensive and intrusive nature of the works described will affect the use and occupancy of the building. For this to be undertaken efficiently and safely, a full closedown of the building of at least 12 months should be anticipated. The actual programme period will be dependent on the Scope of Work to be carried out, the effect on the Harlington's operations and the works programme.

Phasing of the work permitting limited occupancy and use of the building may also be considered. This would increase the construction period possibly up to eighteen months, subject to the extent of phasing required, and incur an additional cost of up to 30% of the budget cost. It should be noted that as part of the phasing a dark period of 12 weeks would still be required for the central elements of the services replacement.

It should be noted these costs are only for maintenance, repair and upgrading to current standards for the building and do not reflect beneficial enhancement of facilities offered by The Harlington.

APPENDIX A:
SCHEDULE OF BUILDING CONDITIONS:
BUILDING ELEMENTS

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
B2	**Basement RVS Freezer Room**								
	Ceiling	Ceiling grid with plain, inset tiles. There is an extract system runing along the ceiling and a small area of Artex is visible at the end of the room.	Dated	Keep clean	Desirable			£ 2,000.00	
	Walls	Painted, dry lined walls. There is some minor impact damage around the door opening to the kitchen.	Poor	Redecorate and fill.	Desirable			£ 650.00	
	Floor	Anti-slip vinyl with vinyl kerb. The capping to the curb is missing in places.	Poor	Replace missing vinyl kerb.	Essential	£ 500.00			P134
					TOTAL	**£ 500.00**	**£ -**	**£ 2,650.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
B3	**Basement Stage Store**								
	Ceiling	Boarded and unfinished ceilings including beam boxings. Inbetween the beam boxings there are sections of timber. One section of ceiling is missing to allow for drainage.	Poor	Finish and re-decorate	Desirable			£ 2,300.00	P60 / P61
	Walls	The right hand wall is formed of blockwork with two rendered piers. This wall is in poor decorative condition. There are two low-level vents in the wall and some capped off protruding pipework. There are hairline cracks either side of the piers and in isolate areas throughout the wall. The wall leading to the rear of the stage is blockwork with a masonry outstand. There is a central crack up to 3mm wide in the centre of this wall leading from the ceiling to 1.5 blocks above ground level. The rear wall forms the partition to Store 2. The front wall leads to the stairs, this is blockwork with impact damage around the door. There is a recently plastered section around the door to stage right, which is unpainted. There are two pairs of structural posts in this room.	Poor	Repair and decorate	Essential (Crack repair in Structural Condition)	£ 3,300.00			P113 / P114

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Floor	Painted concrete with some cracked construction joints. Would benefit from redecoration. Partly carpeted, edged with tape.	Poor	Repair and replace finish.	Desirable			£ 2,200.00	P113
					TOTAL	**£ 3,300.00**	**£ -**	**£ 4,500.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
B4	**Basement Store 2**								
	Ceiling	Boarded and unfinished ceiling, including beam boxings. Openings through ceiling for electrics - requires fire stopping.	Poor	Install fire stopping. Finish and decorate.	Essential	£ 400.00			
	Walls	The rear wall is blockwork and masonry. There is isolated hairline cracking to the mortar joints of the blockwork. Inspection was limited due to the amount of storage. The left-hand wall is timber. The right-hand wall is unfinished plasterboard. The front wall to the corridor is formed of part timber, part wire with a timber door	Poor	Repair, finish and decorate.	Desirable			£ 1,000.00	P111 / P112
	Floor	Painted concrete with a crack down the centre.	Poor	Repair cracking.	Necessary		£ 450.00		P133
					TOTAL	**£ 400.00**	**£ 450.00**	**£ 1,000.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
B5	**Basement Store 1**								
	Ceiling	Boarded and unfinished ceiling. Openings have been made through the ceiling for electrics.	Poor	Finish, apply fire stopping and decorate.	Essential	£ 400.00			
	Walls	The left-hand and rear wall is formed of blockwork with surface mounted services. There are some small areas of hairline cracking to the mortar joints. Access is limited due to storage units. At high level there is the back of a metal box built into the wall. The right hand side wall is a timber partition and the wall to the corridor is formed of part timber and part wire with a timber door.	Poor	Repair finish and decorate.	Desirable			£ 1,200.00	P111 / P112
	Floor	Painted concrete.	Adequate	Re-paint to improve condition	Desirable			£ 1,200.00	
					TOTAL	**£ 400.00**	**£ -**	**£ 2,400.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
B7	**Basement Boiler Room**								
	Ceiling	Cast concrete with isolated areas of repair carried out. The adjacent stairs are also exposed cast concrete, with some infilling between planks. Painted white. The adjacent corridor has a boarded and unfinished ceiling, including beam boxings. There are openings for drainage and electrics throughout the ceiling.	Adequate	Redecoration	Desirable			£ 1,200.00	P59
	Walls	Painted blockwork walls. There is a hairline crack behind the boilers on the external wall, leading from ceiling level down approximately 1.25 metres. This cracking is replicated at approximately 1 metre intervals along the wall. To the right of the orange pressure vessel there is a crack approximately 2mm wide leading from the ceiling behind the heating zone controls. There is some damage to the walls where pipework enters, most but not all appear to have been filled. There is a concrete lintel above the door and some low level damage around the doorframe. The joints between the chimney and the wall, to the left have an open joint on both sides. Beneath the vented doors there is some insecure brickwork. Quite a lot of debris comes in beneath the door	Poor	Shrinkage cracks. Repair with bed joint reinforcement (See Structural Condition), repair damage to walls and redecorate.	Necessary		£ 2,000.00		P106 / P107 / P108

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Floor	Concrete painted floor. There is some cracking to the floor finish and the paint is starting to deteriorate in places. Some rubber matting.	Poor	Repair cracks and paint.	Necessary		£ 1,500.00		P132
	Door	There are double timber doors with dated panic furniture. One of the kicking boards is missing. This would benefit from decoration but appear sound.	Poor	Redecorate, test panic furniture and replace kick board.	Necessary		£ 250.00		
	Other comments	The chimney breast is sound with open joints to the main walls and a hairline crack beneath both boiler flues.	Poor	Fill cracks.	Necessary		£ 400.00		P110 / P135
					TOTAL	**£ -**	**£ 4,150.00**	**£ 1,200.00**	

TOTALS	**£ 4,600.00**	**£ 4,600.00**	**£ 11,750.00**

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
G1	**Ground Floor Foyer**								
	Ceiling	Grid with heavily patterned ceiling tiles. There are isolated areas of water leaks through some of the tiles.	Poor	Replace ceiling tiles.	Necessary		£ 2,600.00		
	Walls	The walls are a mixture of painted, solid brickwork and stud partitions. There is a timber dado.There is a shrinkage crack between the original building and the lift lobby extension. This area would benefit from redecoration and there are small areas of impact damage to the corners of the walls.	Adequate	Fill and redecorate.	Necessary		£ 1,400.00		
	Floor	Solid floor finished with carpet.	Adequate	Replace flooring.	Necessary		£ 1,800.00		
	Door	The skirting boards, door frames and dado rails are all functional but tired.	Poor	Redecorate	Necessary		£ 1,500.00		
					TOTAL	**£ -**	**£ 7,300.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G2	**Ground Floor Reception**								
	Ceiling	Heavily patterned ceiling tiles in a grid. The tiles over the reception desk have been replaced with a modern version. Where there is the high-level ceiling, around the entrance doors into the café, there are a number of stains on the junction between the two levels. Reception office: Inset ceiling tiles in a grid. There is some peripheral damage.	Poor	Replace patterned ceiling tiles	Necessary		£ 1,500.00		P29
	Walls	Reception office: The walls are a mixture of solid and stud partition. There is dado conduit around the room and fitted office furniture	Adequate	Decorate.	Necessary		£ 1,100.00		
	Floor	Anti-slip vinyl, with a large area of barrier matting. There is a loose barrier mat in front of the disabled entrance door that should be secured. Reception office: Carpet tiles with some staining.	Adequate	Programme replacement of floor finishes.	Necessary		£ 3,000.00		
	Door	There is new skirting and the door and door frame are in reasonable condition.	Good	Redecoration	Necessary		£ 800.00		
					TOTAL	**£ -**	**£ 6,400.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G3	**Ground Floor Café**								
	Ceiling	Heavily patterned ceiling tiles in a grid, some of which have been replaced.	Poor	Replace ceiling tiles	Necessary		£ 7,000.00		
	Walls	Solid walls with a central structural post. Some are wallpapered, some have a timber dado rail and are painted. The painted areas would benefit from decoration. There is an area of tiling behind the sink in the café preparation area which appears sound.	Poor	Redecorate.	Necessary		£ 3,100.00		
	Floor	Wood style vinyl with inset manhole covers. In the café kitchen there is anti-slip	Adequate	Replace	Necessary		£ 6,800.00		
	Fittings	Between the café and reception, there is a decorative, separating timber structure, comprising glazed display units. Pine base and wall units, with inset sinks and commercial dishwasher. Various chiller units / serving heaters, as well as a cash desk unit with stainless steel top. There are swing gates between the café and café preparation area which are dated. The worktops are scuffed and must be difficult to keep clean.	Poor	Replace kitchen	Essential	£ 20,000.00			P157 / P158
					TOTAL	**£ 20,000.00**	**£ 16,900.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G4	**Ground Floor Accessible Shower Room**								
	Ceiling	Plastered, painted ceiling with one small area of damage.	Adequate	Repair damage during next cylical redecoraton.	Necessary		£ 300.00		
	Walls	Fully tiled in good condition.	Good	Replace tiling in future	Necessary		£ 1,500.00		
	Floor	Anti-slip vinyl and kerb.	Good	Replace flooring in future	Necessary		£ 900.00		
	Door	Accessible timber door frame, architrave and door in good condition.	Good	Redecorate in future	Necessary		£ 500.00		
	Fittings	Doc M pack with shower fittings. Handrails.	Good	Replace in future	Necessary		£ 2,000.00		P166
					TOTAL	**£ -**	**£ 5,200.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
G6	**Ground Floor Function Room**								
	Ceiling	inset ceiling tiles. Occasional tiles cracked or corners snapped off. To the external glazed elevation a section of grid has dropped towards the edge of the room. The ceiling to the bar has the same finish but the tiles painted black.	Poor	Replace	Necessary		£ 9,600.00		P28
	Walls	Mixture of solid walls, dry lining and stud partitioning. All finished with wallpaper. Behind the bar is a mixture of timber grid and tiling. Some of the tiling has been painted and is scuffed in places. There are full-length curtains in front of most of the tiling and storage.	Poor	Refinish / redecorate	Necessary		£ 2,700.00		P136
	Floor	Solid floor, finished with carpet. Behind the bar is anti-slip vinyl, this is slightly worn to the edges but in reasonable condition.	Poor	New finishes	Necessary		£ 6,800.00		
	Door	The skirting boards, door frames and architraves are all well used but in reasonable condition. The double doors to the foyer are functional and have a panic lock. There is also a lockable shoot bolt to the top of the door. These doors would benefit from redecoration. There has also been an oil leak from the door closer which has soiled the door.	Poor	Redecorate	Necessary		£ 1,200.00		

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Fittings	The glazed side of the function room has seating along the windowsill, with vinyl seating pads. The bar has a locked metal grill to the front. There is storage shelving behind the bar which is fixed, some behind curtains. There is also glass storage beneath the bar. To the rear of the bar there are chiller units and further	Poor	Refinish window sill seating	Necessary		£ 3,500.00		
					TOTAL	**£ -**	**£ 23,800.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
G8	**Ground Floor Auditorium**								
	Ceiling	Large ceiling panels with accoustic inserts. There is a lighting bar supported from the ceiling.	Poor	Replace (See also Structural Condition Report)	Essential	£ 50,000.00			P31
	Walls	At low-level there is a mixture of solid and stud partition walls. These are painted with dado rails. At high-level the walls step in and step back at the rear. These are finished with acoustic panels. This room would benefit from re-decoration. There is a control box at high-level to the rear of the auditorium.	Poor	Redecorate	Necessary		£ 5,000.00		P62 / P88
	Floor	Strip timber flooring, well worn but serviceable. The floor appears to be predominantly solid with an infilled orchestra pit in front of the stage.	Poor	Replace	Necessary		£ 40,000.00		P117
	Door	The skirting boards, dado rails and door frames are all in reasonable condition, but are tired and would benefit from redecoration. There is some impact damage.	Poor	Redecorate	Necessary		£ 4,600.00		
					TOTAL	**£ 50,000.00**	**£ 49,600.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
G9	**Ground Floor Stage**								
	Ceiling	The ceiling at high level is the soffit to the roof is formed of boards on timber joists. There are two access hatches/trimmed openings.	Adequate	May be replaced with roof, see Structural Condition Schedule	Essential inc in Structure				
	Walls	The rear of the stage is formed of stretcher bond brickwork with a concrete beam at mid height. The side walls are rendered, again with a central concrete beam at mid height level. The sides of the stage are in blockwork with brick piers. The lintel over the stage opening is rendered / boarded. The front of the stage is rendered, with decorative beading, and has been	Poor	Refinish / replace black material	Necessary		£ 3,650.00		
	Floor	Floorboards with a plywood topping. This has been painted at the edges and a rubber finish applied to the audience facing areas. The joints to the rubber are taped and are starting to fail.	Poor	Refinish	Essential	£ 8,000.00			P125
	Fittings	There are mobile timber steps on each side of the stage leading to the auditorium. They appear tired but structurally sound.	Adequate	Overhaul and redecorate	Necessary		£ 3,000.00		
		There is some fixed shelving to the left hand wing around the electrical fittings.	Good	Redecorate	Necessary		£ 500.00		P47 / P63 / P125 / P141

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
					TOTAL	£ 8,000.00	£ 7,150.00	£ -	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
G10	**Ground Floor Access to Control Room**								
	Ceiling	Control Room access cupboard: Plastered and painted Artex ceiling. Control Room: Artex ceiling in poor decorative condition.	Poor	Redecorate	Desirable			£ 300.00	
	Walls	Control Room Access Cupboard: A mixture of solid walls and stud partitions. There is some cosmetic damage and this room is in need of redecoration. Control room: Stud partition walls. There is a section to the far end of the control room that has been barriered off with scaffolding. To the rear of the control room there is an opening In the wall. It appears the structure behind the wall is timber floor joists with a concrete frame and blockwork infill.	Poor	Fill openings and recdeorate.	Essential	£ 1,200.00			
	Floor	Control Room Access Cupboard: Anti-slip vinyl flooring. Tired but functional. Control Room: Loose lay carpet on plywood floor. The carpet would benefit from replacement.	Poor	Replace	Desirable			£ 300.00	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
	Fittings	Control Room Access Cupboard: Steep timber staircase. The skirting boards and door frame are sound but in poor decorative condition. There is only one handrail part way up the stairs and no balustrade. There is no landing to the top of the stairs. Control room: Timber handrail around the top of the stairs but no balustrade. There is some damage to the skirting board in the front of the control room box.	Poor	Replace with proprietary steel access ladder / stairs	Essential	£ 5,000.00			P152 / P153 / P154
					TOTAL	**£ 6,200.00**	**£ -**	**£ 600.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G11	**Ground Floor Chair Store**								
	Ceiling	Stippled Artex ceiling. Loft hatch with metal plate above. A second opening has been cut in the ceiling and this has a softwood and plywood structure within.	Poor	Refinish ceiling.	Necessary		£ 1,000.00		P34 /P35
	Walls	The walls are a mixture of painted solid and stud work partitioning. The decoration is in poor condition. There is extensive storage in this room.	Poor	Redecorate	Desirable			£ 1,300.00	
	Floor	Anti-slip vinyl floor. There is extensive storage in this room, but from what can be seen the vinyl is tired but serviceable.	Poor	Replace floor finish	Desirable			£ 1,100.00	
	Door	Auditorium Store Cupboard: Only small sections of the skirting board can be seen. These, along with the architraves and doorframes appear sound but poor decorative condition. There is a serving hatch into the auditorium, with shoot bolts. The two upper bolts are missing, but otherwise this appears serviceable. There are double doors with door closers leading to the main hall. These have suffered slight impact damage. The locks have thumb terms for safe egress.	Poor	Redecorate	Desirable			£ 800.00	
					TOTAL	**£ -**	**£ 1,000.00**	**£ 3,200.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
G13	**Ground Floor Kitchen**								
	Ceiling	Ceiling grid with inset tiles. There is an inset area of ceiing which houses the extractor in the kitchen. This has suffered from leaks to the base. Kitchen staircase - Boarded ceiling with tape visible.Small areas of the edges are damaged. The first floor landing has an access hatch in the ceiling and pipework above.	Poor	Replace damage tiles and finish staircase ceiling.	Necessary		£ 3,400.00		

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Walls	Whiterock wall finish. There are a few holes where items have been removed from the wall left unfilled. There is a commercial extractor fan with stainless steel backing board adjacent one of the walls. Kitchen staircase: Mixture of stippled and plain, solid walls. Hairline crack over the final exit door, leading from ceiling to the conduit. Further crack at high-level on the left-hand wall adjacent fire door. Some impact damage to the walls at the bottom of the stairs and on the turn of the stairs and to the first floor landing. Further hairline crack from the ceiling to string level on the upper left section of stairs. On the right hand wall, approximately 1 m above the top of the stairs, there is a horizontal crack extending approximately a metre. On the first floor landing there is a crack between the door heads of the storeroom and ladies	Poor	Replace Whiterock, fill and redecorate walls.	Essential	£ 11,300.00			P76
	Floor	Anti-slip vinyl with vinyl upstands in reasonable condition. There are a few areas of staining. Kitchen stairs: The base of the stairs and first floor landing has anti-slip vinyl in relatively poor condition. The stairs and landing vinyl/thermoplastic tiling is in poor condition.	Adequate / Poor	Replace vinyl to kitchen and kitchen stairs.	Essential	£ 2,300.00			P121

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Door	The doors and doorframes are functional but require decoration. There are emergency release Dorgards on the main doors.	Poor	Redecorate doors and door frames.	Necessary		£ 1,200.00		
	Fittings	Stainless steel, freestanding commercial kitchen fittings. These appear well used but functional.	Adequate	Replace	Necessary		£ 40,000.00		
		Kitchen stairs: The stairs are concrete with a concrete string.	Adequate	No work required.					
					TOTAL	**£ 13,600.00**	**£ 44,600.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G15	**Ground Floor Bar Store**								
	Ceiling	Ceiling grid with patterned inset tiles. Where the drainage is coming through the ceiling, the tiles have been broken. There is also one tile that appears to have suffered from water damage. There is some staining to the ceiling tiles next to the air conditioning unit.	Poor	Replace ceiling tiles	Necessary		£ 1,200.00		P39 / P40
	Walls	The walls are solid and painted. The decoration is in poor condition.	Poor	Redecorate	Desirable			£ 800.00	
	Floor	The floor is painted concrete which is in poor decorative condition.	Poor	Redecorate	Desirable			£ 600.00	P120
	Door	The doorframe is sound but in poor decorative condition. The door frames and doors are suffering from impact damage and poor decoration. Double doors to outside have panic furniture	Poor	Redecorate	Desirable			£ 500.00	
	Fittings	Beer barrel fittings.	Beyond the scope of this survey.						P161
					TOTAL	**£ -**	**£ 1,200.00**	**£ 1,900.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G16	**Ground Floor Kitchen Store**								
	Ceiling	Ceiling grid with patterened inset tiles. One tile is slightly bowed.	Poor	Replace ceiling tiles	Desirable			£ 800.00	P38
	Walls	Solid walls. Three ceiling to floor length cracks on the wall between the kitchen and the kitchen store. It is not possible to see them in their entirity due to storage. Cracking around the door to the kitchen corridor.	Poor	Repair cracks and redecorate.	Desirable			£ 800.00	P77
	Floor	Anti-slip vinyl. The skirtings are quarry tile, presumably from the previous floor finish.	Adequate	Replace flooring	Desirable			£ 600.00	
	Fittings	Fixed and freestanding shelving and cupboards at low-level.	Good	No works required.					P139
					TOTAL	**£ -**	**£ -**	**£ 2,200.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
G17	**Ground Floor Auditorium Corridor to Outside**								
	Ceiling	Stippled Artex ceiling with previously repaired crack line, running around the edge of a ceiling board. There is a loft hatch in the ceiling.	Poor	Repair and redecorate	Necessary		£ 400.00		P36
	Walls	Solid walls with a bulkhead over the auditorium door. Stippled and plain plaster. Areas of impact damage and poor decoration. Hairline crack above the radiator leading from ceiling level down behind the radiator, aligning with the crack between the wall and ceiling towards the external doors and along the joint above the external doors.	Poor	Fill cracks and redecorate.	Necessary		£ 1,200.00		P70 / P71 / P72 / P73 / P74

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
		There is a hairline crack on the centre of the right-hand wall down the length of the wall to the skirting board. There is a further hairline crack on this wall aligned with the loft hatch. This extends from the ceiling down to the skirting board and links witha crack between the ceiling and wall. Above the bulkhead there is an access panel. There are cracks on both sides of the walls leading from the access panel down to floor level. On the left-hand wall there is a crack between the storeroom door and the door into the RVS. This leads from the ceiling down to approximately 200mm below the door head.							
	Floor	Thermoplastic floor tiles with inset manhole. Some tiles are missing from the manhole cover.	Poor	Replace floor tiles to avoid trip hazard.	Essential	£ 1,500.00			P119
	Door	The woodwork appears sound, but has suffered some impact damage and is in poor decorative condition. All of the exit doors have panic furniture.	Poor	Redecorate	Necessary		£ 1,000.00		P148
					TOTAL	**£ 1,500.00**	**£ 2,600.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
G18	**Ground Floor RVS Sweet Store**								
	Ceiling	Painted artex.	Adequate	Redecorate	Desirable			£ 300.00	
	Walls	Solid walls. A mixture of plain plaster, stippled plaster and tiling. This was previously a toilet.	Adequate	Redecorate	Desirable			£ 500.00	
	Floor	The floor is anti-slip vinyl with vinyl skirting. There are storage units in this room obscuring the inspection.	Adequate	Replace flooring	Desirable			£ 500.00	
	Door	Lockable door. Door frame and architrave in good condition.	Good	Redecorate	Desirable			£ 300.00	
					TOTAL	**£ -**	**£ -**	**£ 1,600.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
G19	**Ground Floor RVS Toilet Lobby**								
	Ceiling	Plain, plastered, painted ceiling.	Good	None	Desirable			£ 100.00	
	Walls	Solid walls with stippled finish. On the right-hand wall there is a vertical hairline crack leading from floor to ceiling which has previously been repaired. There is also a crack to the left hand side of the door to the auditorium lobby. This starts at ground level, extends through the doorframe and through the plaster to ceiling level.	Poor	Fill cracks and redecorate	Desirable			£ 600.00	P65 / P66/ P146
	Floor	Thermoplastic tiles in reasonable condition.	Adequiate	None	Desirable			£ 500.00	
					TOTAL	**£ -**	**£ -**	**£ 1,200.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
G20	**Ground Floor RVS Accessible Toilet**								
	Ceiling	Ceiling grid with inset tiles. Slight degradation where the extractor fan has been replaced in the ceiling.	Adequate	Replace damaged ceiling tiles.	Necessary		£ 800.00		
	Walls	The walls are formed of stud partitions. There is a hairline crack from the top left-hand corner of the door extending up to the ceiling.	Adequate	Repair crack when carrying out cyclical redecoration.	Necessary		£ 500.00		
	Floor	Anti-slip vinyl with vinyl curb. There is an inset manhole.	Good	Eventual replacement	Necessary		£ 800.00		P118
	Door	The door and door frame is in reasonable condition. The door closer is stiff, and would benefit from oiling.	Adequate	Oil door closer	Necessary		£ 50.00		
	Fittings	Toilet and basin with Doc M pack.	Good	Eventual replacement	Necessary		£ 2,000.00		P159 / P160
					TOTAL	**£ -**	**£ 4,150.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G21	**Ground Floor RVS Store**								
	Ceiling	Artex ceiling with loft hatch. There are open joints around the edge of the loft hatch. There is a downstand beam in the ceiling. Adjacent the door there is a L-shaped crack in the ceiling which looks as though it leads around the edge of a ceiling board.	Adequate	Repair cracking when carrying out cyclical redecoration	Necessary		£ 450.00		P37
	Walls	A mixture of solid and dry lined walls. These have suffered from minor impact damage and are in poor decorative condition. There are a number of stored items in this room. There is a hairline crack from the top right hand side of the window extending up towards the ceiling. It is not possible to see if this is replicated on the other side of the window due to storage.	Poor	Repair cracks as part of cyclical redecoration.	Necessary		£ 500.00		P75
	Floor	Vinyl tiles worn but sound.	Poor	Replace floor covering	Necessary		£ 500.00		
	Door	Impact damage and poor decoration to door skirting boards and door frame.	Poor	Redecorate	Necessary		£ 300.00		
					TOTAL	**£ -**	**£ 1,750.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
G23	**Ground Floor RVS Entrance Lobby**								
	Ceiling	The ceiling is stippled artex with an L-shaped crack adjacent to the main office.	Adequate	Redecorate as part of cyclical redecoration	Necessary		£ 450.00		
	Walls	A mixture of solid walls and partitions. There are hairline cracks from the top corners of the partition office doors extending to the ceiling.	Adequate	Redecorate as part of cyclical redecoration	Necessary		£ 700.00		
	Floor	Vinyl tiles, with entrance barrier matting.	Adequate	Replace	Necessary		£ 500.00		
	Door	Door frames, doors and skirting boards in reasonable condition.	Adequate	Redecorate as part of cyclical redecoration.	Necessary		£ 400.00		
					TOTAL	**£ -**	**£ 2,050.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G24	**Ground Floor RVS Office 1**								
	Ceiling	The ceiling is artex. There is a crack approximately 60mm from the top of the door in an L-shape, approximately 1.2 metres long. There is a joint cracking between the ceiling and the wall to the external elevation.	Poor	Repair cracking and redecorate	Necessary		£ 500.00		P67
	Walls	The walls are a mixture of painted solid and stud work partitions and there are some open joints around the window reveals.	Adequate	Redecorate as part of cyclical redecoration	Necessary		£ 500.00		
	Floor	Solid floor with carpet.	Adequate	None	Necessary		£ 500.00		
	Door	The window sills, doorframes and skirting boards all appear in reasonable	Good	None	Necessary		£ 400.00		
					TOTAL	**£ -**	**£ 1,900.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
G25	**Ground Floor RVS Dining Room**								
	Ceiling	Patterned ceiling tiles are set into a grid with a lightwell containing a Velux window. There is a sloping ceiling leading to the upper dining room.	Adequate	Replace tiles	Necessary		£ 3,100.00		
	Walls	Stud partition walls. On the rear wall there is a central vertical crack leading from ceiling to floor. There is impact damage around the door frame leading to the toilet lobby.	Poor	Fill cracks and redecorate	Necessary		£ 1,500.00		P68 / P69
	Floor	Solid floor with carpet, repaired with tape in one area.	Poor	Replace carpet	Necessary		£ 2,200.00		
	Door	The door frames are in reasonable condition, although there is impact damage around the doorframe leading to the toilet lobby. The double doors between the entrance lobby and the main dining room are stiff and would benefit from easing and adjusting.	Poor	Redecorate, ease and adjust	Necessary		£ 900.00		
	Fittings	There are solid stairs leading from the upper dining room to the main dining room. The balustrade is key clamp. This has been supplemented with trellis to prevent falls. This would benefit from the decoration.	Poor	Replace keyclamp with a compliant balustrade to ensure user safety.	Essential	£ 2,000.00			P64 / P147

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
					TOTAL	£ 2,000.00	£ 7,700.00	£ -	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G26	**Ground Floor RVS Upper Dining Room**								
	Ceiling	Patterned ceiling tiles with a light well containing a Velux window. There is a missing tile and a disturbed tile at the top of the staircase.	Poor	Replace ceiling tiles and redecorate light well	Necessary		£ 3,900.00		P32
	Walls	The walls are dry lined. There is an electric serving lift between the floors. There is a duct on the left-hand side with an access cover. The skirtings are formed of anti-slip vinyl kerbs, even though the room is carpeted.	Good	Redecorate	Necessary		£ 1,700.00		
	Floor	The floor is solid and carpeted. The carpet is well worn in places.	Poor	Replace carpet.	Essential	£ 2,800.00			
	Door	The door and door frame is in reasonable condition.	Adequate	Redecorate	Necessary		£ 900.00		
					TOTAL	**£ 2,800.00**	**£ 6,500.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
G27	**Ground Floor RVS Emergency Store**								
	Ceiling	Ceiling grid with patterned inset tiles.	Adequate	Replace ceiling tiles	Desirable			£ 800.00	
	Walls	The walls are a mixture of solid and partition walls with a boxing in one corner. There is joint cracking at the edges of the boxing. There is also joint cracking at the bottom of the walls and around the door frame.	Adequate	Fill cracks and redecorate as part of cyclical decoration	Desirable			£ 800.00	
	Floor	The floor is finished with vinyl tiles with anti-slip vinyl skirting.	Adequate	Replace	Desirable			£ 600.00	
	Fittings	The vanity worktops are supported on timber legs, which are insubstantial.	Poor	Replace with vanity units	Desirable			£ 300.00	P138
					TOTAL	**£ -**	**£ -**	**£ 2,500.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G28	**Ground Floor The Point Music Room**								
	Ceiling	Artex ceiling.	Adequate	Redecorate	Necessary		£ 500.00		
	Walls	A mixture of dry lining and stud partitioning. Plastered and murieled.	Adequate	Redecorate	Necessary		£ 1,000.00		P86
	Floor	Thermoplastic floor tiles.	Adequate	Replace with vinyl	Necessary		£ 800.00		
	Door	Door, door frame and skirting boards. Some impact damage but functional.	Poor	Redecorate	Necessary		£ 600.00		P151
					TOTAL	**£ -**	**£ 2,900.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G29	**Ground Floor The Point Office**								
	Ceiling	Artex ceiling. There is a small opening for services in the ceiling.	Adequate	Fill and redecorate	Necessary		£ 500.00		P44
	Walls	A mixture of dry lining and stud partitioning. There is hairline cracking to the top corners of the final exit doors, which extend behind the displays.	Poor	Fill cracks and redecorate	Necessary		£ 500.00		
	Floor	Carpet tles on solid floor with some staining.	Poor	Replace floor finish	Necessary		£ 900.00		P123
	Door	There is a 1 1/2 leaf door, door frame and skirting board. Some impact damage but functional.	Adequate	Redecorate	Necessary		£ 600.00		
					TOTAL	**£ -**	**£ 2,500.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G30	**Ground Floor The Point Main Hall**								
	Ceiling	Artex ceiling. There is further cracking across the room to the right-hand side of the entrance doors leading from the front of the building to the rear. Again, this cracking looks as though it follows the lines of ceiling boards.	Adequate	Repair cracks and redecorate as part of cyclical redecoration.	Necessary		£ 4,000.00		P42
	Walls	A mixture of solid walls, dry lining and stud partitioning which is plastered and painted.	Adequate	Redecorate and replace kitchen tiles.	Necessary		£ 3,000.00		
	Floor	The main hall is a mixture of corded carpet tiles and thermoplastic tiling.	Adequate	Replace finishes	Necessary		£ 6,300.00		
	Door	The doors, skirting boards and door frames all appear to be in reasonable condition. There are radiator covers fixed to the wall.	Adequate	Redecorate as part of cyclical redecoration	Necessary		£ 1,200.00		
	Fittings	There is a timber desk with lockable storage and shelving beneath. This would benefit from redecoration. There is also some fixed timber desking for computer use.	Poor	Redecorate desking.	Necessary		£ 300.00		
					TOTAL	**£ -**	**£ 14,800.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
G31	**Ground Floor The Point Kitchenette**								
	Ceiling	Artex ceiling. At the end of the kitchenette there is an L-shaped crack around the edge of a board.	Adequate	Repair cracks and redecorate as part of cyclical redecoration.	Necessary		£ 500.00		P43
	Walls	A mixture of solid walls, dry lining and stud partitioning which is plastered and painted. There are wall tiles between the base and wall kitchen units which are tired but functional.	Poor	Redecorate and replace tiling	Necessary		£ 700.00		
	Floor	There is anti-slip vinyl with a vinyl kerb in the kitchenette.	Adequate	Replace floor finish	Necessary		£ 850.00		
	Door	The doors, skirting boards and door frames all appear to be in reasonable condition.	Adequate	Redecorate as part of cyclical redecoration	Necessary		£ 400.00		
	Fittings	The wall and base units in the kitchenette are starting to look tired.	Poor	Replace kitchen units	Necessary		£ 6,000.00		
					TOTAL	**£ -**	**£ 8,450.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G32	**Ground Floor The Point Accessible Toilet**								
	Ceiling	Artex ceiling. Slight water staining to the rear of the room.	Poor	Refurbish	Essential				
	Walls	A mixture of dry lined walls and stud partitioning. There is an open joint to the boxing to the right hand side of the toilet. There is cracking to the wall joints either side of the door. There is also a crack from the top left hand side of the door head extending vertically towards the ceiling. This room is painted but in poor decorative condition.	Poor	Refurbish	Essential				P85
	Floor	Anti-slip flooring with partial vinyl kerb which is missing at the rear. Slightly stained.	Poor	Refurbish	Essential				
	Door	The door and the doorframe is working as expected.	Adequate	Refurbish	Essential				
	Fittings	There is boxing to the rear of the toilet and to ceiling level on the right hand side. Doc M pack with handrails. There is also a nappy changing bed in this room. This is not best practice.	Adequate	Refurbish	Essential				P162
				Room Total		**£ 5,000.00**			
					TOTAL	**£ 5,000.00**	**£ -**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G33	**Ground Floor The Point Gents Toilet**								
	Ceiling	Artex ceiling. Water leak adjacent to pipe through ceiling.	Poor	Refurbish	Essential				P46
	Walls	A mixture of dry lining and stud partitioning. Plastered and painted.	Good	Refurbish	Essential				
	Floor	Anti-slip vinyl with vinyl curb.Tired and stained, particularly around the base of the urinals.	Poor	Refurbish	Essential				
	Door	The doors and doorframes functional.	Good	Refurbish	Essential				
	Fittings	One WC in modern cubicle, three urinals with dividers, two wash handbasins. Tired but functional.	Poor	Refurbish	Essential				
				Room Total		**£ 30,000.00**			
					TOTAL	**£ 30,000.00**	**£ -**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G34	**Ground Floor The Point Cleaners Store**								
	Ceiling	Artex ceiling.	Good	Redecorate	Desirable			£ 100.00	P163
	Walls	Stud partition and dry lined walls. Would benefit from redecoration.	Adequate	Redecorate as part of cyclical redecoration.	Desirable			£ 300.00	P87
	Floor	Concrete floor with damaged thermoplastic tiles.	Poor	Replace flooring	Desirable			£ 200.00	P124
	Door	Door and door frame in reasonable condition.	Good	Redecorate	Desirable			£ 200.00	
					TOTAL	**£ -**	**£ -**	**£ 800.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G35	**Ground Floor The Point Ladies Toilet**								
	Ceiling	Artex ceiling.	Adequate	Refurbish	Essential				P84
	Walls	A mixture of solid and dry lined walls. There is some decorative cracking to the junction between the walls to the rear of the right-hand cubicle.	Adequate	Refurbish	Essential				
	Floor	Anti-slip vinyl with vinyl curb. Inset manhole cover. Tired but functional.	Poor	Refurbish	Essential				
	Door	The doors and doorframes are functional.	Good	Refurbish	Essential				
	Fittings	Two WCs In modern cubicles - these are non-matching. Two wash handbasins with push taps. Dated but functional.	Poor	Refurbish	Essential				
				Room Total		**£ 30,000.00**			
					TOTAL	**£ 30,000.00**	**£ -**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G36	**Ground Floor The Point Store**								
	Ceiling	Artex ceiling with loft hatch. There have been water leaks on the wall adjoining the rear of the Harlington stage. The staining is currently dry.	Poor	Ensure roof leak is repaired and redecorate.	Essential	£ 500.00			P45
	Walls	A mixture of dry lining and stud partitioning, painted and plastered. The walls are predominantly covered with storage. The decoration is in a poor condition.	Poor	Redecorate	Necessary		£ 900.00		
	Floor	Thermoplastic floor tiles. Stained There is a taped threshold strip.	Poor	Replace floor finish	Essential	£ 1,000.00			
	Door	Door, door frame and skirting boards. Some impact damage but functional.	Poor	Redecorate	Necessary		£ 600.00		
	Fittings	Timber shelving and cupboards to almost full height. This has restricted the inspection.	No works required						P140
					TOTAL	**£ 1,500.00**	**£ 1,500.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
G37	**Ground Floor The Point Meeting Room**								
	Ceiling	Artex ceiling.	Adequate	None	Necessary		£ 500.00		
	Walls	Mixture of dry lining and stud partitioning. Plastered and painted.	Adequate	None	Necessary		£ 800.00		
	Floor	Corded carpet tiles on solid floor.	Adequate	None	Necessary		£ 600.00		
	Door	Door, door frame and skirting board in reasonable	Adequate	None	Necessary		£ 600.00		
					TOTAL	**£ -**	**£ 2,500.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G39	**Ground Floor Dressing Room corridor**								
	Ceiling	Boarded ceiling with visible board joints and a crack adjacent to the top of the stairs. Stippled, artex finish. There are some previous areas of cracking which have been repaired. Loft hatch in the ceiling and an access panel close to the loft hatch.	Poor	Redecorate	Necessary		£ 1,000.00		P54 / P55
	Walls	Solid walls. There is vertical cracking to both sides of these walls at the top of the stairs leading from ground to ceiling level. There is a further vertical crack from the top of the heater on the left-hand wall up to the ceiling. There is joint cracking to the soffit above the stage doors, and vertical cracking to the right hand side of the door reveal, from the top leading down approximately 1m.	Poor	Fill cracks and redecorate	Necessary		£ 2,000.00		P100
	Floor	Thermoplastic floor tiles in poor condition, especially at the top of the stairs.The stair nosing is metal and rubber, in poor condition and some nosings are loose.	Poor	Replace floor finish and nosings to prevent trips.	Essential	£ 2,500.00			
		Dressing room corridor rear stairs: Plastic floor tiles, stair nosings are metal and rubber but have been taped	Poor	Replace floor finish and nosings to prevent trips	Essential				

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
	Door	Skirting boards, doorframes, architraves and cupboard doors. All tired but functional.	Poor	Redecorate	Necessary		£ 1,200.00		
	Fittings	Cupboard containing the cistern to the toilet. This is rendered with blockwork behind. There is no soffit to the cupboard and the floor contains Rockwall installation, but it may be that this has been loose laid.	Poor	Finish cupboard.	Necessary		£ 300.00		
		Dressing room corridor rear stairs: Timber balustrade with no uprights, stair string, skirting board and door frame all tired by functional.	Poor	Replace balustrade and redecorate.	Essential	£ 1,500.00			
		Replace stairlift.	Poor	Replace with platform lift capable of taking a mobiity scooter.	Essential	£ 4,000.00			P99 / P156 / P159
					TOTAL	**£ 8,000.00**	**£ 4,500.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G40	**Ground Floor Dressing Room Kitchenette**								
	Ceiling	Boarded ceiling, with stippled, artex finish. The board joints are visible and some repairs have been undertaken.	Poor	Fill cracks and redecorate	Necessary		£ 100.00		P58
	Walls	Solid walls with boxing and a rough render finish. Part tiled. The tiling is in reasonable condition. There is condensation staining to some of the walls, this is likely to be due to lack of ventilation.	Poor	Add ventilation and redecorate	Necessary		£ 700.00		P105
	Floor	Quarry tiled floor with part quarry tile skirting and timber threshold. There have been some repairs where the gas pipe goes through the floor.	Adequate	Replace floor finish	Necessary		£ 400.00		P131
	Door	The door and door frame are in reasonable condition.	Good	Redecorate	Necessary		£ 150.00		
	Fittings	One wall cupboard and one base cupboard with worktop over and tiled splashback. The cupboards do not match and the kitchen would benefit from replacement.	Poor	Replace kitchen units	Necessary		£ 800.00		P168
					TOTAL	**£ -**	**£ 2,150.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
G41	**Ground Floor Dressing Room 2**								
	Ceiling	Patterned tiles in a ceiling grid. Some surface damage to one area of ceiling tiles.	Poor	Replace ceiling tiles	Necessary		£ 1,600.00		P56
	Walls	The walls are solid with a stippled finish. There is some cracking to the bottom left hand side of the window. This is vertical, extending approximately a metre. There is a matching crack on the right hand side extending diagonally approximately 250mm.	Poor	Repair cracking and redecorate.	Necessary		£ 1,800.00		P104
		There is a horizontal crack to the junction between the shower cubicle and the dressing room, on the dressing room side approximately 1.25m above floor level. This extends across the return and along the return to the outside of the wash handbasin.							P101
		To the left hand side of the room, behind the television, there is a hairline horizontal crack across the width of that section of wall, approximately 1.5 m above floor level. There is cracking to both corner joints on the right hand reveal behind the							P102 P103

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
		The shower / toilet area has tiles to almost ceiling level. There has been some making good above the right-hand shower unit.							P129 / P130
	Floor	Vinyl tiles, some are lifting and one adjacent the shower area is missing. Bitumen beneath. The shower / toilet area has ceramic tiles, with some cracking.	Poor	Replace floor finish	Necessary		£ 1,100.00		
	Door	There is a missing section of skirting board on the left hand side of the doorframes. The doors are functional.	Poor	Replace missing section of skirting board and redecorate	Necessary		£ 400.00		
	Fittings	Two shower cubicles, with curtain fronts, one toilet and one wash handbasin. There is a Mira Sport electric shower unit and a Triton Cara shower unit. The fittings are dated but functional and the toilet seat is broken.	Poor	Replace shower units and toilet seat	Necessary		£ 4,000.00		
					TOTAL	**£ -**	**£ 8,900.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
G42	**Ground Floor Dressing Room 1**								
	Ceiling	Patterned tiles in a ceiling grid. Some holes have been cut into the ceiling tile above the water heater.	Poor	Replace ceiling tiles	Necessary		£ 1,600.00		
	Walls	The walls are solid with a stippled finish. There is some cracking beneath the window and to the bottom right hand side, which is diagonal and extends approximately 400mm. There is some hairline cracking to the right of the full height mirror, from ceiling level extending down approximately 300mm. There is a small amount of impact damage around the door openings. In the toilet / shower area there is tiling to almost full height which appears sound. There is earthing set into the tiling beneath the wash hand basin. There is a crack on the left-hand side of the toilet	Poor	Repair cracks and redecorate	Necessary		£ 1,800.00		P179
	Floor	Vinyl tiles, with ceramic tiles to the shower / toilet area. There is some cracking to the ceramic tiles. There is a ceramic tile skirting to the toilet cubicle.	Poor	Replace tiles	Necessary		£ 1,100.00		P128

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
	Door	The skirting boards, window frame and door are in tired but usable condition. There is a gap in the skirting board on the rear of the modesty	Poor	Repair skirting board and redecorate	Necessary		£ 800.00		
	Fittings	There is built-in vanity shelving. This is in poor decorative condition. Two shower cubicles, with curtain fronts, one toilet and one wash handbasin. There are two Mira sport electric shower units. The fittings are dated but functional.	Poor	Replace shower units and redecorate,	Necessary		£ 4,000.00		P167
					TOTAL	**£ -**	**£ 9,300.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G43	**Ground Floor Gents Toilet**								
	Ceiling	Patterned ceiling tiles in a grid. A few tiles have been replaced.	Poor	Refurbish	Essential				
	Walls	The walls are a mixture of floor-to-ceiling panelling and modesty panels. One of the cistern access panels are loose. The toilet lobby has repaired plaster at low-level behind the door. It is not known if this is a result of damp or impact damage.	Poor	Refurbish	Essential				
	Floor	Anti-slip vinyl with vinyl kerb. There is staining beneath the urinals.	Poor	Refurbish	Essential				
	Door	The door and door frame are in reasonable condition. The door would benefit from redecoration.	Poor	Refurbish	Essential				
				Room Total		**£ 40,000.00**			
					TOTAL	**£ 40,000.00**	**£ -**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G44	**Ground Floor Ladies Toilets**								
	Ceiling	Patterned, mismatching ceiling tiles in a grid. Evidence of recurring leak in the centre of the room.	Poor	Refurbish	Essential				P52
	Walls	Solid walls, modesty partitions and panelling to perimeter walls. Some of the cistern access panels are misaligned. Where the wall mounted hand dryer has been removed, the area has not been repaired.	Poor	Refurbish	Essential				
	Floor	Anti-slip vinyl with vinyl kerb.	Poor	Refurbish	Essential				
	Door	The door frame and door is in a reasonable condition. The outside of the main door requires redecoration.	Poor	Refurbish	Essential				
	Fittings	Five cubicles with modular fittings. There are two wash handbasins. The front of the cubicles have been painted and this is starting to fail.	Poor	Refurbish	Essential				
				Room Total		**£ 40,000.00**			
					TOTAL	**£ 40,000.00**	**£ -**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G45	**Ground Floor Accessible Toilet**								
	Ceiling	Patterned ceiling tiles in a grid.	Poor	Refurbish	Essential				
	Walls	Tiling to full height. Behind the cistern there is an area of tiling that is starting to blow and has previously been replaced. Some tiles at low-level beneath the sink have been replaced. Some of the tiles to the bottom of the wall have been damaged. There is a hand dryer and isolator on the wall that have been taped over.	Poor	Refurbish	Essential				P93
	Floor	Anti-slip vinyl and curb.	Poor	Refurbish	Essential				
	Door	The accessible door and frame are suffering from some deterioration at low level along with the finger guard.	Poor	Refurbish	Essential				P155
	Fittings	Baby change and a nappy bin in the transfer area.Doc M pack with handrails. There is not enough contrast between the handrails and the wall tiles.	Adequate	Refurbish	Essential				
					Room Total	**£ 5,000.00**			
					TOTAL	**£ 5,000.00**	**£ -**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
G46	**Ground Floor Toilet Corridor**								
	Ceiling	Patterned ceiling tiles in a grid. Some have misaligned. Store cupboard: plastered and painted ceiling with open joints between ceiling and walls.	Poor	Replace ceiling tiles.	Necessary		£ 2,400.00		
	Walls	Solid walls with dado rail. Toilet corridor store cupboard: Rough plastered finish with open joints between the boxing and walls, and at the wall joints. There is pipework extending down through this room including a water stopcock. There is hairline cracking around the door lintel. This room would benefit from redecoration.	Poor	Redecorate	Necessary		£ 1,900.00		
	Floor	Anti-slip vinyl with inset manhole covers. Toilet corridor store cupboard: Quarry tile floor with inset inspection	Poor	Replace floor finish	Necessary		£ 1,700.00		

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Door	Door frames, dado rail and skirting boards are in reasonable condition. There are mishapen air vents in the bottom of each of the doors along with intumescent strips. Toilet corridor store cupboard: Doorframe and	Poor	Replace intumescent air vents. Redecorate.	Necessary		£ 1,200.00		
					TOTAL	**£ -**	**£ 7,200.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
G47	**Ground Floor Foot Clinic**								
	Ceiling	Patterned ceiling tiles in a grid. Missing ceiling tile in the rear corner. There has been a water leak on the external wall adjacent to the Town Council's offices.	Poor	Replace ceiling tiles	Necessary		£ 2,600.00		P51
	Walls	There is a mixture of solid walls and stud partitioning. There are some open joints between the solid walls and the boxing. In the open cupboard there are gaps in the wall finish at low-level.	Adequate	Fill cracks and redecorate	Necessary		£ 1,400.00		
	Floor	Vinyl floor tiles, with some starting to lift adjacent to the front window. There is an inset manhole cover and a raised area of flooring in the open cupboard. This has suffered from a radiator pipe leak.	Poor	Ensure leak repaired then replace floor finish.	Necessary		£ 1,700.00		P126
	Door	Open joints to edge of window board. Skirting board and door in reasonable condition although would benefit from redecoration, especially to the bottom of the open wardrobe. There is boxing beneath the sink.	Adequate	Redecorate	Necessary		£ 900.00		
	Fittings	Supported worktop containing sink. Open wardrobe.	No work required						P143
					TOTAL	**£ -**	**£ 6,600.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G48	**Ground Floor Fleet Town Council General Office**								
	Ceiling	Vaulted plastered and painted ceiling with artex finish. Joint cracking on the far wall adjoining foot clinic.	Adequate	Repair cracking and redecorate	Necessary		£ 1,700.00		P53 / P96
	Walls	Mixture of solid walls and stud partitions. Joint cracking at junction to foot clinic. There is an exposed masonry wall leading to the far side of the stairs. There is another section of masonry wall, acting as a retaining wall between the lower and upper parts of the office	Adequate	Repair cracking and redecorate.	Necessary		£ 2,100.00		
	Floor	Solid floor, carpeted with partition scars. There is some staining to this carpet.	Poor	Replace carpet	Necessary		£ 4,000.00		
	Door	Skirting boards, dado rails, and timber partitioning to upper part of office in good condition. There is a solid staircase with central and left hand metal handrail. These are in poor decorative condition. Stairs are carpeted with metal and rubber nosings.	Poor	Redecorate and re-carpet, replace nosing to stairs. Replace metal balustrade.	Essential	£ 1,500.00			
	Fittings	Fitted shelving unit adjacent to front elevation. There is joint cracking between the shelving unit and the wall.	Adequate	Repair cracking and redecorate	Necessary		£ 300.00		P144
					TOTAL	**£ 1,500.00**	**£ 8,100.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G49	**Ground Floor Fleet Town Council Manager's Office**								
	Ceiling	Ben's office: Plastered and painted vaulted ceiling with an artex finish. The light fittings have been removed.	Adequate	Redecorate	Necessary		£ 300.00		
	Walls	Ben's office: Mixture of solid walls and stud partitions. There is an open joint between the external wall and the partition wall, to the right hand side of the door. There are open joints around the perimeter of the window.	Adequate	Fill cracks and redecorate	Necessary		£ 600.00		P95
	Floor	Ben's office: Solid floor with partition scar, carpeted. There is a manhole cover inset into the floor.	Poor	Replace carpet	Necessary		£ 600.00		
	Door	Ben's office: The skirting boards, dado rail, doorframe and architrave all appear in sound condition. There is a lockable fire door with intumescent strips.	Good	Redecorate	Necessary		£ 450.00		
					TOTAL	**£ -**	**£ 1,950.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G50	**Ground Floor Fleet Town Council Clerk's Office**								
	Ceiling	Vaulted ceiling with artex finish.	Adequate	Redecorate	Necessary		£ 600.00		
	Walls	Mixture of dry lining, stud partitioning and dry lining with dado rail. Wall mounted Worcester boiler.	Adequate	Redecorate	Necessary		£ 750.00		P182
	Floor	Block and beam floor with carpet, showing the scar from a previous partition.	Poor	Replace carpet	Necessary		£ 1,100.00		
	Door	Skirting boards, window boards door and door frame all in serviceable condition. There is an intumescent strip to the door. The door is part glazed with Georgian wired glass.	Adequate	Redecorate	Necessary		£ 600.00		
					TOTAL	**£ -**	**£ 3,050.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G51	**Ground Floor Fleet Town Council Upper Office 2 - Marketing**								
	Ceiling	Patterned ceiling tiles in a grid. Some small sections of distress around edge of some tiles. Some tiles mismatched.	Poor	Replace ceiling tiles	Necessary		£ 1,100.00		
	Walls	A mixture of solid and stud partition walls. There is a joint crack between the boards, leading from the centre of the radiator on the right-hand wall up and L-shaped approximately 50 cm below the ceiling line, towards the back of the room. There is decorative cracking behind the surface mounted wiring to the light switch. The lining paper to the partition wall to upper office 1 is starting to deteriorate.	Poor	Fill cracks and redecorate	Necessary		£ 450.00		
	Floor	Solid floor, carpeted.	Adequate	Replace carpet	Necessary		£ 600.00		
	Door	The skirting board is in reasonable condition. There is no door to this room the opening edges are covered with plastic angle plates. This is in good condition.	Good	Redecorate	Necessary		£ 300.00		
					TOTAL	**£ -**	**£ 2,450.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
G52	**Ground Floor Fleet Town Council Upper Office 1 - General Manager**								
	Ceiling	Patterned ceiling tiles in a grid. Some tiles have minor damage and some mismatching. Loft hatch in the room.	Poor	Replace ceiling tiles	Necessary		£ 1,000.00		
	Walls	The walls are a mixture of solid and stud partition. The front wall to the corridor comprises a door and a glazed partition door set. There is an open joint between the rear and right-		Fill cracks and redecorate	Necessary		£ 450.00		
	Floor	Solid floor, carpeted.	Adequate	Replace finish	Necessary		£ 600.00		
	Door	The skirting board is in reasonable condition as is the door set, although there is some superficial damage to the decoration.	Adequate	Redecorate	Necessary		£ 300.00		
					TOTAL	**£ -**	**£ 2,350.00**	**£ -**	

TOTALS	**£ 265,100.00**	**£ 279,000.00**	**£ 14,000.00**

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
F3	**First Floor Accessible Toilet**								
	Ceiling	Ceiling grid with patterned inset ceiling tiles.	Poor	Refurbish	Essential				
	Walls	The walls are panelled using a cubicle system to full height.	Adequate	Refurbish	Essential				
	Floor	Anti-slip vinyl with kerb.	Adequate	Refubish	Essential				
	Door	Wheelchair accessible door with finger guard.	Good	Refubish	Essential				
	Fittings	Doc M pack with handrails. The handrail should be in a contrasting colour to the background. Wall mounted baby change unit, not now recommend to be located in an accessible toilet. The nappy bin is in the wheelchair transfer area.	Poor	Change handrails and relocate baby change.	Essential				P165
					Room Total	£ 5,000.00			
					TOTAL	**£ 5,000.00**	**£ -**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
F4	**First Floor Ladies Toilet**								
	Ceiling	Ceiling grid with patterned inset tiles. Two tiles have suffered minor water damage towards the end of the cubicles. Missing ceiling tile above wash basins. Above this, a lower timber ceiling which has had openings cut into it. Above this appears to be a timber ceiling fixed to the concrete frame.	Poor	Refubish	Essential				P49
		The walls are panelled using a cubicle system to full	Adequate	Refurbish	Essential				
	Floor	Anti-slip vinyl with curb. Well used but functional.	Poor	Refurbish	Essential				
	Door	Ladies toilets adjacent Store F2: Doors and door frames functional but tired.	Adequate	Refurbish	Essential				
	Fittings	Ladies WCs: There are five cubicles with modular fittings and two wash handbasins. The front of the cubicles have been painted and this is starting to fail. The vanity unit and associated upstand are starting to fail. Five cubicles with minor cosmetic damage. There are three wash hand basins. The vanity units to the wash hand basin is have been painted, and the paint finish is starting to fail. Ladies toilets adjacent Store F2: One toilet and wash and basin. Dated.	Poor	Refurbish	Essential				P164

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
				Room Total		£ 40,000.00			
					TOTAL	**£ 40,000.00**	**£ -**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
F5	**First Floor Gents Toilet**								
	Ceiling	Comprises a ceiling grid with patterned inset ceiling tiles.	Adequate	Refurbish	Necessary				
	Walls	The walls are panelled using a cubicle system.	Adequate	Refurbish	Necessary				
	Floor	Anti-slip vinyl with curb. Stained beneath urinals.	Poor	Refurbish	Necessary				
	Fittings	One toilet pan with concealed cistern and 6 urinals with systemisers. Three wash handbasins. These are functional but tired. There are two cubicles, three wash handbasins and seven urinals. The vanity unit is starting to deteriorate	Poor	Refurbish	Necessary				
				Room Total			£ 40,000.00		
					TOTAL	**£ -**	**£ 40,000.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
F6	**First Floor Store Behind Stairs**								
	Ceiling	The ceiling is concrete with minor areas of deteroriation.	Adequate	Redecorate and repair	Desirable			£ 200.00	P48
	Walls	The walls are formed of blockwork with stud partitioning to the landing. There is hairline cracking between some of the blocks. At the top of the wall there is cracking and this area is poorly finished. There are two steels running through this ceiling. Access is limited due to storage.	Poor	Repair cracking and decorate	Desirable			£ 350.00	P91 / P92
	Floor	Carpet tiles in good condition.	Good	Evenutal replacement	Desirable			£ 300.00	
					TOTAL	**£ -**	**£ -**	**£ 850.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
F7	**First Floor Dance Studio Lobby**								
	Ceiling	Ceiling formed of small, heavily patterned tiles. A section of modern grid with inset tiles and two lighting panels outside the dance studio door.	Poor	Replace ceiling tiles	Necessary		£ 4,200.00		
	Walls	A mixture of solid walls and dry lining.There is a vertical hairline crack from ceiling to dado level to the left hand side of the store cupboard door. There is also a hairline crack, which has been redecorated, to the right hand side of the store cupboard door between the ceiling and door head. Some of the decoration at low-level has suffered impact damage.	Poor	Fill cracks and redecorate	Necessary		£ 1,700.00		P82
	Floor	Carpet on solid floor. Lots of staining. The stairs have contrasting risers and treads with nosing in good condition.	Poor	Replace carpet	Necessary		£ 3,400.00		
	Door	There is low-level shelving to the external wall which is tired but in reasonable condition. The skirting boards, door frames and doors are all in reasonable condition. These would benefit from redecoration.	Adequate	Redecorate	Necessary		£ 1,400.00		
					TOTAL	**£ -**	**£ 10,700.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
F8	**First Floor Lift Lobby**								
	Ceiling	Lift lobby has a painted, plastered ceiling.	Good	Redecorate	Necessary		£ 100.00		
	Walls	Solid walls. Hairliine crack to joint to lift lobby	Poor	Fill and redecorate	Necessary		£ 200.00		P83
	Floor	There is contrasting carpet on a timber floor in the lift lobby	Adequate	Eventual replacement	Necessary		£ 400.00		
					TOTAL	**£ -**	**£ 700.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
F9	**First Floor Dance Studio Store**								
	Ceiling	The ceiling has a grid with inset heavily patterned ceiing tiles	Poor	Replace ceiling tiles	Desirable			£ 700.00	P30
	Walls	A mixture of plastered, solid walls and boxing. There is a large amount of storage in this room. There is an access panel in the main boxing at low level. This room would benefit from redecoration.	Poor	Redecorate	Desirable			£ 700.00	
	Floor	Vinyl floor tiles. There is lots of storage in this room but they appear to be in reasonable condition.	Adequate	Plan to replace.	Desirable			£ 450.00	
	Fittings	The skirting boards are not consistent all the way around the room and have basic joints. The door frame has joint cracks between the frame and the adjoining walls.	Poor	Redecorate around door frame and replace skirting boards	Desirable			£ 400.00	
					TOTAL	**£ -**	**£ -**	**£ 2,250.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
F10	**First Floor Dance Studio**								
	Ceiling	Formed of small, heavily patterned ceiling tiles, approx 250mmx250mm set onto a hidden grid. Some tiles misaligned, some have suffered impact damage. Where there is a small section of light fitting missing, the concrete structure can be seen beneath.	Poor	Replace ceiling tiles	Necessary		£ 8,000.00		
	Walls	The walls are a mixture of dry lining,with some solid walls.The right-hand wall is covered with mirrors and a barre.	Adequate	Redecorate	Necessary		£ 2,500.00		
	Floor	Highly polished and scuffed vinyl flooring.	Poor	Replace floor finish	Necessary		£ 5,500.00		P116
	Door	Double doors with glazed side panels. Some of the vertical glazing panels have been obscured to improve privacy. There is a shoot bolt top and bottom on the slave door and a thumb turn lock on the lead door. There is timber shelving to the external walls beneath the windows.	Adequate	Redecorate	Necessary		£ 1,700.00		P145
					TOTAL	**£ -**	**£ 17,700.00**	**£ -**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
F11	**First Floor Dance Studio Bar (used as storage)**								
	Ceiling	Slatted timber ceiling. More modern, half tile inside main door.	Adequate	Decorate	Desirable			£ 250.00	
	Walls	This area has a mixture of solid walls dry lining, some pegboard and a tiled rear wall.	Adequate	Strip and redecorate	Desirable			£ 850.00	
	Floor	There is a bar area with anti-slip vinyl, which is tired.	Poor	Replace floor finish	Desirable			£ 600.00	
	Fittings	Timber storage shelving which is tired. There is a sink to the bar area which is marked 'not drinking water'.	Poor	Strip out and redecorate	Desirable			£ 500.00	P137
					TOTAL	**£ -**	**£ -**	**£ 2,200.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
F12	**First Floor Store F1**								
	Ceiling	Grid with inset heavily patterned ceiling tiles.	Poor	Replace ceiling tiles	Desirable			£ 700.00	
	Walls	A mixture of plastered, solid walls and boxing.There is a large amount of storage in this room. There is an access panel in the main boxing at low-level. This room would benefit from redecoration. In the lift lobby there is joint cracking between the ceiling and the walls around the opening into the Dance Studio.	Poor	Repair cracking and redecorate	Desirable			£ 700.00	P80
	Floor	Vinyl floor tiles. There is lots of storage in ths room, but they appear to be in reasonable condition.	Adequate	Replace floor finish	Desirable			£ 450.00	
	Door	The skirting boards are not consistent all the way around the room and have basic joints. The door frame has joint cracks between the frame and the adjoining walls.	Poor	Replace skirting boards. Fill cracks in door frames and redecorate.	Desirable			£ 400.00	P150
	Fittings	Sink with a double base unit beneath. Inspection restricted because of storage. It looks as though previous kitchen units have been removed from this room, as the tiling remains.	Poor	Strip out and re-finish to reduce legionella risk.	Essential	£ 400.00			
					TOTAL	**£ 400.00**	**£ -**	**£ 2,250.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
F14	**First Floor Store F2**								
	Ceiling	Painted concrete with minor area of deterioration.	Adequate	Redecorate as part of cyclical redecoration	Desirable			£ 350.00	
	Walls	The walls to three sides comprise concrete breeze blocks.There is much storage in this room. The wall leading to the lobby is plastered and painted with hairline cracking throughout.	Adequate	Repair cracks and redecorate	Desirable			£ 600.00	
	Floor	The floor is and painted concrete with hairline cracks throughout. There is lots of storage in this room.	Poor	Repair cracks and redecorate	Desirable			£ 450.00	P122
	Fittings	Timber racking to part of the room.	No work required						
		The staircase to the roof space is stell and at a steep pitch.	Poor	Consider reconfiguration	Desirable			£ 4,000.00	P149
					TOTAL	**£ -**	**£ -**	**£ 5,400.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
F15	**First Floor Control Room**								
	Ceiling	Artex ceiling in poor decorative condition.	Poor	Redecorate	Desirable			£ 500.00	P89
	Walls	Stud partition walls. There is a section to the far end of the control room that has been barriered off with scaffolding. To the rear of the control room there is an opening in the wall. It appears the structure behind the wall is timber floor joists with a concrete frame and blockwork infill.	Poor	Infill walls and decorate.	Essential	£ 1,800.00			
	Floor	Loose lay carpet on plywood floor. The carpet would benefit from replacement.	Poor	Replace carpet	Desirable			£ 850.00	
	Fittings	Timber handrail around the top of the stairs but no balustrade. There is some damage to the skirting board in front of the control room box.	Poor	Replace balustrade with a safe design and repair skirting.	Essential	£ 1,200.00			P142 / P153 / P154
		Fitted control room desk.	No work required.						
					TOTAL	**£ 3,000.00**	**£ -**	**£ 1,350.00**	

TOTALS	**£ 48,400.00**	**£ 69,100.00**	**£ 14,300.00**

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
S1	**Second Floor Plant Room S1**								
	Ceiling	Timber joists below woodwool slabs	Timber joists sagging	Replace woodwool with ply	Essential. See Structure allow Redec	£ 600.00			P169 / P170
	Walls	Blockwork / cavity walls	Adequate, except over duct opening	See structural condition report. Fire stop.	Essential	£ 300.00			
	Floor	Concrete	No screed	Paint / seal	Desirable			£ 500.00	
					TOTAL	**£ 900.00**	**£ -**	**£ 500.00**	

Room Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
S2	**Second Floor Plant Room S2**								
	Ceiling	Open to underside of roof	Adequate	No work required					P170
	Walls	Timber structure	Adequate	No work required					
	Floor	Concrete	Adequate	Paint / seal	Desirable			£ 500.00	
	Fittings	Steel fittings to support plant	Adequate	No work required					
	Insulation	None		Provide Insulation	Necessary		£ 600.00		
					TOTAL	**£ -**	**£ 600.00**	**£ 500.00**	
S2	**Second Floor - Roof Spaces**								
	Pitched Roof	Trusses- Over-roof	Adequate but open at eaves	Wire mesh to eaves	Necessary		£ 750.00		P170
	Walls	Timber structure Fire Breaks	Adequate	No work required					
	Original Ceiling	Woodwool Slabs	Appear sound refer to Structural Report	No work required					
	Insulation	None		Provide Insulation	Necessary		£ 4,700.00		
					TOTAL	**£ -**	**£ 5,450.00**	**£ -**	

TOTALS	**£ 900.00**	**£ 6,050.00**	**£1,000.00**

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Roof								
	Chimney Stacks	On the right hand corner of the north-east/north-west elevation there is a concrete chimney. This appears to have been formed of stacked, reinforced concrete blocks. Some of the reinforcement bar is visible to the second and fourth blocks from the top on the north elevation, and on the second block down looking from the west elevation. The chimney appears in plumb. There is flashing between the roof and the chimney which appears in reasonable condition	Poor	Treat with rust inhibitor and repair with polymer based compound Paint with anti-carbonation paint.	Essential	£ 3,000.00			P1 / P2
					TOTAL	£ 3,000.00	£ -	£ -	

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Roof Coverings South-East Elevation	Front entrance canopy: Concrete tiles, concrete edging and ridge tiles with a lead flashing against the library and first floor behind. First floor pitched roof above reception: hipped with concrete tiles. The pitched roof over the Town Council Offices, comprising two Velux windows, leading to steeper pitches over the main hall and changing rooms. These are all formed of concrete tiles including the returns and some vertical tiling. All appear in good condition. There is some lead flashing between the upper and lower roof pitches which appears sound.	Adequate	None	No work required				P3 / P4

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	South-West Elevation	The high-level, south-west elevation pitch above the bar store Is concrete tiled.	Adequate	None	No work required				
		The south-west elevation above the function room has a concrete tiled roof.	Adequate	None	No work required				
		The modern lift enclosure on the south-west elevation has a concrete tiled roof.	Adequate	Adequate	No work required				
	North-West Elevation	The north-west elevation to the Point and RVS has a concrete tiled roof with two Velux windows, four vents and a hipped porch with valley gutters.	Poor	Remove ivy and replace damaged gutter.	Essential	£ 1,150.00			P5
		The pitched roof to the rear of the kitchen store is concrete tiles, with an almost vertical section of tiling above.	Adequate	None	No work required				
		The high-level pitched, hipped roof above the bar store is constructed from concrete tiles.	Adequate	None	No work required				
		The roof to the north-west elevation of the function room is concrete tiled with some staining to the bottom left-hand corner, probably due to the damage to the gutter above.	Adequate	None	No work required				

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	North East Elevation	There is a small pitched roof to the north-east elevation over the changing rooms. This comprises concrete tiles which appear in reasonable condition.	Adequate	None	No work required				
		The north-east elevation of the Point has a concrete tiled roof finish with a small hipped porch. There is a valley gutter between the hips and the main roof that appears sound. There are vents on this roof. It is reported that the junction between the top of this roof and the main Harlington building leaks regularly when the rain is blowing in a certain direction.It has been doing this for the last 20 years.When this roof leaks it is reported to short the ring main in the left-hand storeroom.	Poor	Replace flashing and increase overlap to prevent water migration when windy.	Essential	£ 2,875.00			
	Auditorium	The north-east elevation of the high-level function room has a concrete tiled roof.	Adequate	None	No work required				
		The flat roof over the auditorium has falls to the gutter on each side and has leaked around the perimeter and is at the end of its servicable life.	Poor	Replace	Essential. In conjunction with flat roof structure replacement see Structural Condition	£ 90,250.00			
					TOTALS	£ 94,275.00	£ -	£ -	

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Rainwater Pipes and Gutters								
	South-East Elevation	There are white plastic gutters and down pipes to each side of the entrance. These lead into fixed gulleys through the paving.	Adequate	None	No work required				
		First floor above reception. There are white gutters to the left-hand corner above the entrance canopy. This area is undulating. There is also a high-capacity downpipe taking the water from the first floor roof, linking into a hopper which is taking water from the rear of this roof. The downpipes discharge into fixed gullies.	Poor	Refix gutter and increase hopper size	Essential	£ 1,125.00			P6

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
		The rainwater goods to the front of the Town Council Offices are white plastic with a high-capacity downpipe on each end discharging into fixed gulleys. The gutters are slightly misaligned but the joints appear in reasonable condition.	Poor	Re-align / refix gutters	Essential	£ 540.00			
		At high-level there are white plastic gutters and downpipes to the front of the first floor. These discharge into a large capacity downpipe to the right hand side of the Town Council Offices.	Adequate	None	No work required				

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
		At first floor level, above the changing rooms, there is white plastic guttering discharging into a high capacity downpipe on the left hand side. Some of the joints to this guttering appear disturbed. The downpipes discharge into fixed gullies.	Poor	Realign gutters	Essential	£ 600.00			P7
	South-West Elevation	The high level roof above the bar store has white UPVC plastic guttering which is uneven and would benefit from repair above the ridge of the function room.	Poor	Refix and realign gutters	Essential	£ 600.00			P5 / P10
		Above the function room there is white plastic gutters and the downpipes serving the building below soffit level. The gutters would benefit from realigning.	Poor	Refix and realign gutters	Essential	£ 750.00			
		The modern lift enclosure has white UPVC guttering and a high capacity downpipe. This discharges from a shoe into a gully below.	Adequate	None	No work required				

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	North-West Elevation	There are white plastic gutters and high capacity downpipes. The gutters would benefit from realignment. Downpipes discharge into fixed gulleys. There is grass growing out of the gutter to the right hand side of the RVS entrance.	Poor	Clean and realign gutters.	Essential	£ 540.00			
		The high level white plastic guttering above the bar store appears in good condition.	Adequate	None	No work required				
		The north-west elevation of the function room has white UPVC gutters and high capacity downpipe obscured by Ivy. the guttering would benefit from re-alignment.	Poor	Realign gutters	Essential	£ 520.00			
		To the rear of the kitchen store there are UPVC white gutters and high-capacity downpipes, there looks to be a second gutter beneath the fascia in this area.	Adequate	None	No work required				
	North-East Elevation	There is a white plastic gutter with a large capcity downpipe which enters the building four bricks down from the top of the wall.	Adequate	None	No work required				

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
		The north-east elevation of The Point has white gutters which would benefit from realignment and has high capacity downpipes. The downpipe to the left hand side of the front door has tape around it and this would benefit from proper repair.	Poor	Re-align gutters and replace downpipe	Essential	£ 900.00			P8
		The north-east elevation of the high level bar store has white UPVC gutters with high capacity downpipes. There is a gap in the gutter which will need fixing.	Poor	Repair gutters (including access)	Essential	£ 3,000.00			P9
					TOTALS	£ 8,575.00	£ -	£ -	

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	South-East Elevation								
	Walls	The entrance canopy is constructed from concrete posts with timber cladding above the window and door set. To the right hand side of the entrance, beneath the window, there is cavity brickwork.	Adequate	None	No work required				
		The front of reception comprises stretcher bond brickwork with concrete framing. There is one damaged brick to the right hand side of the accessible entrance door, which looks as though it previously housed a push pad.	Poor	Replace brick.	Necessary		£ 250.00		P11
		At first floor level there are UPVC fascia boards acting as an infill to the concrete frame. There is a small decorative outstanding between ground and first floor level which has a flat roof with pigeon spikes.	Adequate	None	No work required				

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
		The front wall to the Town Council Offices is stretcher bond brickwork is with a damp proof course and brick header arches over the windows. All in good condition.	Adequate	None	No work required				
		There is a return to the right hand side of reception.This comprises a concrete frame within fill brickwork. There are two rows of concrete tiles at the top of the wall.	Adequate	None	No work required				
		There is a small section of wall above the right hand side of the low-level pitch to the Town Council Offices. This is stretcher bond brickwork with four extractor fans and a floodlight attached.	Adequate	None	No work required				

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
		There is lead flashing between the base of this wall and the pitched roof below. There is a small area of repaired cracking to the centre of this wall.	Adequate	None	No work required				
		The south-west elevation of the Point has two-tone stretcher bond brickwork without a visible damp proof course.	Adequate	None	No work required				
		The side of the pitched roof has vertical concrete tiles which appear in good condition.	Adequate	None	No work required				

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
		Brick planter to front of buildng would benefit from re-pointing.	Poor	Re-point	Necessary		£ 1,000.00		P190
		Minor cracking to brick planter in front of accessible parking bay to the front of the building.	Poor	Repair brickwork	Necessary		£ 400.00		P191
		There is some impact damage to the wall behind the accessible entrance ramp leading to Fleet Town Council's offices	Poor	Repair brickwork	Necessary		£ 500.00		P193

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Windows	The front entrance has powder coated aluminium windows to the left of the entrance dor to the coffee shop (forming part of the Library). These windows are large with two openers to the top of each window and one opener to the left had side window, which contains an extractor fan. To the right hand side of reception there is a large, powder coated aluminium window with two openers at the top. These windows were originally red but have now deteroriated to pink. The window to front reception is powder coated aluminium wth a large glazed panel. The frame to this has been decorated white and the paint is failing.	Poor	Replace all windows	Essential	£ 40,000.00			

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
		The front elevation of the Town Council offices have four single glazed powder coated aluminium windows and one double window with one opener. These are all in reasonable condition but have deteroriated from red to pink. There are two Velux windows with electric openers that appear to be working well . There is a return to the side of the entrance foyer at first floor level. There are two large metal unfinished windows with top openers that appear to be working. The wall in front of the changing room comprise a high level louvred window which appears to be working. The south-east elevation of the point has a UPVC window with top openers and a painted lower panel. The top left hand opener has misting within the double glazed panel.							P19 / P20

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Doors	There are two sets of double doors leading into the foyer. The left hand set has handles and an external euro lock and the right hand set has no external lock but internal panic furniture. There is some deteroriation to the bottom of the left-hand panel of the left-hand set of doors. The front elevation of the Town Council Offices. There are double glazed, power assisted doors with a push to open button. These are working as intended. The wall in front of the changing room has a timber double door which has been clad, the cladding is deterorating.	Poor	Replace all doors and glazing and upgrade to suit accessibility requirements.	Essential	£ 20,000.00			P22
	Other joinery and finishes	Above the entrance, there are strip UPVC fascia boards. There is also an overhang to the roof, lined with strips of UPVC. The front fascia boards are timber and are starting to decay.	Poor	Replace fascia boards	Necessary		£ 2,300.00		P24

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Other joinery and finishes	Above the entrance into the Town Council Offices there is a in-set porch with UPVC clad soffit. One of the slats is cracked and there is a section missing to the front left-hand corner.	Poor	Replace damaged sections	Necessary		£ 1,000.00		P25
		To the front of the Town Council Offices there are ventilated UPVC fascias and soffits. These are in reasonable condition. The north elevation wall to the front of the changing rooms has a UPVC fascia and soffit in reasonable condition.	Adequate	None	No work required				
		The south-east elevation of the Point has a UPVC fascia on the side of the pitch roof, in good condition.	Adequate	None	No work required				
		The gate to the bin store on the north-east elevation is in poor condition.	Poor	Replace bin store	Necessary		£ 800.00		
					TOTAL	**£ 60,000.00**	**£ 6,250.00**	**£ -**	

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	North-East Elevation								
	Walls	To the right hand side return of the Town Council Offices the wall is stretcher bond brickwork. This extension attaches to the main building with a movement joint that appears sound. The side of the pitch roof comprises vertical concrete tiles.	Adequate	None	No work required				
		The side wall to the changing rooms is formed of stretcher bond brickwork. There has been some repointing at low-level and around where the downpipe enters the building.	Adequate	None	No work required				
		There is a small, ventilated brick built box containing the gas intake,with a concrete top adjacent to the double doors.This has been built off a metal plate to the rear.One of the bricks to the left hand side has become detached.	Poor	Repair damaged brickwork	Essential	£500			
		There is a step down to the double doors. This has a retaining brick wall on either side. These walls have suffered some impact damage.	Poor	Repair damaged brickwork	Essential	£800			

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Windows	There is a double, powder coated aluminium window, with one opener that has faded from red to pink. The west elevation to The Point has six large windows, UPVC double glazed, with top openers and painted base panels. There are further windows to each side of the main entrance door with top openers. There are trickle vents to the top of each of the windows and all of the covers have been broken.	Poor	Replace all windows	Essential	£ 30,000.00			

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Doors	There are louvred, timber double doors into the plant room, adjacent the changing room. These would benefit from redecoration. The west elevation of The Point has powder coated aluminium double doors. There is a double door and a single door on the north-east elevation, leading to the bar store. The double door has been previously repaired and both sets of doors would benefit from timber repairs and redecoration.	Poor	Replace all doors, whilst ensuring disabled access.	Necessary		£ 5,500.00		

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Other joinery and finishes	There are UPVC fascias and soffits to the west elevation of the Point. Good condition.	Adequate	None	No work required				
		There are UPVC fascias and soffits to the west elevation of the high-level bar store.	Adequate	None	No work required				
		The air conditioning condenser units attached to the side return to the Town Council Offices appear in poor condition. Reference M&E report.	Poor	See M&E report					P187
		North-east elevation of high level function room, fan unit outside the bar have unconvered elecrical connections. Reference	Poor	See M&E report					P188
					TOTAL	**£ 31,300.00**	**£ 5,500.00**	**£ -**	**£ -**

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	North-West Elevation								
	Walls	The north-west elevation of the Point and RVS comprises stretcher bond brickwork. There is a damp proof course which appears to be bridged by the entrance ramp to the RVS entrance and the steps to the adjacent fire exit.	Poor	Check DPC to ensure there is isolation. Insert vertical dpc if necessary.	Essential	£2,000			
		There are six missing bricks to the steps into the Point and the handrails would benefit from redecoration.	Poor	Repair brickwork and redecorate handrails	Necessary		£1,500		P196
		The steps to the RVS entrance on the north-west elevation have some bricks to the steps that are starting to drop.	Poor	Re-bed steps	Essential	£1,200			P197
		To the rear of the kitchen store there is stretcher bond brickwork with a damp proof course that is breached by the adjacent paving.	Poor	Provide separaton between paving and wall.	Essential	£2,000			

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
		The right-hand return to the RVS comprises stretcher bond brickwork with a damp proof course and where this links to the original building there is a functional movement joint. At high-level there is concrete vertical tiling.	Adequate	None	No work required				

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Necessary	Desirable	Photo
		There is some damaged pointing above the fire exit doors and above the extract fan in the wall. The two bricks above the extract fan have dropped slightly.	Poor	Re-point and replace damaged brickwork	Essential	£ 500.00			P16
		The high level wall to the rear of the bar store is stretcher bond brickwork with high level extract grill. this wall is partially covered in Ivy.	Poor	Remove ivy	Essential	£800			P17
		The rear of the café has a precast concrete frame with stretcher bond brick infill at low-level. There is no sign of damp proof course. There is some repaired concrete to the bottom left hand corner of this wall. The upper section of this wall is fully glazed.	Adequate	None	No work required				P18
		At low level there is a fenced off store, comprising timber posts and vertical boarded panels.	Adequate	None	No work required				
		The wall to the north-west elevation of the function room is formed of pre-cast concrete posts with low level stretcher bond brickwork and pebbledash panels at high level. This wall is partly obscured by Ivy.	Poor	Clear Ivy	Essential	£ 800.00			

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Windows	There are four large powder coated aluminium windows with painted basesections and top openers. Thee are trickle vents with some missing covers. The rear of the function room has single glazed metal windows. There are six windows with top openers and obscured bases at first floor level and three high level wndows. thee is a further glazed panel above the double doors and a large window with top opener to the right of the double doors. This area is partly obscured by . There are two large single glazed windows each with one top opener, obscured base panels and metal frames at first floor level. This provides the whole infill to the first floor in this area. At ground floor level there is one large single glazed, metal window with one top opener.	Poor	Replace all windows	Essential	£ 60,000.00			

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	Doors	Changing room rear return. There is a timber clad fire exit door. The Point and front of the RVS have double doors to the Point, single fire exit door to the RVS and double entrance doors to the RVS. There is a letterbox to the bottom of the double entrance doors to the RVS which has lost its cover. It is reported that the panic bar to the point double doors fails regularly and has been glued. There are timber clad double fire doors to the rear of the kitchen store. These would benefit from redecoration. There are double metal fire doors to the rear of the function room.	Poor	Replace all doors, allowing for disabled access	Essential	£ 8,000.00			

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
	Other joinery and finishes	There are UPVC fascias and soffits and a missing grill to the soffit on the left hand side of the front door to the RVS. There are UPVC strips to the porch overhang to the RVS entrance door.	Adequate	Replace missing grill	Necessary		£ 2,500.00		P26
		The high-level roof above the bar store has UPVC fascia is soffits, some obscured by Ivy.	Poor	Remove Ivy	Essential	£ 800.00			
		The roof to the function room has UPVC fascia and soffit. The soffit is stripped UPVC.	Adequate	None	No work required				
					TOTAL	**£ 76,100.00**	**£ 4,000.00**	**£ -**	

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
	South-West Elevation								
	Walls	The wall to the east elevation of the bar store is almost completely obscured by Ivy but appears to be stretcher bond brickwork at low level with vertical concrete tiling at high-level.	Poor	Remove ivy	Essential	£ 800.00			
		The walls to the east elevation, to the function room and foyer, are pre-cast concrete posts with low level stretcher bond brickwork and pebbledash clad upper levels. Recent repairs have been carried out to the movement joints between the pebbledash panels. There is a low-level damp proof course to the brickwork panels.	Adequate	None	No work required				

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost			Photo
						Essential	Necessary	Desirable	
		The modern lift enclosure comprises stretcher bond brickwork with a damp proof course. There is a section of brick on edge to the centre of the wall.	Adequate	None	No work required				
		The west elevation of the high-level bar store comprises stretcher Bond brickwork with the rear section, incorporating the fence, having vertical concrete tiling.	Adequate	None	No work required				

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
	Windows	Above the foyer and function room, at first floor level, there are ten, slim single glazed metal windows with top openers and obscured base panels. At ground floor level there are four large single glazed windows with two top openers each. There are further glazing panels around the double doors to the foyer. Some of the top edges of these panels have deteriorated.	Poor	Replace all windows	Essential	£ 60,000.00			P21
	Doors	There are two sets of double doors leading into the foyer. The left-hand set has handles and an external eurolock and the right hand set has no external lock but internal panic furniture. There is some deterioration to the bottom of the left-hand panel of the left-hand set of doors.	Poor	Replace all doors including panic furniture	Essential	£ 4,000.00			P23

Ref	Item	Description	Condition	Action	Action Rating	Budget Cost Essential	Budget Cost Necessary	Budget Cost Desirable	Photo
	Joinery and other finishes	There are UPVC fascias and soffits at high level above the bar store on the east elevation. A good proportion of this is obscured by ivy.	Poor	Remove Ivy	Essential	£ 800.00			
		The east elevation above the function room has UPVC fascias and UPVC strip soffits.	Adequate	None	No work required				
		The modern lift enclosure on the east elevation has UPVC	Adequate	None	No work required				
E/O	Scaffold					£ 250,000.00	£ 20,000.00		
					TOTAL	**£ 315,600.00**	**£ 20,000.00**	**£ -**	
					TOTALS	**£ 588,850.00**	**£ 35,750.00**	**£ -**	

Area	Essential	Necessary	Desirable	Total For Area
Internal Basement	£ 4,600.00	£ 4,600.00	£ 11,750.00	**£ 20,950.00**
Internal Ground Floor	£ 265,100.00	£ 279,000.00	£ 14,000.00	**£ 558,100.00**
Internal First Floor	£ 48,400.00	£ 69,100.00	£ 14,300.00	**£ 131,800.00**
Internal 2nd Floor	£ 900.00	£ 6,050.00	£ 1,000.00	**£ 7,950.00**
Externals	£ 588,850.00	£ 35,750.00	£ -	**£ 624,600.00**
GRAND TOTAL	**£ 907,850.00**	**£ 394,500.00**	**£ 41,050.00**	**£ 1,343,400.00**

P1 Chimney stack. Reinforcement bar exposed.

P2 Reinforcement bar visible on the second block down.

P3 Front roofs

P4 Roof above Town Council Offices and main hall

P5 Stained area of roof above function room, due to damaged gutter above

P6 Downpipes to right hand side of reception

P7 Guttering above changing rooms. Some gutter joints disturbed.

P8 North-east elevation of The Point. Damaged gutter to left hand side of front door.

P9 Gap in gutter to north-east elevation of high level function room

P10 Gutter to roof above the bar store requires repair just above ridge to the function room.

P11 Damaged brick to the right hand side of the disabled entrance door

P12 South-east elevation above low pitch to Town Council Offices. Repaired cracking to wall.

P13 North-east elevation, brick box to right hand side of double doors – damaged brick.

P14 North-east elevation brick retaining walls down to double door to plant room. Damaged brickwork.

P15 Damp proof course to north-east elevation of The Point appears to be breached by steps.

P16 Damaged pointing above fire exit and extract fan to rear of kitchen store.

P17 Ivy covering some walls to rear.

P18 Rear of café. Repaired concrete at low level.

P19 North elevation of The Point, misting to top right hand window opener.

P20 North elevation of The Point, misting to top right hand window opener.

P21 South-west elevation above doors to foyer. Deteriorating finish to top window frames.

P22 Double doors to south-east elevation changing room wall. Timber cladding deteriorating.

P23 South-west elevation left hand set of doors to foyer. Deterioration to bottom of left hand glazing panel

P24 Front fascia board to entrance starting to decay.

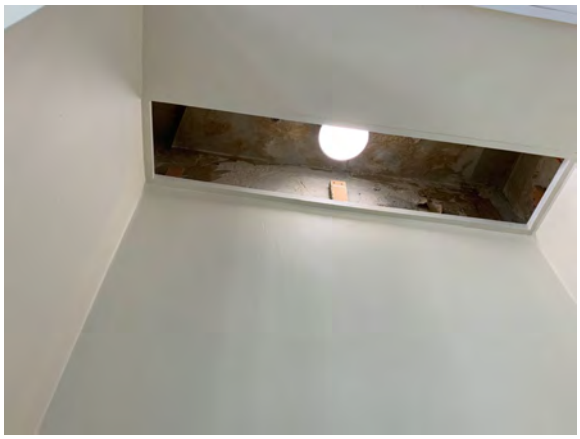
P25 Soffit above entrance to Town Council Offices. There is a cracked ceiling slat and damaged corner.

P26 Missing vent cover to the soffit to the left of the RVS front door.

P27 North-west and north-east elevations, Downpipe from high level roof discharging to lower roof.

P28 Dropped area of ceiling grid to function room.

P29 Staining at change of level in reception ceiling.



P30 Concrete structure to dance studio visible when light fitting cover missing.

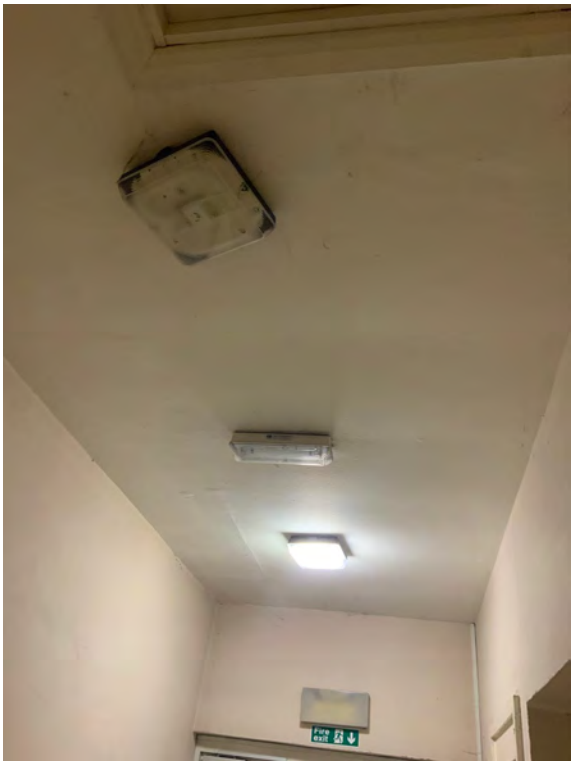
P31 Ceiling to auditorium

P32 Failed decoration to RVS light well in upper dining room.

P33 RVS, crack to entrance lobby ceiling

P34 Auditorium store room. Loft hatch with metal plate above.

P35 Auditorium store room opening in ceiling with softwood and ply structure above.



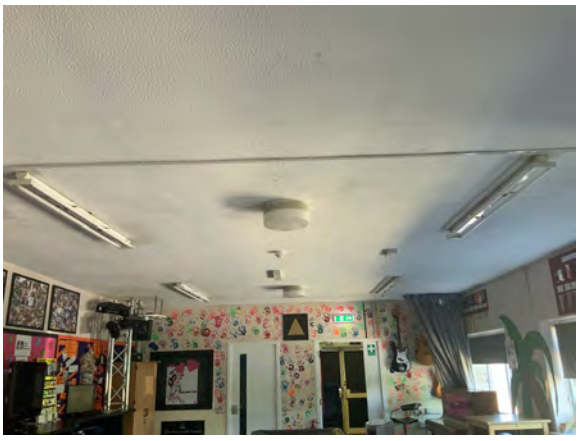
P36 Auditorium corridor to outside. Ceiling cracking adjacent fire door.

P37 Store Room adjacent RVS – L shaped crack around ceiling board

P38 Kitchen store – previous leak to base of extract housing

P39 Bar Store – Damage to ceiling tiles including water staining

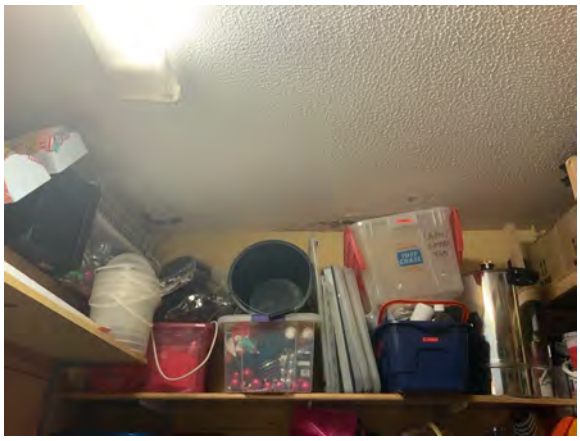
P40 Bar Store – Staining and missing tile next to air conditioning unit.



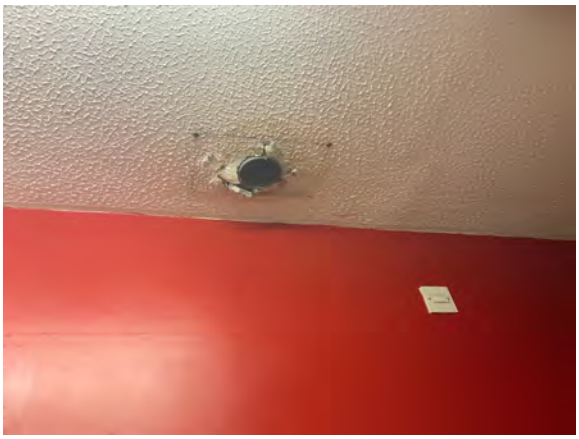
P42 The Point, Main Hall – Cracks around ceiling boards across from front to rear of hall

P43 The Point, Main Hall – L shaped crack around ceiling board in kitchenette

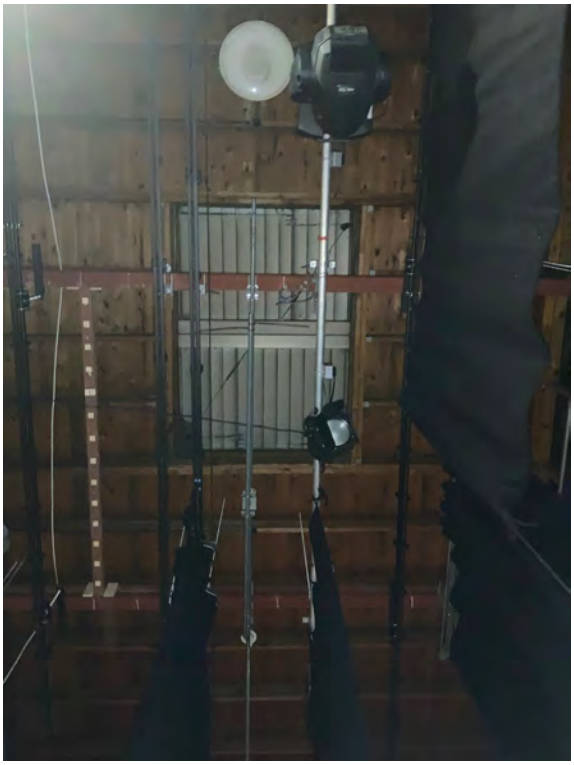
P44 The Point, Front Right Hand Office- Hole in ceiling, presumed for services.



P45 The Point, Left Hand Store – Historic water leak to ceiling adjacent Harlington stage.



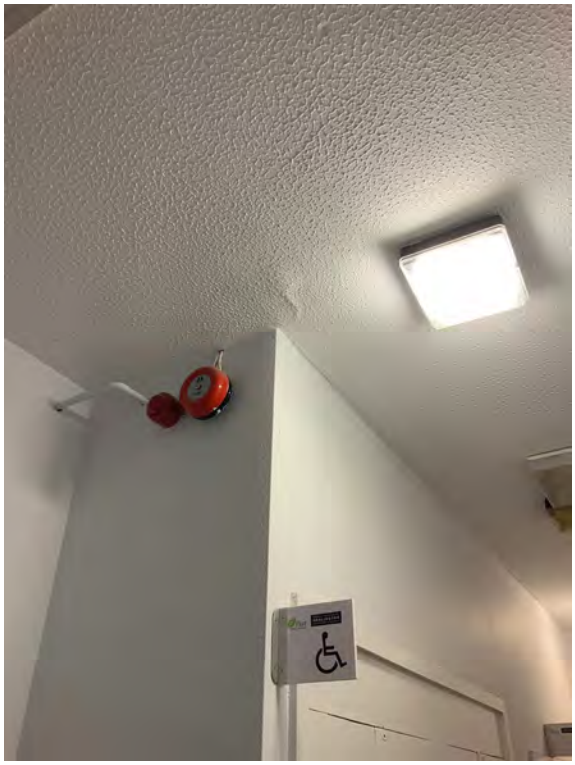
P46 The Point, Gents Toilet – Water leak to ceiling.



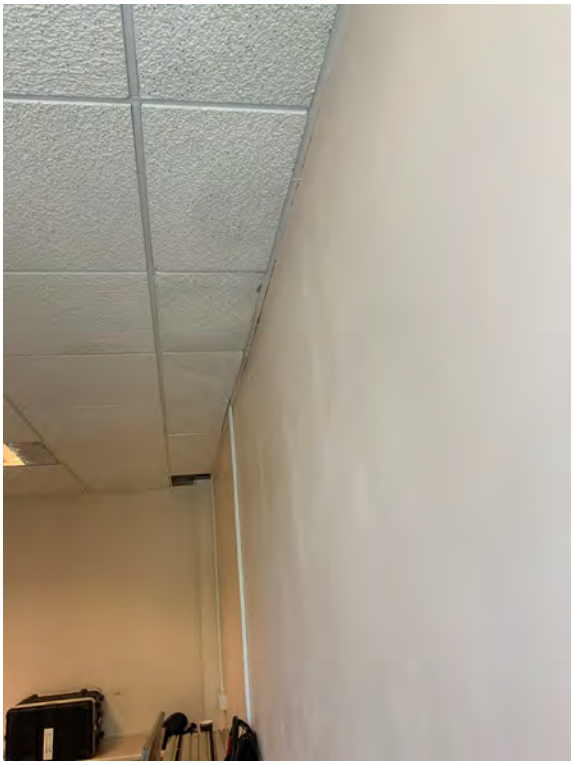
P47 Stage – Access hatch in the ceiling.

P48 First Floor / Store behind stairs – Poorly compacted edging.

P49 First Floor, Ladies Toilet – Ceiling structure.



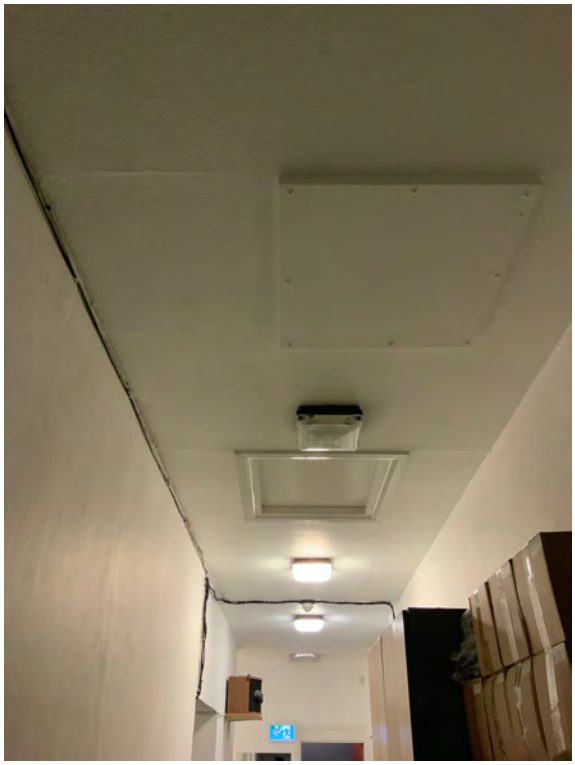
P50 First Floor, Meeting Room Corridor – Ceiling, stepped crack outside electrical cupboard



P51 Foot Clinic – Previous water leak

P52 Ground Floor Ladies WC – Recurring leak in ceiling

P53 Main Office – Joint cracking to edges of vaulted ceiling



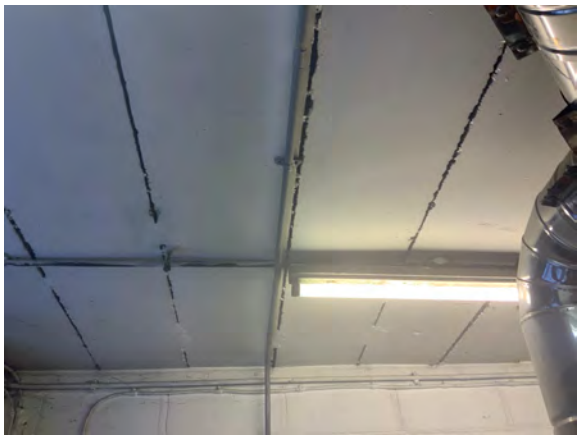
P54 Dressing Room Corridor – Board joints to ceiling

P55 – Dressing Room Corridor – Cracking to ceiling adjacent top of stairs

P56 Dressing Room2 – Finish to ceiling tiles deteriorated

P57 Dressing Room 2 – Water heater.

P58 Dressing Room Kitchenette - Ceiling



P59 Boiler Room - Ceiling

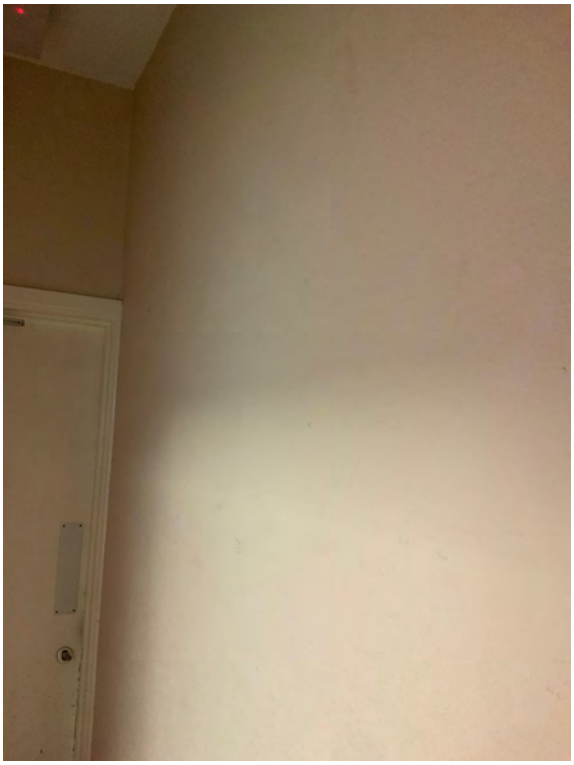
P60 Basement Stage Store – High level section of timber between beam boxing

P61 Stage Store – Missing area of ceiling due to drainage

P62 Walls to Auditorium

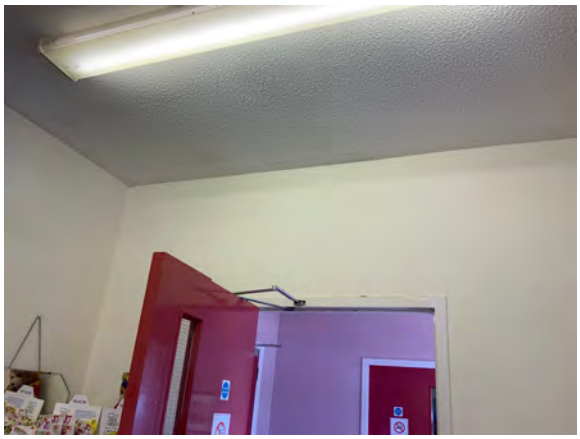
P63 Stage

P64 RVS – Area between upper and lower dining rooms, including trellis.

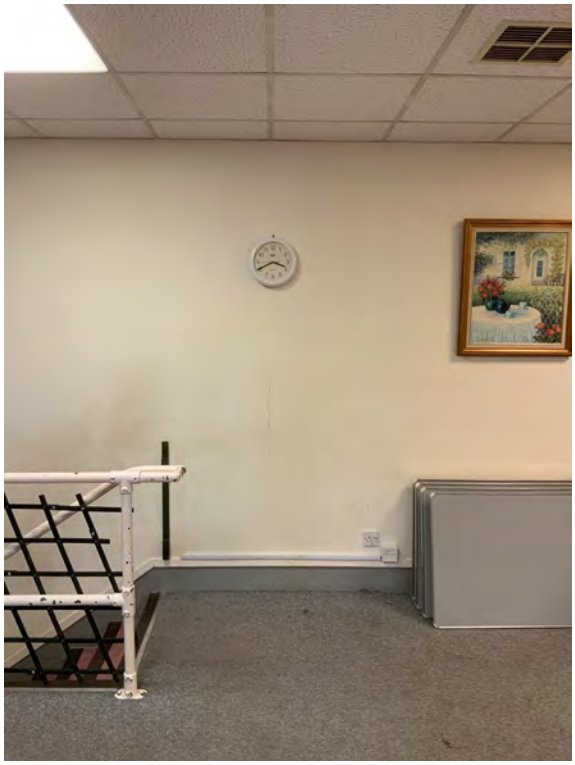


P65 RVS , Toilet Lobby – Crack from floor to ceiling.

P66 RVS Toilet Lobby – Crack from floor to ceiling on left hand side of door



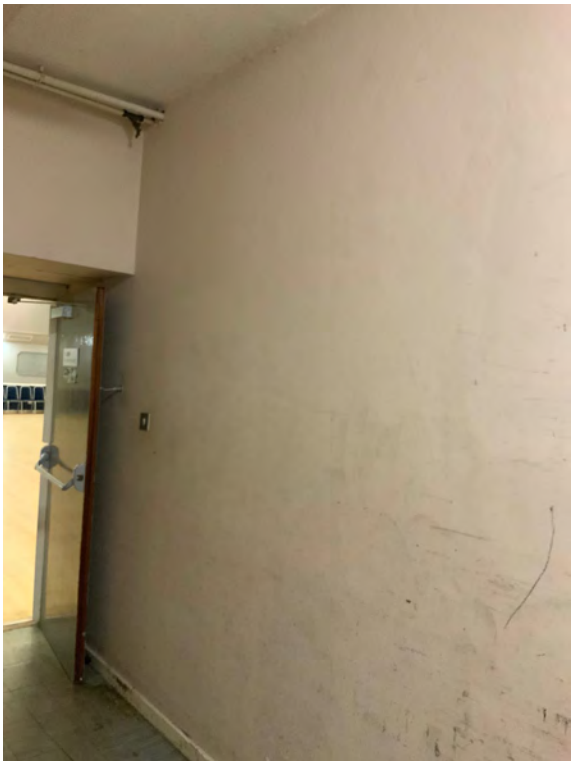
P67 RVS, Office – Crack to ceiling above door.



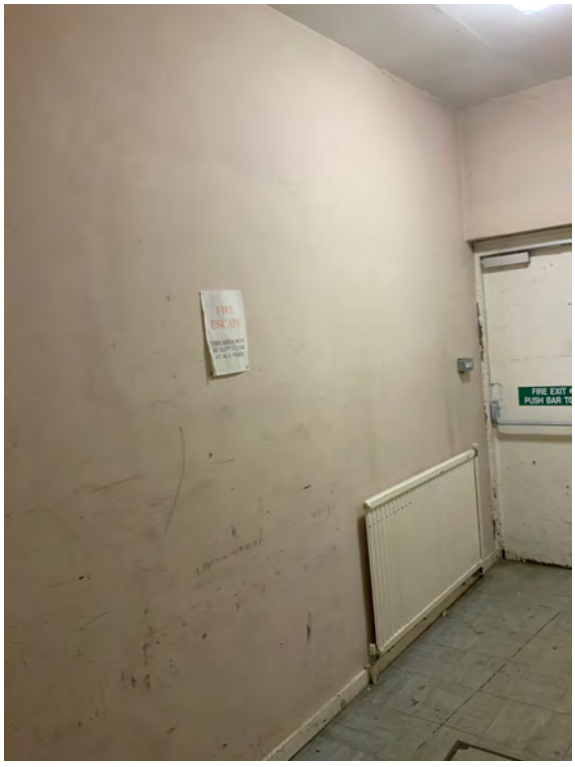
P68 RVS Main Dining Room – Vertical crack from ceiling to floor.

P69 RVS – Impact damage around door frame leading to toilet lobby

P70 Cracking either side of the access panel in bulkhead to the corridor leading to outside from the auditorium



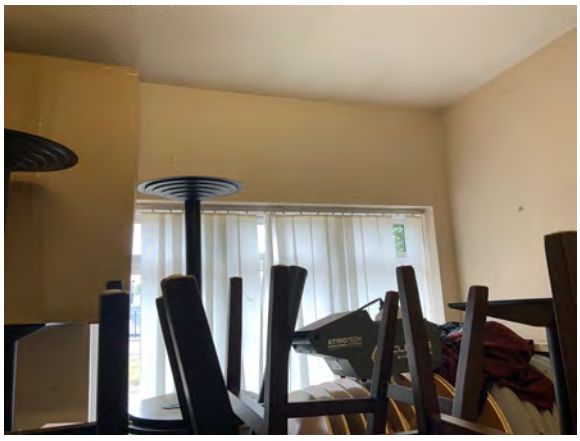
P71 Corridor from auditorium to outside – cracking on the left hand wall



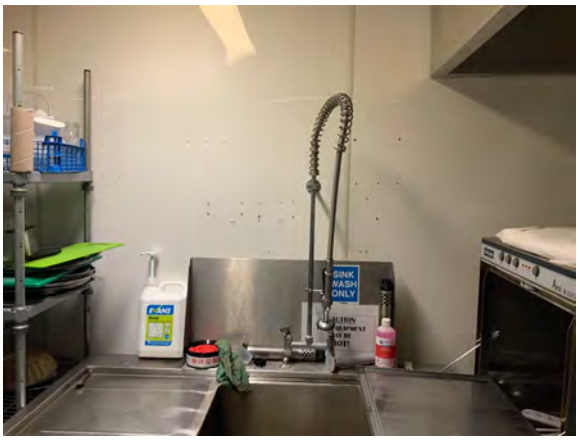
P72 Corridor from auditorium to outside – Cracking to left hand wall

P73 Corridor from auditorium to outside - Crack to right hand wall between doors

P74 Corridor from auditorium to outside – Cracking above external fire doors and to left hand wall

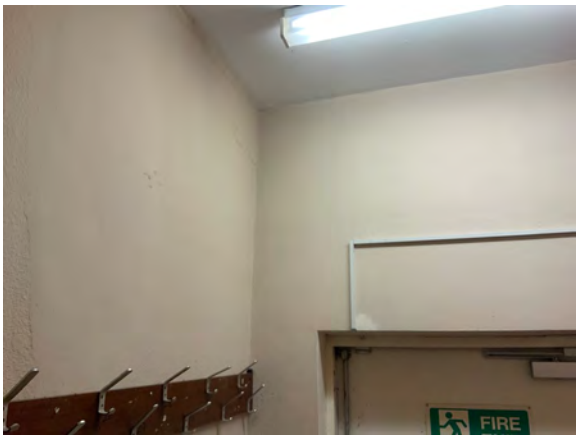


P75 Store adjacent RVS – Hairline crack to top right hand side of window.



P76 Kitchen – Holes in Whiterock

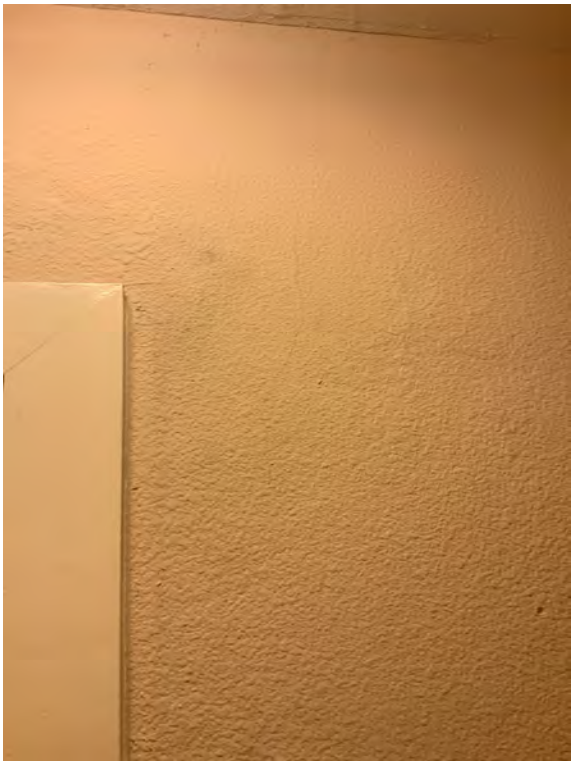
P77 Kitchen Store – Cracking around door and open joint to left hand side of door frame



P78 Kitchen Stairs – Cracking above final exit door

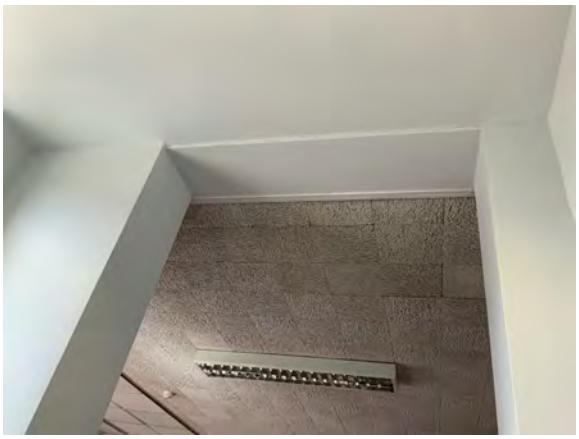
P79 Kitchen Stairs – Impact damage

P80 First Floor Store – Hairline crack to wall to lobby



P81 Ladies Toilet adjacent Store – Hairline crack to top right hand side of cubicle door

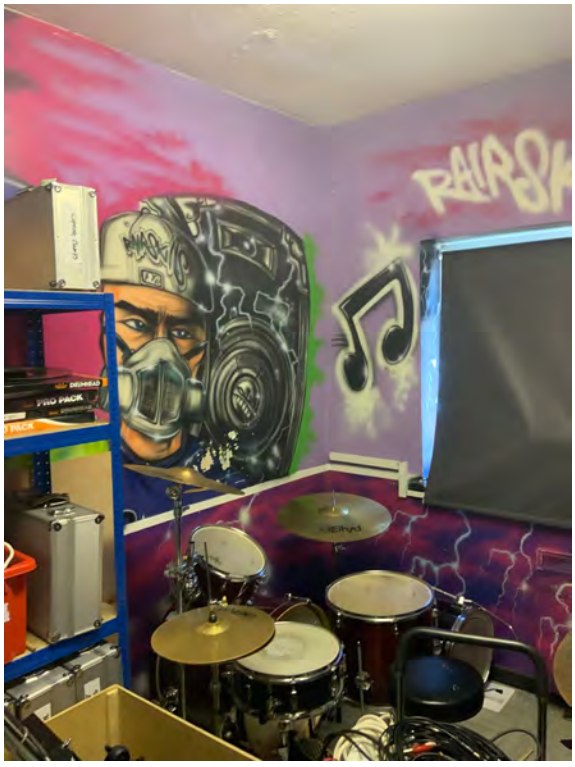
P82 First Floor, Dance Studio Lobby – Cracking around store cupboard door



P83 First Floor, Dance Studio Lobby – Hairline cracking around joint to lift lobby

P84 The Point, Ladies Toilet. Cracking to the joint between the walls in the right hand cubicle

P85 The Point, Accessible Toilet – Cracking around door

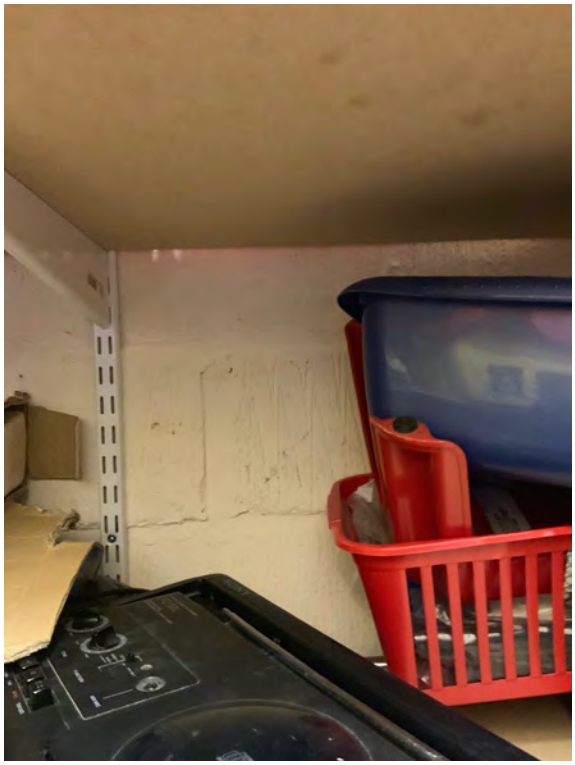


P86 The Point – Mural to right hand music room

P87 The Point – Poor decoration in cleaners cupboard

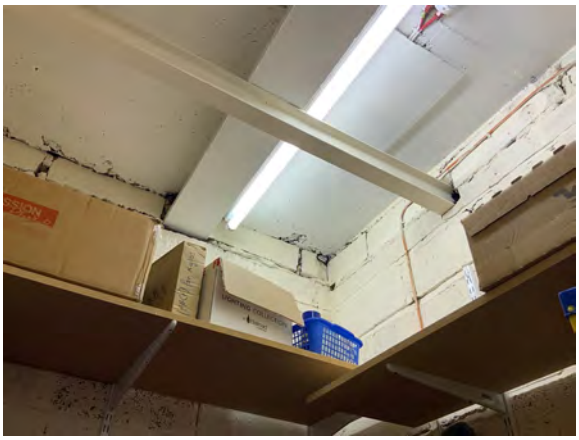
P88 Auditorium – acoustic panels to upper walls. The walls behind are blockwork.

P89 Control Room – Structure behind.

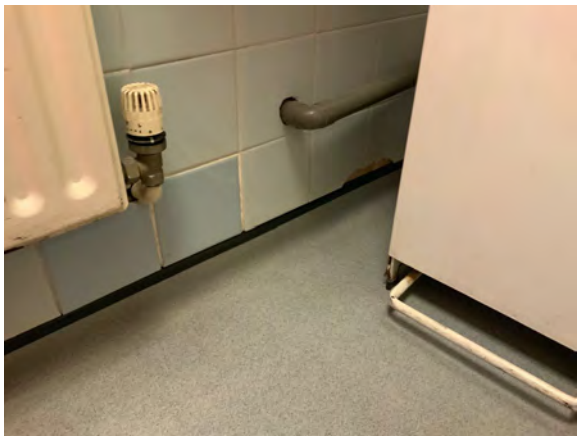


P90 First Floor, Store Behind Stairs – Cracking to blockwork joints

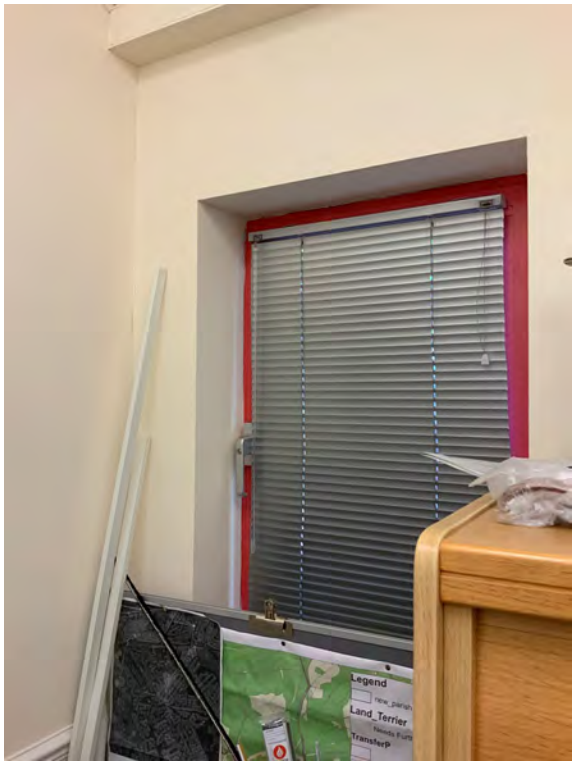
P91 First Floor, Store Behind Stairs- Poor finish to top of wall.



P92 First Floor, Store Behind Stairs – Poor finish to top of wall



P93 Ground Floor Accessible Toilet – tiles to base of wall damaged.



P95 Ben's Office – Open joints around window into wall joint

P96 Main Office – Joint cracking to wall adjoining foot clinic

P97 Upper Office Lobby – Leak to radiator and localised deteriorated finishes

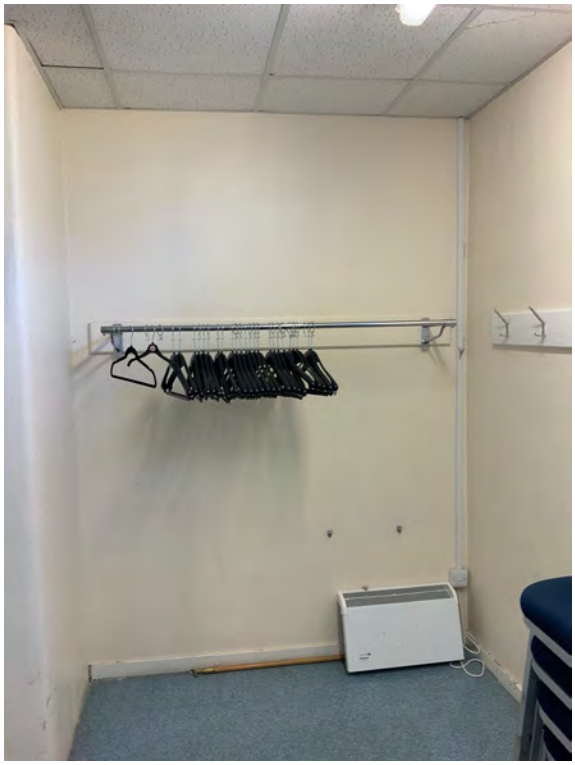
P98 Auditorium Lobby – Access panel inset into soffit

P99 Dressing Room Corridor Rear Stairs – Impact damage leading to basement

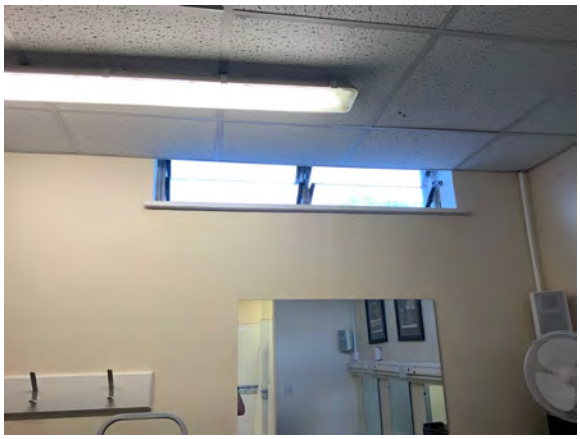
P100 Dressing Room Corridor – Floor to ceiling vertical cracking to top of stairs

P101 Dressing Room 2 cracking to outside of shower room

P102 Dressing Room 2 - Horizontal crack behind TV

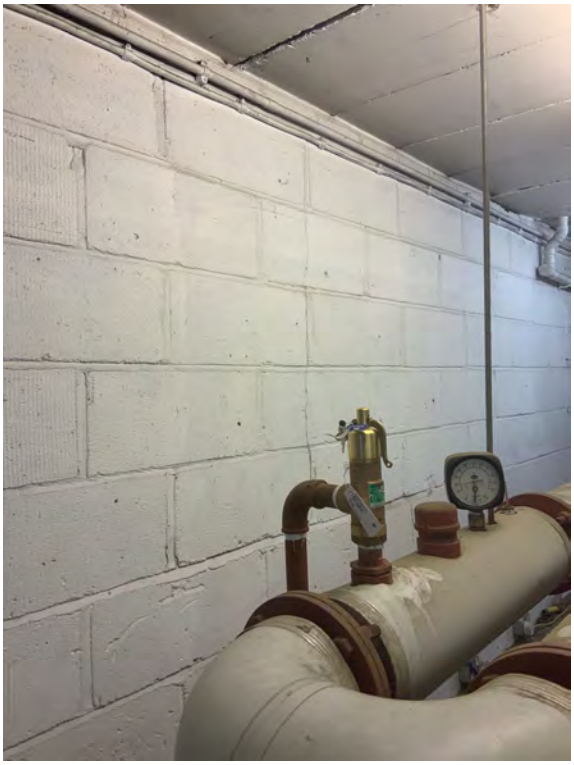


P103 Dressing Room 2 – Joint cracking to both sides behind coat rack



P104 Dressing Room 2 – Cracking to each lower corner of the window

P105 Dressing Room Kitchenette – Running water staining to walls, likely due to lack of ventilation

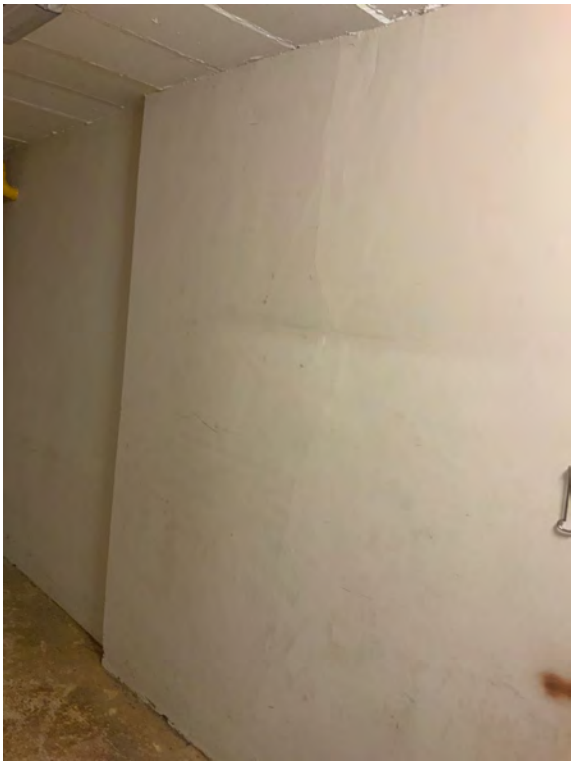


P106 Boiler Room – Hairline crack behind the boiler. These cracks are replicated at approx. 1m intervals along the wall

P107 Boiler Room – 2mm crack leading from ceiling to behind the boiler controls

P108 Boiler Room – Ad hoc brickwork beneath door

P109 Basement Main Lobby – Area of plaster missing from bottom of door and isolated areas of impact damage



P110 Basement / Main Lobby – Hairline crack to rear of chimney from ceiling to floor

P111 Basement Store 1 – Metal box built into rear wall

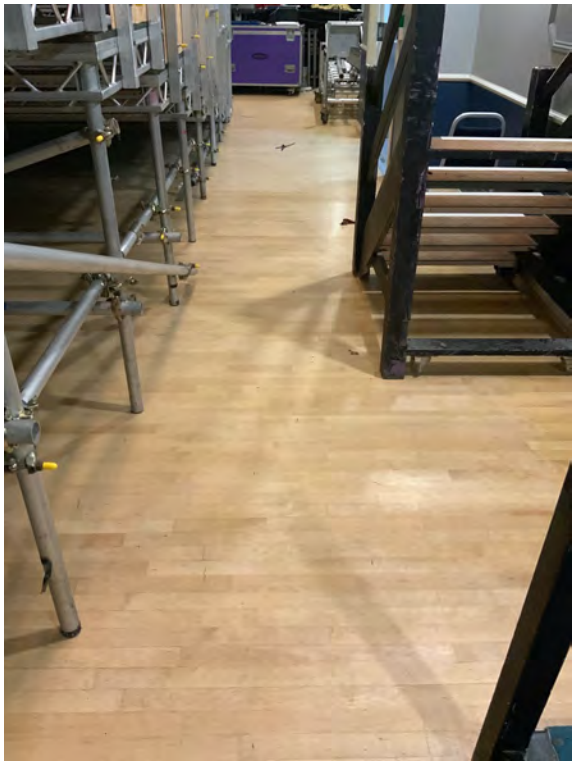
P112 Basement Store 1 – Front wall

P113 Basement Stage Store – Supporting piers.

P114 Basement Stage Store – Cracks to left hand wall

P115 Basement RVS Lobby – Cracking above door to stage door

P116 Dance Studio - Flooring



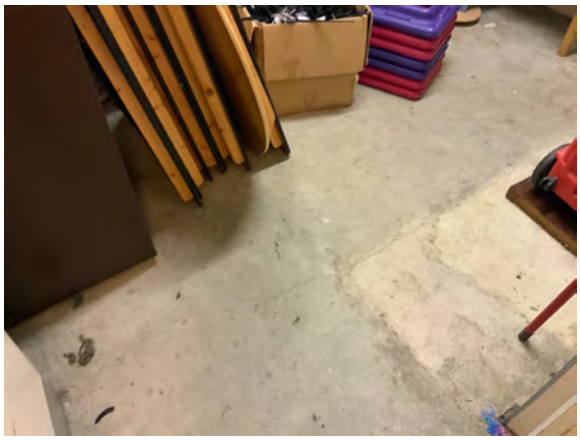
P117 Flooring to auditorium

P118 RVS Accessible Toilet – Manhole set into toilet floor

P119 Corridor from auditorium to outside – Thermoplastic floor tiles, some missing

P120 Bar Store – Poor decoration to concrete floor

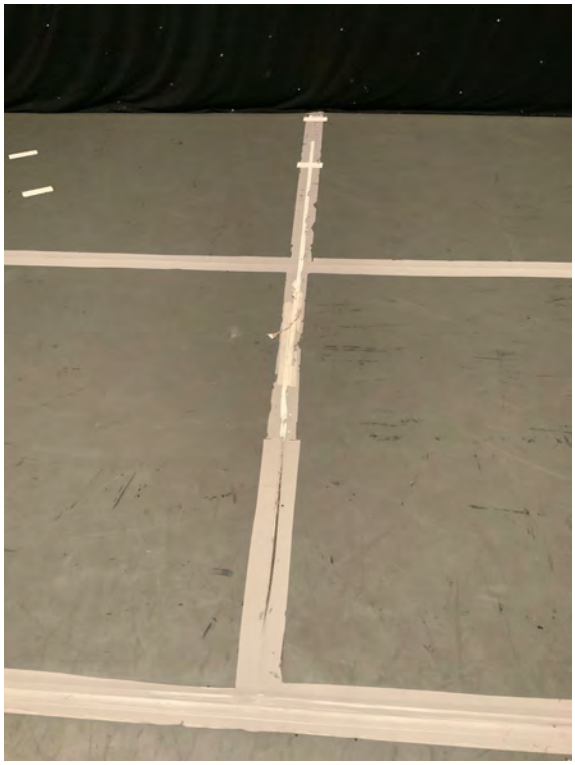
P121 Kitchen Stairs - Flooring



P122 – First Floor, Store – Hairline cracking throughout concrete floor

P123 The Point – Threshold strip to left hand store

P124 The Point, Cleaner's Cupboard – Damage to Thermoplastic tiles



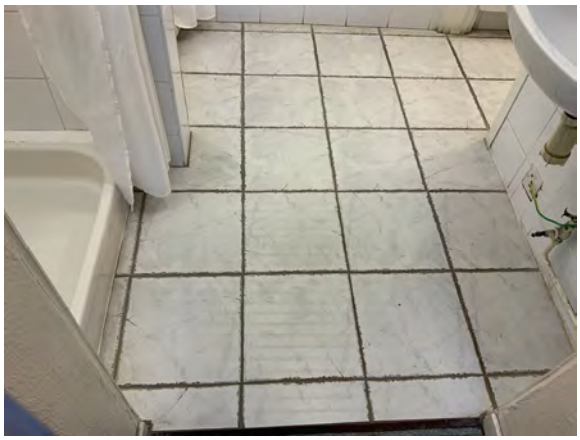
P125 Stage - Failing tape joints to rubber finish

P126 Foot Clinic -Radiator leak

P127 Dressing Room Corridor – Poor condition of thermoplastic tiles at top of stairs

P128 Dressing Room 1 – Cracking to ceramic tiles

P129 Dressing Room 2 - Flooring



P130 Dressing Room 2 – Cracking to floor tiles

P131 Dressing Room Kitchenette- Repairs where gas pipe goes through floor

P132 Boiler room floor

P133 Basement Store 2 – Cracked floor leading through Store 2 into the corridor

P134 Basement Freezer Room – Capping missing to floor kerb

P135 Boiler Room Chimney Breast – Hairline cracking beneath flues and to joint with main wall

P136 Bar display shelving

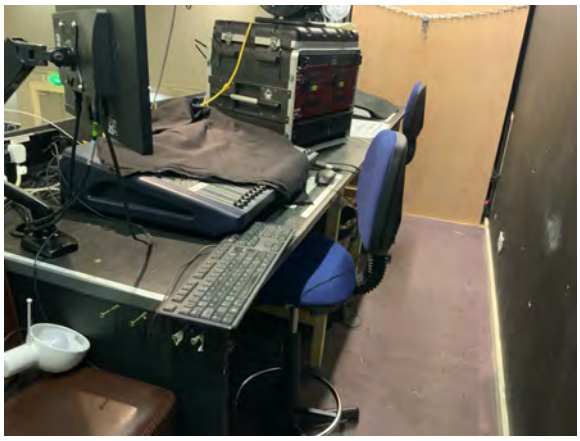
P137 Shelving storage to bar and Dance Studio

P138 RVS, Vanity unit in emergency store

P139 Kitchen Store - Storage

P140 The Point – Left hand store, storage

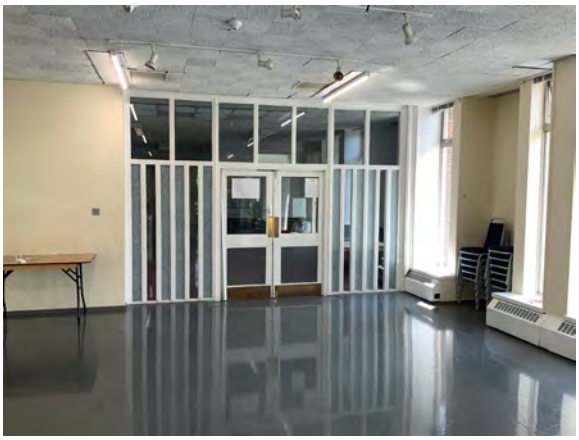
P141 Stage – Shelving around electrical fittings



P142 Control Room – Fixed desking

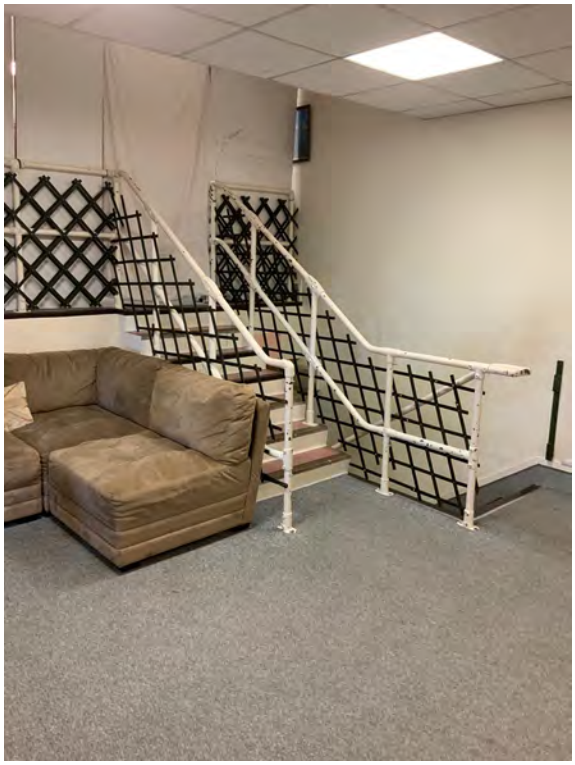
P143 Foot Clinic -Supported worktop and open wardrobe

P144 Main Office – shelving unit



P145 Door set to Dance Studio

P146 RVS Toilet Lobby – Cracking around door to main room



P147 RVS – Stairs between upper dining room and main dining room

P148 Corridor from Auditorium to Outside – Condition of Woodwork

P149 First Floor Store - Steep pitched stairs to roof space

P150 First Floor Store – Cracking around door frame

P151 The Point – Impact damage to door frame to music room

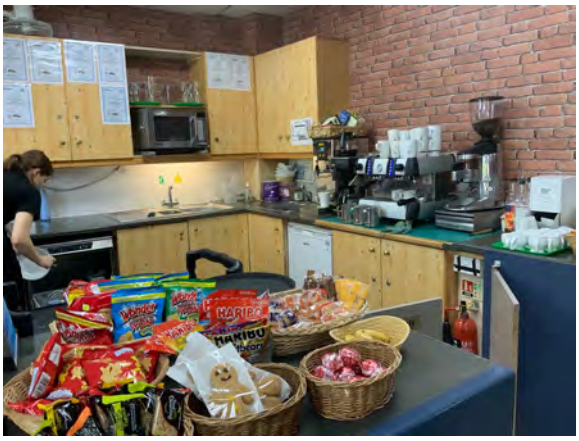
P152 Control Room Access Cupboard- Steep timber stairs to Control Room

P153 Control Room Access Cupboard- No landing to top of staircase to Control Room

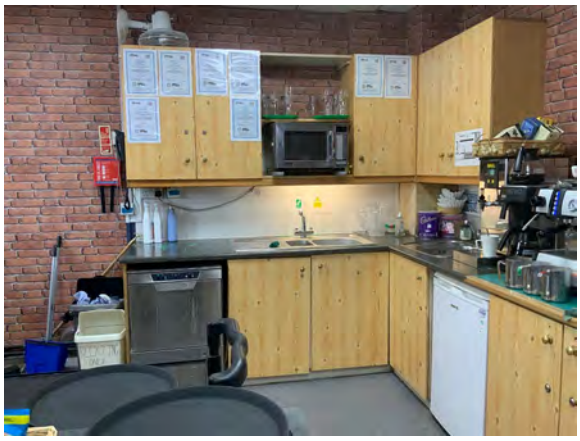
P154 Control Room – Hand rail to top of control room stairs

P155 Accessible Toilet – Deterioration to base of door

P156 Dressing Room Corridor / Rear Stairs - Balustrade

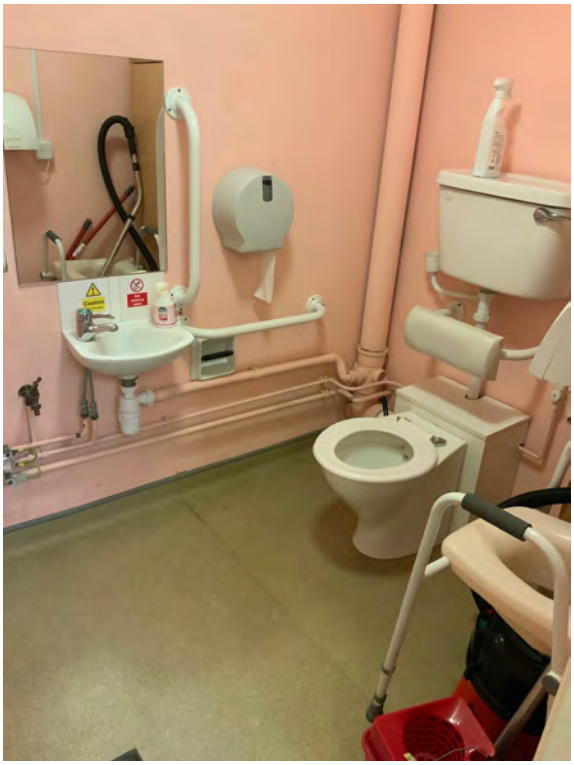


P157 Café preparation area



P158 Deterioration to café worktops

P159 Accessible toilet in RVS



P160 RVS Accessible toilet

P161 Bar Store - Beer barrel fittings

P162 The Point – Doc M pack in accessible toilet

P163 The Point – Cracked tiling behind Janitor's sink

P164 First Floor Ladies Toilet – Paint finish failing to vanity units

P165 First floor accessible toilet

P166 Accessible shower room

P167 Dressing Room 1 - Showers

P168 Dressing Room Kitchenette

P169 Roof structure above kitchen -water ingress

P170 Roof space above kitchen – roof structure

P171 Roof space above dance studio – Water ingress

P172 Roof space above dance studio

P173 Roof space over dance floor changing area

P174 RVS - Main dining room electrics

P175 Auditorium store – consumer unit and cabling

P176 Kitchen – Isolator for extractor fans

P177 Bar store – Isolator for adjacent air conditioning units

P178 The Point – Distribution Board in left hand store

P179 Dressing Room 1 -Earth set into tiling beneath wash basin

P180 Boiler room electrics

P181 Kitchen / gas valve

P182 Parish Clerk's Office – Wall mounted Worcester boiler

P183 East elevation, internal corner of lift enclosure. Leaking overflow pipe

P184 Boiler room – Five boilers

P185 Dressing Room 1 – Alto wall mounted water heater

P186 Dressing Room 2 – Water heater

P187 Two air conditioning condenser units attached to the side return of the Town Council Offices appear in poor condition

P188 North-east elevation at high level, fan units outside the bar have uncovered electrical connections

P189 Dressing Room Corridor - Stairlift

P190 Brick planter to the front of the building would benefit from re-pointing

P191 Minor cracking to brick planter in front of accessible parking bay on the north elevation

P192 Oak tree and planting to the front, north elevation

P193 Impact damage to wall behind accessible entrance ramp leading to Fleet Town Council

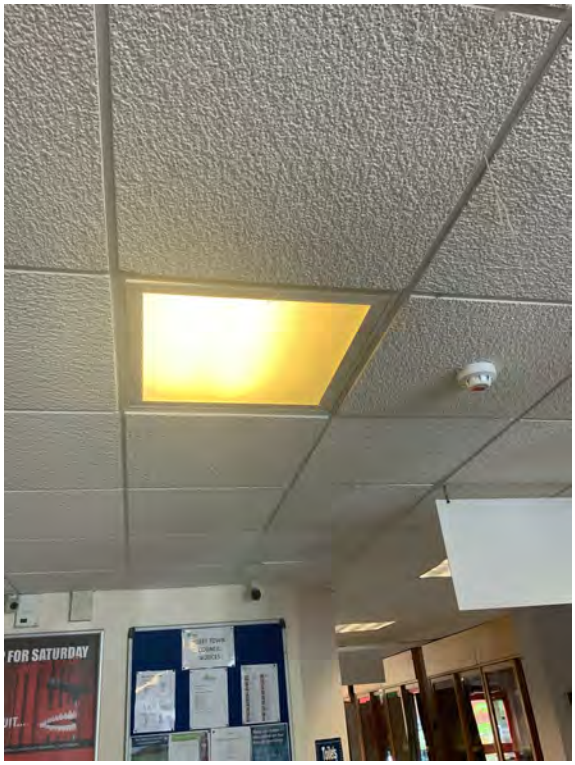
P194 The gate to the bin store on the north elevation is in poor condition

P195 Deteriorating concrete step to north-east elevation plant room, adjacent changing room. The gulley is filled with leaves

P196 North-west elevation steps to the rear of The Point. Six missing bricks and handrails would benefit from redecoration.

P197 Steps to RVS entrance on south elevation. Some of the bricks supporting the steps are starting to drop.

P198 Function Room lighting

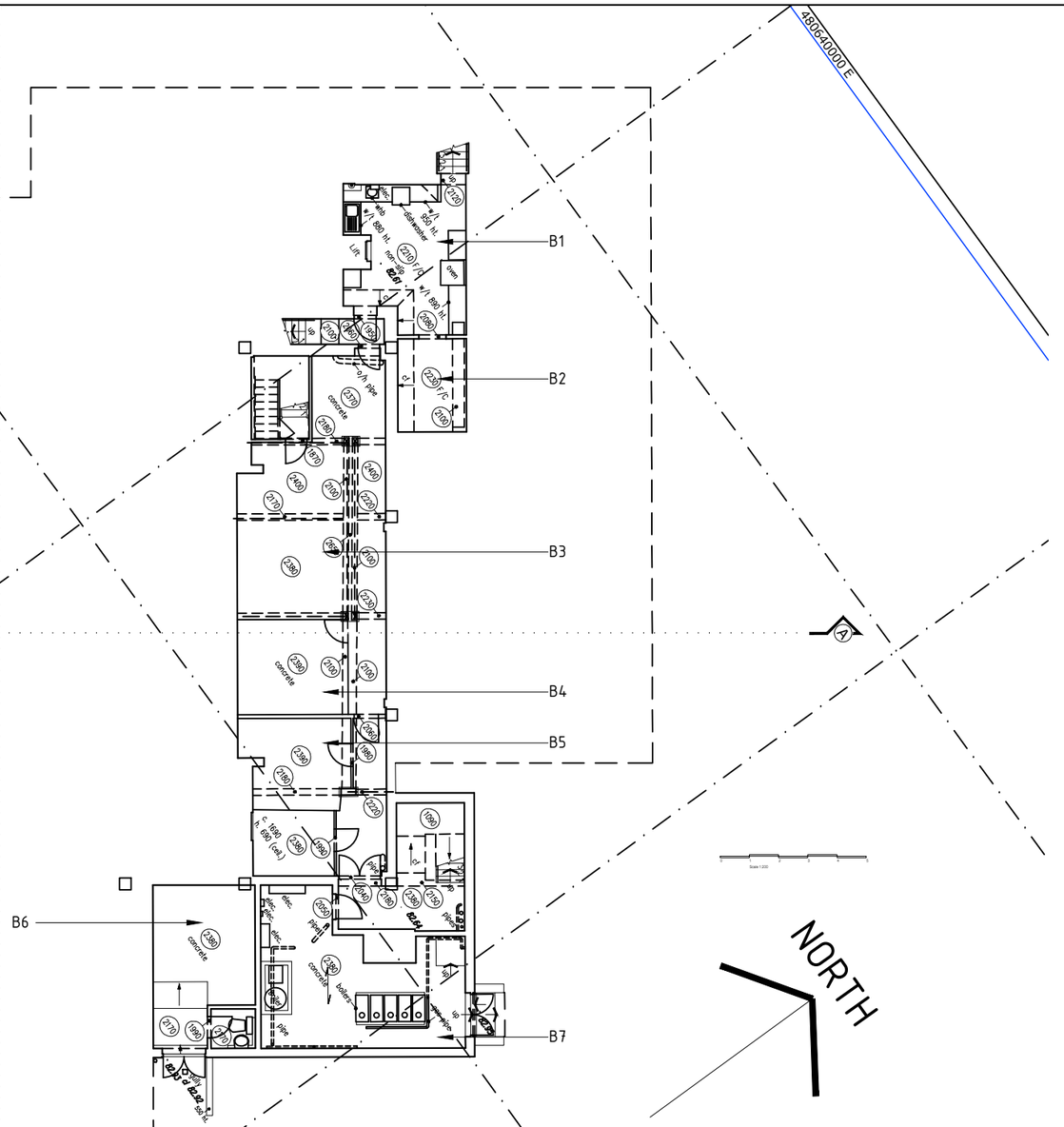


P199 Original ceiling lights in foyer. Also showing area of water ingress

P200 Dance Studio lighting

APPENDIX B:
BUILDING LAYOUTS

Basement, room references	
B1	Kitchen
B2	Freezer Room
B3	Stage Store
B4	Store 2
B5	Store 1
B6	Market Room
B7	Boiler Room



NOTES

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2.0 STEELWORK

2.1 EXCEPT FOR HOLLOW SECTIONS ALL STEELWORK TO BE S275 GRADE HOLLOW SECTIONS TO BE S355 GRADE

2.2 ALL STEELWORK TO BE SHOT BLAST CLEANED AFTER FABRICATION AND TREATED IN ACCORDANCE WITH THE SPECIFICATION

General Note

1) This drawing to be read in conjunction with the Building and structural schedule of conditions which provide further detail descriptions of the work required
2) For redecoration works refer to schedule.
3) For details of proposed M & E works refer to M & E section of the report.

Desirable works - Identified to provide a benefit to the building operation/use and upgrading of building facilities

REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 200 @ A3	SCHEDULE SHEETS	

CLIENT: Fleet Town Council

PROJECT: The Harlington,Fleet Road,Fleet, Hampshire

TITLE: BASEMENT FLOOR PLAN and room references

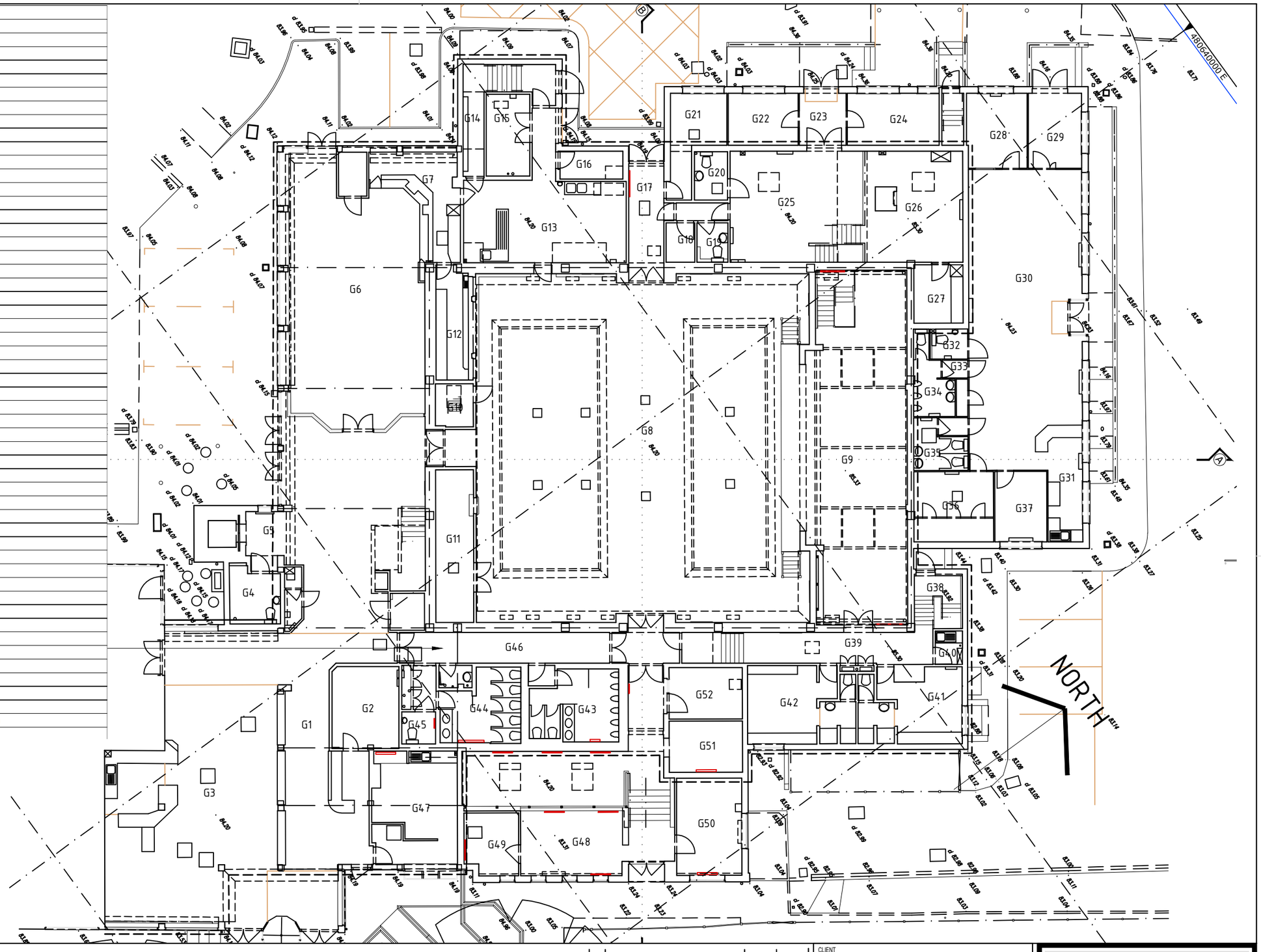
Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	01	A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD

Ground Floor, Room References	
G1	Foyer
G2	Reception
G3	Café
G4	Accessible Shower Room
G5	Lift Lobby
G6	Function Room
G7	Function Room Bar
G8	Auditorium
G9	Stage
G10	Access to Control Room
G11	Chair Store
G12	Auditorium Bar
G13	Kitchen
G14	Electric Cupboard
G15	Bar Store
G16	Kitchen Store
G17	Auditorium Corridor to Outside
G18	RVS Sweet Store
G19	RVS Toilet
G20	RVS Accessible Toilet
G21	RVS Store
G22	RVS Office 2
G23	RVS Entrance Lobby
G24	RVS Office 1
G25	RVS Dining Room
G26	RVS Upper Dining Room
G27	RVS Emergency Store
G28	The Point Music Room
G29	The Point Office
G30	The Point Main Hall
G31	The Point Kitchenette
G32	The Point Accessible Toilet
G33	The Point Gents Toilet
G34	The Point Cleaners Store
G35	The Point Ladies Toilet
G36	The Point Store
G37	The Point Meeting Room
G38	Dressing Room Stairs
G39	Dressing Room Corridor
G40	Dressing Room Kitchenette
G41	Dressing Room 2
G42	Dressing Room 1
G43	Gents Toilets
G44	Ladies Toilets
G45	Accessible Toilet
G46	Toilet Corridor
G47	Foot Clinic
G48	Fleet Town Council General Office
G49	Fleet Town Council Managers Office
G50	Fleet Town Council Town Clerk's Office
G51	Fleet Town Council Upper Office 2 – Marketing
G52	Fleet Town Council Upper Office 1 – General Manager



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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE

BASE DRAWING SCALE 1: 200 @ A3 | SCHEDULE SHEETS

CLIENT: Fleet Town Council

PROJECT: The Harlington,Fleet Road,Fleet, Hampshire

TITLE: GROUND FLOOR & SITE PLAN and room references

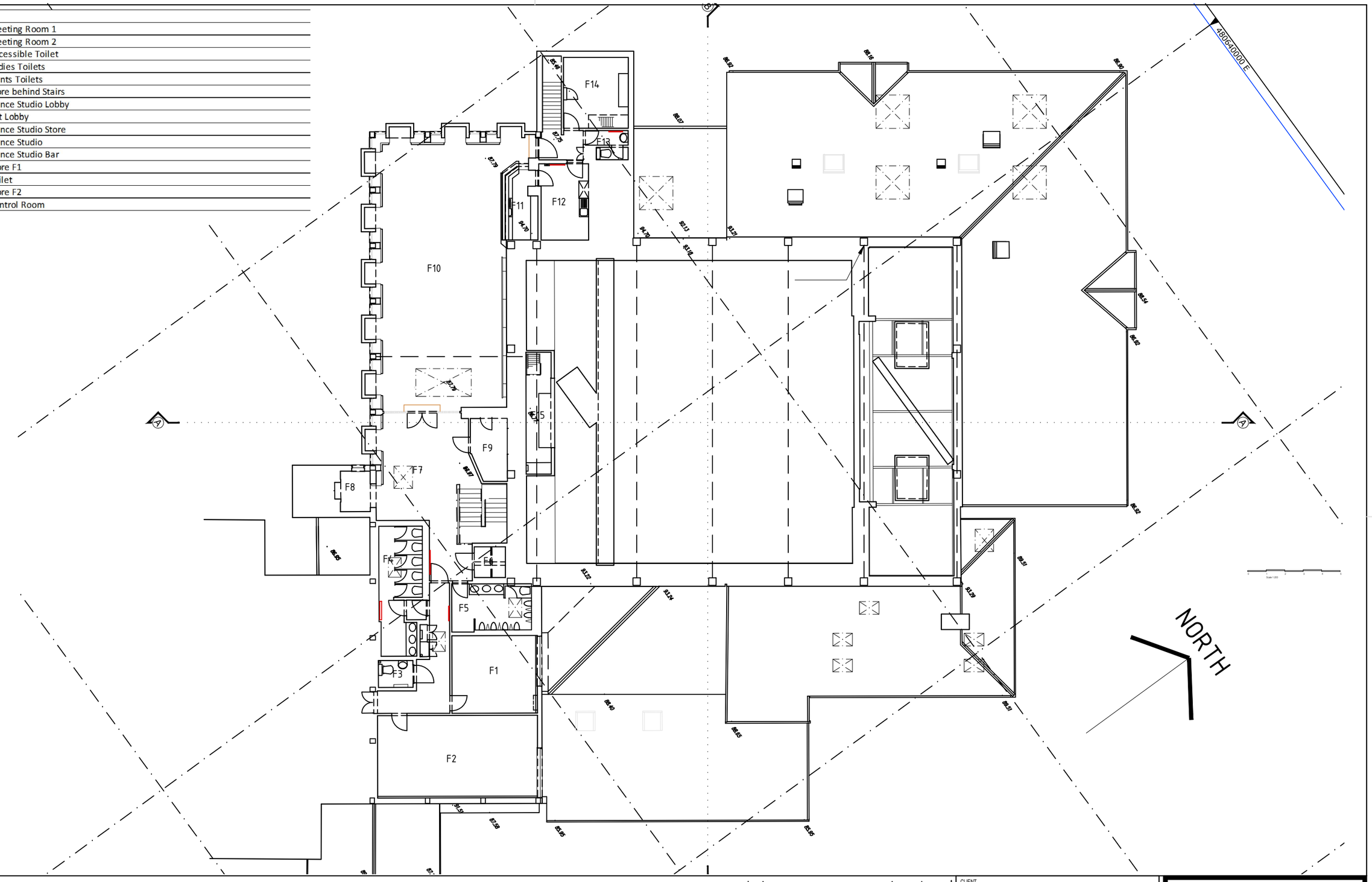
Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No 19-1962 | DRAWING No. 02 | REV A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD

First Floor	
F1	Meeting Room 1
F2	Meeting Room 2
F3	Accessible Toilet
F4	Ladies Toilets
F5	Gents Toilets
F6	Store behind Stairs
F7	Dance Studio Lobby
F8	Lift Lobby
F9	Dance Studio Store
F10	Dance Studio
F11	Dance Studio Bar
F12	Store F1
F13	Toilet
F14	Store F2
F15	Control Room



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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 200 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

TITLE
FIRST FLOOR PLAN and room references

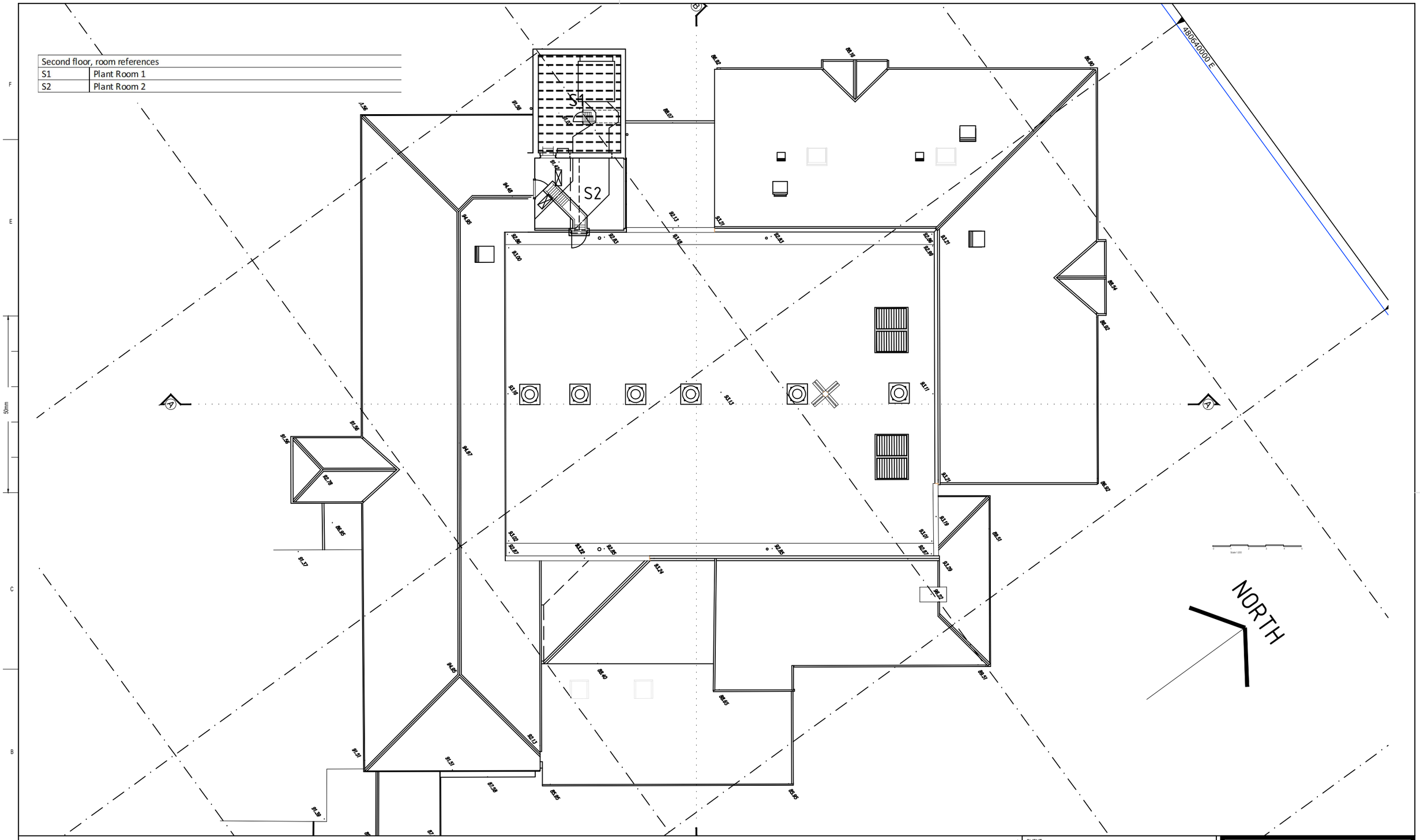
Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	03	A

DWG. STATUS	
PRELIMINARY	●
TENDER	
CONSTRUCTION	
RECORD	

Second floor, room references	
S1	Plant Room 1
S2	Plant Room 2



NOTES

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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 200 @ A3	SCHEDULE SHEETS	

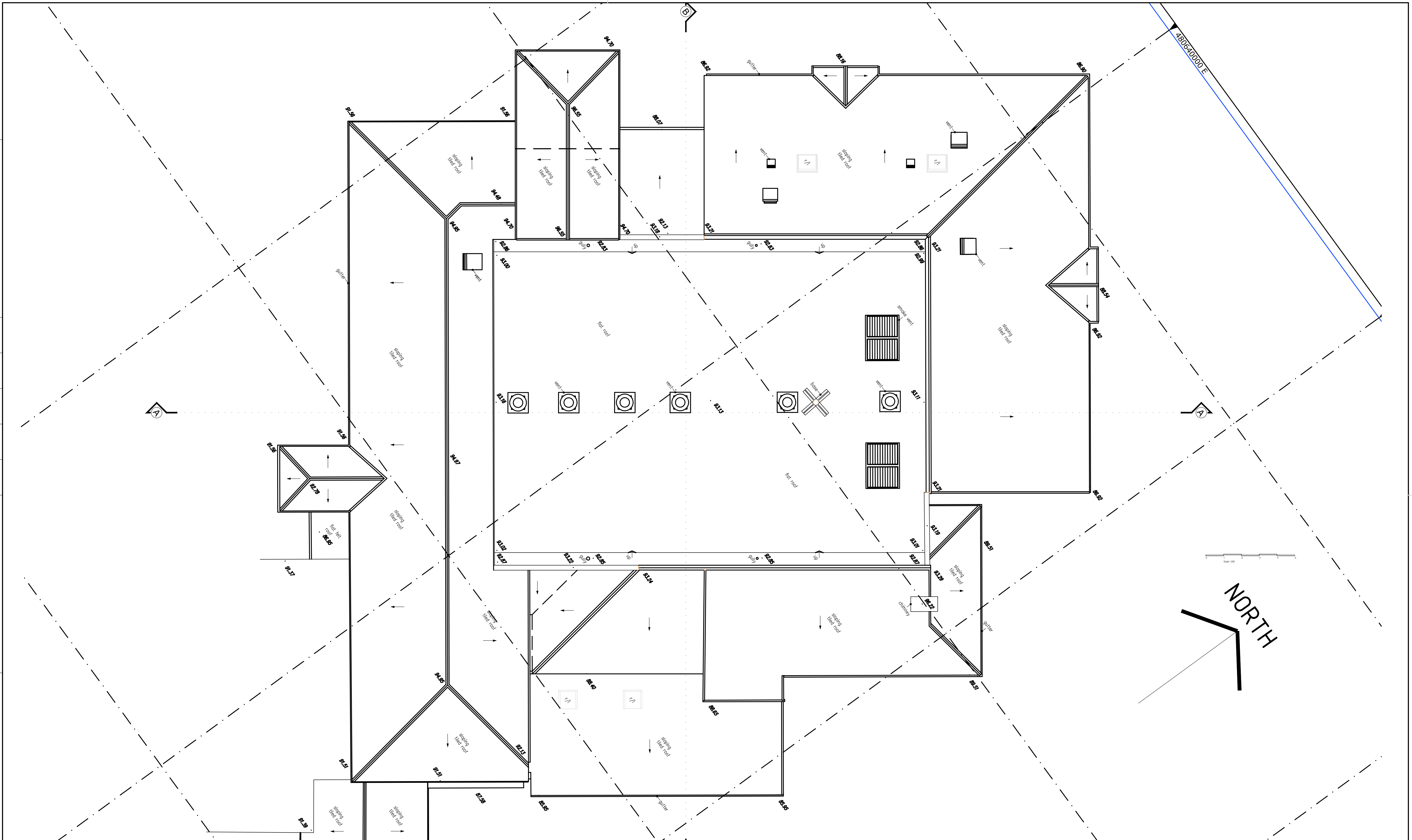
CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

TITLE
SECOND FLOOR PLAN & room references

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT			DWG. STATUS
			PRELIMINARY ●
PROJECT No	DRAWING No.	REV	TENDER
19-1962	04	A	CONSTRUCTION
			RECORD



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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS	CHECKED BY AP	APPROVED BY
DATE Aug 2019	DATE Aug 2019	DATE

BASE DRAWING SCALE 1: 200 @ A3

SCHEDULE SHEETS

CLIENT
Fleet Town Council

PROJECT
The Harlington, Fleet Road, Fleet, Hampshire

TITLE
ROOF PLAN
Existing Survey

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	05	A

DWG. STATUS	
PRELIMINARY	●
TENDER	
CONSTRUCTION	
RECORD	

1 2 3 50mm 5 6 7 8

Existing Front Elevation (South-East)

Scale 1:150

NOTES

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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE

BASE DRAWING SCALE 1: 150 @ A3 | SCHEDULE SHEETS

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

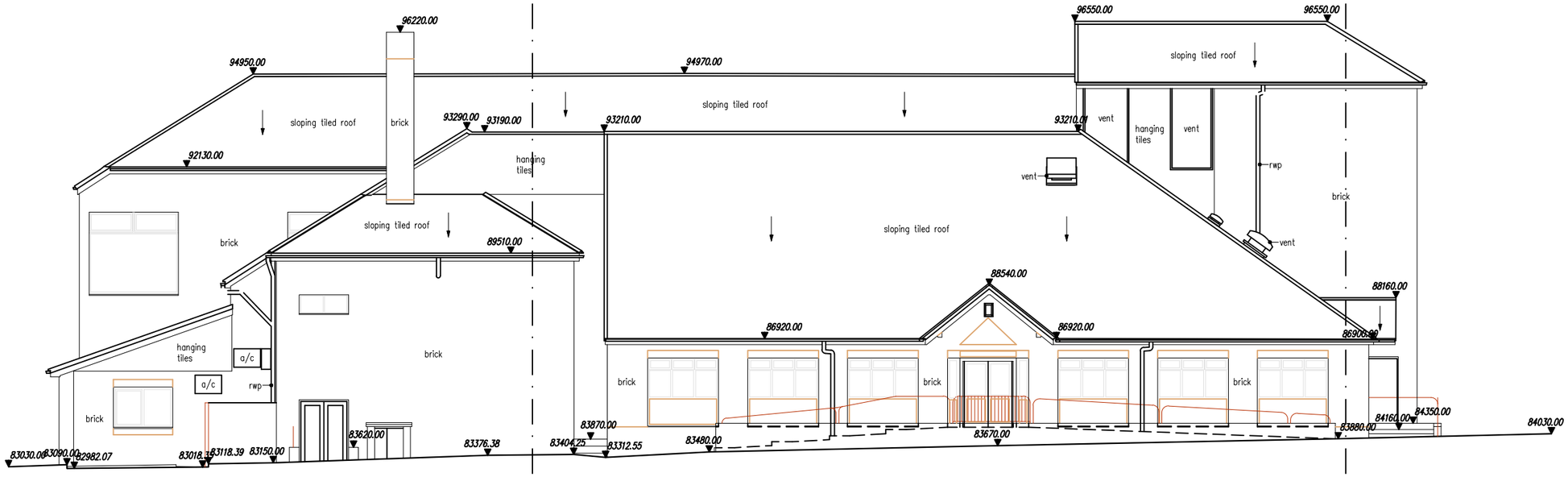
TITLE
FRONT ELEVATION (South-East)
Existing survey

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	06	A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD



Existing Side Elevation (North-East)

Scale 1:150

NOTES

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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 150 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

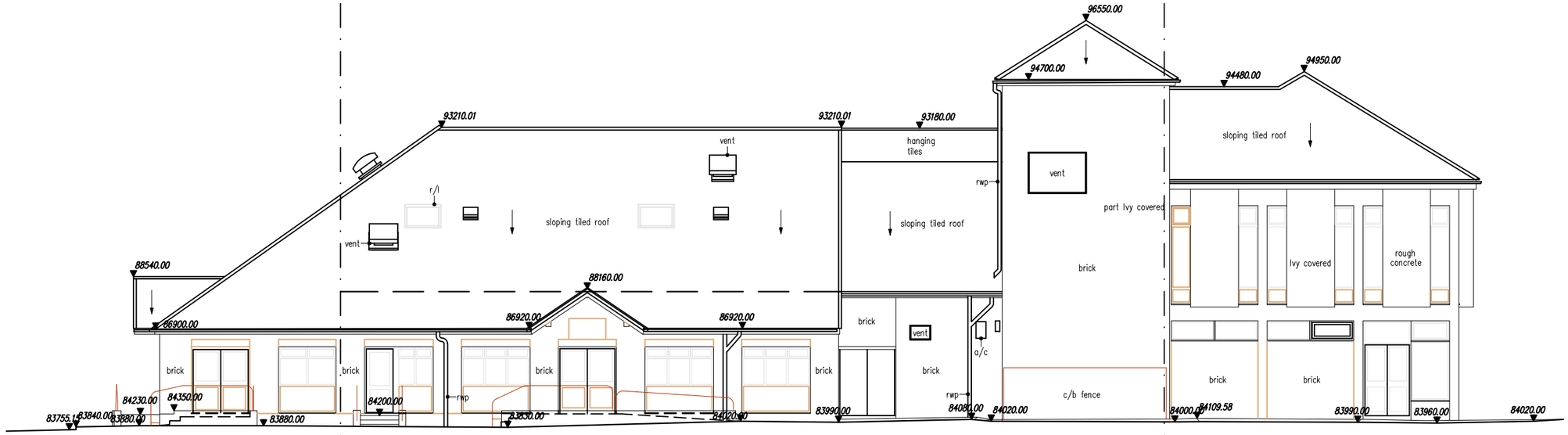
TITLE
SIDE ELEVATION (North-East)
Existing survey

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	07	A

DWG. STATUS	
PRELIMINARY	●
TENDER	
CONSTRUCTION	
RECORD	



Existing Rear Elevation (North-West)

NOTES

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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 150 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

TITLE
REAR ELEVATION (North-West)
Existing survey

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
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Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	08	A

DWG. STATUS
PRELIMINARY ●
TENDER
CONSTRUCTION
RECORD

50mm

Existing Side Elevation (South-West)

NOTES

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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 150 @ A3	SCHEDULE SHEETS	

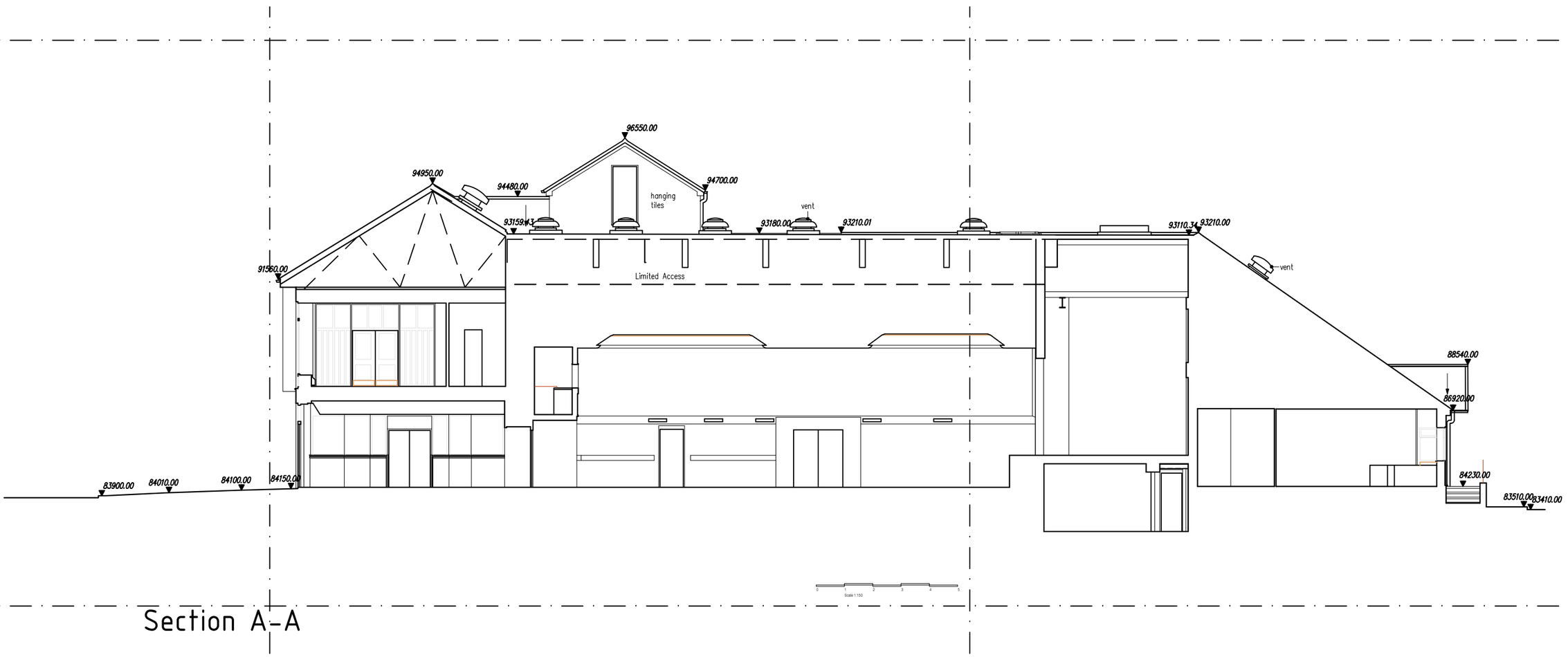
CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

TITLE
SIDE ELEVATION (South-West) Existing survey

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT			DWG. STATUS
PROJECT No	DRAWING No.	REV	PRELIMINARY ●
19-1962	09	A	TENDER
			CONSTRUCTION
			RECORD



Section A-A

NOTES

1.0 GENERAL:

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1.2 DO NOT SCALE OFF THIS DRAWING, WORK TO FIGURED DIMENSIONS ONLY.

1.3 ANY DISCREPANCIES NOTED BETWEEN DRAWN INFORMATION ARE TO BE REPORTED PROMPTLY TO THE CONTRACT ADMINISTRATOR.

2.0 STEELWORK

2.1 EXCEPT FOR HOLLOW SECTIONS ALL STEELWORK TO BE S275 GRADE HOLLOW SECTIONS TO BE S355 GRADE

2.2 ALL STEELWORK TO BE SHOT BLAST CLEANED AFTER FABRICATION AND TREATED IN ACCORDANCE WITH THE SPECIFICATION

REV	DESCRIPTION	DRAWN	DATE
A	Notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 150 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

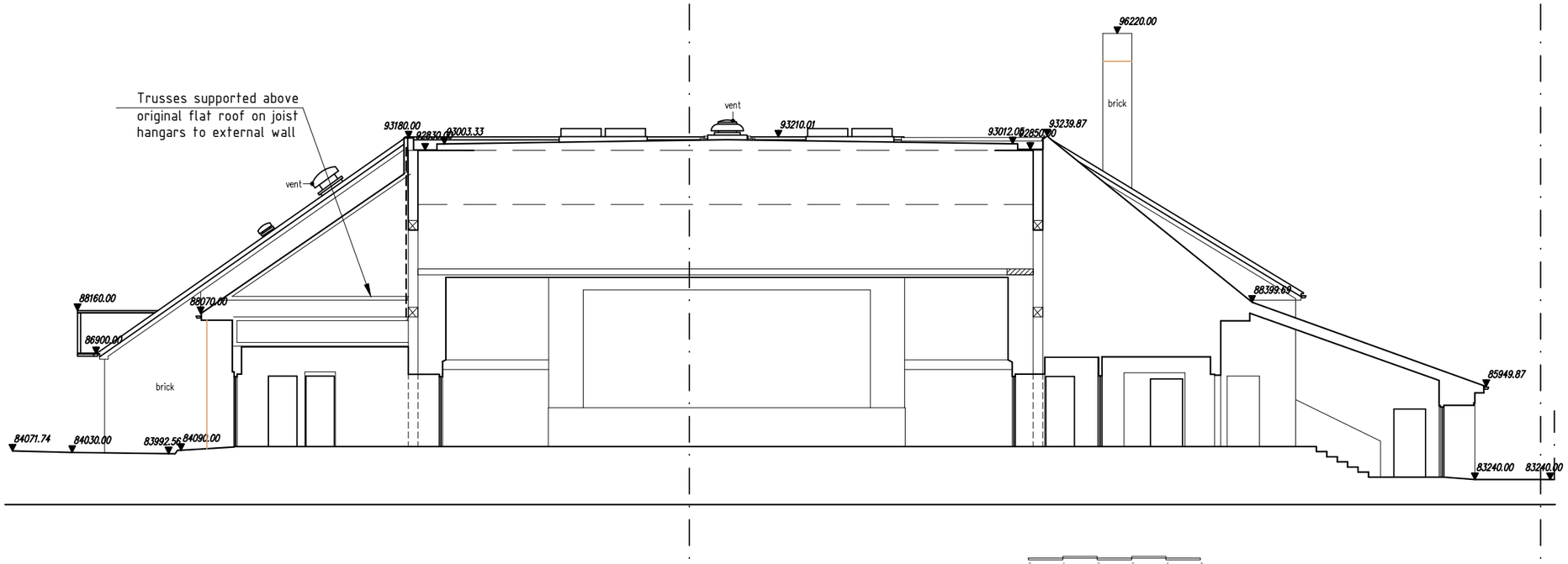
TITLE
SECTION A-A
Existing survey

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	10	A

DWG. STATUS
PRELIMINARY ●
TENDER
CONSTRUCTION
RECORD



Section B-B

NOTES

1.0 GENERAL:

1.1 THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL RELEVANT PROJECT DRAWINGS TOGETHER WITH THE PROJECT SPECIFICATION.

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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 150 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

TITLE
SECTION B-B
Existing survey

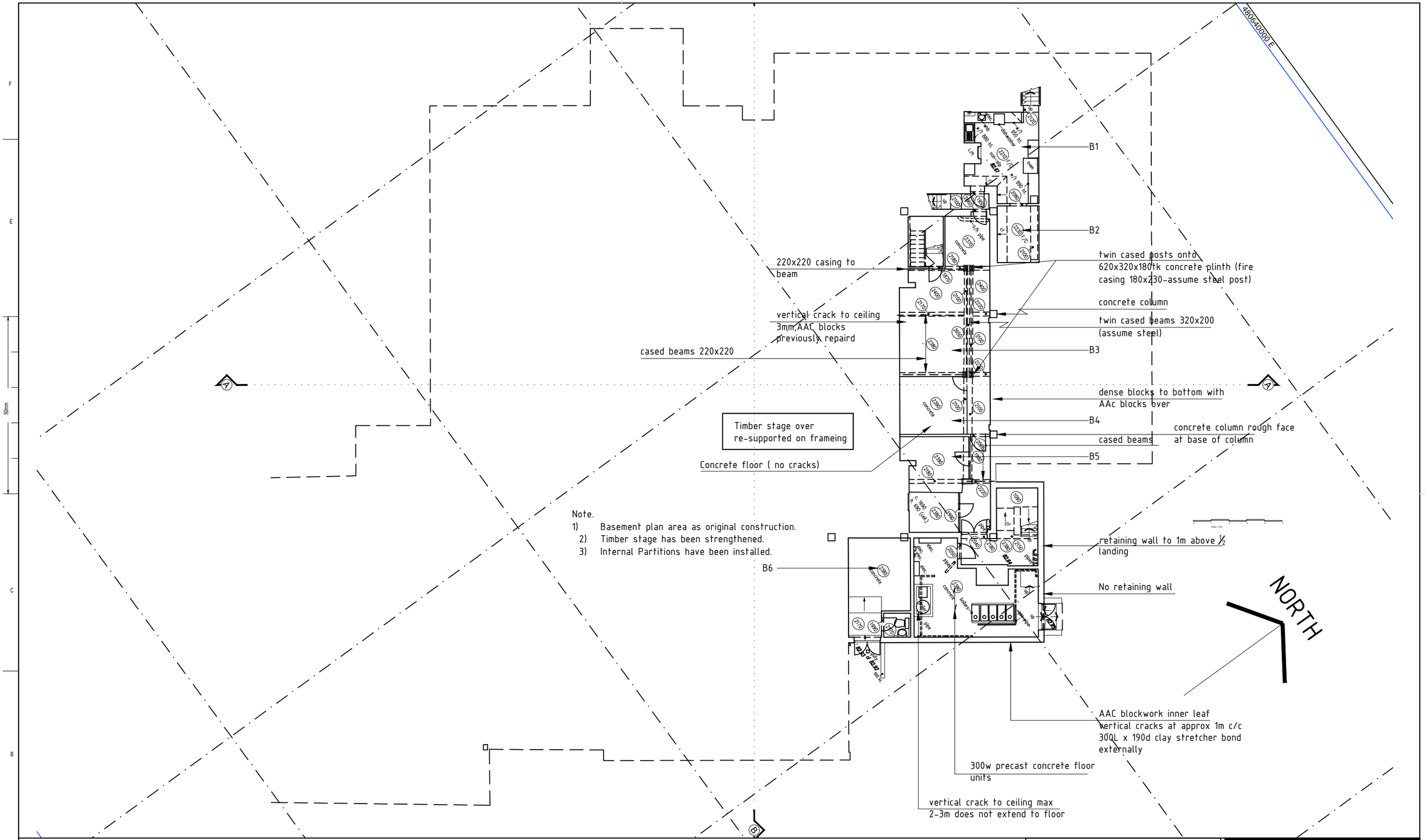
Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	11	A

DWG. STATUS	
PRELIMINARY	●
TENDER	
CONSTRUCTION	
RECORD	

50mm



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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE

BASE DRAWING SCALE 1: 200 @ A3 | SCHEDULE SHEETS

CLIENT: Fleet Town Council

PROJECT: The Harlington,Fleet Road,Fleet, Hampshire

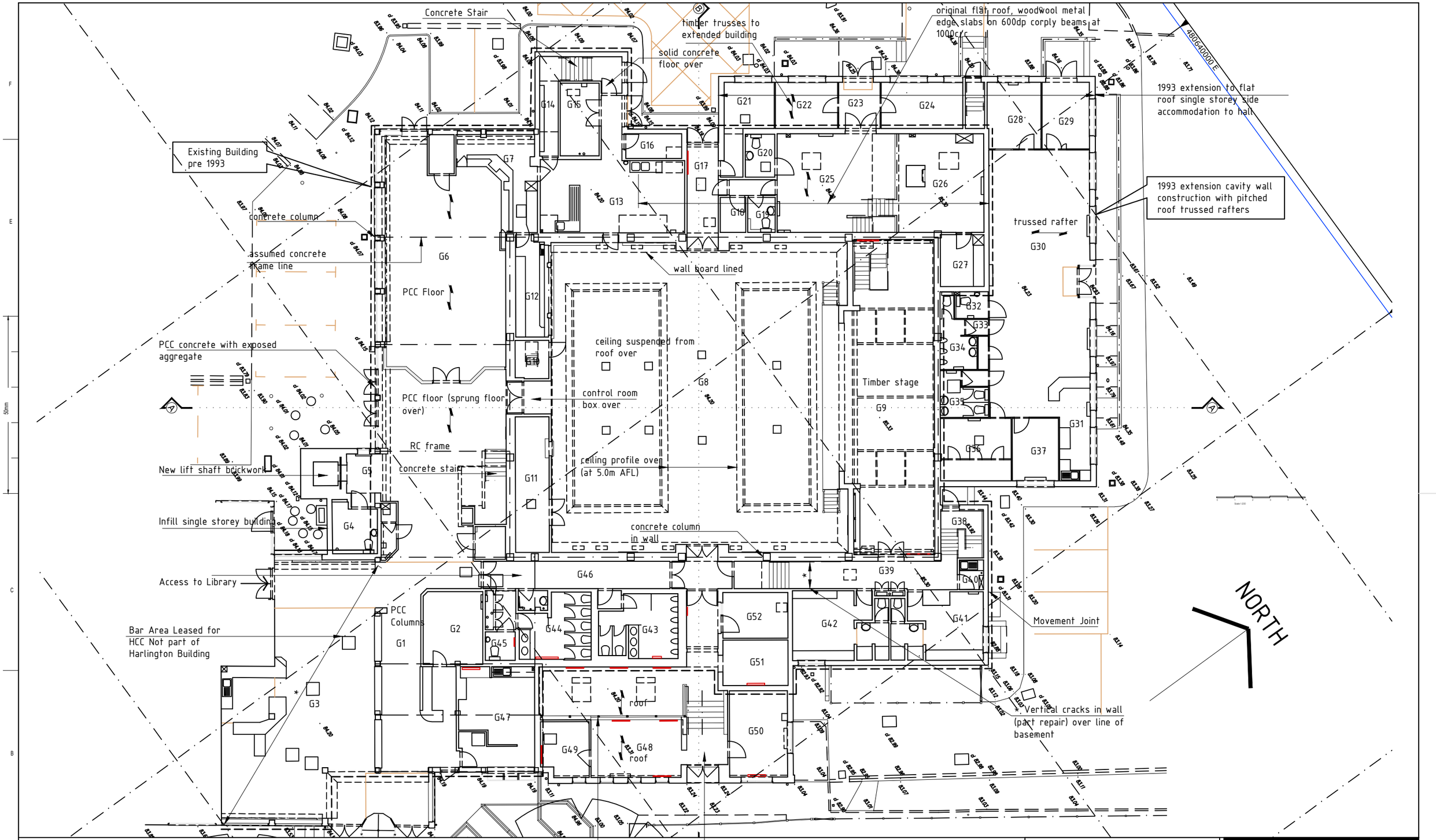
TITLE: BASEMENT FLOOR PLAN Structural Notes

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	20	A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD



NOTES

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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE

BASE DRAWING SCALE 1: 200 @ A3 | SCHEDULE SHEETS

CLIENT: Fleet Town Council

PROJECT: The Harlington,Fleet Road,Fleet, Hampshire

TITLE: GROUND FLOOR & SITE PLAN Structural Notes

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	21	A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD

roof light in original flat roof through woodwool slabs appear to only be loosely covered

stepped crack to base of wall

plant room 200mm floor slab over

Metal steps ladder

orignal clay brick face concealed by truss

4806/40000 E

concrete roof slab over (set above plant room)

orriginal roof lights still open

Timber trusses over original flat roof

original roof lights still open

Original flat roof
* bitumen felt + reflective layer
* 25mm screed finish
* 50mm woodwool slabs
* 300-320 deep PSC joists

Trusses fixed to wall face with joist hangars

light fixing

precast concrete cantilever bay windows at 1st floor level

Ring beam at roof level (part exposed)

assumed frame

timber floor to control box

timber boarded on 50x200 SW joists-600c/c

laminated timber beam (1350x215 assumed size)

Timber trussed rafter roof to extension

roof light in original flat roof through woodwool slabs appear to only be loosely covered

assumed 200x200 laminated post to upper roof level

roof light in original flat roof through woodwool slabs appear to only be loosely covered

Concrete ring beam at upper flat roof level caps cavity wall infill to frame below, Timber framing above with glazing now covered with fire retardent material supportedon timber frame. 200x100 laminated posts to end walls above columns, below with 90x200 eaves beams

chimney

cxantilever light fixing to column-local spall to one fixing

NORTH

Auditorium Roof Notes

1. Ductwork suspended from roof over
2. Original ceiling at high level at underside of upper roof.

NOTES

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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 200 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

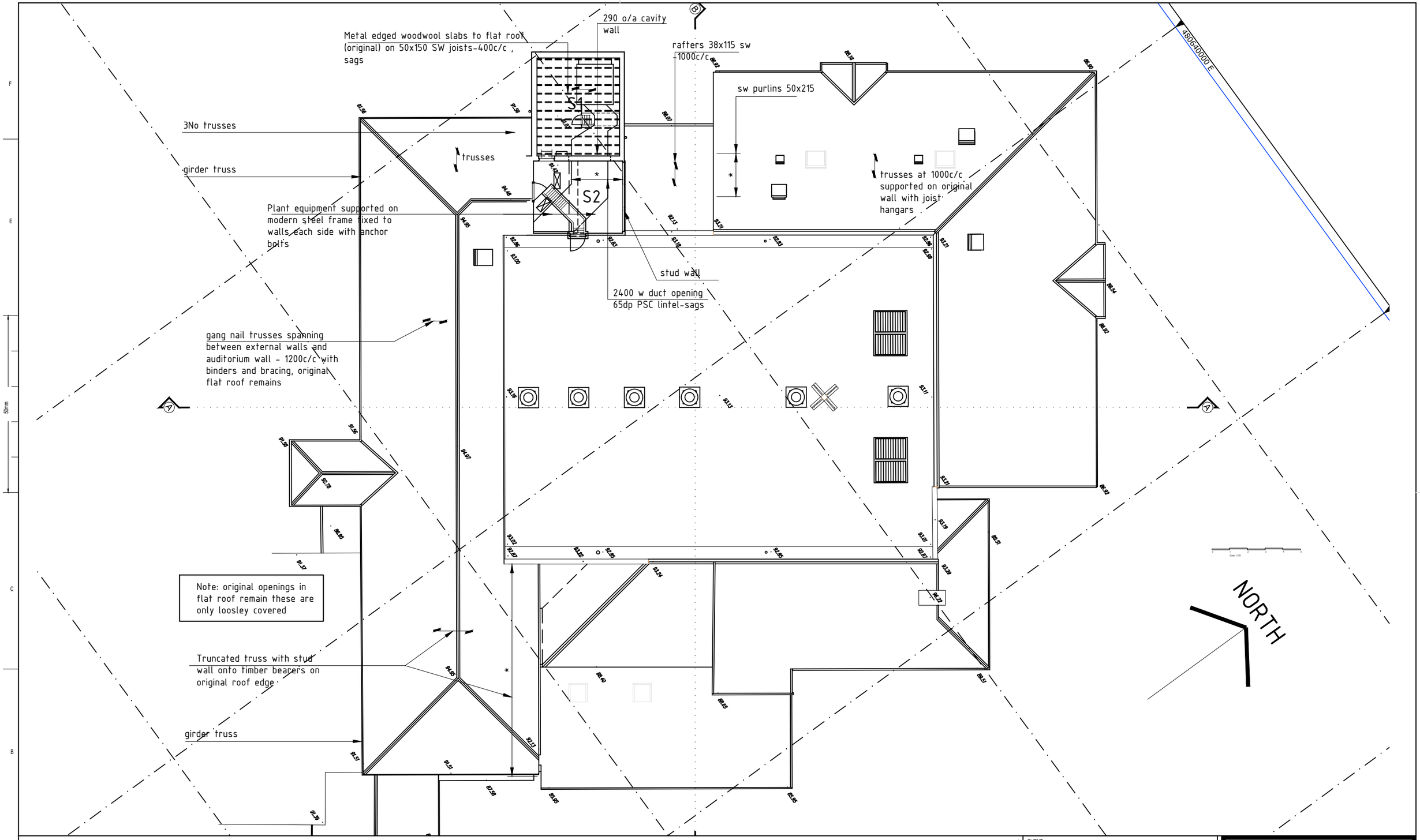
TITLE
FIRST FLOOR PLAN
Structural Notes

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	22	A

DWG. STATUS
PRELIMINARY ●
TENDER
CONSTRUCTION
RECORD



NOTES

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DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 200 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

TITLE
SECOND FLOOR PLAN
Structural Notes

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	23	A

DWG. STATUS
PRELIMINARY ●
TENDER
CONSTRUCTION
RECORD

Gang nailed trusses
over flat roof

Roof over plant room, rafters
supported on purlins

Flat Roof To Auditorium

4806540000 E

NORTH

NOTES

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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE

BASE DRAWING SCALE 1: 200 @ A3 | SCHEDULE SHEETS

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

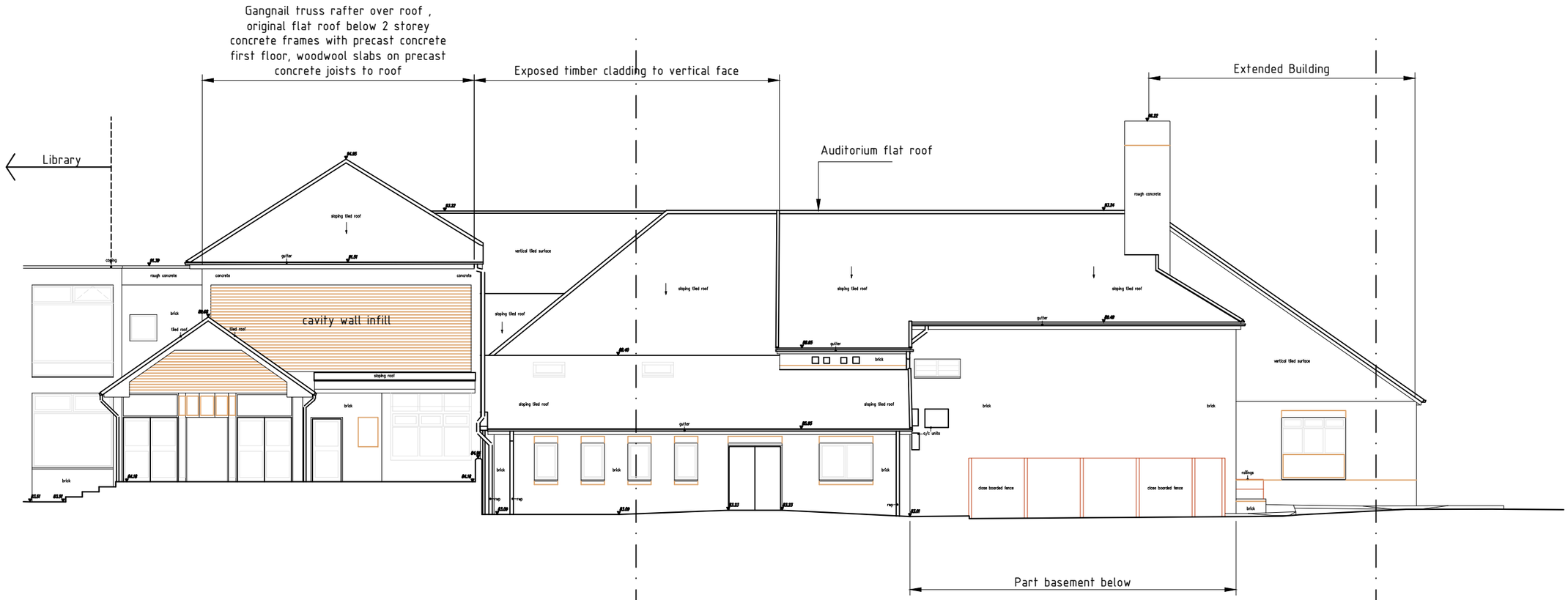
TITLE
ROOF PLAN
Structural Notes

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No 19-1962 | DRAWING No. 24 | REV A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD



Existing Front Elevation (South-East)

Scale 1:150

NOTES

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REV	DESCRIPTION	DRAWN	DATE
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DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 150 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

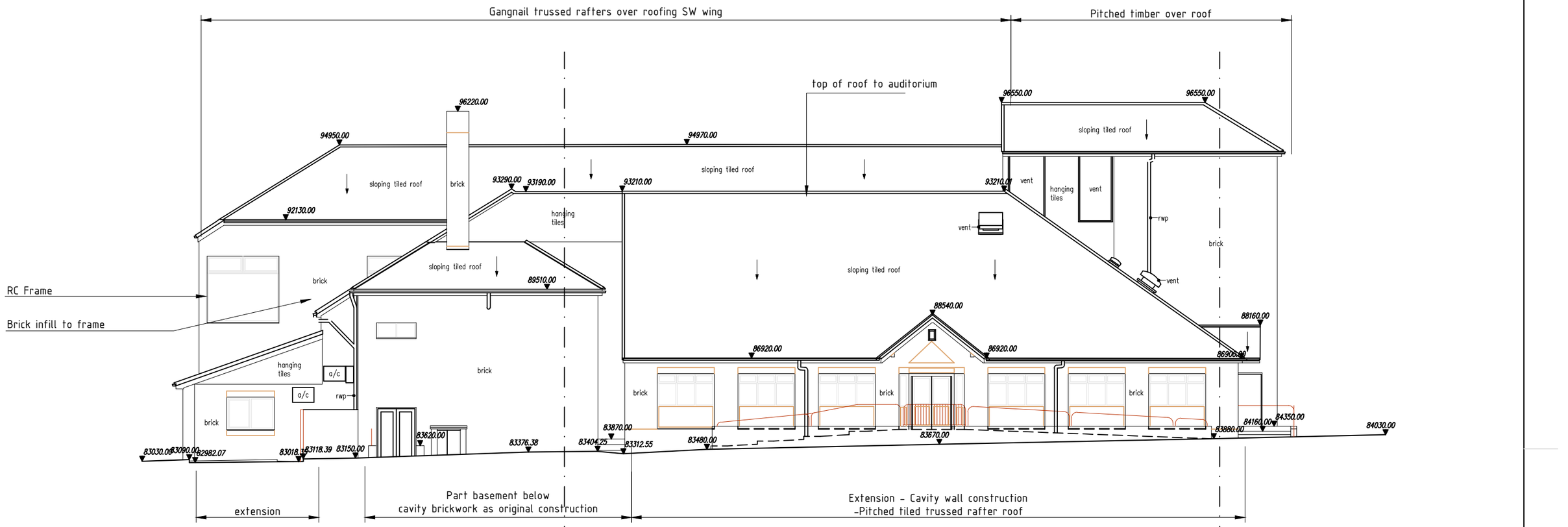
TITLE
FRONT ELEVATION (South-East)
Structural Notes

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	25	A

DWG. STATUS
PRELIMINARY ●
TENDER
CONSTRUCTION
RECORD



Existing Side Elevation (North-East)

NOTES

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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 150 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

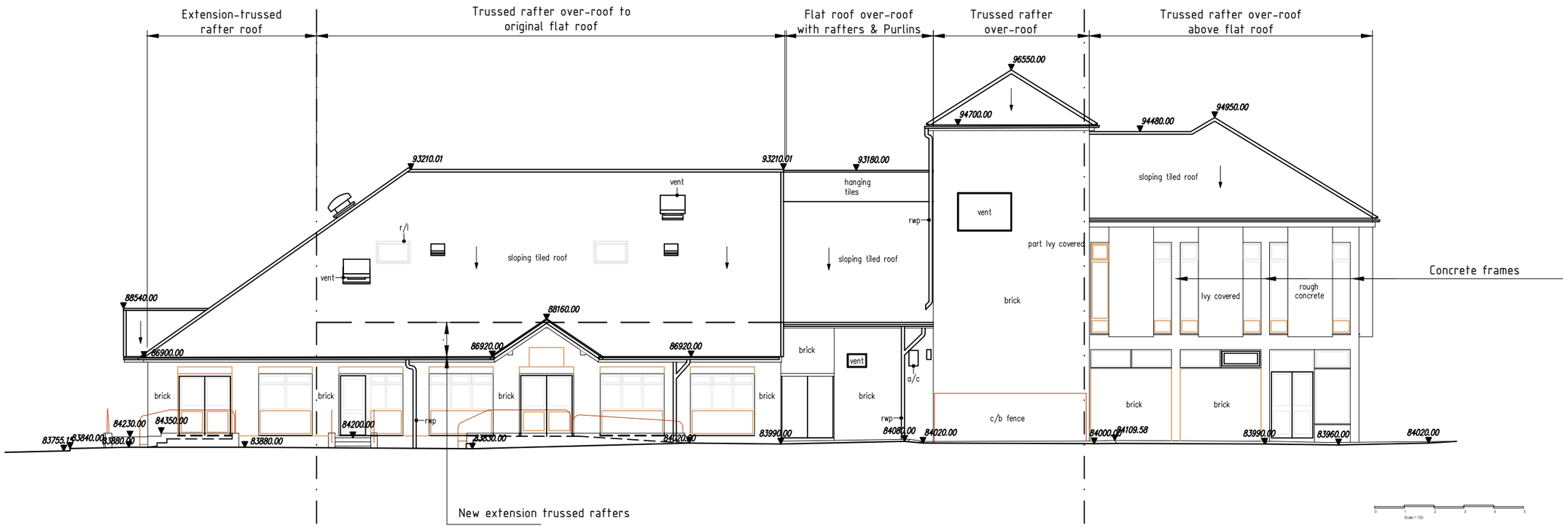
TITLE
SIDE ELEVATION (North-East)
Structural Notes

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	26	A

DWG. STATUS
PRELIMINARY ●
TENDER
CONSTRUCTION
RECORD



Existing Rear Elevation (North-West)

NOTES

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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 150 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

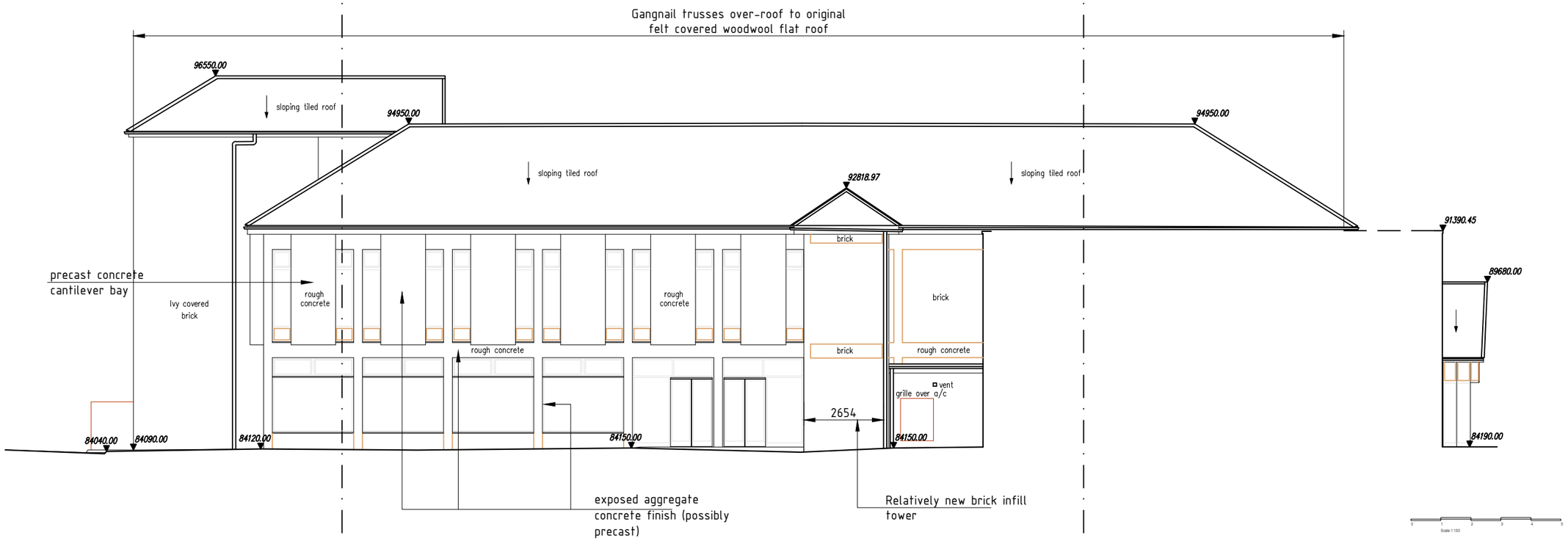
TITLE
REAR ELEVATION (North-West)
Structural Notes

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	27	A

DWG. STATUS
PRELIMINARY ●
TENDER
CONSTRUCTION
RECORD



Existing Side Elevation (South-West)

NOTES

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REV	DESCRIPTION	DRAWN	DATE
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DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 150 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

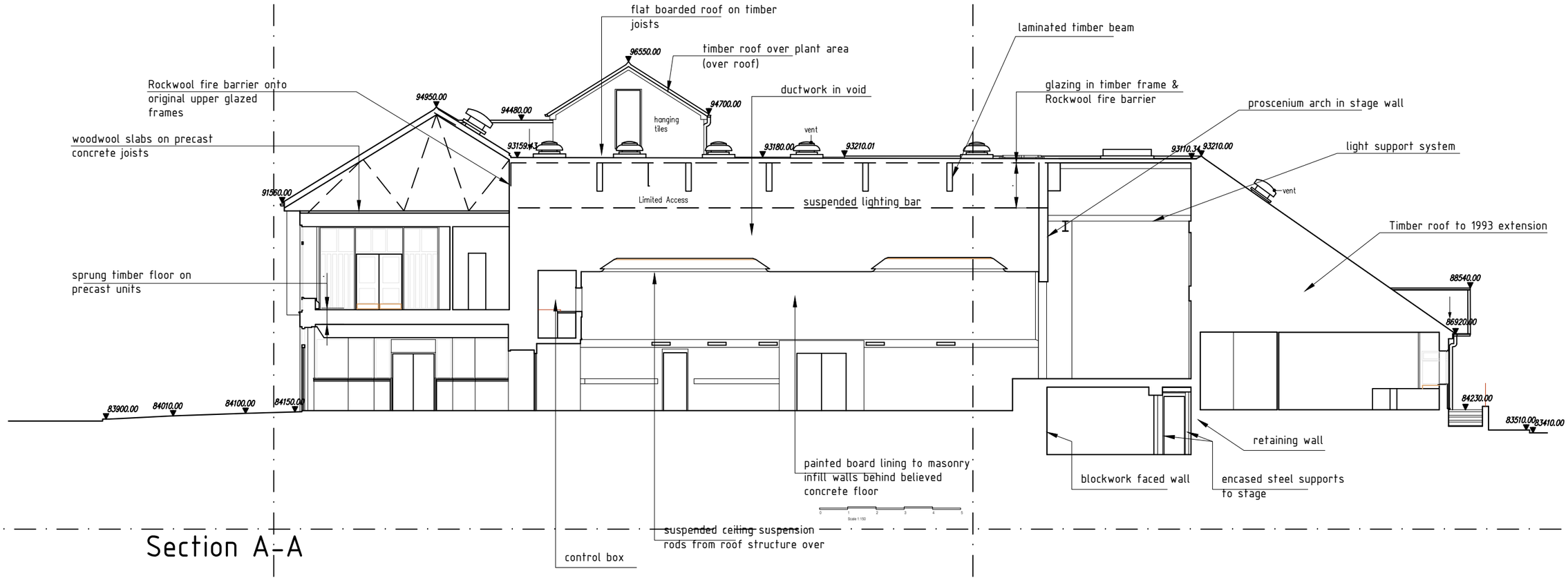
TITLE
SIDE ELEVATION (South-West)
Structural Notes

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	28	A

DWG. STATUS	
PRELIMINARY	●
TENDER	
CONSTRUCTION	
RECORD	



Section A-A

NOTES

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REV	DESCRIPTION	DRAWN	DATE
A	Notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE

BASE DRAWING SCALE 1: 150 @ A3 | SCHEDULE SHEETS

CLIENT: Fleet Town Council

PROJECT: The Harlington,Fleet Road,Fleet, Hampshire

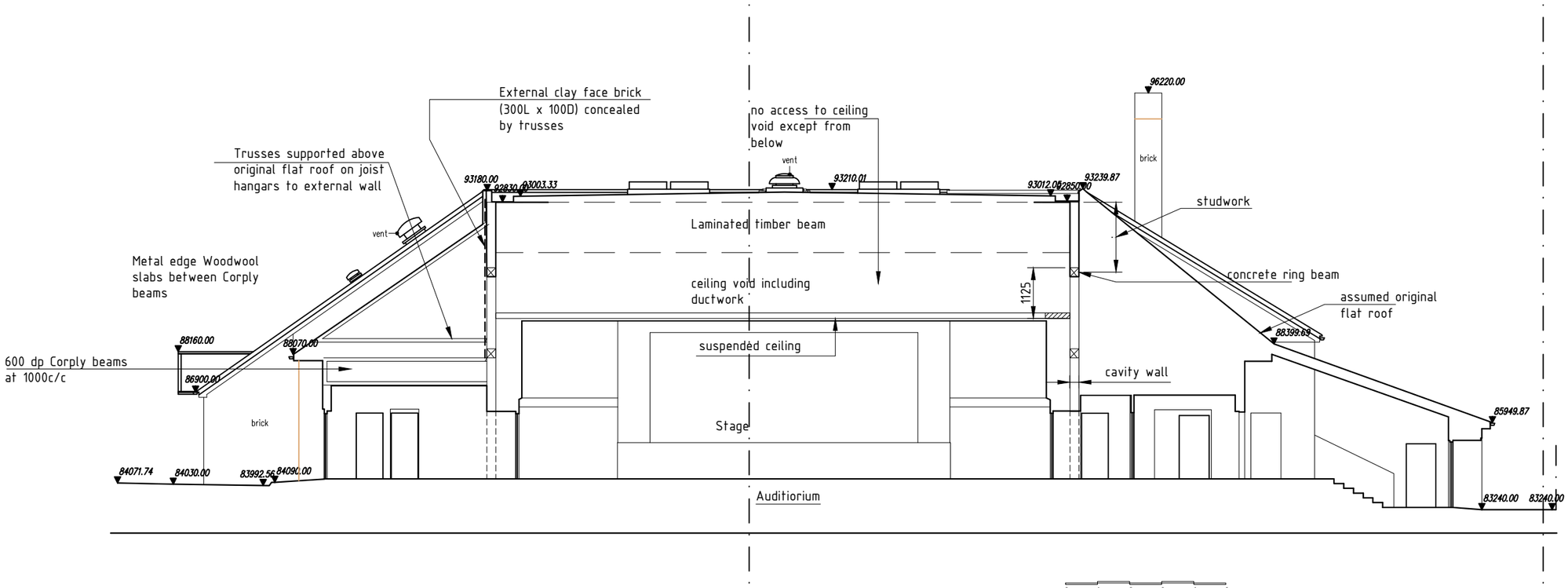
TITLE: SECTION A-A Structural Notes

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	29	A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD



Section B-B

NOTES

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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 150 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

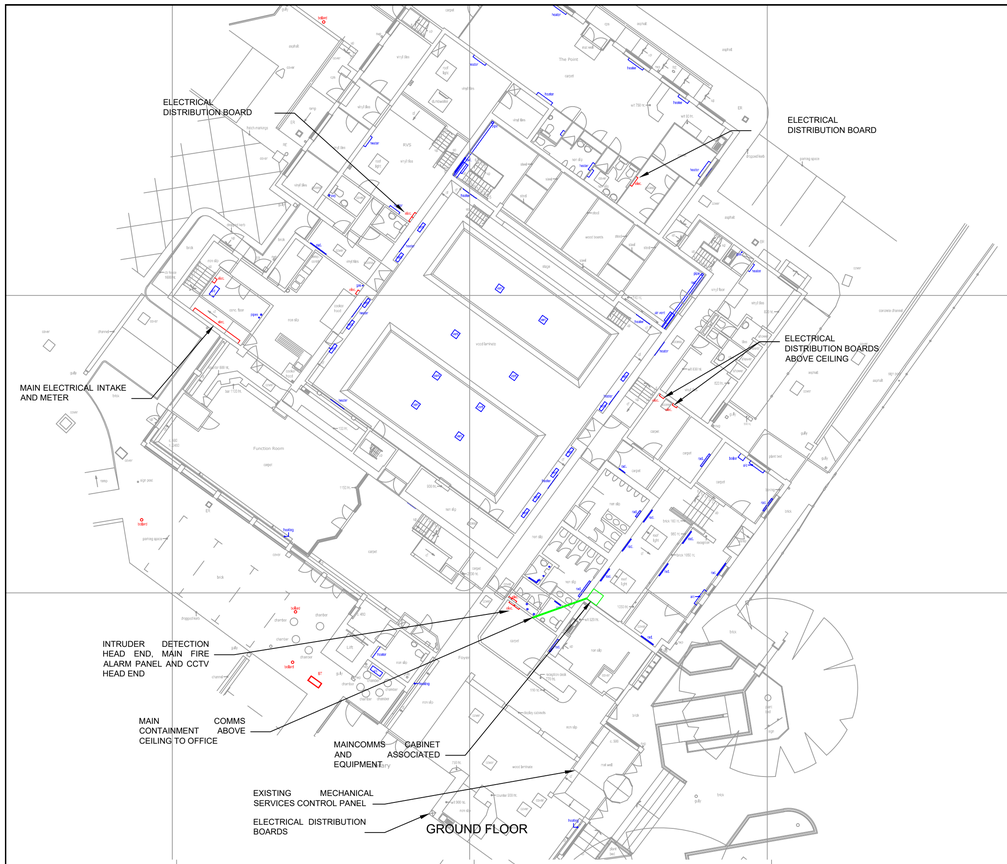
TITLE
SECTION B-B
Structural Notes

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	30	A

DWG. STATUS
PRELIMINARY ●
TENDER
CONSTRUCTION
RECORD



GROUND FLOOR

FIRST FLOOR

BASEMENT

ROOF

DO NOT SCALE FROM THIS DRAWING - CHECK ALL DIMENSIONS ON SITE.

THIS DRAWING IS A DESIGN DRAWING ONLY. INFORMATION SHOWN MAY NEED TO BE SUPPLEMENTED OR FURTHER DRAWINGS PRODUCED FOR CONSTRUCTION.

ANY INACCURACIES WITH THIS DRAWING MUST BE REPORTED TO POPE CONSULTING LTD AT THE EARLIEST OPPORTUNITY.

SAFETY, HEALTH AND ENVIRONMENT INFORMATION

OUR ASSESSMENT IS BASED ON THE USE OF EXPERIENCED AND COMPETENT CONTRACTOR(S) WORKING TO AN APPROVED METHOD STATEMENT. UNUSUAL HAZARDS/RISKS ARE LISTED BELOW OR THE STATEMENT "NO SIGNIFICANT RISK" IS INCLUDED

CONSTRUCTION

1.

OPERATION

1.

MAINTENANCE

1.

(FUTURE) DISMANTLING/DEMOLITION

1. INFORMATION BASED ON RECORD DRAWINGS CANNOT BE VALIDATED FOR ACCURACY - SURVEY REQUIRED PRIOR TO WORKS

No.	DESCRIPTION	CHK	DATE
P1	PRELIMINARY ISSUE	HN	25.06.19
	REVISION		

ISSUE

PRELIMINARY

POPE
Building Services Consulting Engineers
1 North Pallant • Chichester • West Sussex PO19 1TL
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CLIENT:

COOPER & WITHYCOMBE

PROJECT:

HARLINGTON THEATRE, FLEET

DRAWING TITLE:

MAIN M&E SERVICES LOCATIONS

DATE:	DESIGNED:	CHECKED:	SCALE:
20.06.19	DA	DH	1:200@A1

PROJECT NO.	DRAWING NO.	REV:
4071	ME001	P1

APPENDIX C:
BUILDING CONDITION –
STRUCTURAL ELEMENTS

Ref.	Location	Element	Structure Type & Details	Condition/Defects	Comment/Action	Rating	Cost Essential	Necessary	Desirable	Photo No.
	Reference	Drawing Nos.	19-1962/20-26.							
	Internal									
C1.	Auditorium roof	Roof	Flat roof timber board on softwood rafters.	Limited visual access only. No obvious defects. However, services and ceiling are suspended from the structure.	Ensure roof covering remains sound. See also Building Condition Report. Original structure appears not designed for intense service or access loads. See C2.	**E**	See Below			
C2.		Roof structure	Laminated timber beams.	None observed.	Very difficult to inspect due to limited access. Stage front beam also being used for stage lighting. Fixing direct into beam soffit. Improve access with catwalk and independent	**E**				
					Replace Roof structure and sidewalls	**E**	£300,000			
C3.		Ceiling	Ecolux ceiling on hangers.	Steel rod supports from roof structure to ceiling frame, some direct from roof. Large ceiling panels difficult to remove for access. Replacements not available	Very poor accessibility. Regular inspection required. Access as C2. Replace ceiling with modern acoustic ceiling incorporating additional lighting. M&E works in ceiling void which are essential may require replacement of ceiling. In conjunction with C2.	**E**			See Building Report	

Ref.	Location	Element	Structure Type & Details	Condition/Defects	Comment/Action	Rating	Cost Essential	Necessary	Desirable	Photo No.
C4.	Auditorium Structure	Upper walls to auditorium	Original timber frame with glazing now supplemented by rockwool fire barrier on timber frame.	Unable to inspect internal timber frame in detail. This also incorporates laminated timber posts to roof structure.	Condition of timber framing unknown. Consider replacement as part of acoustic improvement works and replacement roof structure.	**E**			£40,000	
C5		Concrete Frame to Auditorium	Reinforced concrete frame with horizontal ring beam at adjacent roof levels and 1st floor level with reinforced concrete columns. Approx. 300mm section.	Unable to inspect fully in detail due to finishes. Where exposed, except where fixing damage noted to one column, appears in good condition.	No effects of previous fire in hall observed where frame accessible. Review condition at next inspection. Consider applying anti carbonation paint finish.	**N D**		£1,500	£2,000	
C6		Frame infill	Cavity masonry construction. Either dense blockwork or clay units where exposed. Auditorium wall has acoustic lining.	Within Auditorium mainly concealed by finishes. In stage area where exposed appears in good condition. Very small area of damage where expansion bolt fixing installed.	Review at next inspection.	**N**		£600		
C7.		Stage area	No ceiling. Exposed roof joists over. Limited number of lighting bars and curtain supports.	High level access by tallscope ladder only. No structural defects noted.	Review high level access to improve safety and flexibility of use. Improve facilities with additional lighting bars and scenery supports. Provide Fly tower. (E/O roof replacement)	**E**			£50,000	

Ref.	Location	Element	Structure Type & Details	Condition/Defects	Comment/Action	Rating	Cost Essential	Necessary	Desirable	Photo No.
C8		Control Room	Timber framed structure at rear of Auditorium.	Relatively light structure with high floor deflections. Steep stair access. Installed as part of 1993 works in conjunction with installing new finishes.	Strengthen floor. Review access.	**E**	£10,000			
C9.	Roof over F1-F11	Over-roof	Proprietary gang-nail trusses at 1.2m centres.	Generally sound condition. Very wide spacings, size of battens unknown. Open for ventilation at eaves.	Existing roof covering below remains. Open eaves and lack of self closers on doors may compromise fire strategy. Improve Fire Breaks and seal voids.	**E** **E**	£7,500			
C 10.	Roof over F1-F11	Original flat roof.	Bituminous felt on woodwool slabs on pre-cast concrete joists.	Woodwool slabs covered by felt. However, some holes found due to services penetration.	Holes may compromise fire strategy. Fire stop.	**E**	£1,000			
C 11.			Original roof lights.	Lightly covered only. No fire barrier. Original drawings imply these were to be covered with	Need to be adequately covered and secured.	**E**	£6,000			
C 12	First Floor F7, F9,F10 & F11	External Walls – Internal face.	Reinforced concrete frame with downstand beams and PCC floor, incorporating feature reinforced concrete (possibly PCC) cantilever bays.	No defects noted.	Paint with suitable paint system that provides anti carbonation protection.	**N**		£2,000		

Ref.	Location	Element	Structure Type & Details	Condition/Defects	Comment/Action	Rating	Cost Essential	Necessary	Desirable	Photo No.
					Review condition on regular planned maintenance basis.					
C 13	F4/G6	Staircase	Reinforced concrete stairway with steel and timber balustrading.	Dated appearance not certain if balustrade complies with current standards.	Replace balustrade. Improve stairs to comply with current standards. No structural alterations required.	**E**	£3,000			
C 14	G1, G2,G6,G45 and G47.	Ground floor spaces. RC columns visible on external wall line.	RC Frame to 'front of house' on SE side of auditorium. Space divided with non loadbearing partitions.	For internal walls refer to Building Condition Survey.No significant issues noted in relation to the frame.	Regular maintenance inspections					
C 15.	Roof over S1 & S2	Roof over- roof	Part gang-nail truss part traditional timber structure	Comments as C9..	As C9	**E**	£2,000			
C 16.	Original roof over S1.	Flat roof structure. (Below Trusses)	Woodwool slabs on timber joist.	Significant sag at centre of roof span. Joist size inadequate, possible water damage to woodwool slabs.	Provide crawl boards off trusses for maintenance access. Consider removal of woodwool and replace with ply sheathing.	**E**	£1,800			
C 17.	Original roof as floor of S2 over F12	Flat felted roof.	Mechanical plant platform. Believe may be woodwool on RC beams as elsewhere as equipment independently supported clear of roof, but concealed by plant and finishes.	Steel frame support to equipment fixed to walls each side with anchor bolts into brickwork. Access to auditorium roof via steel stair and upper door.	No significant issues noted.					
C 18.	External Wall S1	External Wall around S1 and	Cavity masonry. Brick external. 2.4 m wide duct opening between S1 & S2	Lintel has been introduced to form the	Replace lintel or strengthen above with	**N**		£1,200		

Ref.	Location	Element	Structure Type & Details	Condition/Defects	Comment/Action	Rating	Cost Essential	Necessary	Desirable	Photo No.
		separation wall to S2.	with 65mm deep PSC lintel over.	duct opening and appears to sag.	bed joint reinforcement.					
C 19.	Floor to S1 over F14	Floor	200mm reinforced concrete slab	Stair opening in floor is not trimmed, assume reinforced slab designed accordingly.						
C 20.		Access ladders	Modern painted steel ships ladder.	None noted	Barrier at top awkward to use. Consider reconfiguration.	**N**		£500		
C 21.	Floor F14 and F12 over G14 , G15 and part G13	Floor / ceiling	Concrete floors, part supported on internal wall to concrete stairs	No defects noted						
C 22	Wall to F12	Walls	Solid masonry	Stepped crack at base	Over doorway below(G13/G14) near to junction with RC frame to masonry staircore- possible relative shrinkage between frame and masonry. Repair with bed joint reinforcement.	**N**		£1,600		
C 23.	Roof over G16-G20, G25,G26 and part G13	Upper Roof	Proprietary gangnail timber trussed rafters installed as part of 1993 works.	None observed. Trusses set at higher level above original flat roof supported on existing walls, with hangers to auditorium wall face.	Truss spacing fairly wide as noted previously. No Firestopping. Provide barriers 3 No.	**E**	£6,000			

Ref.	Location	Element	Structure Type & Details	Condition/Defects	Comment/Action	Rating	Cost Essential	Necessary	Desirable	Photo No.
C24		Lower original roof	Metal edged woodwool slabs supported on cor ply timber beams at approx. 1 metre centres.	Poor access into roof space for maintenance inspections. Woodwool slabs not reliable for support for access purposes.	Install crawl/walkways through the roof space supported on beams. Provide stools if insulation installed.	**E**	£4,000			
					Provide pull down access steps in hatch over corridor. No firestopping in flat roof void.	**E**	£5,000			
C 25.			Rooflights in lower roof.	Remain in use	No comment.					
C 26.		Walls	Cavity external walls and solid internal partition walls	Original external walls remain now enveloped by extension external walls that wrap around NW corner of building.	No structural comments – see Building Condition Schedule.					
C 27.	Roof over G28-G37	Roof	Proprietary gangnail trussed rafters	Modern 1993 extension.	No comments					
C 28.		Walls	Cavity masonry	Refer to Building Condition Schedule.						
C 29.		Floor	Solid concrete	No comment – covered with floor finishes.						
C 30.	G9 Stage over B3-B5	Stage supports	Timber stage supported on cased beams. Scenery slot appears to have been	Beams fire cased, no observations.						

Ref.	Location	Element	Structure Type & Details	Condition/Defects	Comment/Action	Rating	Cost Essential	Necessary	Desirable	Photo No.
			maintained with double beam across rear							
C 31.	B3-B5	Front wall to stage	Dense blocks to hall level then AAC blockwork	3mm vertical crack, previously repaired-reopened.	Repair with bed joint reinforcement at 225 V centres.	**N**		£2,000		
C 32.		Rear Wall	Dense blocks at lower level (assume part retaining) AAC blocks over	It is assumed the original building was part terraced into the site with semi basements on the rear NE. The original external wall now forms the rear wall to the extended building						
C 33.		Floor	Reinforced concrete	No comments						
C 34.	Roof over G39-G46	Pitched Over-roof	Proprietary gangnail trussed rafters at approx. 1 metre centres	As previous comments	Relatively wide spacing.					
C 35.		Original Flat Roof	Woodwool slabs on cor ply	Soffit concealed by tiles. No comments						
C 36.	Floor to G39-G42 over Basement B6-B7	Floor	Precast concrete hollow units 300mm wide spanning across basement plant room.	PCC units no comment. Typical gap between units common with this type of installation.	Prudent to infill gap between units for fire stopping.	**N**		£3,000		

Ref.	Location	Element	Structure Type & Details	Condition/Defects	Comment/Action	Rating	Cost Essential	Necessary	Desirable	Photo No.
C 37.	Corridor G39	Walls	Masonry walls to corridor with steps at south end down to lower level of centre.	Vertical crack to each side of corridor at head of stairs. Previously repaired. Coincides with edge of semi basement	Repair with bedjoint reinforcement at 225 mm V centres and redecorate..	**N**		£3,300		
C 38.	Basement B6 and B7	Walls.	AAC Blockwork to inner leaf.	Vertical cracks at approx.. 1 metre centres.	Repair with bedjoint reinforcement as G37.	**N**		£8,000		
C 39.		Staircase	Reinforced concrete with retaining wall to above half landing.		No comments.					
C 40		Floor	Concrete. Painted to plant area with concrete plinths.	Paint finish deteriorating, fine cracks in floor.	Overhaul as part of M&E works.	**N**		£1,500		
C 40.	Roof over G48-G50	Roof	Pitched timber roof with intermediate steel frame support.	No observations except to note relatively close spacing of steel posts.						
C 41.	G48-G50	Internal retaining wall	Brick faced.	No comments, part of extension to centre previously used as a gym.						
C 42	Roof voids General			Inadequate fire stopping	Install flexible fire breaks	**E**	£1,500			
					TOTALS		**£347,800**	**£25,200**	**£92,000**	
				Preliminaries	**31%**		**£107,818**	**£7,812**	**£28,520**	
					TOTAL ESTIMATE		**£455,618**	**£33,012**	**£120,520**	

APPENDIX D:
MECHANCIAL & ELECTRICAL
BUILDING INSPECTION

POPE

FEASIBILITY REPORT

ON THE

MECHANICAL AND ELECTRICAL SERVICES REFURBISHMENT

AT

THE HARLINGTON

IN

FLEET

Project N⁰: **4071**
Revision: **P3**
Date: **February 2020**
Client: **Cooper & Withycombe**

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CHAS

Constructionline
Part of Capita plc

DOCUMENT REVISION SHEET

ORIGINAL

Prepared by:	David Aspden/ David Hayes	**Date**	June 2019
Checked by:	Harrison Notter/ Keith Heppenstall	**Date**	June 2019

REVISIONS

Rev.	Pages Revised & Re-Issued	Date	Checked
P1	First Issue	25.09.2019	HN/KH
P2	Comments incorporated	07.01.2020	HN/KH
P3	Further comments incorporated	04.02.2020	DA/DH

CONTENTS

GLOSSARY OF TERMS

Term	Meaning/Definition
IET	Institute of Engineering Technology (Formerly Known as the IEE Institute of Electrical Engineering)
CIBSE	Chartered Institute of Building Services Engineers
ISO/BS/EN	International Organisation for Standardisation / British Standard / European Norm
AD	Approved Document (of the Building Regulations)
EAWR	Electricity at Work Regulations
CDM	Construction Design and Management Regulations
UPS	Uninterruptible Power Supply
PIR	Passive Infra-Red
PBX	Private Branch Exchange
DP	Distribution Point
BT	British Telecom
MCB	Miniature Circuit Breaker
MCCB	Moulded Case Circuit Breaker
RCD	Residual Current Device
RCBO	Residual Current Circuit Breaker with Overload Protection
IP	Ingress Protection
A	Ampere
mA	milli Ampere
kA	kilo Ampere
V	Volt
mV	milli Volt
kV	kilo Volt
W	Watt
kW	kilo Watt
UV	Ultra Violet
m3/hr	Meters cubed per hour
MDPE	Medium-density polyethylene
DX	Direct expansion
DNO	Distribution Network Operator (Electrical Infrastructure Company)

1 BRIEF

Pope Consulting undertook a survey on the 11th and 13th of June to inspect the existing services installation, establish the route of the main services runs and ascertain the major items of mechanical and electrical plant.

This report has been prepared to provide a summary of the proposed mechanical and electrical services necessary modifications and upgrades in order to provide safe, functional and effective operation of the services installation and equipment whilst fulfilling the requirements set out under HSE requirements (i.e. lighting, electrical safety, emergency lighting, ventilation, heating, controls etc.)

2 EXECUTIVE SUMMARY

The intention would be to replace the majority of the existing services with new not necessarily on a like-for like basis, but redesigned to accommodate the usage of the building whilst being sympathetic to the works undertaken to the fabric, such as increased levels of insulation etc.

The heating would be provided with new controls and appropriate zoning.

The electrical services generally throughout the theatre are life expired and would benefit from being replaced. This includes the electrical distribution, sub-distribution, lighting, emergency lighting, accessories and ancillaries, fire alarm and security systems.

Electrical Systems estimated costs Total £ 502,500.00

The mechanical services plant within the theatre has reached the end of its useful life and various improvements are necessary to bring the public building in order. This can be summarised as follows:

- Controls for ventilation and heating systems are replaced.
- Air handling units are replaced.
- All of the boilers are replaced and a new flue system is installed.
- The heating pumps are replaced.
- New ventilation system is installed within the auditorium.
- Replace the pressurisation unit and expansion vessel.
- Replace fan convector heaters in the auditorium.
- Replace electric heaters, fans and water heaters in the changing rooms.
- The heating system is power flushed.
- Drainage CCTV Survey and remedial works
- Wet heating system for “The Point” and “WRVS” section of the building

Mechanical Systems estimated costs Total £ 484,500.00

3 INTRODUCTION

The Harlington is based in Fleet between Harlington Way and Fleet Road. The site measures approximately 1548m². The building is outside of a conservation area and the building is not listed.

The Harlington was built / opened as a civic complex in 1972, comprising 'Civic Hall / Assembly Room', offices and meeting rooms. A major fire in 1991 destroyed the hall, which was rebuilt with improved facilities, reopening in 1994 as the Harlington Centre. The present exterior of the building follows the original form: two wings at right angles in simple 1970's style, two floors, ground floor fenestrated, first floor advanced pebble-dashed vertical ribs between narrower fenestration, flat roof, except over hall where slightly pitched.

A recent survey has shown that the services within the building are at the end of their useful life and require either major refurbishment or replacement.

3.1 KEY REQUIREMENTS FOR THE CENTRE

The installations need to be safe, reliable and efficient and in line with current standards. The heating should be controllable and zoned according to the usage of the various spaces. The electrical services should be of an appropriate size to suit the usage.

4 INSPECTION NOTE

Our survey report is based on a qualified engineer's visual inspection of the property's mechanical and electrical services installations. Drainage and rainwater installations are not inspected unless included in the Brief. We have not dismantled plant or equipment to inspect and we have not switched on or started up mechanical or electrical equipment. The inspection is of accessible installations only and we do not take up floor coverings or floor boards, lift ceiling tiles, remove builderswork panels or covers of electrical fittings.

We have noted in our report if we are not able to check any parts of the mechanical or electrical services that the inspection would normally cover. If we are concerned about these parts, the report will advise about any further investigations that are needed.

Engineers are instructed not to enter areas where there is a perceived health and safety risk. This includes but is not limited too empty properties where the power has been isolated.

Unless included in the Brief, our report does not include an estimated cost of any work to put right defects or make recommendations on how repairs should be carried out. Where the age of plant is given, unless specifically noted, it will be based solely upon a visual inspection and, where known, the age of the building. Life of plant is neither finite nor accurately predictable. Where a life expectancy is requested, this is an assessment based on the expected age and visual condition of the installation.

5 EXCLUSION OF LIABILITY

Whilst every effort is made to give a fair and comprehensive report, due to the nature of the inspection, no liability is accepted by Pope Consulting Ltd for the accuracy or completeness of the information in the report.

6 EXISTING ELECTRICAL INSTALLATION

6.1 GENERAL

The electrical installation, although appearing generally to be maintained is suffering from a lack of expenditure and the equipment is of an age where it is sitting at the end of or has exceeded the manufacturer's design life. If this equipment is not replaced, issues will arise where the equipment will start to fail and spare parts/replacement units are no longer available.

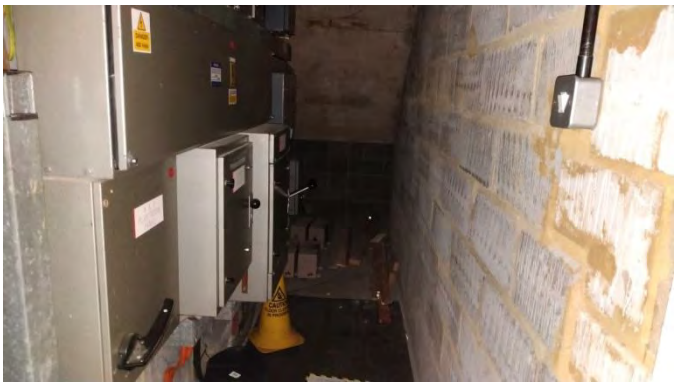
6.2 INCOMING POWER CAPACITY

The incoming power to the building should be sufficient to meet the demands of the building, following the refurbishment and replacement of the systems within. However, there would not be sufficient capacity to extend the building further without potentially upgrading the incoming electrical supply.

In addition, there is an existing electrical connection towards the front of the café to provide a hook-up point for an external feed for concerts/performances and other facilities outside the front of the Theatre. If the front hook-up was to be used in addition to the remainder of the building, particularly the main performance area, it is possible the supply would not be sufficient. It would definitely not be sufficient if a second performance area was to be included in the refurbished building.

6.3 MAIN DISTRIBUTION

The existing incoming electrical service runs below ground into the electrical cupboard just off the existing Kitchen, behind the bar.



The existing service is formed by a series of connected loose switchgear that is wall mounted in an overly narrow space.

The overall condition of the equipment is reasonable, even though some of it appears to be original. Warning notices and inspection stickers are evident.

From the main incoming switch, busbar trunking serves numerous fuse switches and trunking serves further fuse switches. There are two distribution boards at high level in the space.

Outgoing cables run to above ceiling level and directly up to the First Floor to feed numerous other distribution boards around the property.

It is clear that the system has been adapted and expanded over the years.

Of biggest concern, other than the age of the equipment, is the limited space available in the room to safely maintain the equipment, even more noticeable when some would need to be accessed via steps.

It is recommended to strip out the entire installation within this cupboard and provide a new panelboard in a new location with safe and adequate access. It would probably be beneficial to relocate the incoming electrical feed, cut-out and meter into the same location at the same time. The cupboard could then be released as storage.

Given the nature of the equipment, we would provisionally estimate that the new equipment room should be in the order of the following:

2500mm (L) x 2500mm (W)

The final dimensions would be clarified once the detailed design was undertaken.

Reviewing the available spaces, it has been identified that Room G21 (or part thereof) could be reallocated to serve as the new main electrical cupboard.

6.4 SUB-DISTRIBUTION

Cabling has generally been undertaken above ceilings and chased into walls, particularly in the Front of House areas.

The distribution boards vary in age and quality, some are of an age where they would be considered beyond manufacturer's life expectancy. Others still are defunct models with limited spare part availability.

It should be noted that in the Fleet Council Offices one of the offices has a ceiling access hatch through which very limited access is available to two small distribution boards in the ceiling void.

It is recommended that the electrical sub-distribution system is removed in its entirety and replaced with new boards and sub-main cabling form the new main intake location. At the same time, the locations and numbers of electrical

distribution boards can be rationalised and a more strategic approach implemented.

6.5 ACCESSORIES AND ANCILLARIES

The type of electrical accessories (sockets, light switches and fused connection units etc.) are wide ranging and varied throughout the property, representative of the different uses and the changes that have been implemented throughout the life of the building.

The majority of equipment was installed some time ago and are of an age where they would be considered beyond their expected life and consideration should be given to replacing them, particularly if there are a number of changes to be wrought with the refurbishment as the power layout requirements would be potentially different to how they have currently been provisioned.

It is recommended that the electrical outlets are removed and replaced with new to suit the requirements of the refurbishment, which will be generally quite different to the current arrangement.

6.6 LIGHTING

6.6.1 Internal Lighting

The theatrical lighting is not considered as part of this report because this is a specialised field. There are, however, indicative costs for a basic system provision to clarify the overall system budget.

The lighting generally is aged and visually not very appealing. There are exceptions to this, for example in the Ground Floor Café area, Fleet Council Offices and some of the bar lighting. In addition, the older lighting is much more inefficient and energy intensive than modern LED equivalents.

Some of the spaces have been provided with replacement LED luminaires that have lifted the lighting levels and ambience of the space, making the juxtaposition of the old and the new more pronounced.

It is recommended that the entire lighting installation is removed and replaced with new, LED based luminaires, potentially retaining some fo the newer LED luminaires installed within the last 5 years

6.6.2 Lighting Control

Most of the property has manual controls for lighting, generally using wall mounted lightswitches at the main entrance doors to the spaces. These are generally simple on/off controls.

There are exceptions to this, for example the Fleet Council Offices and nearby toilets have automatic presence detection.

The theatrical lighting control is not considered as part of this report.

It would be of benefit in Front of House areas to offer a range of lighting controls, from wall mounted dimmer switches in bars and similar areas that would benefit from a controlled ambience to automatic on/off control in the corridors and toilets. In addition, offices would be provided with absence detection so that lights have to manually switched on, but would automatically switch off when no presence is detected.

These measures will assist in the long term reduction of energy use.

6.6.3 External Lighting

The external lighting varies both in age and suitability. There are small bollards along the side and front of the theatre that appear in reasonable condition, along with façade mounted floodlights to illuminate the car park in front of the Theatre, notionally for event usage

There is also a network of festoon lighting emanating from the front of the theatre and running to a number of trees in the front area. As this is event lighting, it is not considered as part of the external lighting scheme.

6.6.4 Emergency Lighting

Emergency lighting is generally present throughout the property and immediately outside most exit doors, however, again the luminaires are generally of an age that they should be replaced. It should be noted that a few of the luminaires have been replaced with modern LED fittings.

It is recommended that, along with the general lighting system, the emergency lighting is replaced with new.

6.7 FIRE ALARM SYSTEM

The existing fire alarm and detection system features a Menvier MX4000 analogue addressable fire alarm panel with additional keyable switch to isolate devices during performances. The panel is located in the main Office behind reception, but there is a repeater panel near the café that is visible through the front windows.

Although the system is a more modern analogue addressable type, bells are used throughout rather than sounders – this is often the case where the bells can be rung to signal purposes other than fire events, such as intermissions, or performance starting.

The property seems well provisioned with automatic detection devices throughout, although some of the cabling that can be seen has not been installed in compliance with the relevant standards. The cabling that has not been installed correctly has not, in places, been secured to the building fabric or containment correctly. As a consequence, there is an entanglement risk during a fire which would need to be addressed.

It is understood that the Theatre system integrates with the adjoining library system such that both systems can notify each other in an alarm event.

It would be recommended, given the anticipated nature of the works that require to be undertaken, that the fire alarm and detection system would be replaced with a similar, newer system.

We would also recommend the use of a more open protocol system that has a lower Total Cost of Ownership by not restricting the Client to one manufacturer for the entire system and limiting maintenance options in the future.

6.8 INTRUDER DETECTION SYSTEM

The existing system is a Scantronic 931 and is complete with door contacts, volumetric detectors and arm/disarm keypads. The head end appears to be within the Theatre office and numerous extenders can be seen around the property at high level to serve the various devices.

It is understood that there are separate systems for both the WRVS and the Point, although it is unclear if these are cabled as separate zones from the same master system or entirely separate entities with no/limited interaction between them.

Again, this is an obsolete system at the end of it's design life and it is recommended that this is replaced with newer equipment.

6.9 PERSONAL MOBILE RADIO SYSTEM [PMR]

There is an existing system of PMR handsets (walkie-talkies) which we understand work fine around the property. It is unlikely that the works will require any additional boosters to be provided and so it would be assumed these would remain as is.

6.10 AUDIO FREQUENCY INDUCTION LOOP SYSTEM [AFILS]

There is an AFILS system in the Downstairs bar currently, and it is assumed that there is one provided for the main theatre. There is evidence that one was provided at some time in the Main Theatre (what appears to be an infra-red transceiver mounted high on the wall, ostensibly for neck loops worn by users).

The system in the bar appears serviceable, but the system in the Main Theatre appears incomplete. Given the extent of the refurbishment works to be undertaken, the cabling at least would need to be replaced, even if the units could be retained. It would be of benefit to replace all systems with newer equipment. The systems should be extended to ensure that coverage is provided to the Café, Reception, Auditorium, Bars and meeting rooms.

6.11 LIGHTNING PROTECTION

There is an existing lightning protection system in place, evidenced by the air rods on the roof and the down conductors on the external façade leading to floor recessed earth pits. Assuming the system is compliant and tested satisfactorily, we expect no alterations to the installation other than to accommodate the refurbishment works.

6.12 DATA/VOICE INSTALLATION

The structured cabling system that serves the data and voice outlets on the floorplates all emanate from a single communications cabinet located in the Fleet Council Offices.

The cabinet can be seen to be quite messy in terms of the way the equipment is located and the cabling has been undertaken – which is reasonably usual where amendments have been made piecemeal.

Given the nature of the refurbishment works, it is unlikely that few data cables within the theatre would benefit from being retained and modified, it would therefore be desirable to provide a new communications cabinet in the Theatre Office that is connected to the existing Fleet Council Office, thereby providing some limited separation between the two entities.

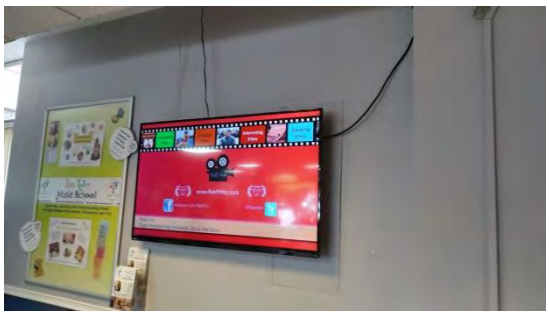
The new cabinet can also be used to house existing equipment, such as the CCTV head end and other, theatre specific equipment.

The existing incoming data and voice service would be assumed to be left as is, with the necessary connections to be made between the Fleet Council comms cabinet and the new Theatre comms cabinet.

6.13 INTEGRATED RECEPTION SYSTEM [IRS]

There is evidence on the Point building housing the nursery of a satellite dish. Although access could not be given to enter the nursery area and the system could not be inspected, it is assumed that the satellite service is a tenant item and will therefore remain as is.

6.14 AUDIO VISUAL SYSTEMS



There are no integrated AV systems currently installed, other than those for the Theatrical productions. There is a small AV system in the Bar area and several display units that appear to be computer/network driven.

It is anticipated that these would be removed and reinstated once the works are complete.

It may be of benefit to provide a camera and or audio capture facilities for webcasting events from the auditorium, which will help raise the social media presence of the facility and also potentially reach out to more users and visitors. This will depend on the suitability of these events and a willingness to undertake this work.

The management of the service would be relatively straightforward once it is set up.

It should be noted that there is a PRS license displayed (playing of radio or pre-recorded music by a business or similar).

6.15 CLOSED CIRCUIT TELEVISION SYSTEM [CCTV]

A CCTV system has been installed within the last few years, covering relevant areas both in and around the theatre building. The cameras and NVR are manufactured by Lorex, a brand that is popular in America, but not very well serviced in the UK. We would expect this system to be removed and reinstated to facilitate the works. Cabling would be run as necessary if any of the cameras, or additional cameras are required, and the head end moved from the top of a cupboard into a new communications cabinet.

6.16 ACCESSIBLE FACILITIES

There are accessible toilets, complete with the necessary distress alarm systems. These are not of any great age, but given the nature of the refurbishment works would most likely be replaced with new, given the low cost of new systems

6.17 ELECTRICAL SUMMARY

Because it is proposed that almost all of the equipment is removed and replaced with new, the opportunity arises to address the ad-hoc basis that some of the equipment has been installed in order to cater for the growing needs of the facility over the years.

The distribution boards would not, therefore be reinstated in exactly the same position and/or configuration as the existing. During the detailed design phase, the locations and types etc would be rationalised.

As part of this reconfiguration, the power supplied to the Stage would be reviewed and enhanced. It is understood that the current arrangement has a lack of power capacity available to the Stage proper, generally due to the way the installations have progressed with demand over time. This will be adjusted to ensure that sufficient power is available to the Stage area.

7 EXISTING MECHANICAL INSTALLATION

7.1 MECHANICAL VENTILATION SYSTEMS

The mechanical ventilation systems generally consist of the following:

a) Auditorium air handling unit (supply air only)
b) Six extract fans in auditorium roof void terminating to individual roof cowls
c) Dance Studio air handling unit (supply air only)
d) One extract fan in the dance studio roof void terminating to a roof cowl
e) Function room air handling unit (supply air only)
f) One extract fan in the function room ceiling void terminating to an external ventilation louvre
g) Localised extract fans to toilets and reception office

Note: The function room was previously called the Bistro, the dance studio was previously called the small hall and the auditorium was previously called the main hall.

The auditorium air handling unit was found to be in a very poor condition, obsolete, electrically and thermally inefficient, with evidence of poor air tightness. The casing to the air handling unit and the majority of the ductwork was found uninsulated. The ductwork appears to be in reasonably good condition. The air handling unit is original, but was refurbished 26 years ago. The air handling unit exceeds its economic life of 30 years and therefore we would recommend that this air handling unit is replacement.

The dance studio air handling unit was found in a reasonable condition given its age, but the air handling units has now become obsolete and a more energy-efficient unit is available which will offer improved reliability. The ductwork is inadequately insulated. The air handling unit was installed during the 1992 refurbishment. The unit does not exceed its economic life of 30 years, given under CIBSE Guide M, but to ensure the longevity of the mechanical plant, we would recommend replacement of this air handling units. The same applies for the air handling unit which serves the function room.

We would recommend that all of the air handling units are provided with heat exchangers for the recovery of return air from the space. This will require the installation of new extraction ductwork between the function room, dance studio and the auditorium back to the respective air handling unit.

We were unable to determine the manufacturer and model of the air handling unit for the auditorium due to its age, but the function room and dance studio air handling units appear to be Vent-Axia Viking Series 90 units.

In general, all of the localised extract fans, such as within the toilets and reception area, need to be replaced. We noted during our survey that one of the extract louvres terminates in the reception area, rather than external to the building. This will need to be rectified during the works.

For the items of equipment which have become life expired, the consequential impact of not carrying out replacement, will result in areas of the building becoming inadequately ventilated to meet the requirements of the Health & Safety at Work Act.

7.2 HEATING PLANT

The heating plant consists generally of the following:

- Five MHS Sangiorgio Regency GBS Series 2 221-52 Gas-fired atmospheric floor standing boilers, with a heat output of 67kW and a total heat output of 335kW.
- Zilmet 500 litre expansion vessel
- MHS pressurisation unit – Series PM
- Six secondary circulation pumps for constant temperature heating circuits
- Five primary circulation shunt pumps
- Three-way diverting control valve fitted to each air handling unit

The gas meter cupboard outside the boiler plant room is within a floor mounted locked enclosure. The enclosure is dirty and litter strewn and would benefit from being cleaned. In addition, the internal lining has broken loose from the fixings and is sitting on the pipework and the corrosion on the pipes indicates the cabinet is not weathertight. The cabinet would benefit from being replaced. The U65 gas meter appears to be in reasonable condition. The gas pipework enters the boiler plant room in 50mm diameter mild steel pipework. The pipework branches to serve the kitchen gas appliances with a separate branch to serve the gas-fired atmospheric boilers. Each boiler is provided with a quarter turn gas valve. There is also a quarter turn gas valve at the plant room intake position and to the pipework which serves the kitchen gas appliances.

The boilers are 26 years old and this exceeds the 20-year economic life, given under CIBSE Guide M. Each boiler is fitted with a flue draught diverter connecting to a common flue system. The common flue enters the masonry-built chimney rising to the head of the chimney with a terminal (approximately 12.6m above floor level). We would recommend the replacement of the boilers for Hamworthy Heating Purewell Variheat Mk2 Condensing cast iron gas-fired boilers with pipe header kit and common flue header system utilising the existing chimney. The existing flue will need to be replaced as part of these works.

The primary circulation shunt pumps are all from the Grundfos UPC or UPS range, which are typically over 20 years old. All of these pumps are in poor condition and need to be replaced.

The majority of the secondary circulation pumps (five of six) are from the Grundfos UPC or UPS range, which are typically over 20 years old. Only one of the pumps, the Grundfos Magna 1, is aniticipated to be less than ten years old. We would recommend that all of the secondary circulation pumps are replaced for twin-head circulation pumps, for duty / standby operation. We would propose pumps from the Grundfos Magna 3D range.

The expansion vessel and pressurisation unit within the boiler plant room need to be replaced, as the age of this equipment is 26 years old. As quoted by CIBSE Guide M, the economic life of a pressurisation unit is 15 years and an expansion vessel 10 years. Given the level of works required within the boiler plant room, it would be appropriate to consider the replacement of these components during the refurbishment works. We would propose for this to be replaced for an Aquatech Pressmain Aquapack AP or similar. This would be installed with a Zilmet Cal-Pro 500 litre expansion vessel.

The existing three way diverting valves and actuator heads fitted to the pipework serving the air handling units need to be replaced. This is due to the condition and age of these valves.

For the items of equipment which have become life expired, the consequential impact of not carrying out replacement, will result in areas of the building becoming inadequately heated to meet the requirements of the Health & Safety at Work Act.

It will be necessary to assess the required duty of the heating system, determine the selection of each circulation pump and assess whether the gas supply is adequate based on the agreed building refurbishment proposals.

7.3 HEATING & COOLING

The Harlington Theatre is provided with a combination of fan convectors, passive perimeter heaters, LTHW radiators and electric heaters. Radiators within toilets are showing signs of corrosion, and these need to be replaced. The radiators would also benefit from having thermostatic radiator valves installed.

The passive perimeter heaters fitted in rooms such as dance studio, function room, library, canteen and parts of the corridor are all in a very poor condition, part of the original 1972 install and overall they do not work effectively to heat the space. With the exception of the function room and dance studio, we would recommend replacement of these existing heaters for a unit such as the Sill-Line continuous pedestal heaters.

For the dance studio and the function room, which are susceptible to overheating, due to the glazing and building orientation, we would recommend comfort cooling / heating, consisting of external mini-VRF condenser unit and 4-way blow ceiling cassettes.

The existing auditorium fan convectors do not provide a uniform heat distribution profile within the space and have reached the end of their useful life. Heat is mechanically supplied into the auditorium around the perimeter which is then directed towards the outer edge of the audience seating area. This is inefficient method to heat the hall as the heat will simply rise and the majority of the heat will be transferred through the roof. For this reason, we would recommend removing the existing fan convectors and installing LTHW radiant heating panels within the suspended ceiling grid system. It would be necessary to extend the LTHW pipework to serve the radiant heating panels. We would recommend the installation of PICV control valve (such as Crane D995 Peak Pro PICV), Y-strainer and flushing bypass to each radiant heating panel with a constant flow regulator installed at the end of heating circuit to maintain minimum flow. Each of the PICV's to the radiant heating panels are provided with a 0-10v modulating actuator head to vary the flow through the panels via black-bulb sensor within the auditorium.

The height, position and type of the existing ventilation grilles used in the auditorium are not ideal, particularly around the perimeter, due to the direction of airflow. The design needs a complete review in order to provide a better air distribution methodology which mitigates the issues associated with cold draughts and comfort conditions. One of the options which could be effectively implemented is the use of displacement diffusers at low level with extraction grilles at high level.

The electric panel heaters in the changing rooms have reached the end of their useful life and need to be replaced.

We would recommend that the electric storage heaters within the "The Point" and "WRVS" are removed. We would propose individual domestic boilers to

serve radiators, located to the underside of the windows, with pipework within encasement boxing. Within the nursery section, we would propose radiators within LSF casings.

7.4 HEATING & VENTILATION CONTROLS

The existing heating and ventilation controls generally consist of the following:

- one control panel in the plant room local of the three air handling units
- one control panel in reception
- one control panel in the boiler plant room
- one control panel to the ground floor function room bar area
- one room thermostat on the first floor
- integral or remote thermostats to fan convectors on the ground floor

It is highly probable that the integral thermostats within the fan convectors are not working effectively or the level of control is inadequate, given that the temperature within the auditorium either overshoots or undershoots.

The heating and ventilation controls are failing to function and currently manual intervention is necessary to operate the plant. There is a significant inadequacy of room thermostats generally throughout the building. Where thermostats were identified during our survey, the condition was found to be significantly poor and therefore it is a fair supposition to suggest that the thermostats are also unlikely to be working correctly. It is also reasonable to suggest that the controls are far in excess of 20 years, which is the economic life factor, given under CIBSE Guide M.

We would recommend that all the control systems are replaced throughout for a building management system.

The current zoning for the heating system is split into six circuits, as follows:

- Zone 1 = Constant Temperature Circuit for some of the fan convectors in the main hall and all the air handling units.
- Zone 2 = Constant Temperature Circuit for under stage corridor radiators
- Zone 3 = Constant Temperature Circuit for some of the fan convectors in the main hall and all the kitchen fan convector.
- Zone 4 = Constant Temperature Circuit for first floor radiators and perimeter heaters
- Zone 5 = Constant Temperature Circuit for library perimeter heating convectors
- Zone 6 = Constant Temperature Circuit for library fan convectors.

The zoning arrangement will need to be reconfigured to suit the planned proposals for the theatre and the agreed systems to be installed.

In order to meet the requirements of Building Regulation AD L2B, we would provide heat meters for each zone in accordance with CIBSE TM39, which would include a heat meter with an automatic meter reading and data collection system. This can either be a dedicated metering system, such as an Enercom or SyxthSense AMR system, or alternatively to be included as part of the building management system. This will also enable the energy usage to be recorded for the heating within the library.

7.5 HEATING WATER QUALITY

The heating water quality is likely to be poor and it would be best practice to ensure that the ensure system is free from iron oxides or other suspended solids, such as metals which would otherwise contribute to system corrosion.

For this reason, we would advise for the heating circuits to be power-flushed with a non-acidic system cleaner, such as Sentinel X400, to remove residual build-up of magnetite and to restore satisfactory heat distribution. On completion, we would recommend for a system inhibitor to be added to the heating system, such as Sentinel X100, to protect the system against corrosion and to maintain optimal efficiency.

Provide a Magnetite dirt separator to the system to protect the boilers.

7.6 HOT WATER SERVICES

Hot water is provided by localised unvented electric hot water storage heaters of approximately 10 litres. The units are anticipated to be over 15 years old. We would therefore recommend the replacement of these electric water heaters during the works.

7.7 DRAINAGE

There are ongoing issues with the toilets surcharging and causing blockages.

We would recommend that a CCTV drainage survey is undertaken to ascertain the exact cause of the issues. We would also recommend high pressure jet cleaning of the drains and investigation of grease management measures for the kitchen.

8 RECOMMENDATIONS

8.1 GENERAL

It should be noted that there are a number of aspirational proposals contained within the Charcoal Blue report and these have not necessarily been progressed to provide a detailed, co-ordinated scheme as of yet.

As a consequence, it is difficult to provide accurate recommendations and costings at this stage.

8.2 ASBESTOS

It should be noted that the extent of works required will necessitate issues with any asbestos currently present in both the building and existing mechanical and electrical equipment of this vintage. Consideration should be given to ensure all asbestos containing elements are made safe prior to the works being undertaken.

8.3 STATUTORY AUTHORITIES SUPPLIES

The building is currently served by a 200A three phase electrical supply, which we estimate will be sufficient, barring the addition of items of large electrical current draw such as heat pumps and the like – see comments earlier in the documents.

The gas meter is located in an external meter cabinet outside the boiler plant room. Within the meter cupboard is a U65 gas meter which is capable of providing a gas flow rate of 65m³/hr (approx. 722kW), which we would deem as sufficient to meet the usage for the building.

8.4 ELECTRICAL SERVICES

We would recommend the following works to be undertaken as part of the refurbishment:

8.4.1 High Priority

- Strip out and remove the electrical installations, including main distribution; distribution boards; sockets, light switches and the like. Ensure that redundant facilities and equipment are removed as part of these works.
- Amend existing incoming service to the building and re-direct to a new location to be agreed.
- Provide new mains distribution to the new electrical room.
- Provide new electrical distribution equipment in new locations where appropriate.
- Ensure the new equipment is provided with RCD's and/or RCBO's for compliance with the latest standards and also to enhance the safety of visitors and staff.
- Provide new lighting throughout comprising entirely of LED fittings.
- Provide new lighting control systems for presence detection to automatically turn lights on/off in corridors, combined with daylight

sensing so that corridor lighting is not energised if there is sufficient natural light.

- Provide new lighting control systems for presence detection to automatically turn lights on/off in toilets and stores to reduce the energy usage.
- Provide new lighting control systems for absence detection to automatically turn lights off in offices after people have left – turning lights on would be manual.
- Provide new lighting control systems to allow dimming of lighting in specific areas such as the bar and also in offices so the lighting can provide both a comfortable level of light and encourage energy saving.
- Provide new lighting control systems to provide good levels of configurability in the meeting rooms
- Provide a replacement Fire Alarm and Detection System, including facilities for less able bodied guests
- Provide a replacement and extended Intruder Detection System
- Provide a fixed induction loop system to the Reception Desk, the Café, the auditorium and the Conference/Meeting facilities.
- Provide new communications cabinet to house all necessary hardware and all computer equipment and facilities to terminate cabling.
- Provide new structured cabling throughout the property, emanating from the new communications cabinet
- Provide new Theatrical Lighting and facilities
    - 5No lighting bars each with 10No power outlets and a DMX control line, all internally wired. The bars are electrically winched for ease of rigging and maintenance.
    - 2No vertical perch bars permanently wall mounted and low-level sockets on stage for ground lighting and practical effects.
    - All lighting outlets supplied from dimmer packs via a patching system for full control flexibility.
    - Traditional type hemp flying systems for drapes etc.
    - Audio input plates at the stage
    - Audio amplification and distribution equipment
    - Surface mounted speakers

8.4.2 Low Priority

- Provide Webcasting capability for the Auditorium
- Provide photovoltaic installations to the Theatre to reduce the energy bills over time
    - Looking at the flat roof area, this can be measured from the drawings as being circa 450m2. Assuming we want to maximise the area for PV panels, but still provide maintenance access for cleaning etc, the available area can be said to be 80% of the overall space = 360m2
    - A Typical PV panel is 1.6m2
    - Therefore, we could potentially install 360/1.6 = 225 panels
    - Therefore, the system would potentially generate a maximum 56.25kWp

8.5 MECHANICAL SERVICES

We would recommend the following works to be undertaken as part of the refurbishment:

8.5.1 High Priority

- Strip out and remove existing heating and ventilation controls and provide new building management system. Replacement of three-way control valve actuators, sensors, control wiring etc,
- Strip out and remove the existing air handling units. Provide new air handling units with heat recovery unit, supply and extract fans, filters, dampers and LTHW heater battery.
- Provide extraction ductwork between each respective air handling unit to the respective area (auditorium, dance studio and function room). Provide extract grilles at high level in auditorium. Provide supply air displacement diffusers in auditorium at low level with circular ductwork rising from each diffuser to ceiling void (such as Waterloo Ventilation AVC corner wall terminals and Water Ventilation APC recessed rectangular wall terminals)
- Replace localised extract fans in toilet areas and reception. Strip out and remove ductwork and associated grille terminating within reception foyer.
- Strip out and remove passive casement heaters within the function room and dance studio. Provide external mini-VRF condenser unit to provide cooling or heating to these areas. Provide four-way VRF recessed ceiling blow cassettes and controls to the function room and the dance studio. Provide refrigerant pipework on perforated tray between the external condenser unit and the four-way cassette units.
- Strip out and remove fan convectors within the auditorium. Provide LTHW radiant panels, Crane D995 Peak Pro PICV valves and isolation valves recessed within the auditorium suspended ceiling grid system. Modify/extend existing heating circuit to serve radiant heating panels.
- Strip out and remove existing boilers, pumps, three-way control valves and flue. Provide new boilers, twin-head pumps, magnetite dirt separator, three-way control valves and flue system. Connect to existing pipework.
- Insulate pipework and ductwork in plant room areas, where absent.
- Replace electric panel heaters in the changing rooms
- Replace localised unvented hot water heaters around the building.
- Provide new independent wet central heating systems for “The Point” and “WRVS”.
- CCTV Drainage Survey and High Pressure Jet Flushing
- Power-flush heating circuits and add inhibitor to the system on completion.
- Undertake commissioning and testing on completion for each new system installed and submit test certificates.

8.5.2 Low Priority

- Replacement of pressurisation unit and expansion vessel in boiler plant room
- Replace radiators within toilet areas. Provide thermostatic radiator valve (TRV) to each radiator within the building.

- Strip out and remove passive casement heaters within the library, canteen and some corridor areas. Provide a replacement, such as the Sill-Line continuous pedestal heaters.

9 BUDGET ESTIMATES

These budget estimates are for individual projects exclusive of VAT and fees, they may be improved at tender and if run as combined projects.

ELECTRICAL (High Priorities)

1)	Asbestos Removal Works / Encapsulation	£ 30,000.00
2)	Amend existing incoming service	£ 5,000.00
3)	Electrical distribution	£ 50,000.00
4)	Containment	£ 25,000.00
5)	Small power	£ 40,000.00
6)	Lighting	£ 50,000.00
7)	External Lighting	£ 10,000.00
8)	Emergency Lighting	£ 20,000.00
9)	Lighting Controls	£ 15,000.00
10)	Fire Alarms	£ 25,000.00
11)	Security	£ 10,000.00
12)	Data/Voice	£ 15,000.00
13)	AFILS	£ 6.000.00
14)	Theatrical Lighting and Sound	£170,000.00
15)	Record Drawings & Manuals	£ 1,500.00
16)	Contingency	£ 30,000.00
	Total	**£502,500.00**

ELECTRICAL (Low Priorities)

17)	Webcasting	£ 5,000.00
18)	Photovoltaic Installation (56kWp)	£ 76,000.00
	Total	**£81,000.00**

MECHANICAL (High Priority Items)

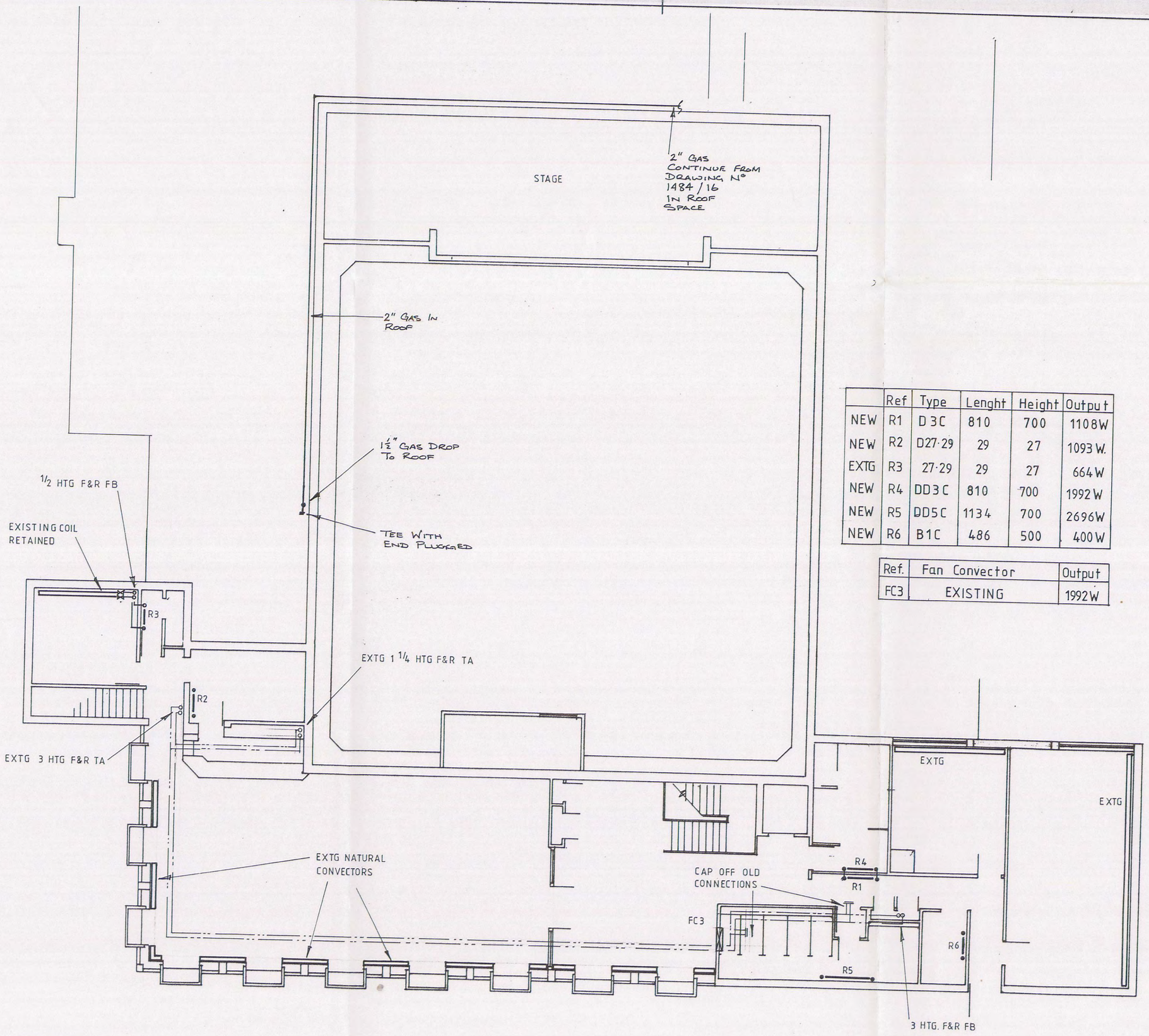
1)	New Building Management Controls System	£ 80,000.00
2)	Asbestos Removal Works / Encapsulation	£ 30,000.00
3)	Replace three air handling units	£ 50,000.00
4)	New ductwork, ventilation diffusers, grilles etc.	£ 30,000.00
5)	Replace localised extract fans and ductwork	£ 5,000.00
6)	New comfort cooling / heating	£ 35,000.00
7)	New auditorium heating system	£ 60,000.00
8)	Replace boiler, circulations pumps, dirt separator	£125.000.00
9)	Replace electric panel heaters	£ 3,000.00
10)	Replace water heaters	£ 4,000.00
11)	Drainage CCTV Survey & Pressure Jet Flushing	£ 4,000.00
12)	WRVS / The Point - Heating System	£ 15,000.00
13)	Power Flushing, Testing and commissioning	£ 12,000.00
14)	Record Drawings & Manuals	£ 1,500.00
15)	Contingency	£ 30,000.00
	Total	**£484,500.00**

MECHANICAL (Low Priority Items)

16)	Replace library, canteen and corridor heaters	£ 15,000.00
17)	Replace expansion vessel and pressurisation unit	£ 4,000.00
18)	Replace toilet radiators and install TRV's to radiators	£ 4,000.00
	Total	**£ 19,000.00**

It is assumed that the Main Contractor would cover the necessary Contract preliminaries so these are not included. No Builders Work in Connection is included as this is assumed to be covered in the Main Contractor's costs and the costs are indicative of having open access to the relevant areas to run new

cables and the like, assuming that internal remodelling is being done so walls may be opened up and ceilings removed etc.



	Ref	Type	Lenght	Height	Output
NEW	R1	D 3C	810	700	1108W
NEW	R2	D27·29	29	27	1093 W.
EXTG	R3	27·29	29	27	664W
NEW	R4	DD3C	810	700	1992W
NEW	R5	DD5C	1134	700	2696W
NEW	R6	B1C	486	500	400W

Ref.	Fan Convector	Output
FC3	EXISTING	1992W

Note :
All dimensions must be checked on site and not scaled from this drawing.

A	19-4-94	FOR CONTRACT.
	Date	Revision

NHP Ltd.
Tadburn Offices
Tadburn Road
Romsey
Hants. SO51 8AT
Tel: (0794) 523678

Building Services Project Design & Contract Management

Client
HART DISTRICT COUNCIL

Job Title
FLEET ASSEMBLY HALLS REFURBISHMENT

Drawing Title
FIRST FLOOR HEATING MODIFICATION

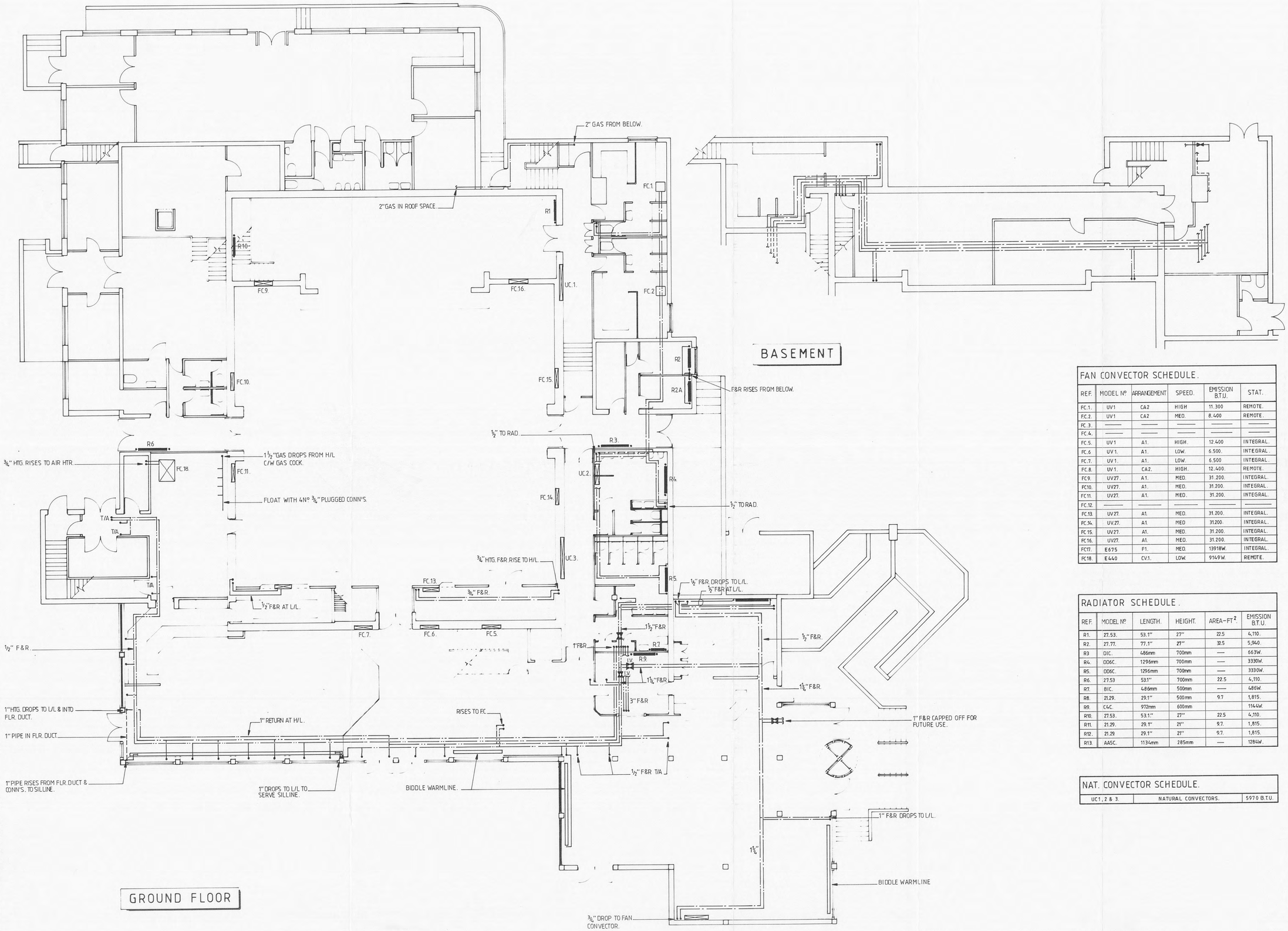
Scale 1:100

Date 26-1-94 Drawn by MKH

Drg. No. 1484 / 12 Rev A

Woking Dyeline 2577

ARCHITECTURAL 420 x 594mm A2



GROUND FLOOR

BASEMENT

FAN CONVECTOR SCHEDULE.

REF.	MODEL Nº	ARRANGEMENT	SPEED.	EMISSION B.T.U.	STAT.
FC.1.	UV1	CA2	HIGH	11,300	REMOTE.
FC.2.	UV1	CA2	MED.	8,400	REMOTE.
FC.3.	——	——	——	——	——
FC.4.	——	——	——	——	——
FC.5.	UV1	A1.	HIGH.	12,400	INTEGRAL.
FC.6	UV1.	A1.	LOW.	6,500.	INTEGRAL.
FC.7.	UV1.	A1.	LOW.	6,500	INTEGRAL.
FC.8.	UV1.	CA2.	HIGH.	12,400.	REMOTE.
FC9.	UV27.	A1.	MED.	31,200.	INTEGRAL.
FC10.	UV27.	A1.	MED.	31,200.	INTEGRAL.
FC11.	UV27.	A1.	MED.	31,200.	INTEGRAL.
FC.12.	——	——	——	——	——
FC.13.	UV27.	A1.	MED.	31,200.	INTEGRAL.
FC.14.	UV.27.	A1.	MED	31,200.	INTEGRAL.
FC.15.	UV27.	A1.	MED.	31,200.	INTEGRAL.
FC.16.	UV27.	A1.	MED.	31,200.	INTEGRAL.
FC17.	E675	F1.	MED.	13918W.	INTEGRAL.
FC18.	E440	CV.1.	LOW.	9149W.	REMOTE.

RADIATOR SCHEDULE.

REF.	MODEL Nº	LENGTH.	HEIGHT.	AREA-FT²	EMISSION B.T.U.
R1.	27,53.	53.1"	27"	22.5	4,110.
R2.	27.77.	77.1"	27"	32.5	5,940.
R3	DIC.	486mm	700mm	——	663W.
R4.	DD6C.	1296mm	700mm	——	3330W.
R5.	DD6C.	1296mm	700mm	——	3330W.
R6.	27.53	53.1"	700mm	22.5	4,110.
R7.	BIC.	486mm	500mm	——	486W.
R8.	21.29.	29.1"	500mm	9.7	1,815.
R9.	C4C.	972mm	600mm		1144W.
R10.	27.53.	53.1"	27"	22.5	4,110.
R11.	21.29.	29.1"	21"	9.7.	1,815.
R12.	21.29	29.1"	21"	9.7.	1,815.
R13.	AA5C.	1134mm	285mm	——	1284W.

NAT. CONVECTOR SCHEDULE.

UC1, 2 & 3.	NATURAL CONVECTORS.	5970 B.T.U.

A		
	Date	Revision

B&K BUILDING SERVICES
PLUMBING · HEATING
ELECTRICAL · VENTILATION
AIR CONDITIONING · BUILDING
Dares Farm, Farnham Road, Ewshot, Nr Farnham, Surrey GU10 5BB.
Telephone (02521) 851234 Fax (02521) 851058

Client
HART DISTRICT COUNCIL.

Job Title
FLEET ASSEMBLY HALLS,
FLEET,
HANTS.

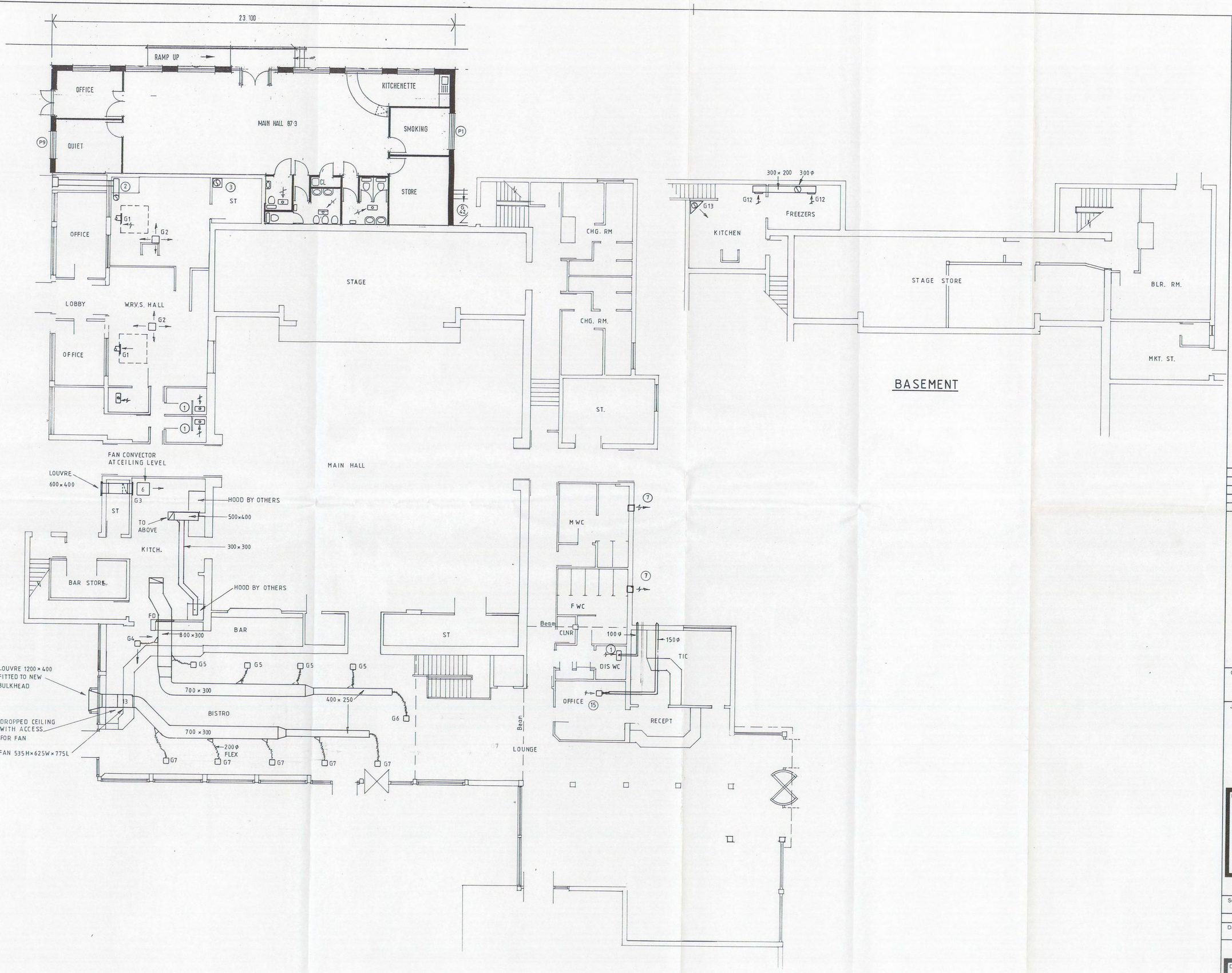
Drawing Title
GROUND FLOOR
HEATING LAYOUT.
AS INSTALLED.

Scale 1:100.

Date OCT. 94 | Drawn by M.A.G.

Drg. No C/4171/M/03/RD. | Rev.

841 x 594mm A



Notes:
All dimensions must be checked on site and not scaled from this drawing.

External louvres to have brown epoxy finish

Grilles to have white finish

A	19-4-94	FOR CONTRACT.
	Date	Revisions

NHP Ltd.
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Building Services Project Design & Contract Management

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Job Title
FLEET ASSEMBLY HALLS REFURBISHMENT

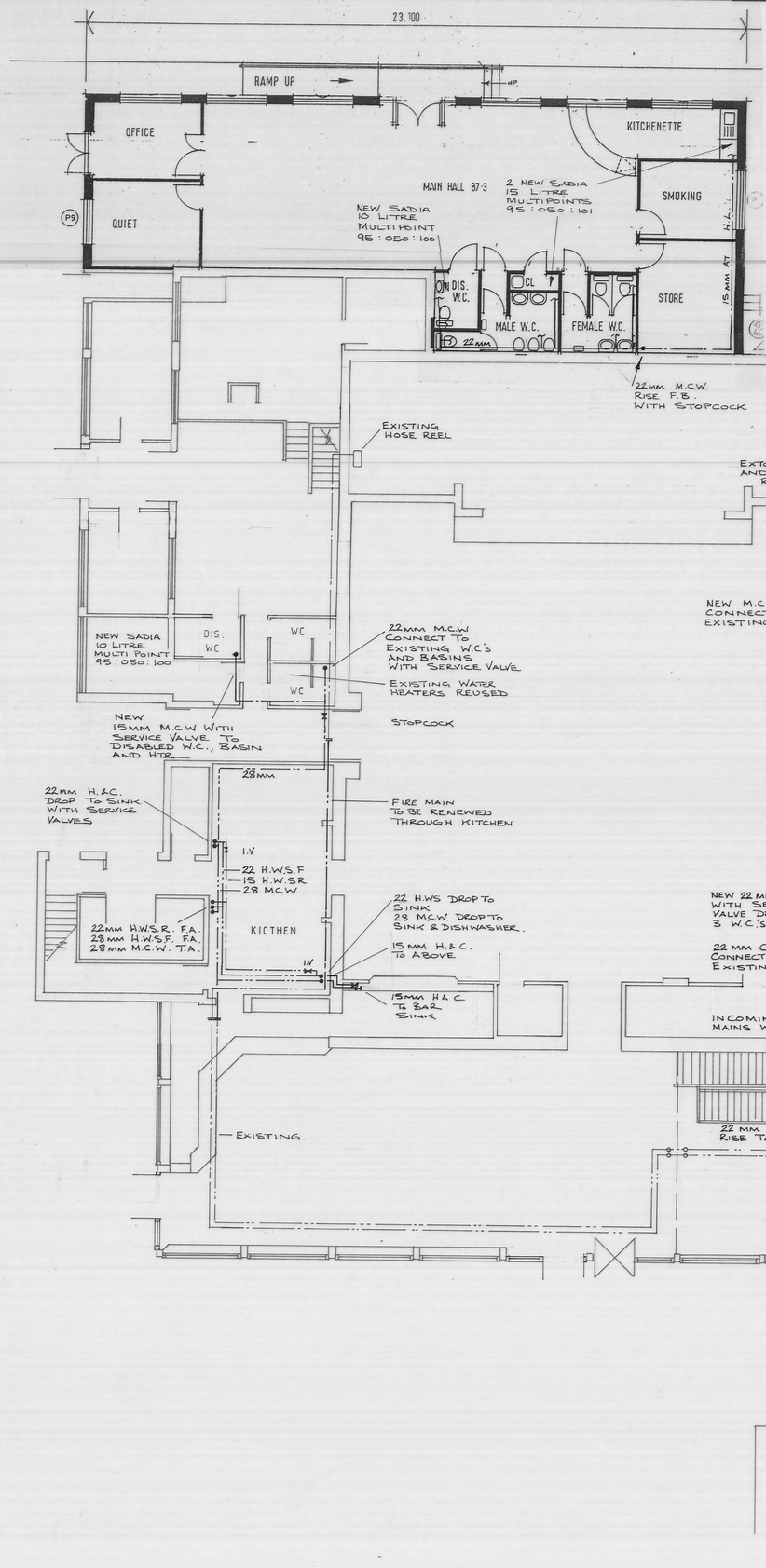
Drawing Title
GROUND FLOOR VENTILATION

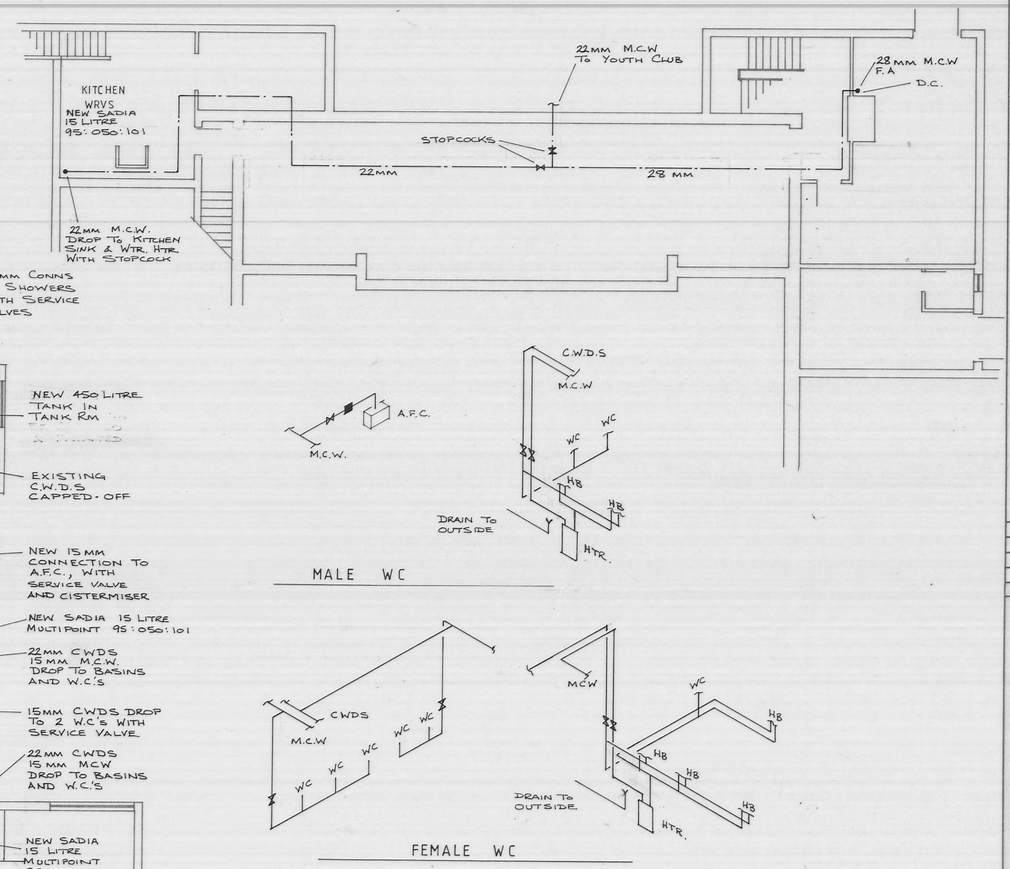
Scale
1 : 100

Date 19 - 1 - 94 | Drawn by MKH

Drg. No. 1484 / 13 | Rev. A

Notes:
All dimensions must be checked on site and not scaled from this drawing.





A	19-4-94	FOR CONTRACT.
	Date	Revisions

Tadburn Offices
Tadburn Road
Romsey
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Tel: (0794) 523678

NHP Ltd.

Building Services Project Design
& Contract Management

Client
HART DISTRICT COUNCIL

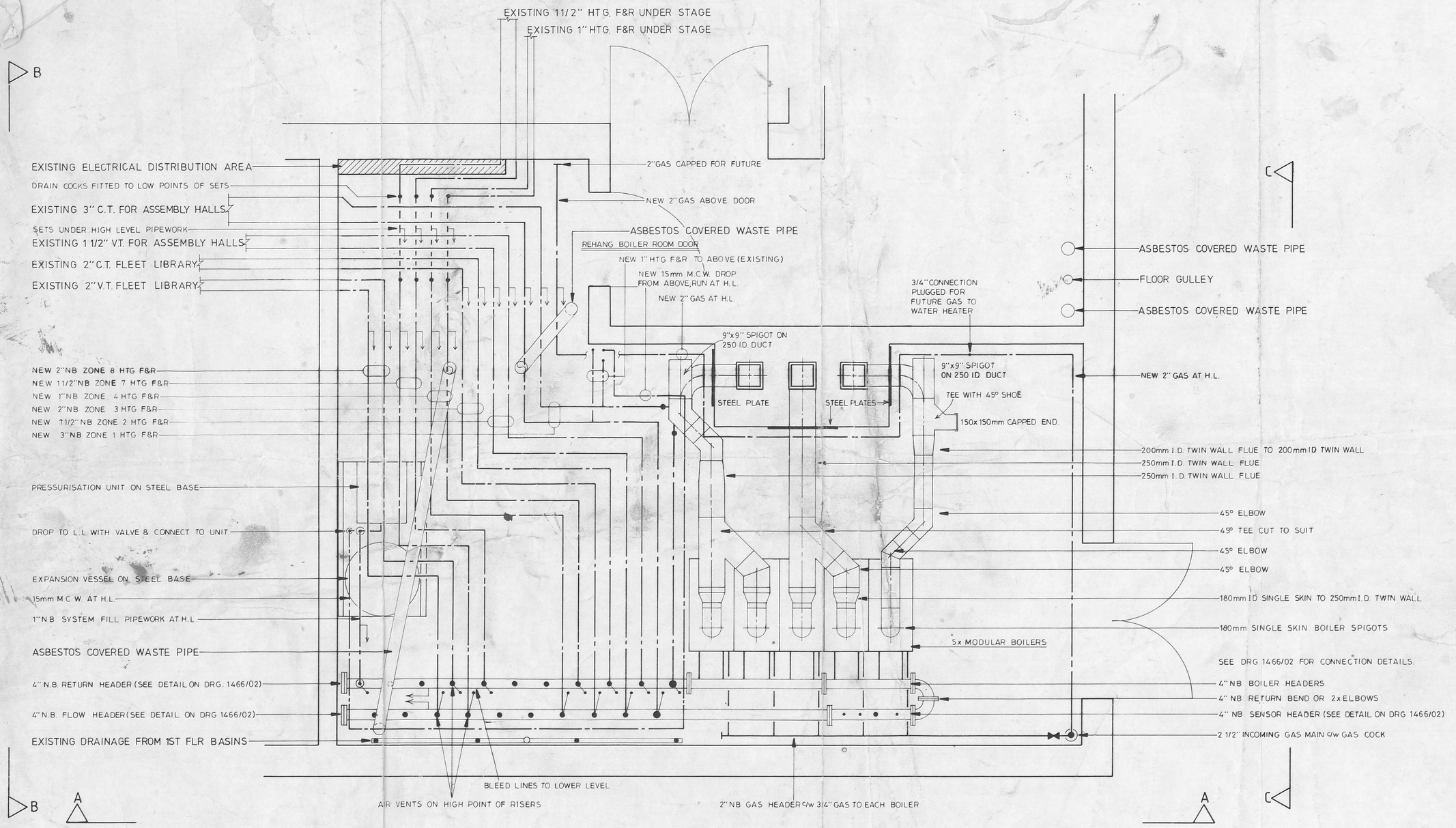
Job Title
FLEET ASSEMBLY HALLS REFURBISHMENT

Drawing Title
GROUND FLOOR HOT & COLD WATER SERVICES

Scale 1:100

Date 28-1-94 | Drawn by MKH

Drg. No. 1484/17 | Rev. A



Notes:
All dimensions must be checked on site and not scaled from this drawing.

LOW LEVEL PIPE

HIGH LEVEL PIPE

DIRECTION OF RISE OF PIPE.

	Date	Revisions
B	30-9-93	FLUE MODS
A	23-7-93	ISSUE

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NHP Ltd.

Building Services Project Design
& Contract Management

Client
HART DISTRICT COUNCIL

Job Title
ASSEMBLY HALLS
FLEET
HAMPSHIRE.

Drawing Title
PLANT ROOM
LAYOUT
PLAN

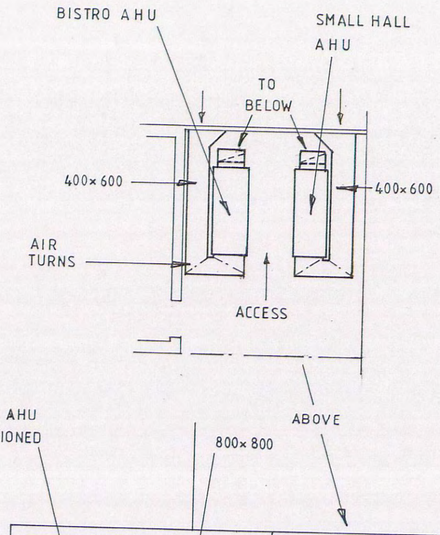
Scale 1:20

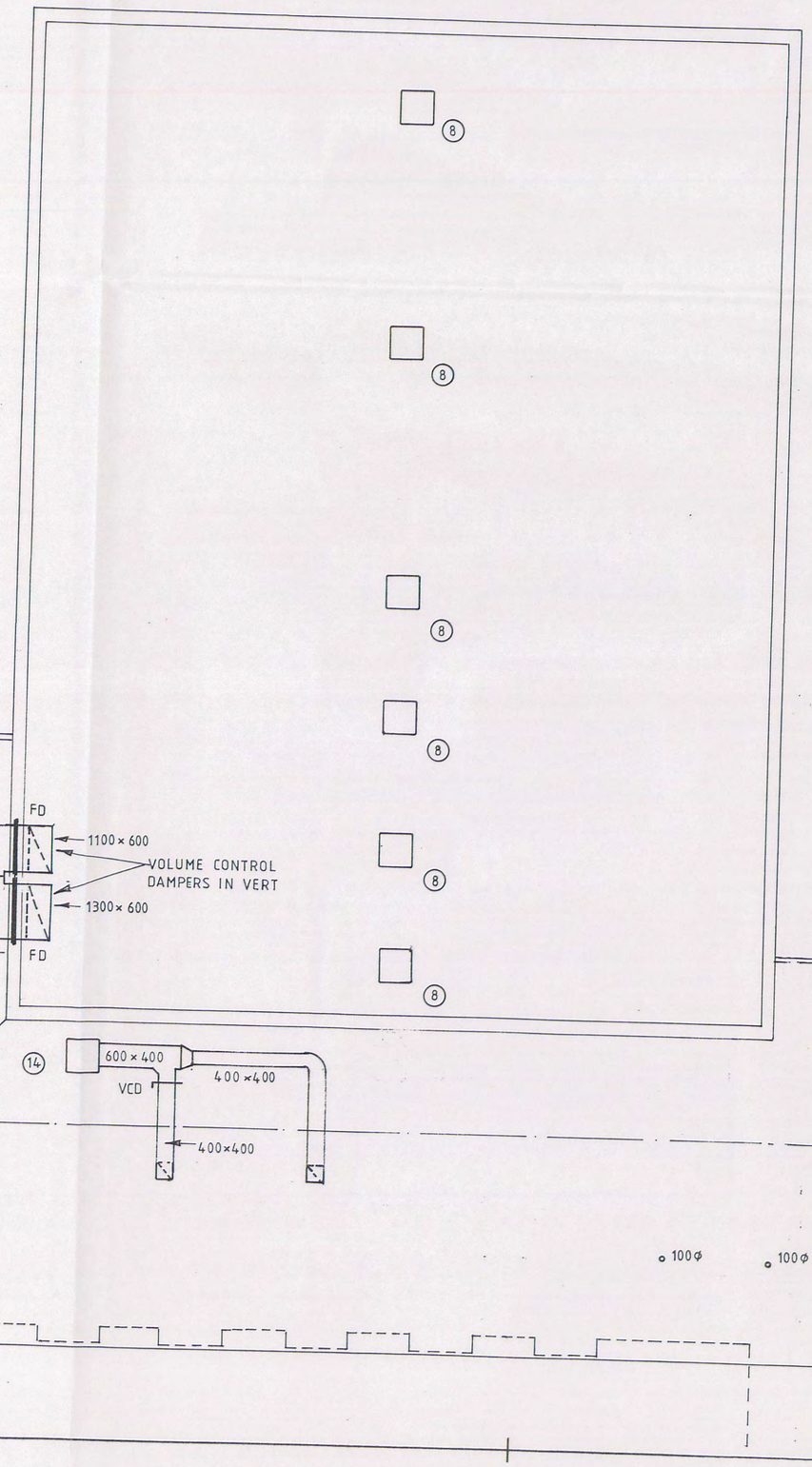
Date 23-7-1993 | Drawn by A.J.S.

Drg. No. 1466/01 | Rev B

WOKING DYELINE WD2409

564 x 841mm A1





Note :
All dimensions must be checked on site and not scaled from this drawing.

A	19-4-94	FOR CONTRACT
	Date	Revision

NHP-Ltd.
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Building Services Project Design & Contract Management

Client
HART DISTRICT COUNCIL

Job Title
FLEET ASSEMBLY HALLS REFURBISHMENT

Drawing Title
ROOF SPACE VENTILATION

Scale 1 : 100

Date 24 - 1 - 94 | Drawn by MKH

Drg. No 1484 / 15 | Rev A

Woking Dyeline 2577

APPENDIX E:
GEOTECHNICAL REPORT

Ground Investigation Report

The Harlington, Fleet

Prepared For

Cooper & Withycombe
STRUCTURAL ENGINEERS AND BUILDING SURVEYORS

IMPACT
GEOTECHNICAL
www.impactgeo.co.uk
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Report Approval

Report Author(s)	Signature	Date
Shaun Gilbrook BSc FGS **Engineering Geologist, Director**		30/08/2019
Report Approved	**Signature**	**Date**
Graham Carter BSc FGS **Engineering Geologist, Director**		30/08/2019
Revision – Requested by	**Nature of Revision**	**Date**

Table of Contents

Appendices

Trading Terms
Unless specifically stated within the tender/quotation or unless identified within the introduction to this report it is confirmed that this report has been compiled wholly in accord with Impact Geotechnical Ltd's terms of engagement. This report is provided for sole use by the Client and is confidential to them. No responsibility whatsoever for the contents of the report will be accepted to anyone other than the Client.

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Context
This report is written in the context of an agreed scope of work between Impact Geotechnical Ltd and the Client and should not be used in a different context. In light of additional information becoming available, improved practices and changes in legislation amendment or re-interpretation of the report in whole or part may be necessary after its original submission.

Professional Interpretation
The recommendations made and opinions expressed in the report are based on the conditions revealed by the site works together with an assessment of the data from the insitu and laboratory testing or in respect of the desktop reports. No responsibility can be accepted for conditions that have not been revealed by the research, site works and testing.

The Client is advised that the conditions observed on site by Impact Geotechnical Ltd at the time of any site survey may be subject to change. Certain indicators of the presence of hazardous substances may have been latent at the time of the most recent site reconnaissance and they may subsequently have become evident. It is not possible to assess areas which are inaccessible or where access is not granted and IGL accept no liability for risks subsequently identified therein.

The conceptual model, Risk assessment and sampling regime has been formulated in accordance with current UK guidance at time of production based upon the relevant information gained from Phase 1 and Phase 2 investigations. While the model and assessment offer opinions and interpretations of these guidelines, the comments made are for guidance only and no liability can be accepted for their accuracy. It is possible that aspects of Geo-environmental reports may need to be altered following consultation with the statutory regulatory bodies to suit planning requirements.

Intrusive Field Operations
The data collected through direct operations in the production of this report has been so obtained, unless directly otherwise stated, in accordance with current UK guidance, law or accepted industry practice, including but not limited to: BS.5930: 1990 Code of Practice for Site Investigations (Amendment 3: 2015), & BS.10175: 2011 + A1: 2013 Investigations into Potentially Contaminated Sites. Exact exploratory locations will depend upon access conditions, site use and plant capability, IGL do not accept liability for issues arising from material identified between or outside of the area of exploratory locations.

Laboratory Testing
Unless stated otherwise within the text, all geotechnical and material laboratory tests have been performed in accordance with the relevant British Standard Documents. Laboratory testing for contaminated land assessment is completed under the UKAS / MCERTS accreditation schemes, unless identified as otherwise in the report.

Human Health Risk Assessment Criteria
The Environment Agency has undertaken revision of the Soil Guideline Values (SGVs) which are partially complete. Where standards are available using the "new" approach, these have been utilised for correlative purposes. Where standards have not yet been revised, guidance following the "old" approach has been utilised. Please note that upon release of the remaining guidelines, the standards contained within this report may be subject to change. In addition, the second edition of the LQM CIEH guidance has now been released and will be utilised in favour of previously published guideline values.

Third Parties
The findings and opinions conveyed in this report are based on information obtained from a variety of sources, including that from previous Site investigations and chemical testing laboratories. IGL has assumed that such information is correct. IGL cannot and does not guarantee the authenticity or reliability of the information it has relied upon and can accept no responsibility for inaccuracies with the data supplied by other parties.

The accuracy of the historical map extracts supplied can not be guaranteed and it should be noted that different conditions may have existed between mapping sheet editions. Therefore, there can be no certainty that all areas of contamination have been identified during the Phase 1 investigation.

Definitions
Reference to the word "contamination" in this report does not relate to the statutory definition of contaminated land under 1990 Environmental Protection Act unless otherwise stated. The definition used in this report is: "Land that contains substances that, when present in sufficient quantities or concentrations, are likely to cause harm, directly or indirectly, to man, to the environment, or on occasion to other targets" (NATO CCMS, 1985).

IGL 2019

1.0 INTRODUCTION

Impact Geotechnical Ltd (IGL) were instructed by Cooper and Withycombe (the Client) (Q19.134, dated: July 2019), to carry out a Ground Investigation at The Harlington, 236 Fleet Road, Fleet, GU51 4BY (hereafter referred to as the "site").

This report relates to the potential structural alterations and/or construction of new extensions the existing building. The purpose of the investigation was to establish preliminary information for the client, in order to determine the most cost-effective approach to the proposed construction works.

The investigation incorporated the excavation of four hand excavated trial pits to expose the foundation details to various sections of the building and the construction of three window sample boreholes to a maximum depth of 5.00mbgl in order to provide stratigraphy and geotechnical parameters.

The aims of this report are to provide an outline Ground Model of the proposed development area, and to inform the detailed design of temporary and permanent works associated with the planned construction.

2.0 SITE LAYOUT

The existing site is comprised of 'The Harlington' building, which is theatre/ entertainment venue. The building is centred on an approximate national grid reference of SU 80641 54034.

The building comprises of central section which forms a concert venue, with several extensions of varying age and construction. A basement structure is located in the northeast corner. Fleet library is also attached to the southwest corner of the building.

The building is surrounded in hardstanding in all directions, with car parking facilitates located to the west and east, with Harlington Way to the north. South of the site leads to the main Fleet Road, which is the main town high street.

The site is generally flat, however a gradual slope towards the south is noted.

3.0 PHYSICAL SETTING

3.1 Geology

The Geology of Britain Viewer (BGS, 2019) indicates the site is underlain by the Camberley Sand Formation, however superficial deposits of the Surrey Hills Gravel Member are found locally.

Surrey Hills Gravel Member – Comprising of Sand and Gravel, with the gravel portion comprised of flint, lower greensand and sparse quartz and quartzite.

Camberley Sand Formation – The Camberley Sand Formation comprises a fairly uniform sequence of yellow brown, sparsely to moderately glauconitic silty fine-grained Sand and sandy Silt, with some ironstone concretions and white sandstone. Sporadic flint gravel or gravel beds occur near the base of the unit and thin beds of pale grey Clay occur intermittently throughout.

4.0 FIELDWORKS

The following intrusive works were carried out over the over two days; Friday 2nd and Monday 5th August 2019 supervised by an Engineering Geologist from IGL. The SI was undertaken in accordance with the scope of works agreed with our Client and in relation to statutory guidance including BS5930: 1999 Code of Practice for Site Investigations (Amendment 3: 2015) and BS10175: 2011+A1: 2013 Investigation of Potentially Contaminated Sites: Code of Practice.

- Prior to any excavations taking place a Cable Avoidance Tool (CAT) was used to check for the position of any underlying electrical services. In addition, starter pits were excavated to 1.00 meters below ground level (mbgl) to clear test locations prior to any further drilling commencing.

- Four hand excavated trial pits (TP1-TP4) were excavated against various building elevations to expose the structural foundation details. Once exposed, detailed hand sketches were completed, together with photographic evidence and representative soils samples taken.

- Three windowless sample boreholes (WS1-WS3) were constructed to a maximum depth of 5.45mbgl using a tracked windowless sample rig. The recovered soils from each borehole and groundwater conditions were logged, with representative samples recovered to allow subsequent testing.

- Upon completion, exploratory holes were backfilled using arising materials and the surface finish reinstated to match existing.

The site layout plan indicating the position of the test location is provided in Appendix A, with photographs taken during the investigation in Appendix C.

5.0 GROUND CONDITIONS

5.1 Soils

The following table summarises the strata conditions encountered during the intrusive works:

Stratum	Depth Range Encountered	Detail Description
Surface Cover	GL – max.0.15m	Taramacdam in WS1, TP2 and TP3 to 0.08-0.10mbgl. Within TP4/WS3 brick pavers over sharp Sand to 0.15mbgl. The surface cover in TP1 and WS2 was described as Made Ground composed of dark brown gravelly silty Sand to 0.45-0.50mbgl.
Made Ground	0.08-0.15 to 1.40m	Within WS1, a brownish grey very sandy Gravel was encountered below the tarmac surface to a maximum depth of 0.50mbgl. Within TP2 and TP3, 'Type 1' fill was recorded to a depth of 0.22m (TP2) and 0.55mbgl (TP3) Below this TP2 a thin concrete slab was encountered to 0.30mbgl, laid over a 100mm diameter plastic drainage pipe. Pea shingle surrounded the pipe, to a maximum depth of 0.70mbgl. Below this a black silty/ clayey Sand was encountered to a maximum excavated depth of 1.40mbgl.

		Within WS2, re-worked soils described as a brown mottled orangish brown, locally reddish brown slightly gravelly Sand was encountered between 0.50-0.90mbgl. Within TP4/ WS3, below the brick pavers/ sharp Sand, 'Type 1' fill was encountered to 0.33mbgl, overlying a dark brown slightly gravelly silty/ clayey Sand to a maximum depth of 1.10mbgl.
Camberley Sand Formation (CSF)	0.50-1.10m to 2.50-2.60m	Described as a medium dense brown mottled orangish brown, locally reddish brown / greenish grey, slightly gravelly silty, locally clayey fine to medium Sand. The gravel portion as described as sub-angular to sub-rounded flint.
Camberley Sand Formation (CSF)	2.50-2.60 to 5.45m	Medium dense becoming dense yellowish brown mottled orangish brown and greenish grey, glauconitic silty fine to medium Sand.

Please refer to the stratigraphic logs contained within Appendix B for a more detailed description.

5.2 Groundwater

No groundwater was encountered during the drilling of either of the exploratory boreholes.

5.3 Visual and Olfactory Observations of Contamination

With the exception of anthropogenic materials encountered within the Made Ground soils, no visual or olfactory evidence of soil or groundwater contamination was noted during the investigation works.

5.4 Existing Foundations

The construction form of the existing foundations was explored within TP1-TP4. The table below summarises the findings of these investigations.

Trial Pit Ref:	Foundation Type	Depth to top of concrete (mm)	Base depth & (Thickness) (mm)	Projection (mm)	Founding Soil
TP1 A-A'	Concrete Strip	450	1150 (700)	150	Mottled Sand (CSF)
TP2 A-A'	Basement wall	500	Proven to 1400 (900)	50	n/a
TP3 A-A'	Concrete Strip	460	1400 (940)	80	Mottled Sand (CSF)
TP3 B-B'	Concrete Strip	460	1400 (940)	150	Mottled Sand (CSF)
TP4 A-A'	Concrete Pad	240	1140 (900)	580 (A'A) x 550	Mottled Sand (CSF)

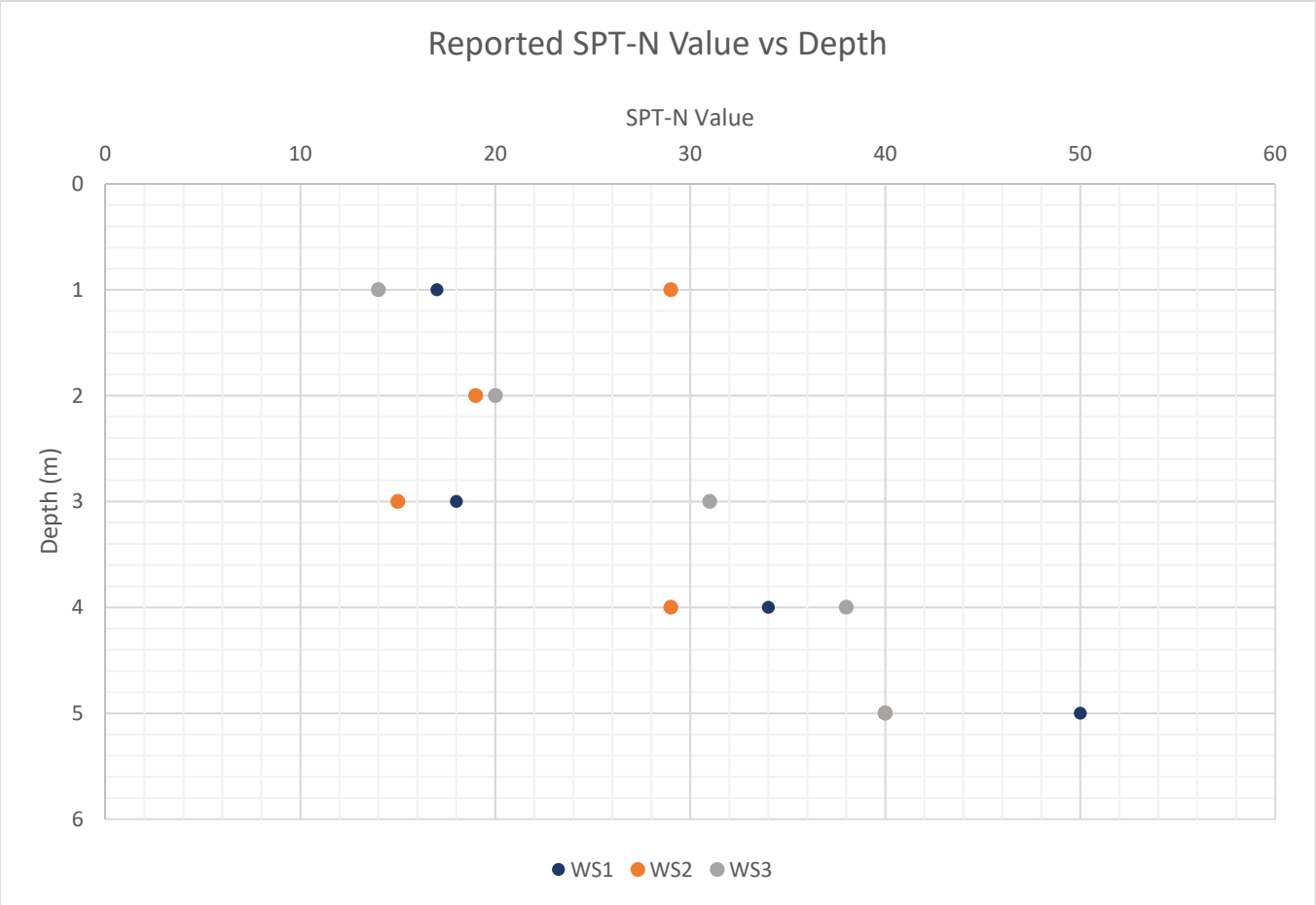
6.0 Insitu Testing

6.1 Standard Penetration Testing

Standard Penetration testing was completed throughout the drilling of WS1-WS3 at 1.00m centres to 5.00mbgl. This form of testing is completed using a 63.5kg drop hammer weight, over a 750mm drop, measuring the blow

counts for six, 75mm increments. The first two values are recorded as seating blows, with the remaining four values, added together to provide an 'N-value'.

The graph below summarises the results of this testing, by conversion to equivalent SPT-N values.



Testing through the upper Camberley Sand Formation to 2.50-2.60mbgl, provided SPT N-values of N=14-29, which are indicative of generally medium dense soils.

Below 2.50-2.60mbgl, SPT N-values are seen to largely increase, with value of N=15-50 recorded, which are indicative of medium dense becoming dense/ very dense soils.

7.0 LABORATORY TESTING

7.1 Geotechnical Testing

7.1.1 Particle Size Distribution (PSD)

In total, three disturbed samples of the underlying soils were submitted for Particle Size Distribution (PSD) testing by wet sieve; classification testing to determine the percentage, range and grain sizes of soil types. The table below provides a summary of the testing:

Sample Ref:	Grain Size Percentage			
	Gravel (%)	Sand (%)	Silt (%)	Clay (%)
TP1 1.20m	8	70	22	
TP3 1.40m	15	68	17	
WS3 1.50m	0	71	27	
WS1 2.00m	0	84	16	
WS3 3.00m	0	89	11	

Results of testing confirm that of the logging engineers' descriptions, indicating the soils to be primarily a Sand, gravelly at shallow depths, and becoming less silty/clayey with depth.

7.1.2 Sulphate and pH Analysis

Five samples between depths of 1.00-1.45m and 3.00-3.45mbgl were submitted for determination of pH and Water-Soluble Sulphate concentration.

Water soluble sulphate concentrations were found to range from 14mg/l to 73mg/l, with pH levels ranging from 5.2 to 7.2.

Full laboratory test results can be found in Appendix D.

8.0 DISCUSSION OF GROUND CONDITIONS

8.1 Soil Engineering Properties

The purpose of this investigation was to provide a summary of the foundation construction to the existing building(s) as well as the underlying soil conditions, in relation to potential structural alterations and/or construction of new extensions to the existing building as well as the possible replacement of the current structure. The information gained by this investigation will provide the client with preliminary information, in order to determine the most cost-effective approach to the proposed construction works.

Stratigraphic records indicate a variable depth of Made Ground (below an initial surface of Taramacdam or brick pavers in WS1, TP2, TP3 and TP4/WS3), ranging between maximum depths of 0.50-1.40mbgl. In general, this was described as either 'Type 1' fill material, or a re-worked dark brown or brown silty/ clayey Sand.

The initial natural soils were described as a medium dense brown mottled orangish brown, locally reddish brown / greenish grey, slightly gravelly silty, locally clayey fine to medium Sand. This material was encountered to a maximum depth of 2.50-2.60mbgl and is considered representative of the Camberley Sand Formation.

The exposed foundations to the existing building(s) were observed to be founded within this material. Traditional concrete strip foundations were observed in TP1 and TP2, sited at a depth of 1.15-1.40mbgl, with concrete pad foundations in TP4, sited a depth of 1.14mbgl. The full depth of the foundation details in TP2 could not be established; we understand that there is a basement structure within this area, and as such foundations are likely to be in the region of 3.00-4.00mbgl.

On review of the insitu strength testing completed within this material in WS1-WS3, this material is considered medium density, with SPT N-values of N=14-29 recorded.

The soils conditions at depth below 2.50-2.60mbgl were recorded as a yellow brown mottled orangish brown and greenish grey, glauconitic silty fine to medium Sand. This material was encountered to a maximum drilled depth of 5.45mbgl in all locations and is also considered representative of the Camberley Sand Formation.

Further insitu testing within this material suggests a medium dense, becoming dense/ very dense consistency, with SPT N-values of N=15-50 recorded.

No groundwater was encountered within any of the exploratory holes during the investigation.

8.2 Shallow Foundations

The Made Ground soils encountered across the site would not be considered suitable as a bearing stratum; soils of this origin are frequently present in a weak and variable condition such that unacceptable settlement would be anticipated even under light loading intensities.

The soils at the existing foundation depths of 1.14-1.40mbgl are described as a medium dense brown mottled orangish brown, locally reddish brown / greenish grey, slightly gravelly silty, locally clayey fine to medium Sand. On the basis of insitu testing completed within this material a safe bearing capacity of 125-150kN/m^2 is considered achievable at this depth.

For new foundations, we would suggest that foundation depths should match that of existing foundations (1.20m>). The upper portion of the Camberley Sand Formation was noted to be locally clayey and as such excavations should be checked during the construction phase for any variability in soil conditions. If encountered, any soft spots encountered should be removed and replaced with suitable fill material foundation extended to a greater depth, or bridged, where possible.

8.3 Floor Slabs

The floor slab design will depend on the final foundation designs and is dependent on the underlying materials, including bearing capacity and the presence of any cohesive or Made Ground Soils.

Where Made Ground thicknesses extend beyond 600mm, it is recommended that a suspended floor is utilised for any new structure, unless a subbase can be designed, and constructed to a suitable degree of compaction, beneath the new floor slab. This should be designed by a structural engineer; the completion of integrity testing of the subbase should be considered, prior to forming the new concrete slab.

8.4 Excavations and Groundwater

It is likely that excavations of less than 1.20mbgl will require support to their faces due to the variable/ granular nature of the Made Ground. Should excavations be taken below this, adequate support should be provided in order to satisfy statutory safety regulations.

Groundwater was not encountered during the investigation, however groundwater levels are dependent upon seasonal variations and levels may change after periods of heavy rain of prolonged drought.

If groundwater is identified within any of the excavations during the construction phase, then it should be dealt with appropriately and removed using good engineering practices.

The design of any temporary retaining structures to support excavation faces should be made assuming the following moderately conservative parameters:

Material	Effective angle of friction (Ø')	Effective Cohesion; c' (kPa)	Bulk Density kN/m^3
Made Ground	28-30	0	17-18
Camberley Sand Formation	30-32	0	18-19

8.5 Aggressive Chemical Environment to Concrete

Sulphate concentrations were found to range from 14mg/l to 73mg/l, with pH levels ranging from 5.2 to 7.2, suggesting that a design class of DS-1 and a sub class of AC-3z should be adopted for buried concrete structures within these soils, (Reference made to current BRE SD1 Guidelines) based on the soils tested.

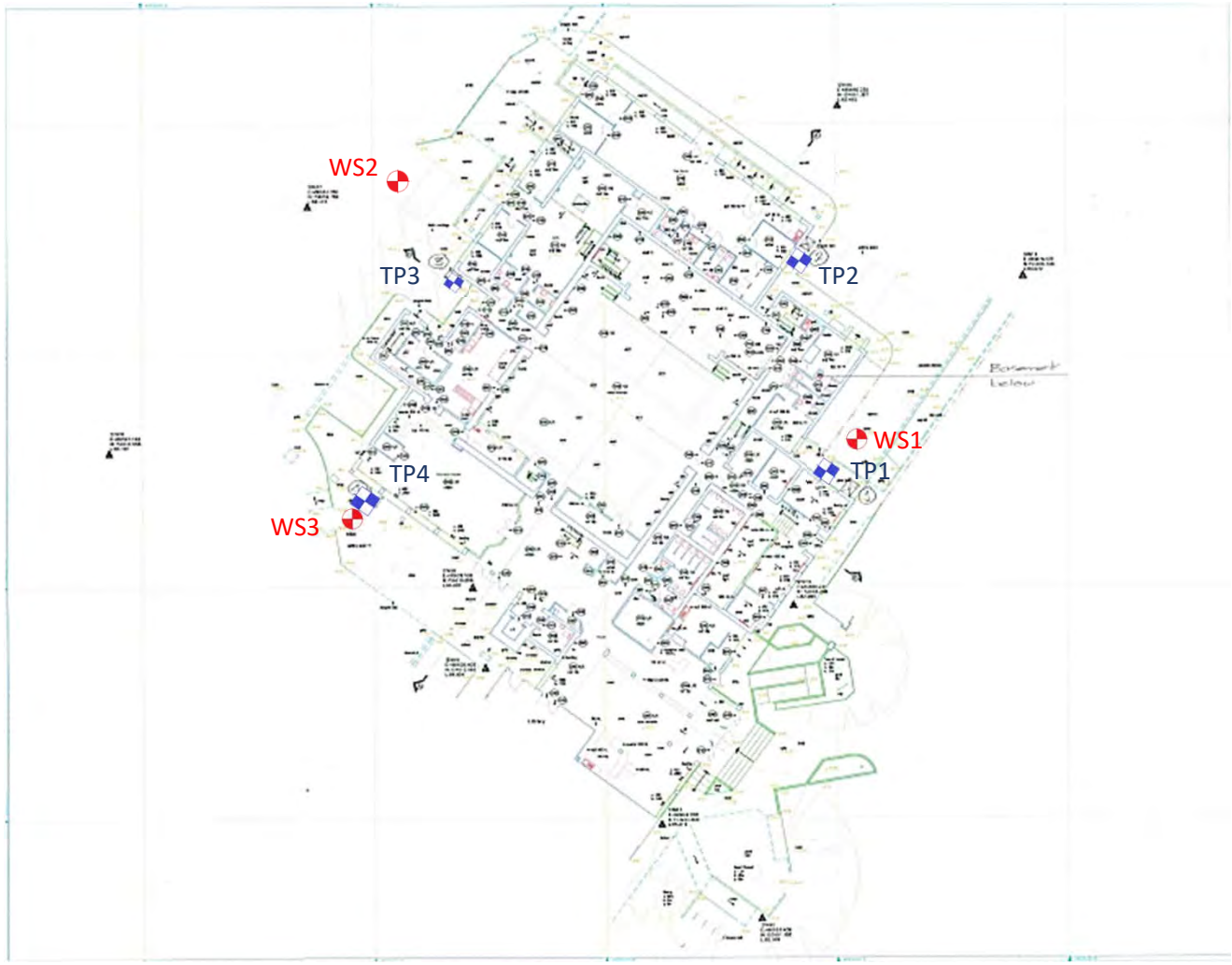
APPENDICES

IMPACT GEOTECHNICAL

APPENDIX A

Site Investigation Plan

IMPACT GEOTECHNICAL



Notes:
1. Do not scale from this drawing.
2. All dimensions must be checked on site prior to commencement of work.
3. Where applicable this drawing is to be read in conjunction with other consultants drawings.
4. This drawing is the copyright of Impact Geotechnical Ltd.

Drawing Title:

Site Investigation Plan

Site Name:

The Harlington, Fleet

Project Reference:

P19.114

Revision: 0
Drawn by: SG
Scale: Not to Scale

IMPACT GEOTECHNICAL

APPENDIX B

Stratigraphic Logs

IMPACT GEOTECHNICAL

IMPACT GEOTECHNICAL

Borehole Log

Borehole No. WS1 Sheet 1 of 1

Project Name: The Harlington, Fleet	Project No P19.114	Co-ords n/a	Hole Type WLS
Location: Fleet, Hampshire		Level n/a	Scale NTS
Client: Cooper & Withycombe		Date(s) 02/08/2019	Logged By SG

Well	Sample and Insitu Testing: Water Strikes	Depth(s)	Type	Results	Depth (m)	Level (m AOD)	Legend	Stratum Description
					0.10			(MADE GROUND) Tarmacadam
					0.50			(MADE GROUND) Brownish grey very sandy fine to coarse, sub-angular to sub-rounded Gravel Sand is medium to coarse, Gravel is concrete. Top 100-150mm cemented.
		0.60	D					Medium dense brown mottled orangish brown and pale brown, locally reddish brown/ greenish grey slightly gravelly silty, locally clayey fine to medium SAND. Gravel is fine to coarse, sub-angular to sub-rounded flint. (CAMBERLEY SAND FORMATION)
		1.00	D					
		1.00	SPT	N=17 (2,2/4,4,4,5)				
		1.00-1.45	D					
		1.50	D					
		2.00	D					
		2.00	SPT	N=20 (2,4/4,5,5,6)				
		2.00-2.45	D					
		2.50	D		2.50			Medium dense becoming dense, yellowish brown mottled orangish brown and greenish grey glauconitic, silty fine to medium SAND. (CAMBERLEY SAND FORMATION)
		3.00	D					
		3.00	SPT	N=18 (2,4/4,4,5,5)				
		3.0-3.45	D					
		3.50	D					
		4.00	D					
		4.00	SPT	N=34 (2,4/7,7,10,10)				
		4.00-4.45						
		4.50	D					
		5.00	D					
		5.00	SPT	N=50 (5,7/9,12,14,17)				
		5.00-5.45	D					
					5.45			End of borehole at 5.45mbgl

Remarks

Hand excavated pit to 1.00mbgl. No groundwater encountered. SPT's completed at 1.00m centres. End of windowless sample at 5.45mbgl. Backfilled with arisings on completion.

IMPACT GEOTECHNICAL

Borehole Log

Borehole No. WS2 Sheet 1 of 1

Project Name: The Harlington, Fleet	Project No P19.114	Co-ords n/a	Hole Type WLS
Location: Fleet, Hampshire		Level n/a	Scale NTS
Client: Cooper & Withycombe		Date(s) 05/08/2019	Logged By SG

Well	Sample and Insitu Testing: Water Strikes	Depth(s)	Type	Results	Depth (m)	Level (m AOD)	Legend	Stratum Description
								(MADE GROUND) Grass over dark brown gravelly silty fine to medium Sand. Gravel is fine to coarse, sub-angular to sub-rounded flint, brick and concrete. Occasional cobbles of concrete.
		0.80	D		0.50			Brown mottled orange brown, localy reddish brwn slightly gravelly fine to medium Sand. Gravel is fine to coarse, sub-angular to sub-rounded flint. (Re-worked)
		1.00	D					
		1.00	SPT	N=29 (2,4/5,6,9,9)				
		1.00-1.45	D		0.90			Medium dense brown mottled orangish brown and pale brown, locally reddish brown/ greenish grey slightly gravelly silty, locally clayey fine to medium SAND. Gravel is fine to coarse, sub-angular to sub-rounded flint. (CAMBERLEY SAND FORMATION)
			D					
		2.00	D					
		2.00	SPT	N=19 (2,3/5,4,5,5)				
		2.00-2.45	D					
		2.50	D		2.60			Medium dense becoming dense,yellowish brown mottled orangish brown and greenish grey glauconitic, silty fine to medium SAND. (CAMBERLEY SAND FORMATION)
		3.00	D					
		3.00	SPT	N=15 (2,3/3,3,4,5)				
		3.0-3.45	D					
		3.50	D					
		4.00	D					
		4.00	SPT	N=29 (2,3/5,7,7,10)				
		4.00-4.45						
		4.50	D					
		5.00	D					
		5.00	SPT	N=40 (4,7/8,9,11,12)				
		5.00-5.45	D					
					5.45			End of borehole at 5.45mbgl

Remarks

Hand excavated pit to 1.00mbgl. No groundwater encountered. SPT's completed at 1.00m centres. End of windowless sample at 5.45mbgl. Backfilled with arisings on completion.

IMPACT GEOTECHNICAL

Borehole Log

Borehole No. WS3 Sheet 1 of 1

Project Name: The Harlington, Fleet	Project No P19.114	Co-ords n/a	Hole Type WLS
Location: Fleet, Hampshire		Level n/a	Scale NTS
Client: Cooper & Withycombe		Date(s) 05/08/2019	Logged By SG

Well	Sample and Insitu Testing: Water Strikes	Depth(s)	Type	Results	Depth (m)	Level (m AOD)	Legend	Stratum Description
					0.15			Birick pavers ove sharpe sand.
					0.33			(MADE GROUND) Pinkish brown sandy fine to coarse, angular to sub-rounded Gravel of Limestone ('TYPE 1') Fill
		1.00	D		1.10			(MADE GRO UND) Dark brown slightly gravelly silty/clayey fine to medium Sand. Gravel is fine to coarse, sub-angular to sub-rounded flint and brick.
		1.20	SPT	N=14 (2,4/4,3,3,4)				
		1.20-1.65	D					
			D					Medium dense brown mottled orangish brown and pale brown, locally reddish brown/ greenish grey slightly gravelly silty, locally clayey fine to medium SAND. Gravel is fine to coarse, sub-angular to sub-rounded flint. (CAMBERLEY SAND FORMATION)
		2.00	D					
		2.00	SPT	N=20 (2,3/3,5,6,6)				
		2.00-2.45	D					
		2.50	D		2.50			
		3.00	D					Medium dense becoming dense,yellowish brown mottled orangish brown and greenish grey glauconitic, silty fine to medium SAND. (CAMBERLEY SAND FORMATION)
		3.00	SPT	N=31 (4,5/7,7,8,9)				
		3.0-3.45	D					
		3.50	D					
		4.00	D					
		4.00	SPT	N=38 (3,5/7,9,10,12)				
		4.00-4.45						
		4.50	D					
		5.00	D					
		5.00	SPT	N=40 (4,5/9,9,11,11)				
		5.00-5.45	D					
					5.45			End of borehole at 5.45mbgl

Remarks

Hand excavated pit to 1.20mbgl. No groundwater encountered. SPT's completed at 1.00m centres. End of windowless sample at 5.45mbgl. Backfilled with arisings on completion.

Trial Pit Log

TP No. TP1 Sheet 1 of 1

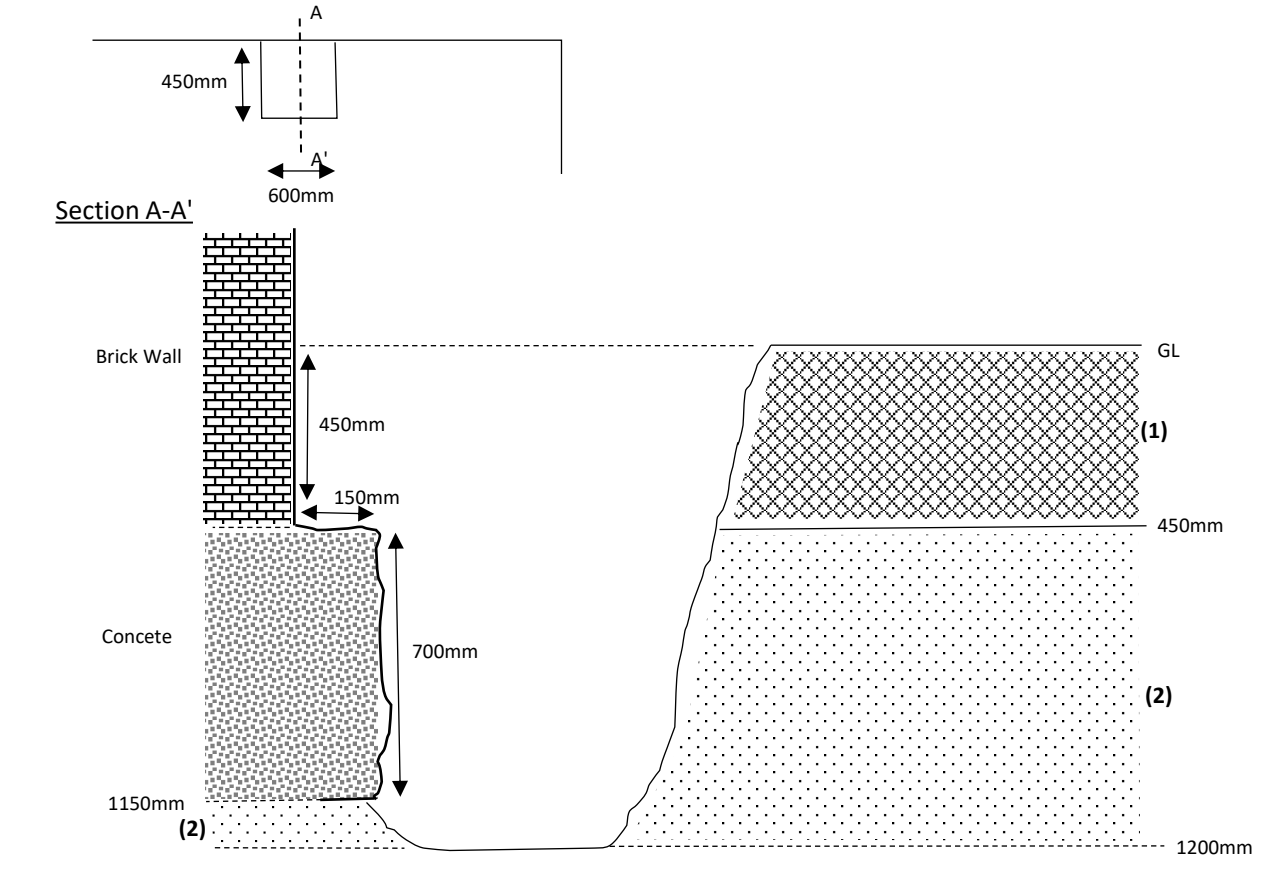
Project Name: The Harlington, Fleet	Project No P19.114	Co-ords n/a	Hole Type HDTP
Location: Fleet, Hampshire		Level n/a	Scale NTS
Client: Cooper & Withycombe		Date(s) 02/08/2019	Logged By SG

Well	Sample and Insitu Testing: Water Strikes	Depth(s)	Type	Results	Depth (m)	Level (m AOD)	Legend	Stratum Description
		0.50	D		0.45			(1) (MADE GROUND) Dark brown silty graevlly fine to coarse Sand. Gravel is fine to coarse, angular to sub-rounded flint, brick and occaasional concrete.
		1.20	D		1.20			(2) Brown mottled orangish brown and pale brown, locally reddish brown/ greenish grey slightly gravelly silty, locally clayey fine to medium SAND. Gravel is fine to coarse, sub-angular to sub-rounded flint. (CAMBERLEY SAND FORMATION)

1

2

TP1 Section Diagram



Remarks

Hand excavated pit to 1.20mbgl to expose existing foundation construction. No groundwater encountered. Backfilled with arisings and previous sufrace conditions reinstated.

Trial Pit Log

IMPACT GEOTECHNICAL

TP No. TP2 Sheet 1 of 1

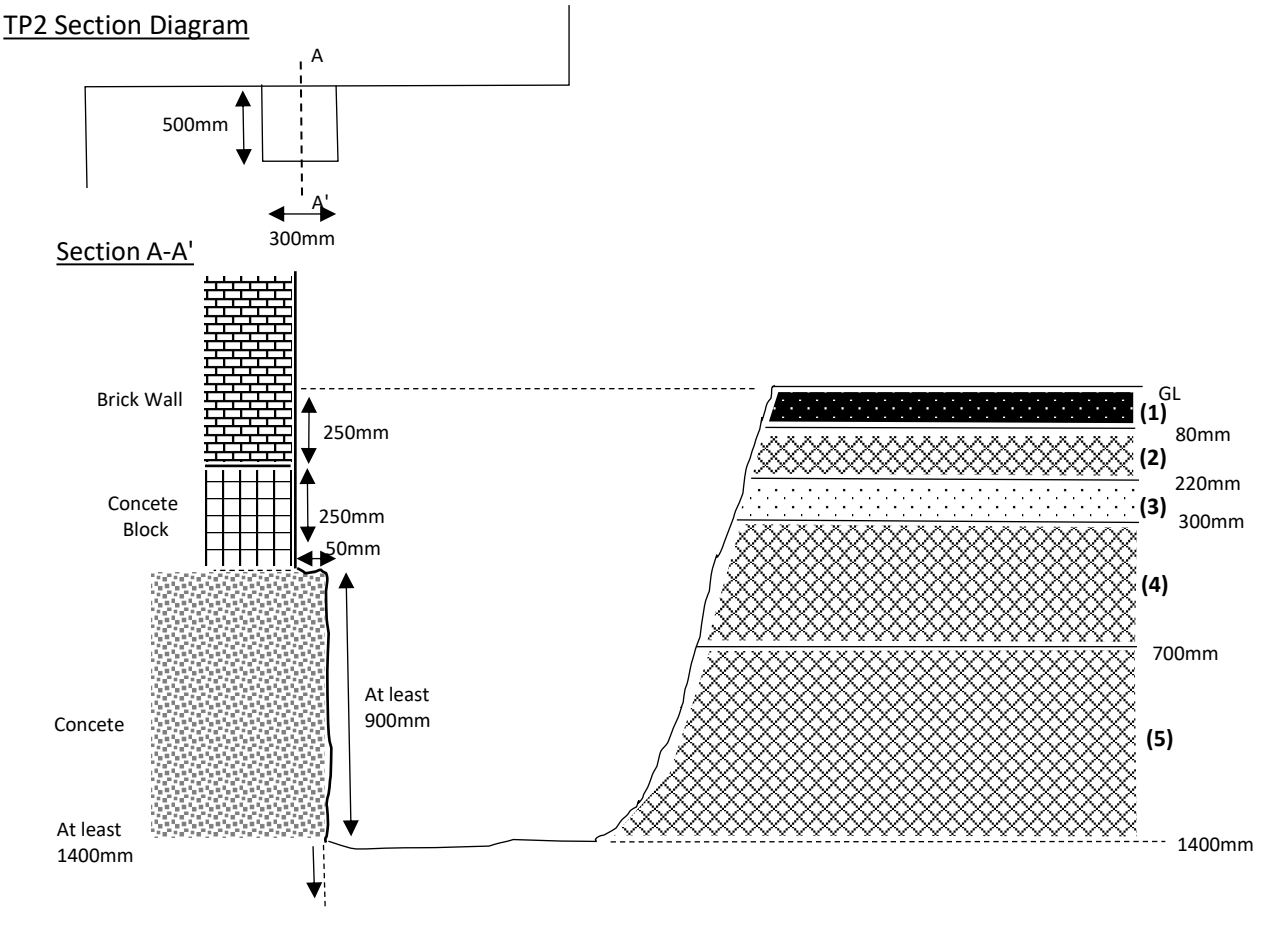
Project Name: The Harlington, Fleet	Project No P19.114	Co-ords n/a	Hole Type HDTP
Location: Fleet, Hampshire		Level n/a	Scale NTS
Client: Cooper & Withycombe		Date(s) 02/08/2019	Logged By SG

Well	Sample and Insitu Testing: Water Strikes	Depth(s)	Type	Results	Depth (m)	Level (m AOD)	Legend	Stratum Description
		1.00	D		0.08			(1) Tarmacadam
					0.22			(2) (MADE GROUND) Pinkish brown sandy fine to coarse, angular to sub-rounded Gravel of Limestone. ('TYPE 1') Fill.
					0.30			
					0.70			(3) Light grey Concrete.
								(4) 10mm Pea Shingle around 100mm diamter Pipe (450mm from wall)
								(5) (MADE GROUND) Loose black silty/clayey fine to medium Sand. (Re-worked)
					1.40			

1

2

TP2 Section Diagram



Remarks

Hand excavated pit to 1.40mbgl to expose existing foundation construction. Full depth of fondation could not be established. No groundwater encountered. Backfilled with arisings and previous sufrace conditions reinstated.

IMPACT GEOTECHNICAL

Trial Pit Log

TP No. TP3 A-A' Sheet 1 of 1

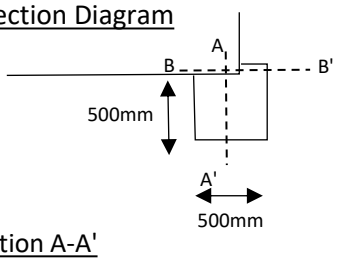
Project Name: The Harlington, Fleet	Project No P19.114	Co-ords n/a	Hole Type HDTP
Location: Fleet, Hampshire		Level n/a	Scale NTS
Client: Cooper & Withycombe		Date(s) 05/08/2019	Logged By SG

Well	Sample and Insitu Testing: Water Strikes	Sample and Insitu Testing: Depth(s)	Sample and Insitu Testing: Type	Results	Depth (m)	Level (m AOD)	Legend	Stratum Description
					0.09			(1) Tarmacadam
					0.55			(2) (2) (MADE GROUND) Pinkish brown sandy fine to coarse, angular to sub-rounded Gravel of Limestone. ('TYPE 1') Fill.
		0.80	D					(3) Brown mottled orangish brown and pale brown, locally reddish brown/ greenish grey slightly gravelly silty, locally clayey fine to medium SAND. Gravel is fine to coarse, sub-angular to sub-rounded flint. (CAMBERLEY SAND FORMATION)
		1.40	D		1.45			

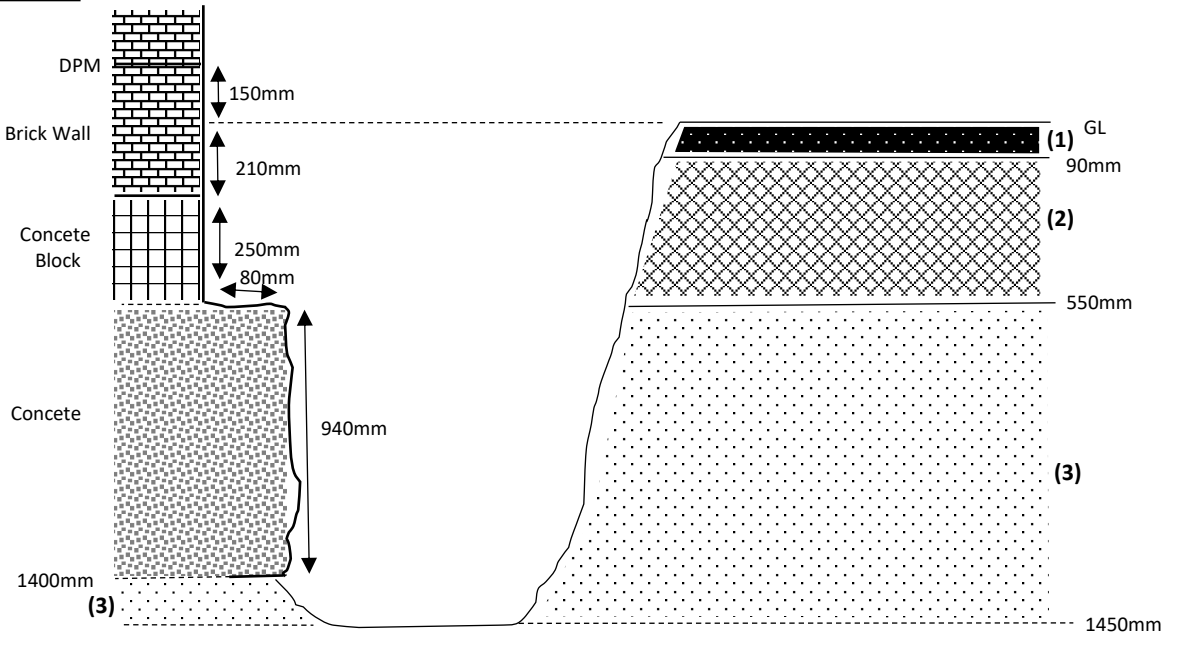
1

2

TP3 Section Diagram



Section A-A'



Remarks

Hand excavated pit to 1.45mbgl to expose existing foundation construction. No groundwater encountered. Backfilled with arisings and previous sufrace conditions reinstated.

IMPACT GEOTECHNICAL

Trial Pit Log

TP No. TP3 B-B' Sheet 1 of 1

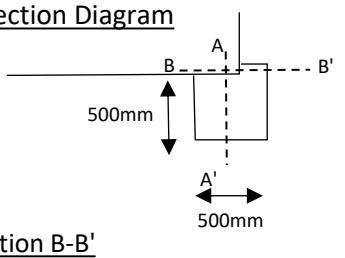
Project Name: The Harlington, Fleet	Project No P19.114	Co-ords n/a	Hole Type HDTP
Location: Fleet, Hampshire		Level n/a	Scale NTS
Client: Cooper & Withycombe		Date(s) 05/08/2019	Logged By SG

Well	Sample and Insitu Testing: Water Strikes	Sample and Insitu Testing: Depth(s)	Sample and Insitu Testing: Type	Results	Depth (m)	Level (m AOD)	Legend	Stratum Description
					0.09			(1) Tarmacadam
					0.55			(2) (2) (MADE GROUND) Pinkish brown sandy fine to coarse, angular to sub-rounded Gravel of Limestone. ('TYPE 1') Fill.
		0.80	D					(3) Brown mottled orangish brown and pale brown, locally reddish brown/ greenish grey slightly gravelly silty, locally clayey fine to medium SAND. Gravel is fine to coarse, sub-angular to sub-rounded flint. (CAMBERLEY SAND FORMATION)
		1.40	D		1.45			

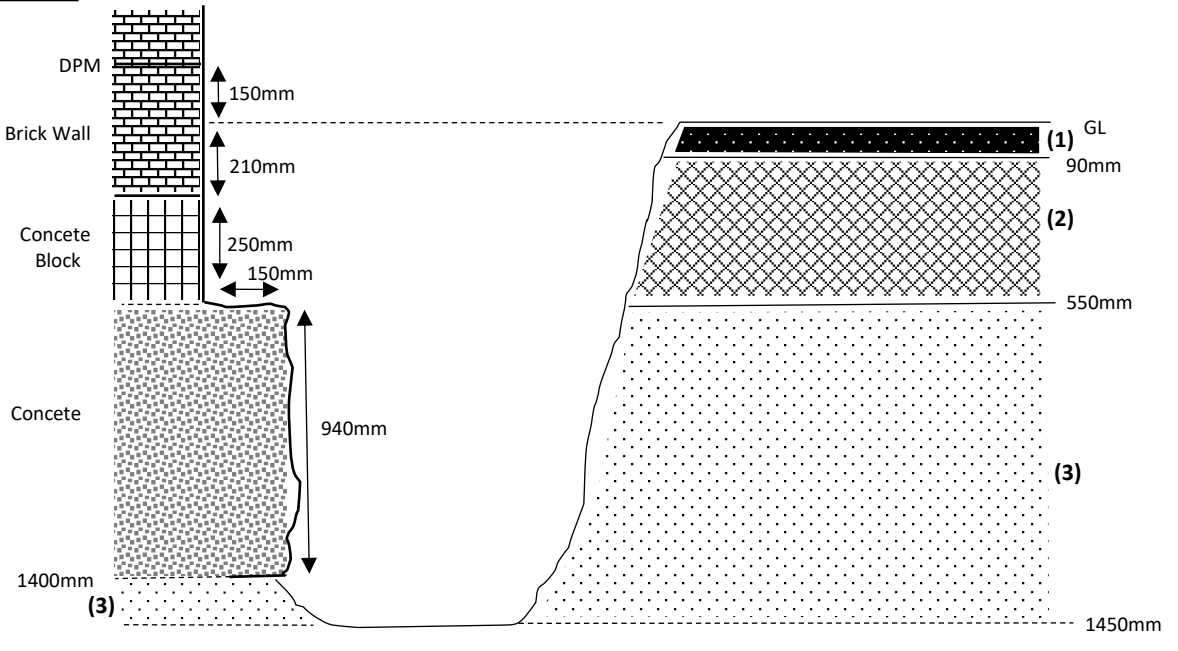
1

2

TP3 Section Diagram



Section B-B'



Remarks

Hand excavated pit to 1.45mbgl to expose existing foundation construction. No groundwater encountered. Backfilled with arisings and previous sufrace conditions reinstated.

Trial Pit Log

IMPACT GEOTECHNICAL

TP No. TP4 A-A' Sheet 1 of 1

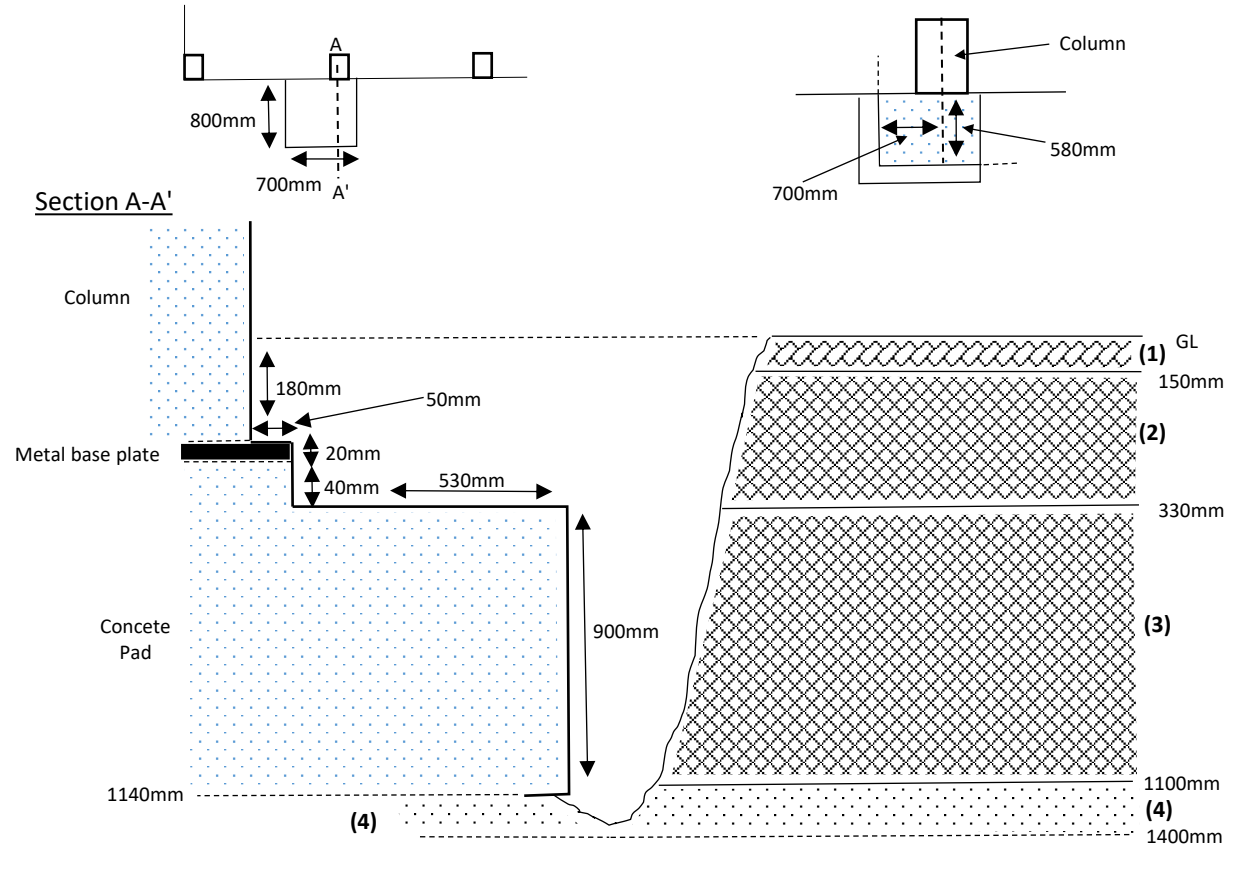
Project Name: The Harlington, Fleet	Project No P19.114	Co-ords n/a	Hole Type HDTP
Location: Fleet, Hampshire		Level n/a	Scale NTS
Client: Cooper & Withycombe		Date(s) 05/08/2019	Logged By SG

Well	Sample and Insitu Testing: Water Strikes	Sample and Insitu Testing: Depth(s)	Sample and Insitu Testing: Type	Results	Depth (m)	Level (m AOD)	Legend	Stratum Description
					0.15			(1) Brick pavoirs over sharpe sand.
					0.33			(2) (MADE GROUND) Pinkish brown sandy fine to coarse, angular to sub-rounded Gravel of Limestone. ('TYPE 1') Fill
		0.60	D					(3) Dark brown slightly gravelly silty/clayey fine to medium Sand. Gravel is fine to coarse, sub-angular to sub-rounded flint and brick.
		1.20	D		1.10			(4) Brown mottled orangish brown and pale brown, locally reddish brown/ greenish grey slightly gravelly silty, locally clayey fine to medium SAND. Gravel is fine to coarse, sub-angular to sub-rounded flint. (CAMBERLEY SAND FORMATION)
					1.40			

1

2

TP4 Section Diagram



Remarks

Hand excavated pit to 1.40mbgl to expose existing foundation construction. No groundwater encountered. Backfilled with arisings and previous sufrace conditions reinstated. WS3 completed through base of trial pit to 5.45mbgl - see WS3 log for full details.

APPENDIX C

Photographs

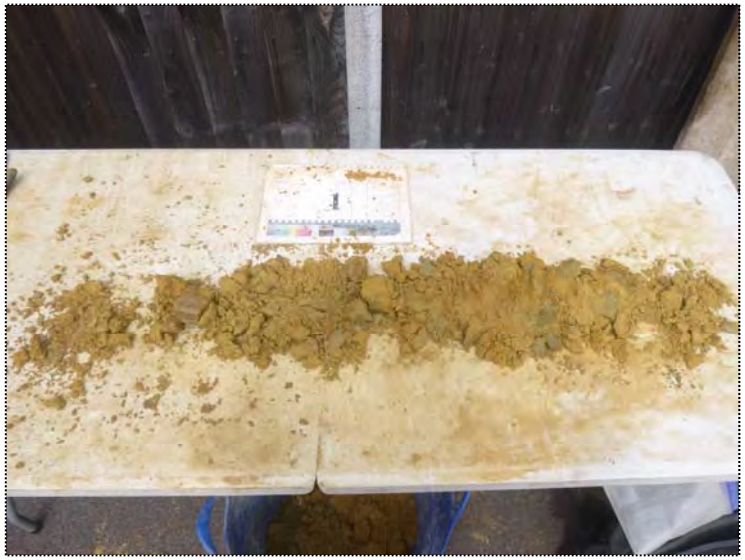
IMPACT GEOTECHNICAL

1.

2.

3.

4.



Investigation Photographs

Project Ref: P19.114

Site Name: The Harlington, Fleet

1. WS1 location
2. WS1 1.00-2.00mbgl
3. WS1 2.00-3.00mbgl
4. WS1 3.00-4.00mbgl

IMPACT GEOTECHNICAL

5.

6.

7.

8.

Investigation Photographs

Project Ref: P19.114

Site Name: The Harlington, Fleet

5. WS1 4.00-5.00mbgl
6. TP1
7. TP1 location
8. TP1 – showing concrete projection

IMPACT GEOTECHNICAL

9.

10.

11.

12.

Investigation Photographs

Project Ref: P19.114

Site Name: The Harlington, Fleet

9. TP1
10. TP2
11. TP2
12. WS2

IMPACT GEOTECHNICAL

13.

14.

15.

16.

Investigation Photographs

Project Ref: P19.114

Site Name: The Harlington, Fleet

13. WS2 GL-1.0mbgl
14. WS2 1.00-2.00mbgl
15. WS2 2.00-3.00mbgl
16. WS2 3.00-4.00mbgl

IMPACT GEOTECHNICAL

17.

18.

19.

20.

Investigation Photographs

Project Ref: P19.114

Site Name: The Harlington, Fleet

17. WS2 4.00-5.00mbgl
18. WS2 location
19. TP3
20. TP3

IMPACT GEOTECHNICAL

21.

22.

23.

24.

Investigation Photographs

Project Ref: P19.114

Site Name: The Harlington, Fleet

21. TP3
22. TP4
23. TP4
24. TP4

IMPACT GEOTECHNICAL

25.

26.

27.

28.

Investigation Photographs

Project Ref: P19.114

Site Name: The Harlington, Fleet

25. TP4
26. TP4 column connection
27. WS3
28. WS3 1.20-2.00mbgl

IMPACT GEOTECHNICAL

29.

30.

31.

32.

Investigation Photographs

Project Ref: P19.114

Site Name: The Harlington, Fleet

29. WS3 2.00-3.00mbgl
30. WS3 3.00-4.00mbgl
31. WS3 4.00-5.00mbgl
32. TP1 and WS1 reinstatement

IMPACT GEOTECHNICAL

33.

34.

35.

Investigation Photographs

Project Ref: P19.114

Site Name: The Harlington, Fleet

33. TP2 reinstatement
34. TP3 reinstatement
35. TP4/ WS3 reinstatement

IMPACT GEOTECHNICAL

APPENDIX D

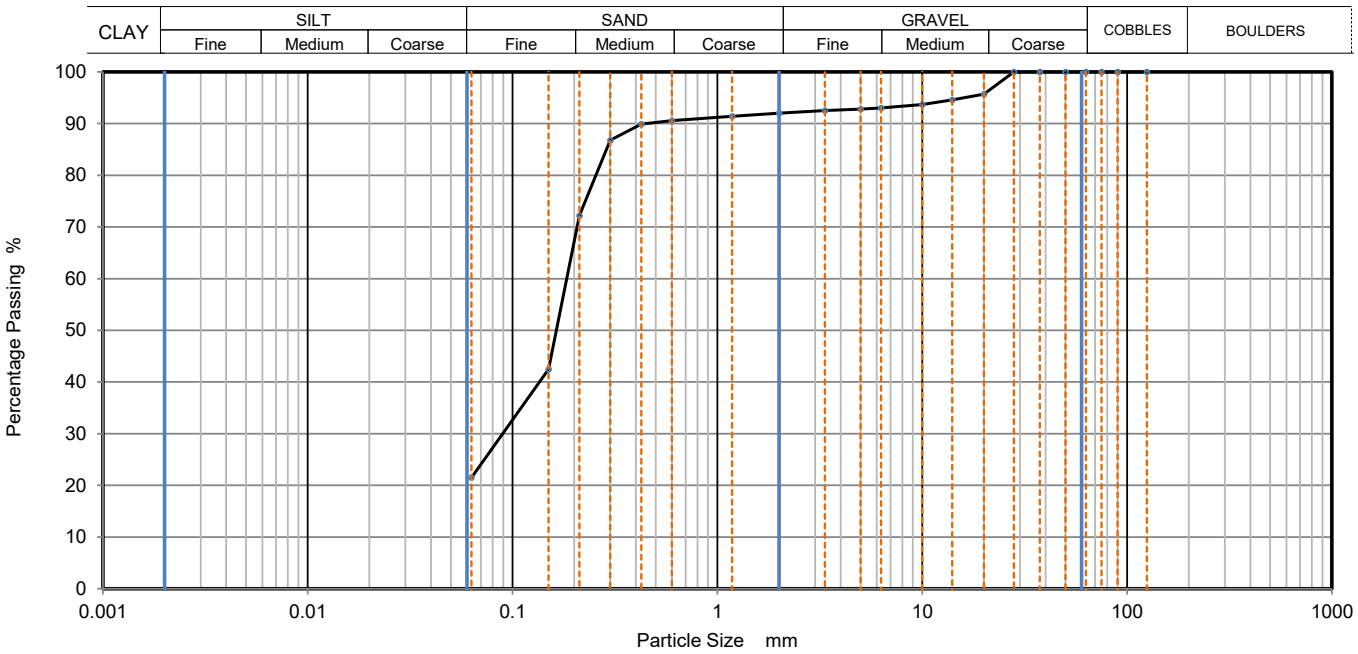
Laboratory Certificates

IMPACT GEOTECHNICAL

PARTICLE SIZE DISTRIBUTION

Site Name	The Harlington, Fleet			Sample No.	-
Project No.	P19-114	Client	Impact Geotechnical	Depth Top	1.20 m
Soil Description	Orangish brown slightly mottled reddish brown and bluish grey gravelly very clayey SAND (gravel is fmc and sub-angular to sub-rounded)			Depth Base	- m
				Sample Type	D
				Samples received	05/08/2019
				Schedules received	08/08/2019
Test Method	BS1377:Part 2: 1990, clause 9.0			Project started	08/08/2019
				Date tested	21/08/2019

Job Ref	26971
Borehole/Pit No.	TP1



Sieving		Sedimentation	
Particle Size mm	% Passing	Particle Size mm	% Passing
125	100		
90	100		
75	100		
63	100		
50	100		
37.5	100		
28	100		
20	96		
14	95		
10	94		
6.3	93		
5	93		
3.35	93		
2	92		
1.18	91		
0.6	91		
0.425	90		
0.3	87		
0.212	72		
0.15	43		
0.063	22		

Sample Proportions	% dry mass
Very coarse	0.0
Gravel	8.0
Sand	70.5
Fines <0.063mm	21.5

Grading Analysis		
D100	mm	
D60	mm	0.184
D30	mm	0.0895
D10	mm	
Uniformity Coefficient		
Curvature Coefficient		

Remarks

Preparation and testing in accordance with BS1377 unless noted below

K4 Soils Laboratory

Unit 8, Olds Close, Watford, Herts, WD18 9RU

Email: james@k4soils.com

Tel: 01923 711288

Checked and Approved

Initials: **J.P**

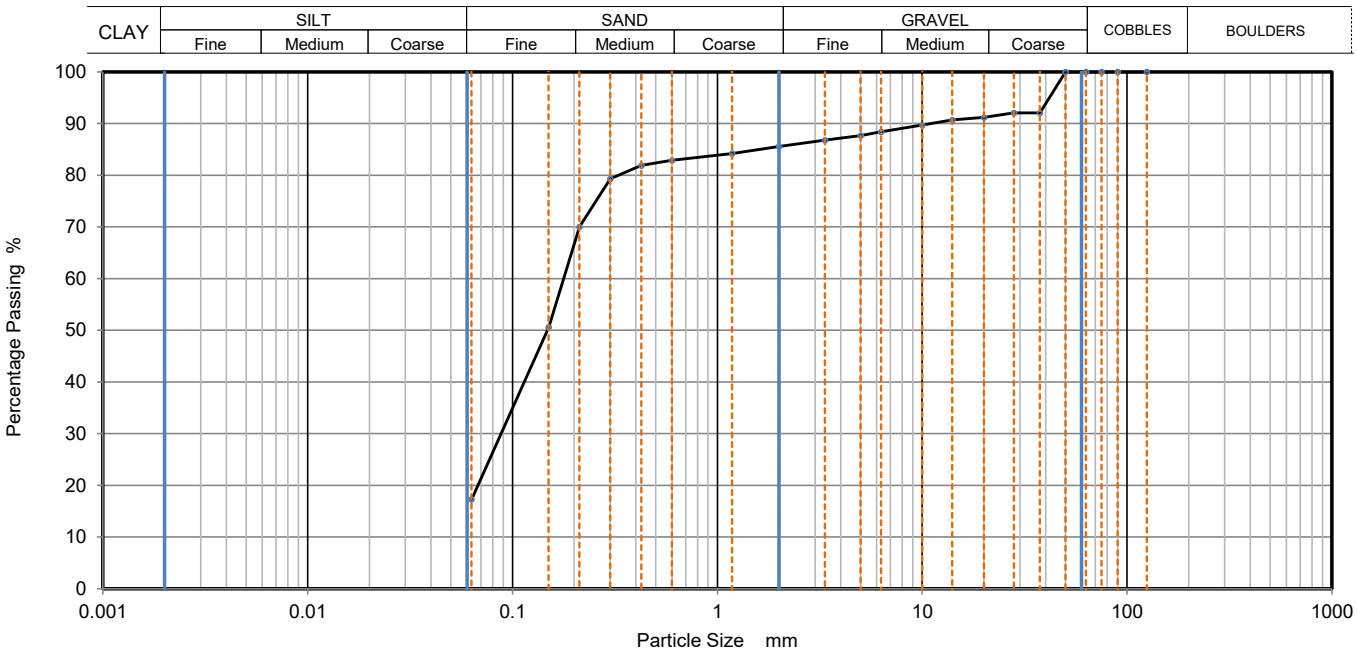
Date: 22/08/2019

UKAS TESTING 2519

Approved Signatories: K.Phaure (Tech.Mgr) J.Phaure (Lab.Mgr)

PARTICLE SIZE DISTRIBUTION

Site Name	The Harlington, Fleet			Sample No.	-
Project No.	P19-114	Client	Impact Geotechnical	Depth Top	1.40 m
Soil Description	Orangish brown slightly mottled grey gravelly clayey SAND (gravel is fmc and sub-angular to sub-rounded)			Depth Base	- m
				Sample Type	D
				Samples received	05/08/2019
				Schedules received	08/08/2019
Test Method	BS1377:Part 2: 1990, clause 9.0			Project started	08/08/2019
				Date tested	21/08/2019
				Job Ref	26971
				Borehole/Pit No.	TP3



Sieving		Sedimentation	
Particle Size mm	% Passing	Particle Size mm	% Passing
125	100		
90	100		
75	100		
63	100		
50	100		
37.5	92		
28	92		
20	91		
14	91		
10	90		
6.3	88		
5	88		
3.35	87		
2	86		
1.18	84		
0.6	83		
0.425	82		
0.3	79		
0.212	70		
0.15	51		
0.063	17		

Sample Proportions	% dry mass
Very coarse	0.0
Gravel	14.4
Sand	68.2
Fines <0.063mm	17.3

Grading Analysis		
D100	mm	
D60	mm	0.177
D30	mm	0.0876
D10	mm	
Uniformity Coefficient		
Curvature Coefficient		

Remarks

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Email: james@k4soils.com

Tel: 01923 711288

Checked and Approved

Initials: **J.P**

Date: 22/08/2019

UKAS TESTING 2519

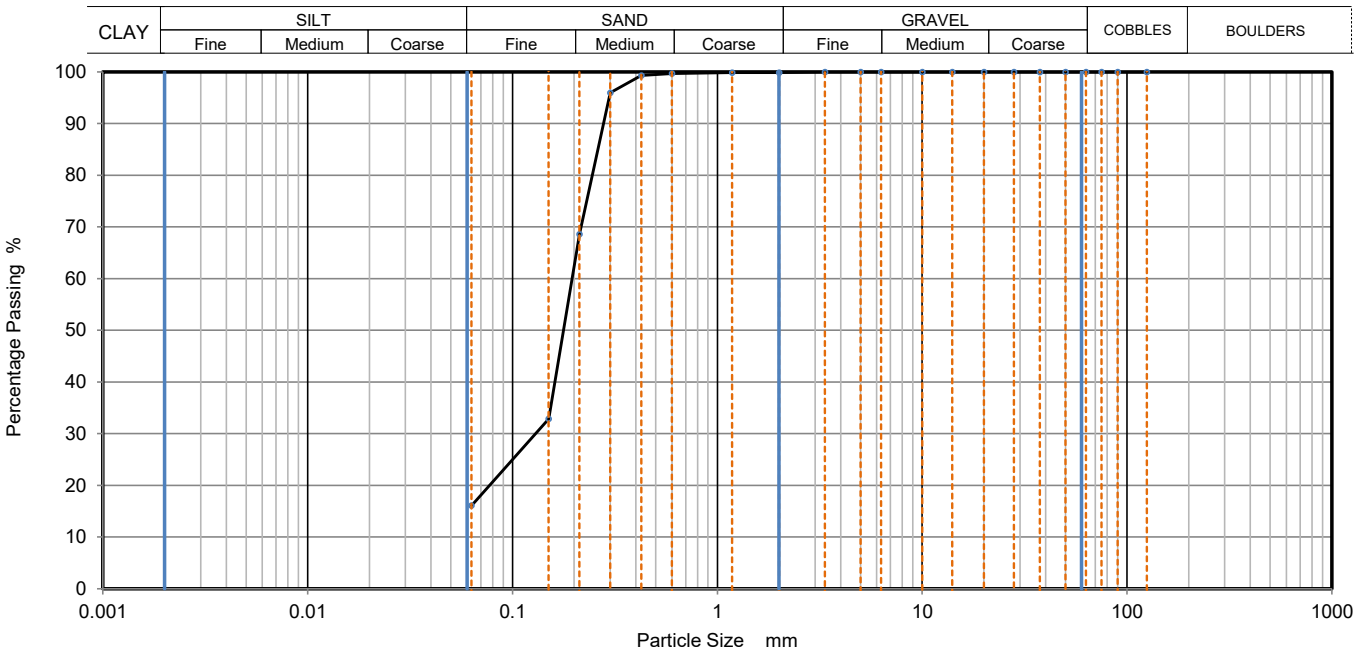
Approved Signatories: K.Phaure (Tech.Mgr) J.Phaure (Lab.Mgr)

MSF-5-R3

PARTICLE SIZE DISTRIBUTION

Site Name	The Harlington, Fleet			Sample No.	-
Project No.	P19-114	Client	Impact Geotechnical	Depth Top	2.00 m
Soil Description	Orangish brown slightly mottled grey silty clayey SAND			Depth Base	- m
				Sample Type	D
				Samples received	05/08/2019
				Schedules received	08/08/2019
Test Method	BS1377:Part 2: 1990, clause 9.0			Project started	08/08/2019
				Date tested	21/08/2019

Job Ref	26971
Borehole/Pit No.	WS1



Sieving		Sedimentation	
Particle Size mm	% Passing	Particle Size mm	% Passing
125	100		
90	100		
75	100		
63	100		
50	100		
37.5	100		
28	100		
20	100		
14	100		
10	100		
6.3	100		
5	100		
3.35	100		
2	100		
1.18	100		
0.6	100		
0.425	99		
0.3	96		
0.212	69		
0.15	33		
0.063	16		

Sample Proportions	% dry mass
Very coarse	0.0
Gravel	0.1
Sand	83.9
Fines <0.063mm	16.1

Grading Analysis		
D100	mm	
D60	mm	0.195
D30	mm	0.129
D10	mm	
Uniformity Coefficient		
Curvature Coefficient		

Remarks

Preparation and testing in accordance with BS1377 unless noted below

K4 Soils Laboratory

Unit 8, Olds Close, Watford, Herts, WD18 9RU

Email: james@k4soils.com

Tel: 01923 711288

Checked and Approved

Initials: **J.P**

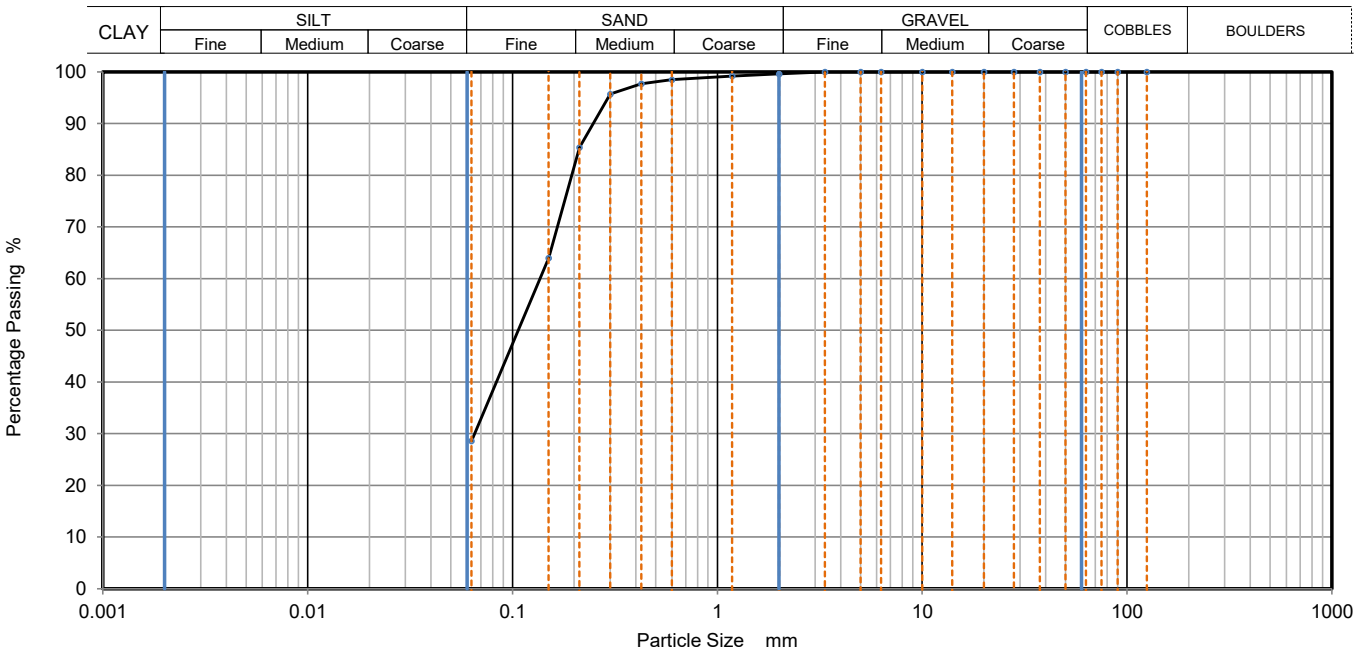
Date: 22/08/2019

UKAS TESTING 2519

Approved Signatories: K.Phaure (Tech.Mgr) J.Phaure (Lab.Mgr)

PARTICLE SIZE DISTRIBUTION

Site Name	The Harlington, Fleet			Job Ref	26971
				Borehole/Pit No.	WS3
Project No.	P19-114	Client	Impact Geotechnical	Sample No.	-
				Depth Top	1.50 m
Soil Description	Orangish brown mottled bluish grey silty clayey SAND			Depth Base	- m
				Sample Type	D
				Samples received	05/08/2019
				Schedules received	08/08/2019
Test Method	BS1377:Part 2: 1990, clause 9.0			Project started	08/08/2019
				Date tested	21/08/2019



Sieving		Sedimentation	
Particle Size mm	% Passing	Particle Size mm	% Passing
125	100		
90	100		
75	100		
63	100		
50	100		
37.5	100		
28	100		
20	100		
14	100		
10	100		
6.3	100		
5	100		
3.35	100		
2	100		
1.18	99		
0.6	99		
0.425	98		
0.3	96		
0.212	85		
0.15	64		
0.063	29		

Sample Proportions	% dry mass
Very coarse	0.0
Gravel	0.4
Sand	71.0
Fines <0.063mm	28.6

Grading Analysis		
D100	mm	
D60	mm	0.136
D30	mm	0.0653
D10	mm	
Uniformity Coefficient		
Curvature Coefficient		

Remarks

Preparation and testing in accordance with BS1377 unless noted below

K4 Soils Laboratory

Unit 8, Olds Close, Watford, Herts, WD18 9RU

Email: james@k4soils.com

Tel: 01923 711288

Checked and Approved

Initials: **J.P**

Date: 22/08/2019

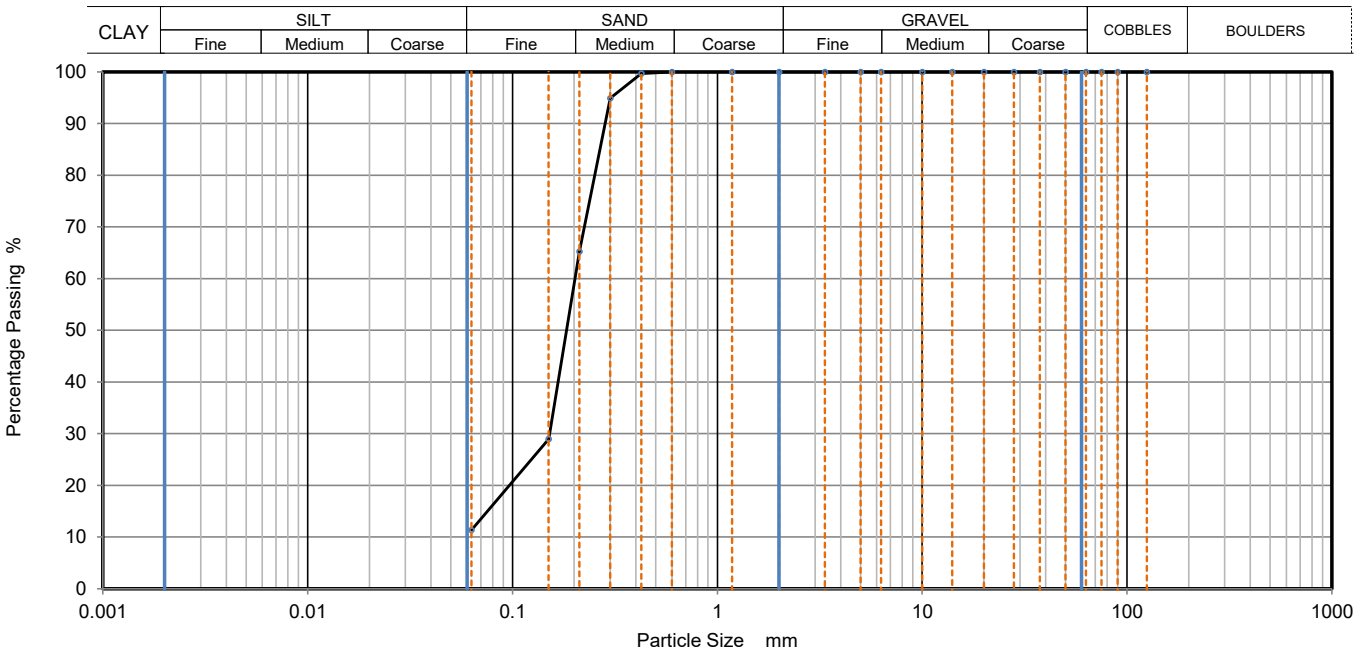
UKAS TESTING 2519

Approved Signatories: K.Phaure (Tech.Mgr) J.Phaure (Lab.Mgr)

PARTICLE SIZE DISTRIBUTION

Site Name	The Harlington, Fleet			Sample No.	-
Project No.	P19-114	Client	Impact Geotechnical	Depth Top	3.00 m
Soil Description	Yellowish brown clayey SAND			Depth Base	- m
				Sample Type	D
				Samples received	05/08/2019
				Schedules received	08/08/2019
Test Method	BS1377:Part 2: 1990, clause 9.0			Project started	08/08/2019
				Date tested	21/08/2019

Job Ref	26971
Borehole/Pit No.	WS3



Sieving		Sedimentation	
Particle Size mm	% Passing	Particle Size mm	% Passing
125	100		
90	100		
75	100		
63	100		
50	100		
37.5	100		
28	100		
20	100		
14	100		
10	100		
6.3	100		
5	100		
3.35	100		
2	100		
1.18	100		
0.6	100		
0.425	100		
0.3	95		
0.212	65		
0.15	29		
0.063	11		

Sample Proportions	% dry mass
Very coarse	0.0
Gravel	0.0
Sand	88.6
Fines <0.063mm	11.4

Grading Analysis		
D100	mm	
D60	mm	0.202
D30	mm	0.152
D10	mm	
Uniformity Coefficient		
Curvature Coefficient		

Remarks

Preparation and testing in accordance with BS1377 unless noted below

K4 Soils Laboratory

Unit 8, Olds Close, Watford, Herts, WD18 9RU

Email: james@k4soils.com

Tel: 01923 711288

Checked and Approved

Initials: **J.P**

Date: 22/08/2019

UKAS TESTING 2519

Approved Signatories: K.Phaure (Tech.Mgr) J.Phaure (Lab.Mgr)

Shaun Gilbrook
Impact Geotechnical Ltd
26 Anmore Road
Denmead
Hants
PO7 6NP

DETS Ltd
Unit 1
Rose Lane Industrial Estate
Rose Lane
Lenham Heath
Kent
ME17 2JN
t: 01622 850410

4480

DETS Report No: 19-11367

Site Reference:	The Harlington, Fleet
Project / Job Ref:	P19.114
Order No:	None Supplied
Sample Receipt Date:	08/08/2019
Sample Scheduled Date:	08/08/2019
Report Issue Number:	1
Reporting Date:	14/08/2019

Authorised by:

Dave Ashworth
Technical Manager

DETS Ltd
Unit 1, Rose Lane Industrial Estate
Rose Lane
Lenham Heath
Maidstone
Kent ME17 2JN
Tel : 01622 850410

4480

Soil Analysis Certificate						
DETS Report No: 19-11367	Date Sampled	None Supplied	None Supplied	None Supplied	None Supplied	None Supplied
Impact Geotechnical Ltd	Time Sampled	None Supplied	None Supplied	None Supplied	None Supplied	None Supplied
Site Reference: The Harlington, Fleet	TP / BH No	WS1	WS1	WS2	WS3	WS3
Project / Job Ref: P19.114	Additional Refs	None Supplied	None Supplied	None Supplied	None Supplied	None Supplied
Order No: None Supplied	Depth (m)	1.00 - 1.45	3.00 - 3.45	2.00 - 2.45	1.20 - 1.65	2.00 - 2.45
Reporting Date: 14/08/2019	DETS Sample No	426588	426589	426591	426592	426593

Determinand	Unit	RL	Accreditation					
pH	pH Units	N/a	MCERTS	5.2	6.4	7.2	7.0	5.5
W/S Sulphate as SO_4 (2:1)	mg/l	< 10	MCERTS	73	27	27	14	14
W/S Sulphate as SO_4 (2:1)	g/l	< 0.01	MCERTS	0.07	0.03	0.03	0.01	0.01

Analytical results are expressed on a dry weight basis where samples are assisted-dried at less than 30^{O}C
Subcontracted analysis (S)

DETS Ltd
Unit 1, Rose Lane Industrial Estate
Rose Lane
Lenham Heath
Maidstone
Kent ME17 2JN
Tel : 01622 850410

4480

Soil Analysis Certificate - Sample Descriptions	
DETS Report No: 19-11367	
Impact Geotechnical Ltd	
Site Reference: The Harlington, Fleet	
Project / Job Ref: P19.114	
Order No: None Supplied	
Reporting Date: 14/08/2019	

DETS Sample No	TP / BH No	Additional Refs	Depth (m)	Moisture Content (%)	Sample Matrix Description
^ 426588	WS1	None Supplied	1.00 - 1.45	7.1	Brown sandy clay with stones
^ 426589	WS1	None Supplied	3.00 - 3.45	8.1	Brown sandy clay
^ 426591	WS2	None Supplied	2.00 - 2.45	12.3	Brown loamy sand
^ 426592	WS3	None Supplied	1.20 - 1.65	11.8	Brown sandy clay
^ 426593	WS3	None Supplied	2.00 - 2.45	11.4	Brown sandy clay

Moisture content is part of procedure E003 & is not an accredited test

Insufficient Sample I/S

Unsuitable Sample U/S

^ no sampling date provided; unable to confirm if samples are within acceptable holding times

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Lenham Heath
Maidstone
Kent ME17 2JN
Tel : 01622 850410

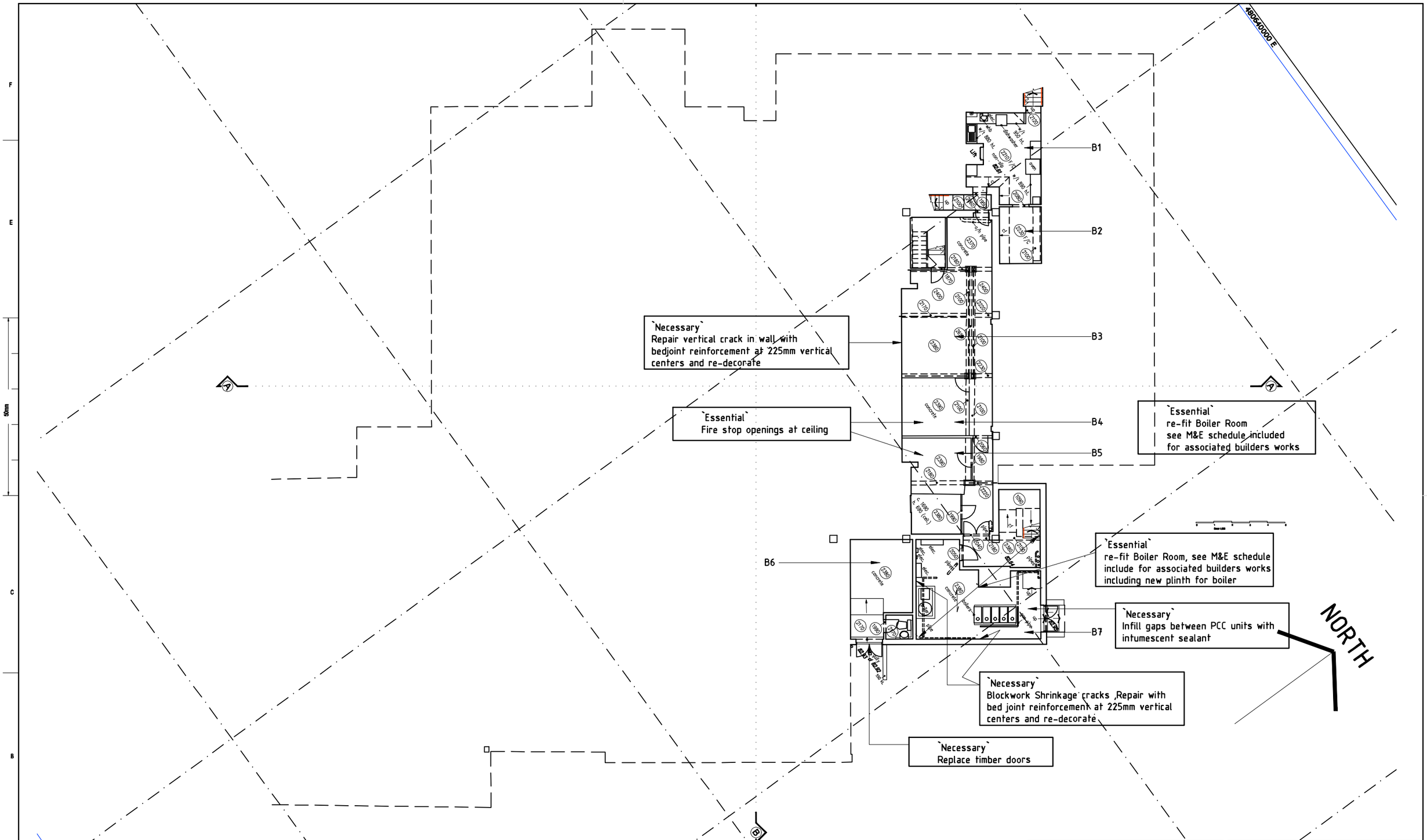
4480

Soil Analysis Certificate - Methodology & Miscellaneous Information
DETS Report No: 19-11367
Impact Geotechnical Ltd
Site Reference: The Harlington, Fleet
Project / Job Ref: P19.114
Order No: None Supplied
Reporting Date: 14/08/2019

Matrix	Analysed On	Determinand	Brief Method Description	Method No
Soil	D	Boron - Water Soluble	Determination of water soluble boron in soil by 2:1 hot water extract followed by ICP-OES	E012
Soil	AR	BTEX	Determination of BTEX by headspace GC-MS	E001
Soil	D	Cations	Determination of cations in soil by aqua-regia digestion followed by ICP-OES	E002
Soil	D	Chloride - Water Soluble (2:1)	Determination of chloride by extraction with water & analysed by ion chromatography	E009
Soil	AR	Chromium - Hexavalent	Determination of hexavalent chromium in soil by extraction in water then by acidification, addition of 1,5 diphenylcarbazide followed by colorimetry	E016
Soil	AR	Cyanide - Complex	Determination of complex cyanide by distillation followed by colorimetry	E015
Soil	AR	Cyanide - Free	Determination of free cyanide by distillation followed by colorimetry	E015
Soil	AR	Cyanide - Total	Determination of total cyanide by distillation followed by colorimetry	E015
Soil	D	Cyclohexane Extractable Matter (CEM)	Gravimetrically determined through extraction with cyclohexane	E011
Soil	AR	Diesel Range Organics (C10 - C24)	Determination of hexane/acetone extractable hydrocarbons by GC-FID	E004
Soil	AR	Electrical Conductivity	Determination of electrical conductivity by addition of saturated calcium sulphate followed by electrometric measurement	E022
Soil	AR	Electrical Conductivity	Determination of electrical conductivity by addition of water followed by electrometric measurement	E023
Soil	D	Elemental Sulphur	Determination of elemental sulphur by solvent extraction followed by GC-MS	E020
Soil	AR	EPH (C10 – C40)	Determination of acetone/hexane extractable hydrocarbons by GC-FID	E004
Soil	AR	EPH Product ID	Determination of acetone/hexane extractable hydrocarbons by GC-FID	E004
Soil	AR	EPH TEXAS (C6-C8, C8-C10, C10-C12, C12-C16, C16-C21, C21-C40)	Determination of acetone/hexane extractable hydrocarbons by GC-FID for C8 to C40. C6 to C8 by headspace GC-MS	E004
Soil	D	Fluoride - Water Soluble	Determination of Fluoride by extraction with water & analysed by ion chromatography	E009
Soil	D	FOC (Fraction Organic Carbon)	Determination of fraction of organic carbon by oxidising with potassium dichromate followed by titration with iron (II) sulphate	E010
Soil	D	Loss on Ignition @ 450oC	Determination of loss on ignition in soil by gravimetrically with the sample being ignited in a muffle furnace	E019
Soil	D	Magnesium - Water Soluble	Determination of water soluble magnesium by extraction with water followed by ICP-OES	E025
Soil	D	Metals	Determination of metals by aqua-regia digestion followed by ICP-OES	E002
Soil	AR	Mineral Oil (C10 - C40)	Determination of hexane/acetone extractable hydrocarbons by GC-FID fractionating with SPE cartridge	E004
Soil	AR	Moisture Content	Moisture content; determined gravimetrically	E003
Soil	D	Nitrate - Water Soluble (2:1)	Determination of nitrate by extraction with water & analysed by ion chromatography	E009
Soil	D	Organic Matter	Determination of organic matter by oxidising with potassium dichromate followed by titration with iron (II) sulphate	E010
Soil	AR	PAH - Speciated (EPA 16)	Determination of PAH compounds by extraction in acetone and hexane followed by GC-MS with the use of surrogate and internal standards	E005
Soil	AR	PCB - 7 Congeners	Determination of PCB by extraction with acetone and hexane followed by GC-MS	E008
Soil	D	Petroleum Ether Extract (PEE)	Gravimetrically determined through extraction with petroleum ether	E011
Soil	AR	pH	Determination of pH by addition of water followed by electrometric measurement	E007
Soil	AR	Phenols - Total (monohydric)	Determination of phenols by distillation followed by colorimetry	E021
Soil	D	Phosphate - Water Soluble (2:1)	Determination of phosphate by extraction with water & analysed by ion chromatography	E009
Soil	D	Sulphate (as SO4) - Total	Determination of total sulphate by extraction with 10% HCl followed by ICP-OES	E013
Soil	D	Sulphate (as SO4) - Water Soluble (2:1)	Determination of sulphate by extraction with water & analysed by ion chromatography	E009
Soil	D	Sulphate (as SO4) - Water Soluble (2:1)	Determination of water soluble sulphate by extraction with water followed by ICP-OES	E014
Soil	AR	Sulphide	Determination of sulphide by distillation followed by colorimetry	E018
Soil	D	Sulphur - Total	Determination of total sulphur by extraction with aqua-regia followed by ICP-OES	E024
Soil	AR	SVOC	Determination of semi-volatile organic compounds by extraction in acetone and hexane followed by GC-MS	E006
Soil	AR	Thiocyanate (as SCN)	Determination of thiocyanate by extraction in caustic soda followed by acidification followed by addition of ferric nitrate followed by colorimetry	E017
Soil	D	Toluene Extractable Matter (TEM)	Gravimetrically determined through extraction with toluene	E011
Soil	D	Total Organic Carbon (TOC)	Determination of organic matter by oxidising with potassium dichromate followed by titration with iron (II) sulphate	E010
Soil	AR	TPH CWG (ali: C5- C6, C6-C8, C8-C10, C10-C12, C12-C16, C16-C21, C21-C34, aro: C5-C7, C7-C8, C8-C10, C10-C12, C12-C16, C16-C21, C21-C35)	Determination of hexane/acetone extractable hydrocarbons by GC-FID fractionating with SPE cartridge for C8 to C35. C5 to C8 by headspace GC-MS	E004
Soil	AR	TPH LQM (ali: C5-C6, C6-C8, C8-C10, C10-C12, C12-C16, C16-C35, C35-C44, aro: C5-C7, C7-C8, C8-C10, C10-C12, C12-C16, C16-C21, C21-C35, C35-C44)	Determination of hexane/acetone extractable hydrocarbons by GC-FID fractionating with SPE cartridge for C8 to C44. C5 to C8 by headspace GC-MS	E004
Soil	AR	VOCs	Determination of volatile organic compounds by headspace GC-MS	E001
Soil	AR	VPH (C6-C8 & C8-C10)	Determination of hydrocarbons C6-C8 by headspace GC-MS & C8-C10 by GC-FID	E001

D Dried
AR As Received

APPENDIX F:
OUTLINE DRAWINGS FOR
IMPROVEMENT WORKS:
- ESSENTIAL AND NECESSARY
- DESIRABLE



NOTES

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3) For details of proposed M & E works refer to M & E section of the report. Allow for builders work in connection including forming and infilling openings

Essential work-
these that pose a risk to health and safety or compromise building operation

Necessary Works-
Work required to bring building up to Current/Standards/regulation

REV	DESCRIPTION	DRAWN	DATE
B	Updated	bfs	feb2020
A	notes amended	bfs	Jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE

BASE DRAWING SCALE 1: 200 @ A3 | SCHEDULE SHEETS

CLIENT: Fleet Town Council

PROJECT: The Harlington,Fleet Road,Fleet, Hampshire

TITLE: BASEMENT FLOOR PLAN
Proposed Essential & Necessary Improvement Works

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No 19-1962 | DRAWING No. 40 | REV B

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD

E repair/replace whiterock lining

E replace floor tiles in corridor

E provide pull down access ladder to roof void

Essential
New Electrical distribution room
Min 2.5x2.5m (G21-External Wall)

Essential
replace KeyClamp balustrade with compliant balustrade system

Necessary
overhead storage steps,replace balustrading

E
Re-furbish and refit toilets re-locate baby change

Essential
replace floor covering

Essential
Ceiling
Replace ceiling with new accoustic ceiling. with Accessible suspended grid system. Layout to suit Hall lighting and stage lighting

Essential
Improve stair access,replace with proprietary steel access ladder/stairs

Essential
replace stage flooring

Essential
Re-furbish and refit toilets including all fixtures and fittings, improve drainage with pumped outlet

Necessary
repair ceiling

Essential
replace balustrading improve stair & nosing

Necessary
replace intumescent door vents in G46 corridor

Essential
Replace kitchen equipment fixtures and fittings (subject to lease)

Essenmtial
replace balustrading

Necessary
G40, refit kitchen improve ventilation

Essential
replace floor covering & stair nosing

Essential
Repair damaged brickwork to gas enclosure cabinet

Necessary,
replace shower units

Necessary
repair masonry cracks with bedjoint reinforcement

Necessary
replace gates

Essential
replace balustrade to stairs

NORTH

4805400.000 E

G1 G2 G3 G4 G5 G6 G7 G8 G9 G10 G11 G12 G13 G14 G15 G16 G17 G18 G19 G20 G21 G22 G23 G24 G25 G26 G27 G28 G29 G30 G31 G32 G33 G34 G35 G36 G37 G38 G39 G40 G41 G42 G43 G44 G45 G46 G47 G48 G49 G50 G51 G52

NOTES

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General Note

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2) For redecoration replacement ceiling tiles and flooring refer to schedule but assume all are are to be replaced as part of a necessary works.
3) For details of proposed M & E works refer to M & E section of the report. Allow for builders work in connection including forming and infilling openings

Essential work-
these that pose a risk to health and safety or compromise building operation

Necessary Works-
Work required to bring building up to Current/Standards/regulation, replacement of finishes to public facing rooms throughout

REV	DESCRIPTION	DRAWN	DATE
C	additional notes	bfs	feb2020
B	Electrical Cupboard re-located	bfs	feb2020
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE

BASE DRAWING SCALE 1: 200 @ A3 | SCHEDULE SHEETS

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

TITLE
GROUND FLOOR & SITE PLAN
Proposed Essential & Necessary Improvement Works

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-16 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 566116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	41	C

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD

Necessary
Repair crack with bedjoint reinforcement at 225mm vertical centers, re-decorate

Essential
(F12) Remove sink to investigate health risk

Essential
For work within roof void see drg No 19-1962-43

Ceiling
Replace ceiling with new accoustic ceiling. with Accessible suspended grid system. Layout to suit Hall lighting and stage lighting

Essential
Re-construct control room suspended from roof structure to provide a clear area below. Access to control room from first floor

Essential
Infill flat roof voids over with 50x100 C16-joists-400 fixed to perimeter with bolted plate and joist hangars. Fix 19mm WBP plywood screw fixed ,seal over top for fire with Fireline board + Intumescent seal

Essential
refurbish and refit toilets including all fixtures and fittings

E
strengthen floor to control box

Essential
reinstate wall finished and remove scaffold

Essential
2No steel truss catwalks and stage lighting rig supports supported on new steel structure

Essential
Truss/Catwalk above stage extended to provide access to flying stage for access and to support lighting and stage rigs

Essential
5No Lighting bars suspended from high level beams with electric winches, at level to suit

Essential
void behind acoustic lining, provide fire barrier to each section at ceiling line junction below roof void

F1 F2 F3 F4 F5 F7 F8 F9 F10 F11 F12 F13 F14 ACCESS

4806400000 E

NORTH

NOTES

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General Note
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3) For details of proposed M & E works refer to M & E section of the report. Allow for builders work in connection including forming and infilling openings

Essential work-
these that pose a risk to health and safety or compromise building operation

Necessary Works-
Work required to bring building up to Current/Standards/regulation

REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE
BASE DRAWING SCALE 1: 200 @ A3 | SCHEDULE SHEETS

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

TITLE
FIRST FLOOR PLAN
Proposed Essential & Necessary Improvement Works

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
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tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No 19-1962 | DRAWING No. 42 | REV A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD

`Essential`
General - roof voids to pitched roof access
- * Infill service holes through Woodwool slab
- * Provide quilt insulation to top of woodwool to meet current requirements
- * Provide crawl boards or walkways through out supported off line of primary structure
- * Check fire barriers, ensure self closer's to all fire doors

`Essential`
Replacement roof structure
- * Profiled metal decking below roof finishes, see drawing 19-1962-44
- * onto steel purlins spanning between
- * Steel portal frames or trusses + posts
- * Steel posts onto RC frame column positions
- * Infill timber stud works to perimeter for sound and thermal insulation
- * Catwalks supported on roof together with lighting grids.

Provide fire resistant / acoustic door into roof space (subject to ductwork)

For work to r/w gutters see elevations

Essential
remove woodwool slabs,replace with 19mm WBP ply sheeting

Provide fire resistant / acoustic door into roof space (subject to ductwork)

Necessary
replace lintel over duct opening or install bed joint reinforcement in two courses

Essential
Enhance acoustic breakout from hall with dry-lineing timber frame above concrete ring beam with reduction plasterboard or equivalent together with additional insulation quilt all sealed at joints

Essential
M&E Equipment within roof space to be replaced to be carried out in conjunction with roof replacement works

4806640000 E

NORTH

NOTES

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General Note
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3) For details of proposed M & E works refer to M & E section of the report. Allow for builders work in connection including forming and infilling openings

Essential work-
these that pose a risk to health and safety or compromise building operation

Necessary Works-
Work required to bring building up to Current/Standards/regulation

REV	DESCRIPTION	DRAWN	DATE
A	notes added	bfs	jan2020

DRAWN BY	CHECKED BY	APPROVED BY
BfS	AP	
DATE Aug 2019	DATE Aug 2019	DATE

BASE DRAWING SCALE 1: 200 @ A3
SCHEDULE SHEETS

CLIENT: Fleet Town Council

PROJECT: The Harlington,Fleet Road,Fleet, Hampshire

TITLE: SECOND FLOOR PLAN
Proposed Essential & Necessary Improvement Works

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	43	A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD

Essential
re-form gutters and flashings to pitched roofs.
Increase overlaps of flashings

Necessary
Note: for work to gutters
see elevations

Essential
Replace existing roof coverings in conjunction with
roof replacementworks and reform gutters/flashings
to pitched roof.
Single ply - Bauder or equivalent + insulation
tapered to suit. Allow for non penetrative PV Panel
fixings if part of Desirable Works

Essential
Works to chimney see
drg No 19-1962-46

Essential
refix gutters and flashings to
pitched roofs, increase overlaps

NORTH

4806/40000 E

NOTES

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General Note

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3) For details of proposed M & E works refer to M & E section of the report. Allow for builders work in connection including forming and infilling openings

Essential work-
these that pose a risk to health and safety or compromise building operation

Necessary Works-
Work required to bring building up to Current/Standards/regulation

REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE

BASE DRAWING SCALE 1: 200 @ A3 | SCHEDULE SHEETS

CLIENT: Fleet Town Council

PROJECT: The Harlington,Fleet Road,Fleet, Hampshire

TITLE: ROOF PLAN
Proposed Essential & Necessary Improvement Works

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	44	A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD

Essential
Gutter to be fixed/replaced.
Hopper size to be increased

Necessary
Replace Fascia

Essential
Gutter to be fixed/replaced.
Hopper size to be increased

Necessary
replace High level
window to suit current
regulations

Library

Necessary
Replace Window

Necessary
replace glazing &
frames to suit current
regulations

Necessary
Replace Brick

Necessary
re-align and re-fix
gutter

Necessary
replace gutter

Necessary
replace cladding to porch

Necessary
Replace Doors & glazing
& upgrade to suit Current
Accessibility requirements

Necessary
Replace Frames &
Glazing to suit current
requirements

Necessary
Replace Glazing doors &
frames to suit current
regulations, doors to
comply with accessibility
requirements

Existing Front Elevation (South-East)

Scale 1:150

NOTES

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2) For redecoration replacement ceiling tiles and flooring refer to schedule but assume all are are to be replaced as part of a necessary works.
3) For details of proposed M & E works refer to M & E section of the report. Allow for builders work in connection including forming and infilling openings

Essential work-
these that pose a risk to health and safety or compromise building operation

Necessary Works-
Work required to bring building up to Current/Standards/regulation

REV	DESCRIPTION	DRAWN	DATE
A	Notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE

BASE DRAWING SCALE 1: 150 @ A3 | SCHEDULE SHEETS

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

TITLE
FRONT ELEVATION (South-East)
Proposed Essential & Necessary Improvement Works

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	45	A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD

Essential
Inspect exposed reinforcement. Treat with rust inhibitor and repair with Polymer based repair compound. coat all and chimney in anti carbonation paint

Essential
Replace flashing see extent on drg No 19-1962-44

`Necessary`
Realign and re-fix gutters

Essential
Replace Gutter & Down pipes

General
Necessary
Replace all glazing and frames and door to suit current regulations. Allow for doors to suit accessibility requirements

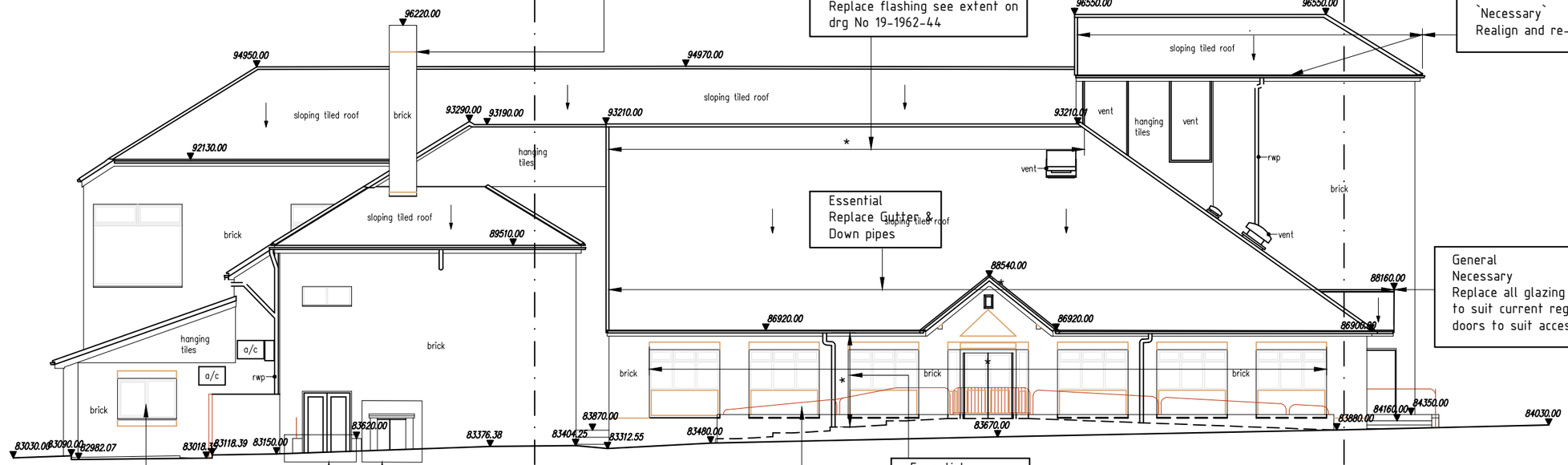
Essential
Replace Downpipe

Necessary
Replace glazing and frames to comply with current regulations

Necessary
Repair damaged brickwork to side retaining walls

E
Repair damaged brickwork to cabinet

Necessary
Redecorate handrails. Replace bricks to steps



Existing Side Elevation (North-East)

Scale 1:150

NOTES

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Essential work-
these that pose a risk to health and safety or compromise building operation

Necessary Works-
Work required to bring building up to Current/Standards/regulation

REV	DESCRIPTION	DRAWN	DATE
A	Notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE

BASE DRAWING SCALE 1: 150 @ A3 | SCHEDULE SHEETS

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

TITLE
SIDE ELEVATION (North-East)
Proposed Essential & Necessary Improvement Works

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	46	A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD

Necessary
Clean out and re-align gutters

Essential
Replace flashing
see extent on plan drawing
19-1962-44

Essential
Repair roof

Essential
re-point & replace
damaged brickwork

Necessary
Replace Doors

Necessary
replace missing grille

Necessary
Re-decorate doors

Necessary
redecorate
handrail/balustrade

Necessary
Re-fix and realign
gutter

Necessary
Repair damaged brickwork and
pointing to wall. at ground
level cut back paving to
prevent bridging of DPC

Essential
Remove Ivy, Repoint damaged mortar
points, replace damaged gutter

General
Necessary
Replace all glazing and frames and door to suit current regulations. Allow for doors to suit accessibility requirements

Essential
DPC bridged by steps, check to ensure there is no isolation, insert vertical DPC if necessary.

Existing Rear Elevation (North-West)

NOTES

1.0 GENERAL:

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1.2 DO NOT SCALE OFF THIS DRAWING, WORK TO FIGURED DIMENSIONS ONLY.

1.3 ANY DISCREPANCIES NOTED BETWEEN DRAWN INFORMATION ARE TO BE REPORTED PROMPTLY TO THE CONTRACT ADMINISTRATOR.

General Note

1) This drawing to be read in conjunction with the Building and structural schedule of conditions which provide further detail descriptions of the work required
2) For redecoration works refer to schedule.
3) For details of proposed M & E works refer to M & E section of the report.

Essential work-
these that pose a risk to health and safety or compromise building operation

Necessary Works-
Work required to bring building up to Current/Standards/regulation

REV	DESCRIPTION	DRAWN	DATE
A	Notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE

BASE DRAWING SCALE 1: 150 @ A3 | SCHEDULE SHEETS

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

TITLE
REAR ELEVATION (North-West)
Proposed Essential & Necessary Improvement Works

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

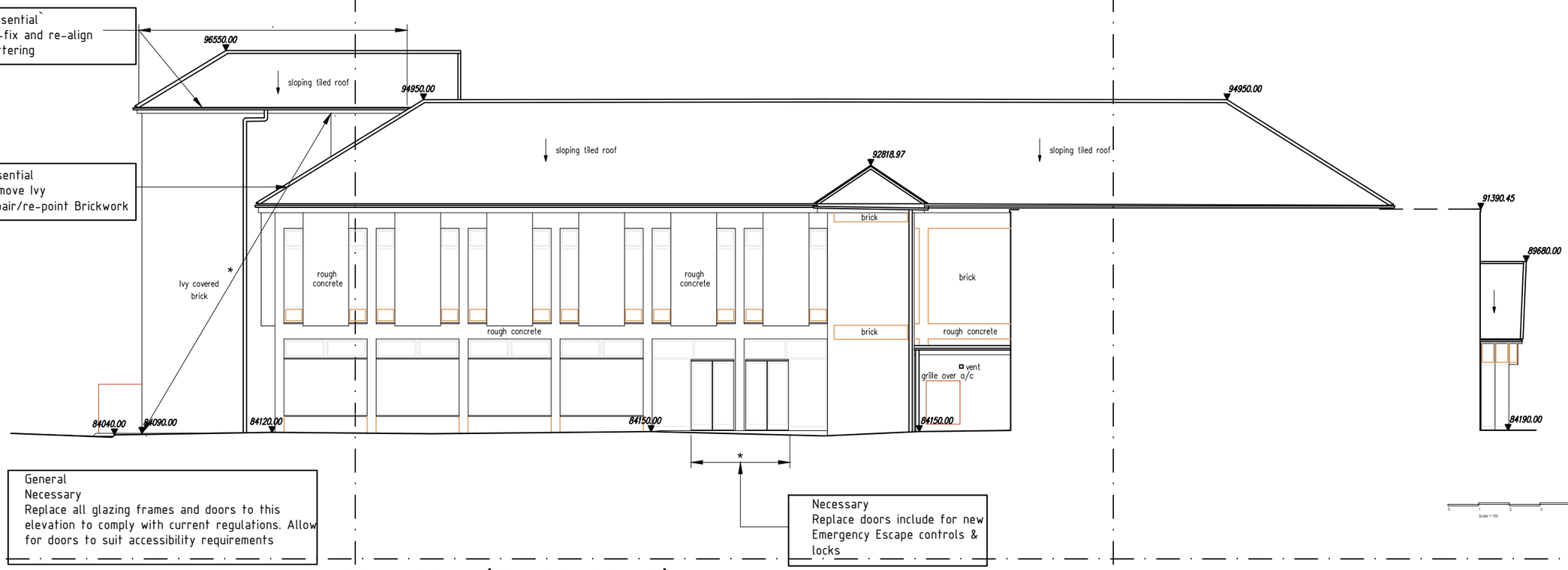
ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	47	A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD

`Essential`
Re-fix and re-align guttering

Essential
Remove Ivy
repair/re-point Brickwork



General
Necessary
Replace all glazing frames and doors to this elevation to comply with current regulations. Allow for doors to suit accessibility requirements

Necessary
Replace doors include for new Emergency Escape controls & locks

Existing Side Elevation (South-West)

NOTES

1.0 GENERAL:

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General Note
1) This drawing to be read in conjunction with the Building and structural schedule of conditions which provide further detail descriptions of the work required
2) For redecoration replacement ceiling tiles and flooring refer to schedule but assume all are are to be replaced as part of a necessary works.
3) For details of proposed M & E works refer to M & E section of the report. Allow for builders work in connection including forming and infilling openings

Essential work-
these that pose a risk to health and safety or compromise building operation

Necessary Works-
Work required to bring building up to Current/Standards/regulation

REV	DESCRIPTION	DRAWN	DATE
A	Notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE
BASE DRAWING SCALE 1: 150 @ A3 | SCHEDULE SHEETS

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

TITLE
SIDE ELEVATION (South-West)
Proposed Essential & Necessary Improvement Works

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
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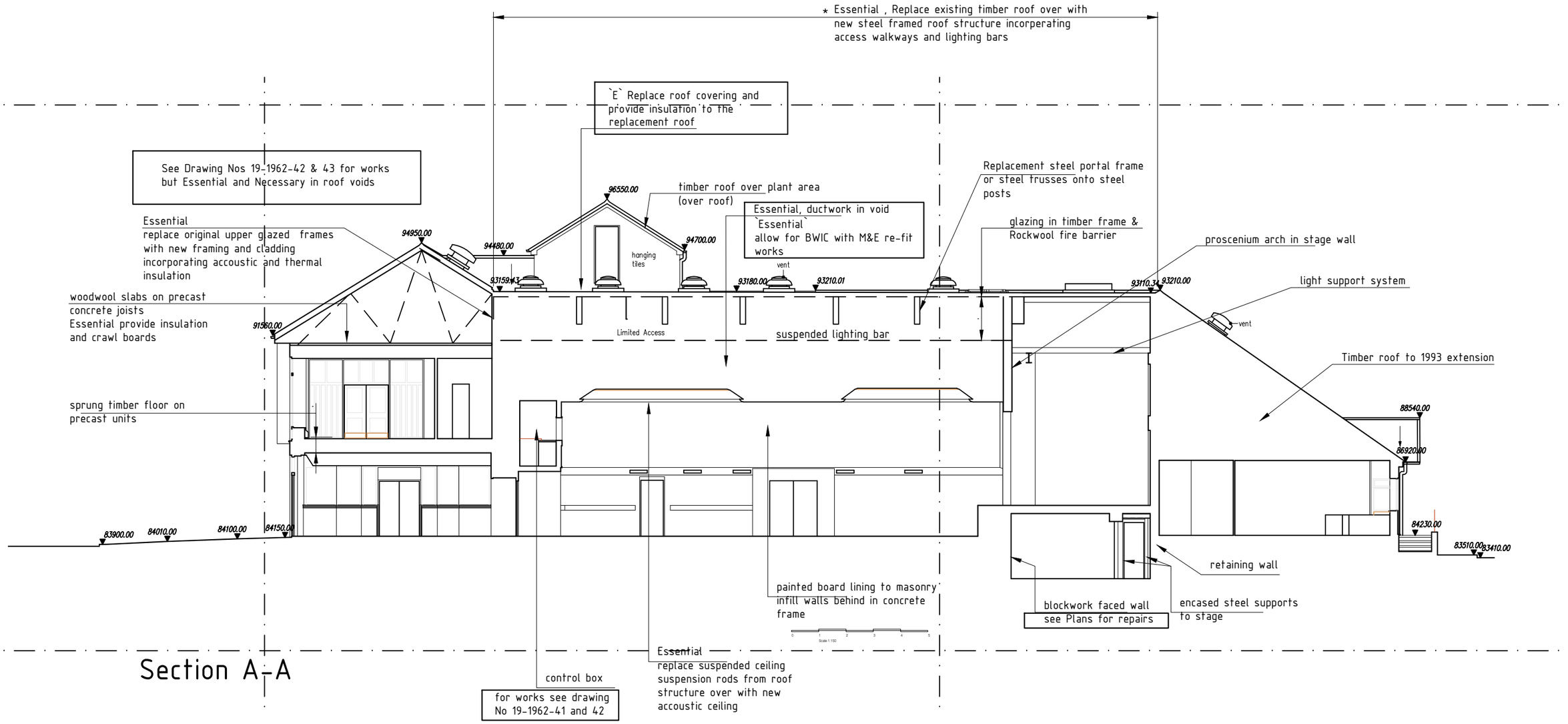
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	48	A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD

50mm



Section A-A

NOTES

1.0 GENERAL:

1.1 THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL RELEVANT PROJECT DRAWINGS TOGETHER WITH THE PROJECT SPECIFICATION.

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General Note

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3) For details of proposed M & E works refer to M & E section of the report. Allow for builders work in connection including forming and infilling openings

Essential work-
these that pose a risk to health and safety or compromise building operation

Necessary Works-
Work required to bring building up to Current/Standards/regulation

REV	DESCRIPTION	DRAWN	DATE
A	Notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE

BASE DRAWING SCALE 1: 150 @ A3 | SCHEDULE SHEETS

CLIENT: Fleet Town Council

PROJECT: The Harlington,Fleet Road,Fleet, Hampshire

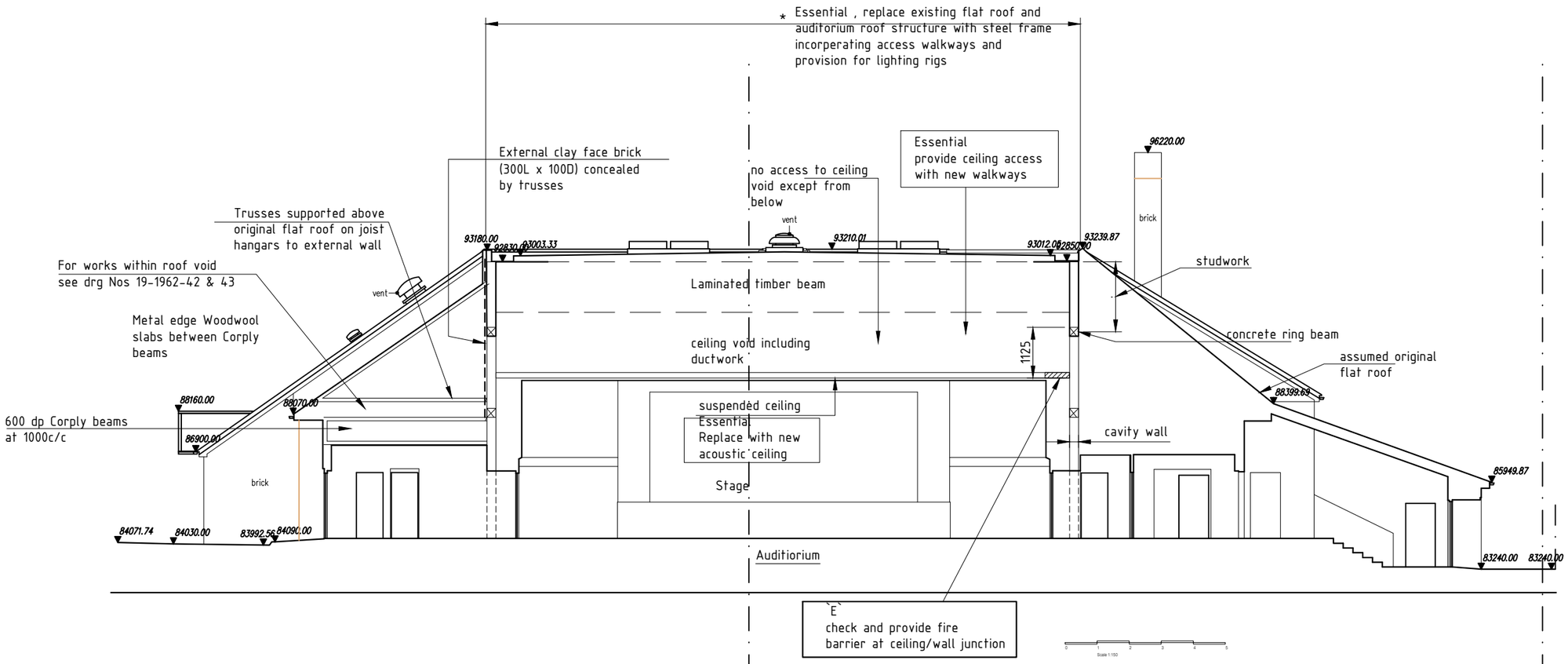
TITLE: SECTION A-A Proposed Essential & Necessary Improvement Works

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No 19-1962 | DRAWING No. 49 | REV A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD



Section B-B

NOTES

1.0 GENERAL:

1.1 THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL RELEVANT PROJECT DRAWINGS TOGETHER WITH THE PROJECT SPECIFICATION.

1.2 DO NOT SCALE OFF THIS DRAWING, WORK TO FIGURED DIMENSIONS ONLY.

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General Note

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Essential work-
these that pose a risk to health and safety or compromise building operation

Necessary Works-
Work required to bring building up to Current/Standards/regulation

REV	DESCRIPTION	DRAWN	DATE
A	Notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE

BASE DRAWING SCALE 1: 150 @ A3 | SCHEDULE SHEETS

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

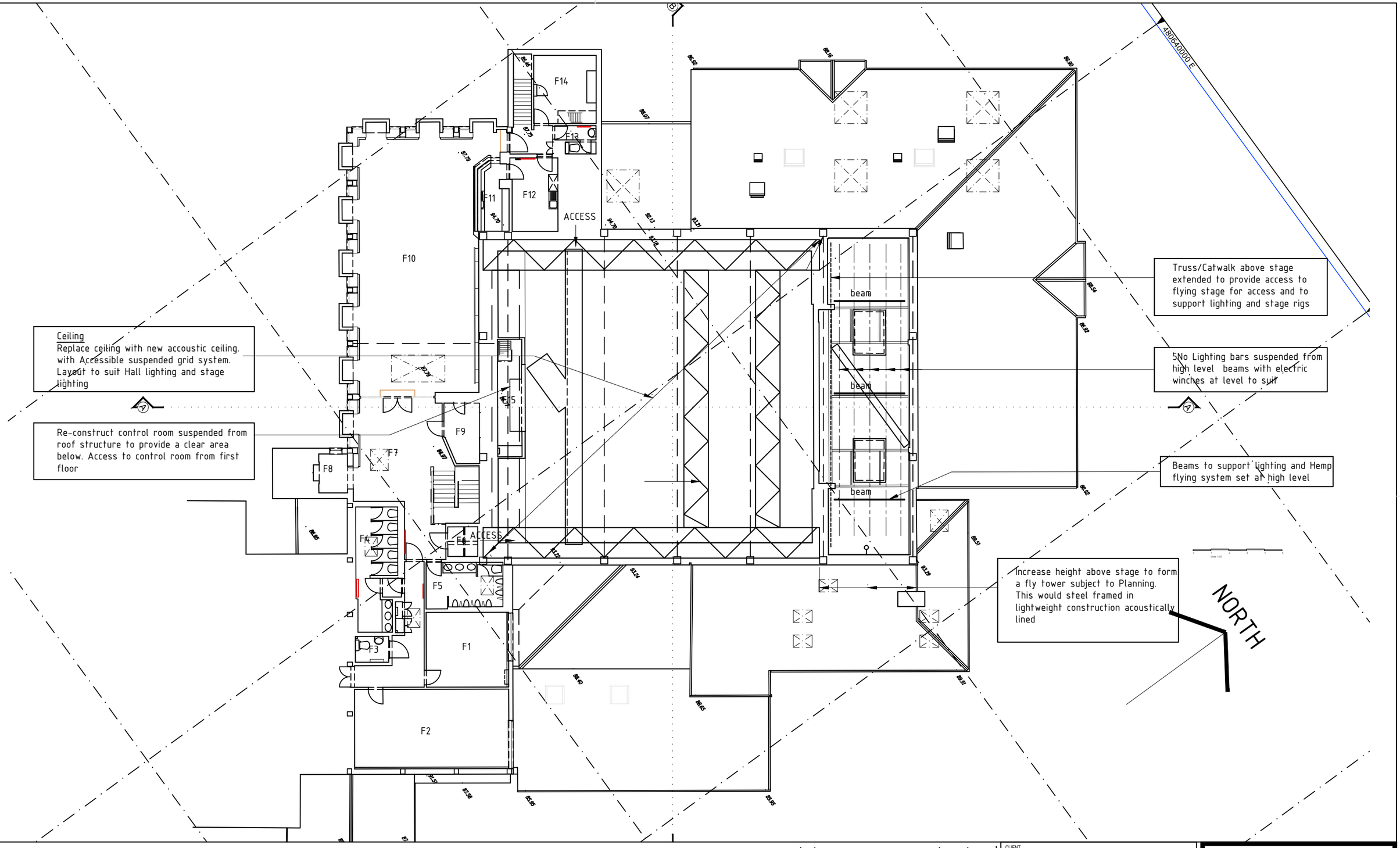
TITLE
SECTION B-B
Proposed Essential & Necessary Improvement Works

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	50	A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD



NOTES

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3) For details of proposed M & E works refer to M & E section of the report. Allow for builders work in connection including forming and infilling openings

Desirable works - Identified to provide a benefit to the building operation/use and upgrading of building facilities

REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 200 @ A3	SCHEDULE SHEETS	

CLIENT: Fleet Town Council

PROJECT: The Harlington,Fleet Road,Fleet, Hampshire

TITLE: FIRST FLOOR PLAN Desirable Improvements

Cooper & Withycombe
CONSULTING ENGINEERS
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Surrey, GU1 4AF
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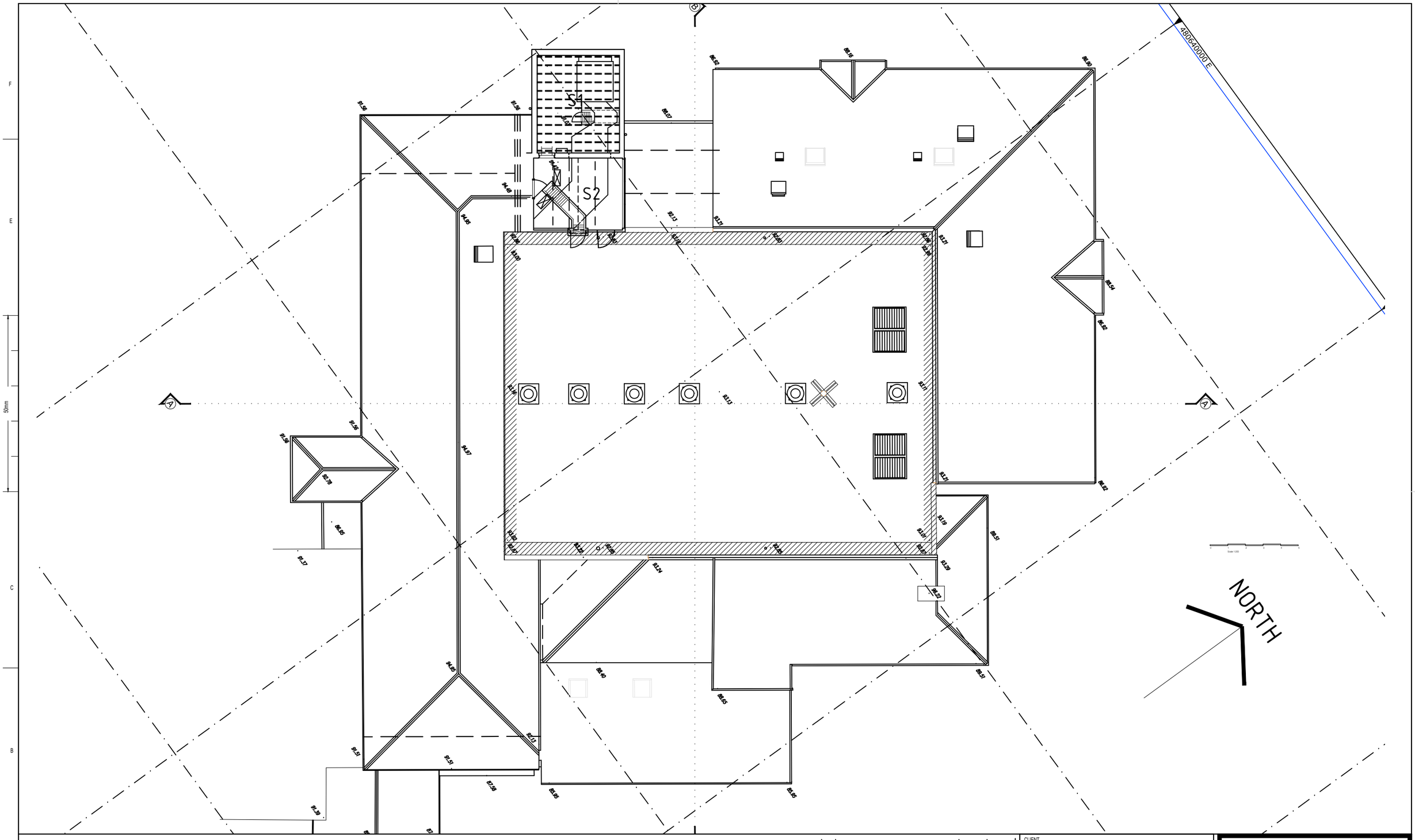
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	62	A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD



NOTES

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3) For details of proposed M & E works refer to M & E section of the report. Allow for builders work in connection including forming and infilling openings

Desirable works - Identified to provide a benefit to the building operation/use and upgrading of building facilities

REV	DESCRIPTION	DRAWN	DATE
A	notes omitted	bfs	jan2020

DRAWN BY BfS	CHECKED BY AP	APPROVED BY
DATE Aug 2019	DATE Aug 2019	DATE
BASE DRAWING SCALE 1: 200 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

TITLE
SECOND FLOOR PLAN
Desirable Improvements

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
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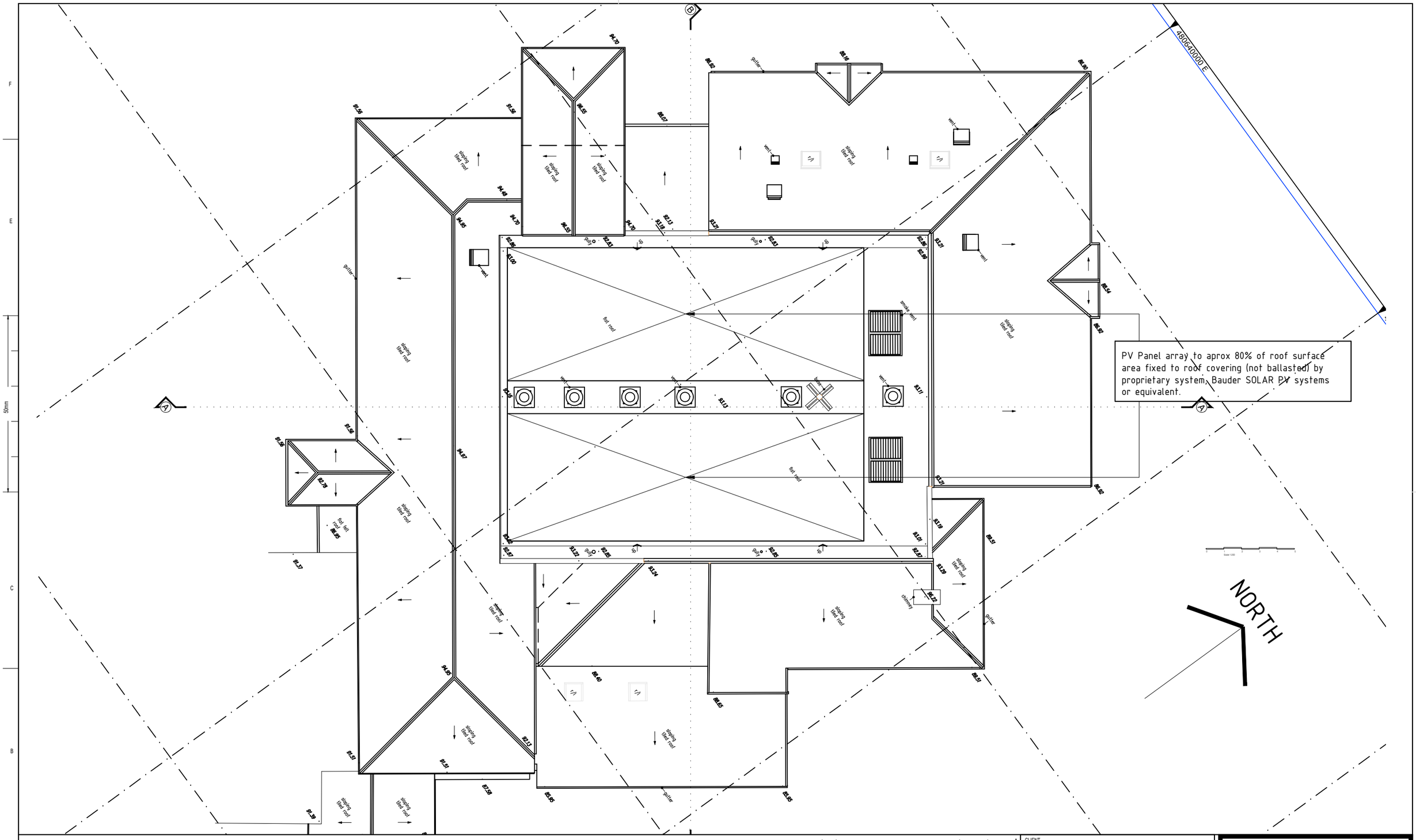
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	63	A

DWG. STATUS	
PRELIMINARY	●
TENDER	
CONSTRUCTION	
RECORD	



NOTES

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Desirable works - Identified to provide a benefit to the building operation/use and upgrading of building facilities

REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY	CHECKED BY	APPROVED BY
BfS	AP	
DATE Aug 2019	DATE Aug 2019	DATE

BASE DRAWING SCALE 1: 200 @ A3

SCHEDULE SHEETS

CLIENT: Fleet Town Council

PROJECT: The Harlington,Fleet Road,Fleet, Hampshire

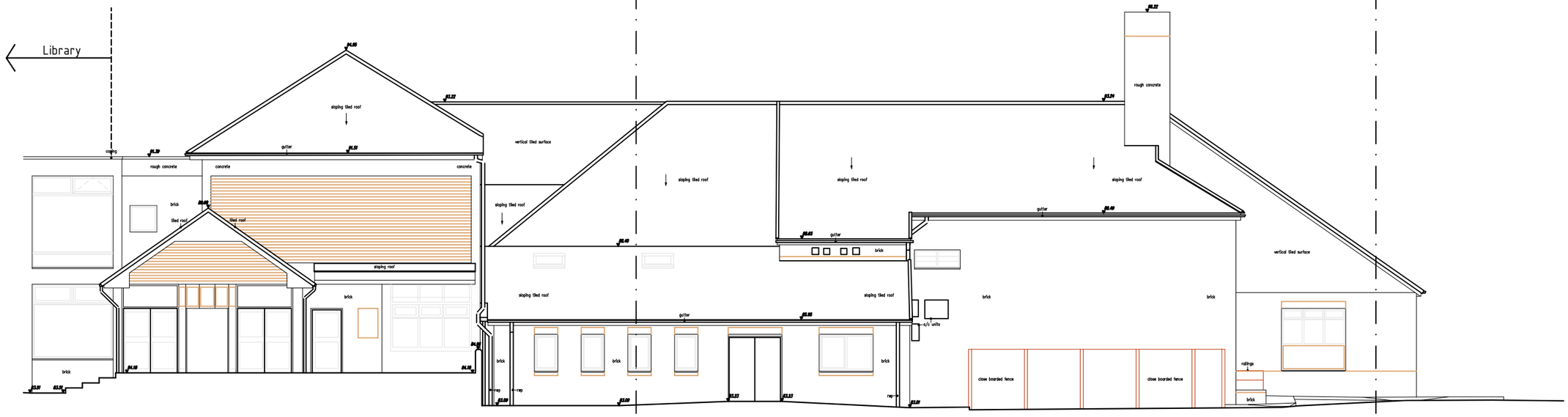
TITLE: ROOF PLAN
Desirable Improvements

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	64	A

DWG. STATUS: PRELIMINARY ●; TENDER; CONSTRUCTION; RECORD



Existing Front Elevation (South-East)

Scale 1:150

NOTES

1.0 GENERAL:

1.1 THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL RELEVANT PROJECT DRAWINGS TOGETHER WITH THE PROJECT SPECIFICATION.

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1.3 ANY DISCREPANCIES NOTED BETWEEN DRAWN INFORMATION ARE TO BE REPORTED PROMPTLY TO THE CONTRACT ADMINISTRATOR.

2.0 STEELWORK

2.1 EXCEPT FOR HOLLOW SECTIONS ALL STEELWORK TO BE S275 GRADE HOLLOW SECTIONS TO BE S355 GRADE

2.2 ALL STEELWORK TO BE SHOT BLAST CLEANED AFTER FABRICATION AND TREATED IN ACCORDANCE WITH THE SPECIFICATION

REV	DESCRIPTION	DRAWN	DATE
A	Notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE

BASE DRAWING SCALE 1: 150 @ A3 | SCHEDULE SHEETS

CLIENT: Fleet Town Council

PROJECT: The Harlington,Fleet Road,Fleet, Hampshire

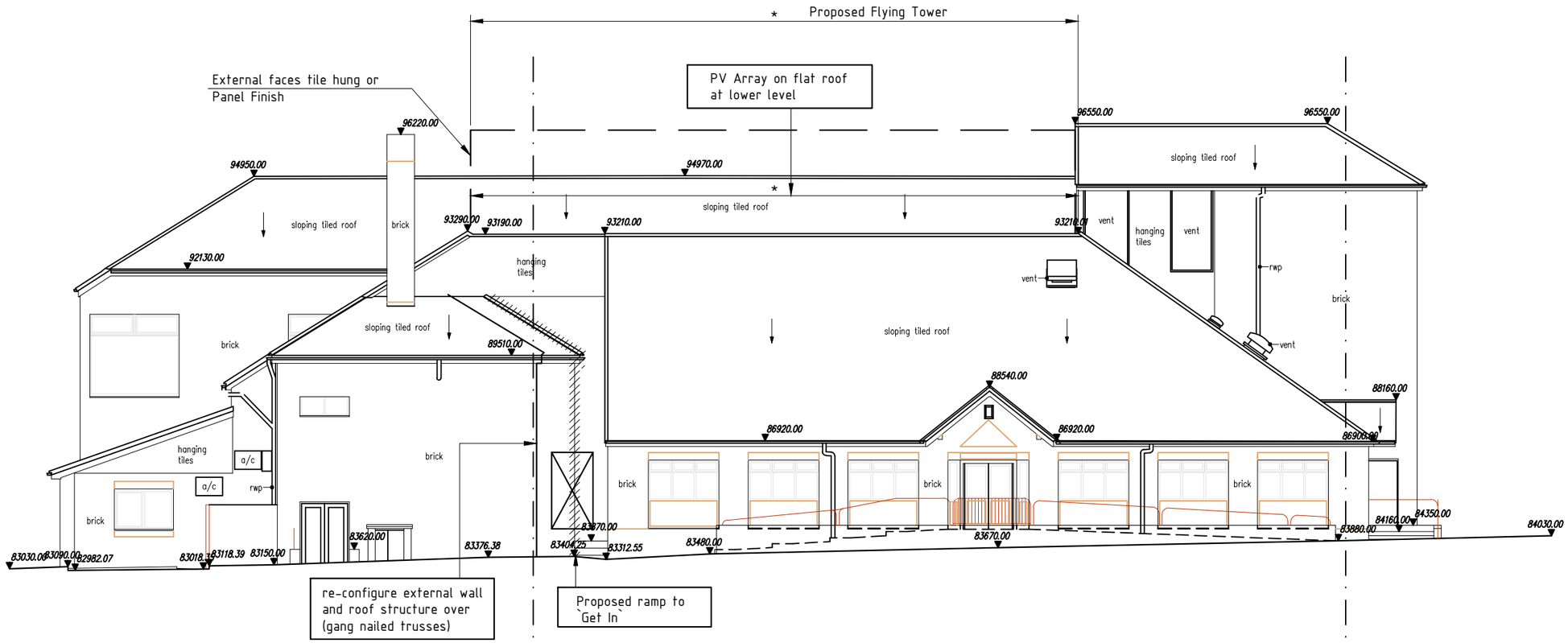
TITLE: FRONT ELEVATION (South-East) Option for Extension

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	65	A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD



Existing Side Elevation (North-East)

NOTES

1.0 GENERAL:

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3) For details of proposed M & E works refer to M & E section of the report. Allow for builders work in connection including forming and infilling openings

Desirable works - Identified to provide a benefit to the building operation/use and upgrading of building facilities

REV	DESCRIPTION	DRAWN	DATE
A	Notes amended	bfs	jan2020

DRAWN BY	CHECKED BY	APPROVED BY
BfS	AP	
DATE Aug 2019	DATE Aug 2019	DATE

BASE DRAWING SCALE 1: 150 @ A3

SCHEDULE SHEETS

CLIENT: Fleet Town Council

PROJECT: The Harlington,Fleet Road,Fleet, Hampshire

TITLE: SIDE ELEVATION (North-East) Desirable Improvements

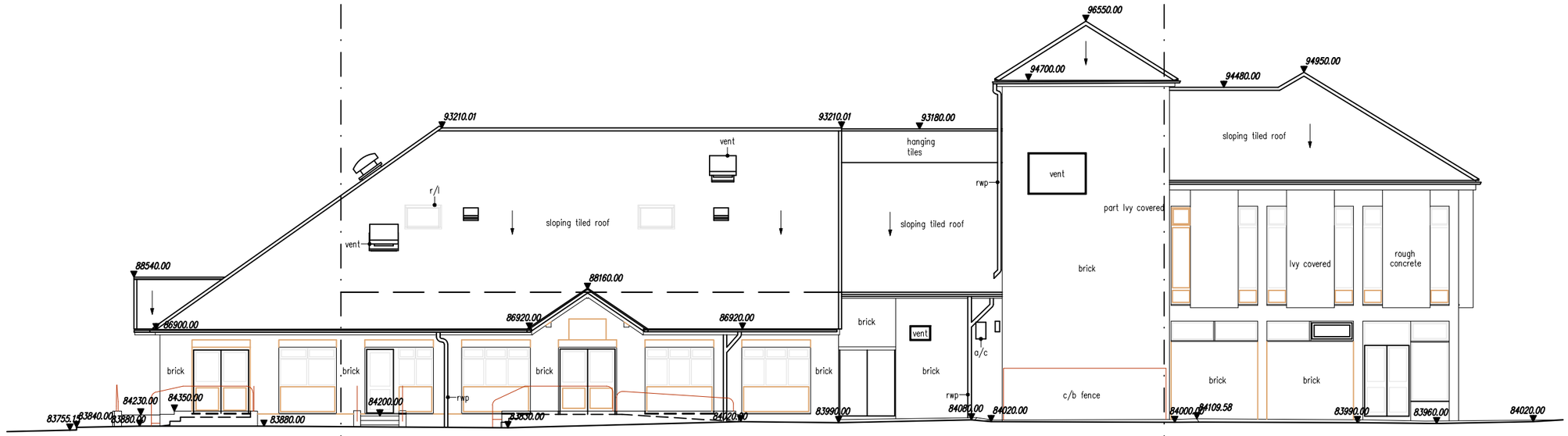
Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	66	A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD

50mm



Existing Rear Elevation (North-West)

NOTES

1.0 GENERAL:

1.1 THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL RELEVANT PROJECT DRAWINGS TOGETHER WITH THE PROJECT SPECIFICATION.

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1.3 ANY DISCREPANCIES NOTED BETWEEN DRAWN INFORMATION ARE TO BE REPORTED PROMPTLY TO THE CONTRACT ADMINISTRATOR.

2.0 STEELWORK

2.1 EXCEPT FOR HOLLOW SECTIONS ALL STEELWORK TO BE S275 GRADE HOLLOW SECTIONS TO BE S355 GRADE

2.2 ALL STEELWORK TO BE SHOT BLAST CLEANED AFTER FABRICATION AND TREATED IN ACCORDANCE WITH THE SPECIFICATION

REV	DESCRIPTION	DRAWN	DATE
A	Notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 150 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

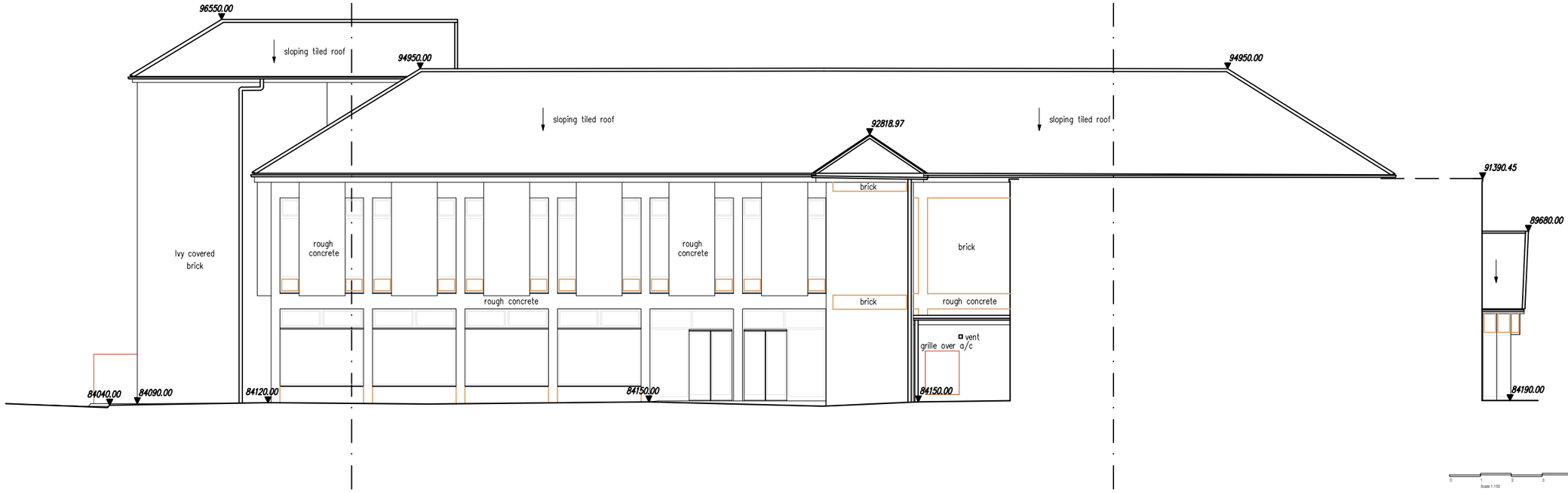
TITLE
REAR ELEVATION (North-West)
Option for Extension

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	67	A

DWG. STATUS
PRELIMINARY ●
TENDER
CONSTRUCTION
RECORD



Existing Side Elevation (South-West)

NOTES

1.0 GENERAL:

1.1 THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL RELEVANT PROJECT DRAWINGS TOGETHER WITH THE PROJECT SPECIFICATION.

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1.3 ANY DISCREPANCIES NOTED BETWEEN DRAWN INFORMATION ARE TO BE REPORTED PROMPTLY TO THE CONTRACT ADMINISTRATOR.

2.0 STEELWORK

2.1 EXCEPT FOR HOLLOW SECTIONS ALL STEELWORK TO BE S275 GRADE HOLLOW SECTIONS TO BE S355 GRADE

2.2 ALL STEELWORK TO BE SHOT BLAST CLEANED AFTER FABRICATION AND TREATED IN ACCORDANCE WITH THE SPECIFICATION

REV	DESCRIPTION	DRAWN	DATE
A	Notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 150 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

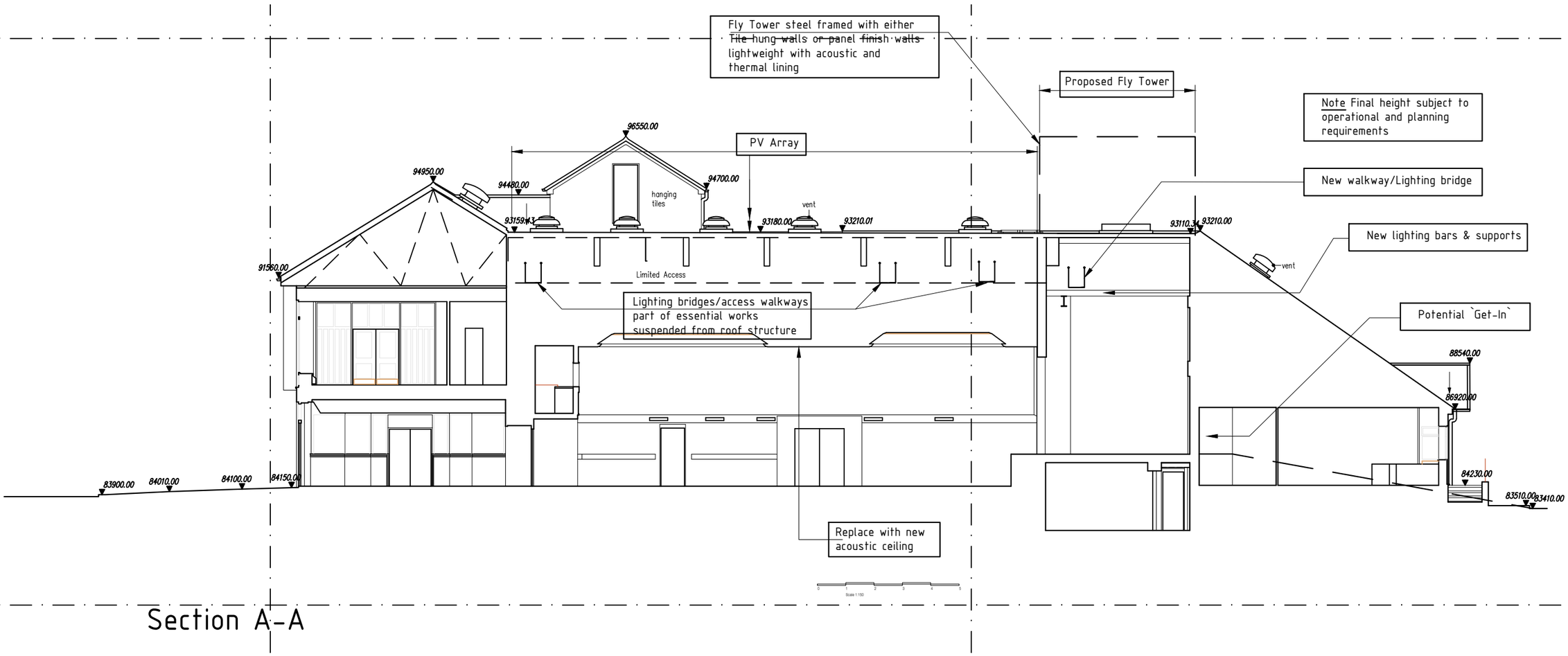
TITLE
SIDE ELEVATION (South-West)
Option for Extension

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	68	A

DWG. STATUS
PRELIMINARY ●
TENDER
CONSTRUCTION
RECORD



Section A-A

NOTES

1.0 GENERAL:

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2.0 STEELWORK

General Note

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3) For details of proposed M & E works refer to M & E section of the report. Allow for builders work in connection including forming and infilling openings

Desirable works - Identified to provide a benefit to the building operation/use and upgrading of building facilities

REV	DESCRIPTION	DRAWN	DATE
A	Notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019 | CHECKED BY AP DATE Aug 2019 | APPROVED BY DATE

BASE DRAWING SCALE 1: 150 @ A3 | SCHEDULE SHEETS

CLIENT: Fleet Town Council

PROJECT: The Harlington,Fleet Road,Fleet, Hampshire

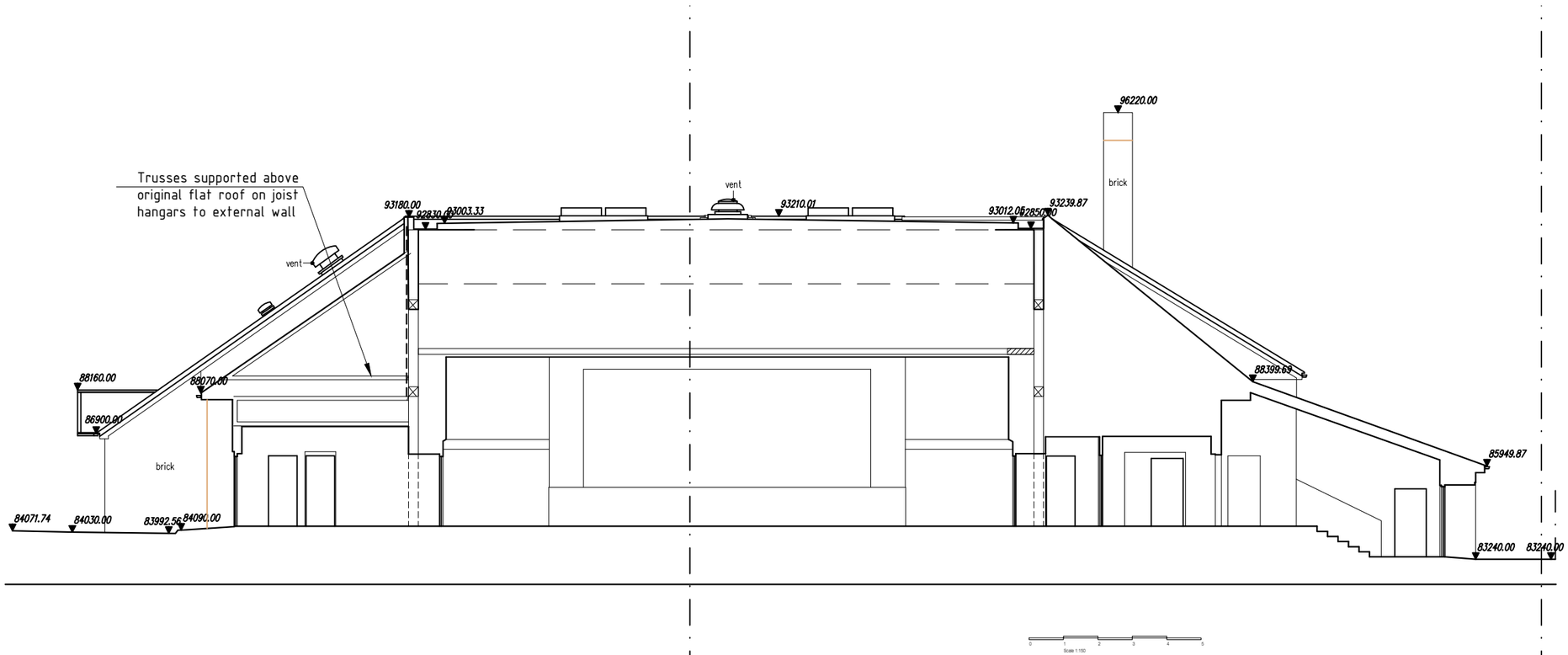
TITLE: SECTION A-A Desirable Improvements

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT

PROJECT No 19-1962 | DRAWING No. 69 | REV A

DWG. STATUS: PRELIMINARY ● | TENDER | CONSTRUCTION | RECORD



Section B-B

NOTES

1.0 GENERAL:

1.1 THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL RELEVANT PROJECT DRAWINGS TOGETHER WITH THE PROJECT SPECIFICATION.

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2.0 STEELWORK

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2.2 ALL STEELWORK TO BE SHOT BLAST CLEANED AFTER FABRICATION AND TREATED IN ACCORDANCE WITH THE SPECIFICATION

REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 150 @ A3	SCHEDULE SHEETS	

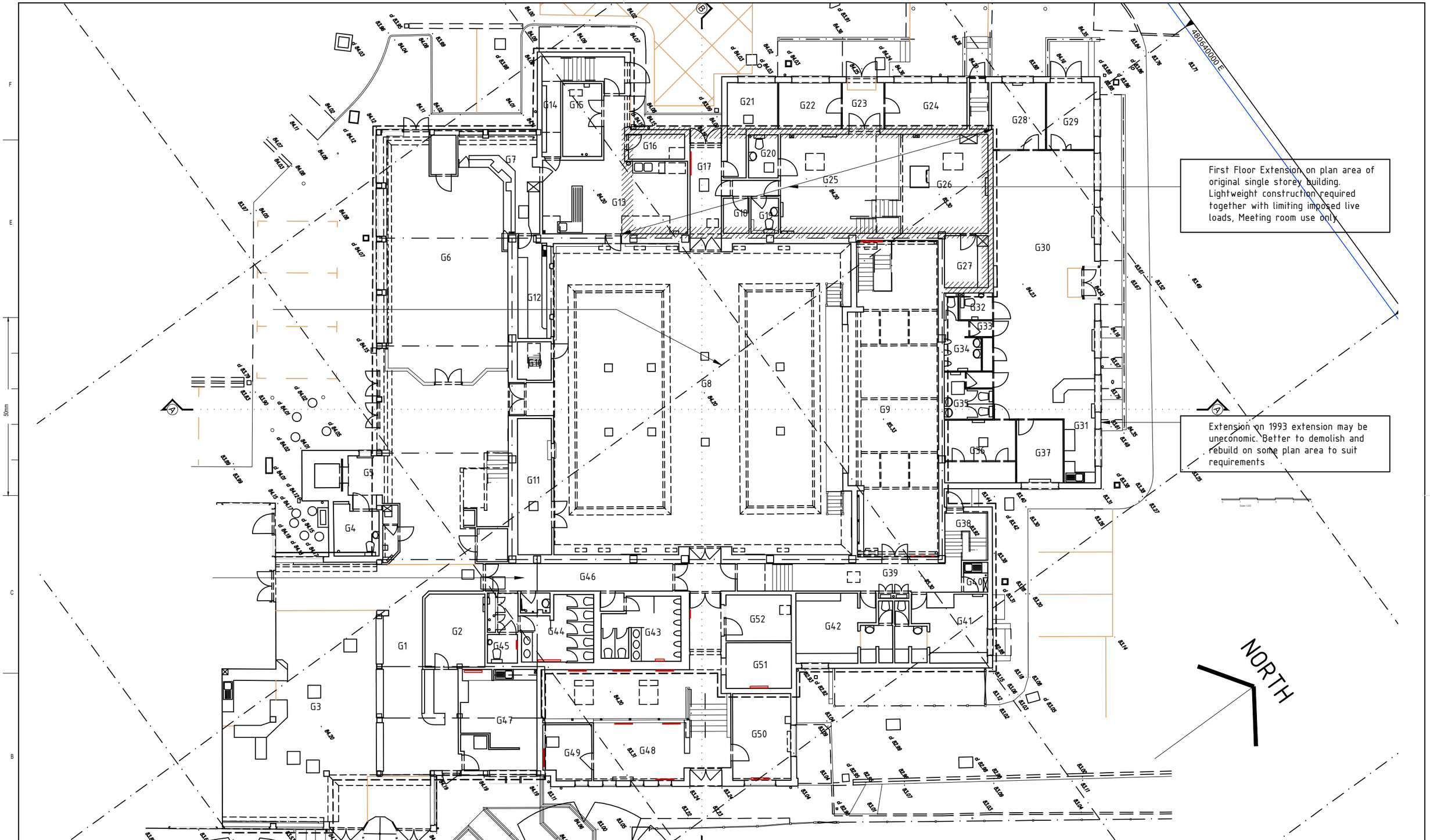
CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

TITLE
SECTION B-B
Option for Extension

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
Surrey, GU1 4AF
tel 01483 457373
Fax 01483 568116

ARCHITECT			DWG. STATUS
PROJECT No	DRAWING No.	REV	PRELIMINARY ●
19-1962	70	A	TENDER
			CONSTRUCTION
			RECORD



NOTES

1.0 GENERAL:

1.1 THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL RELEVANT PROJECT DRAWINGS TOGETHER WITH THE PROJECT SPECIFICATION.

1.2 DO NOT SCALE OFF THIS DRAWING, WORK TO FIGURED DIMENSIONS ONLY.

1.3 ANY DISCREPANCIES NOTED BETWEEN DRAWN INFORMATION ARE TO BE REPORTED PROMPTLY TO THE CONTRACT ADMINISTRATOR.

Note
This is a Preliminary Outline indication of Options for extension within the building area.
No consultations have yet been undertaken with the Local Planning Authority

REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 200 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

TITLE
GROUND FLOOR & SITE PLAN
Option for Extension

Cooper & Withycombe
CONSULTING ENGINEERS
Norwich House
14-15 North Street
Guildford
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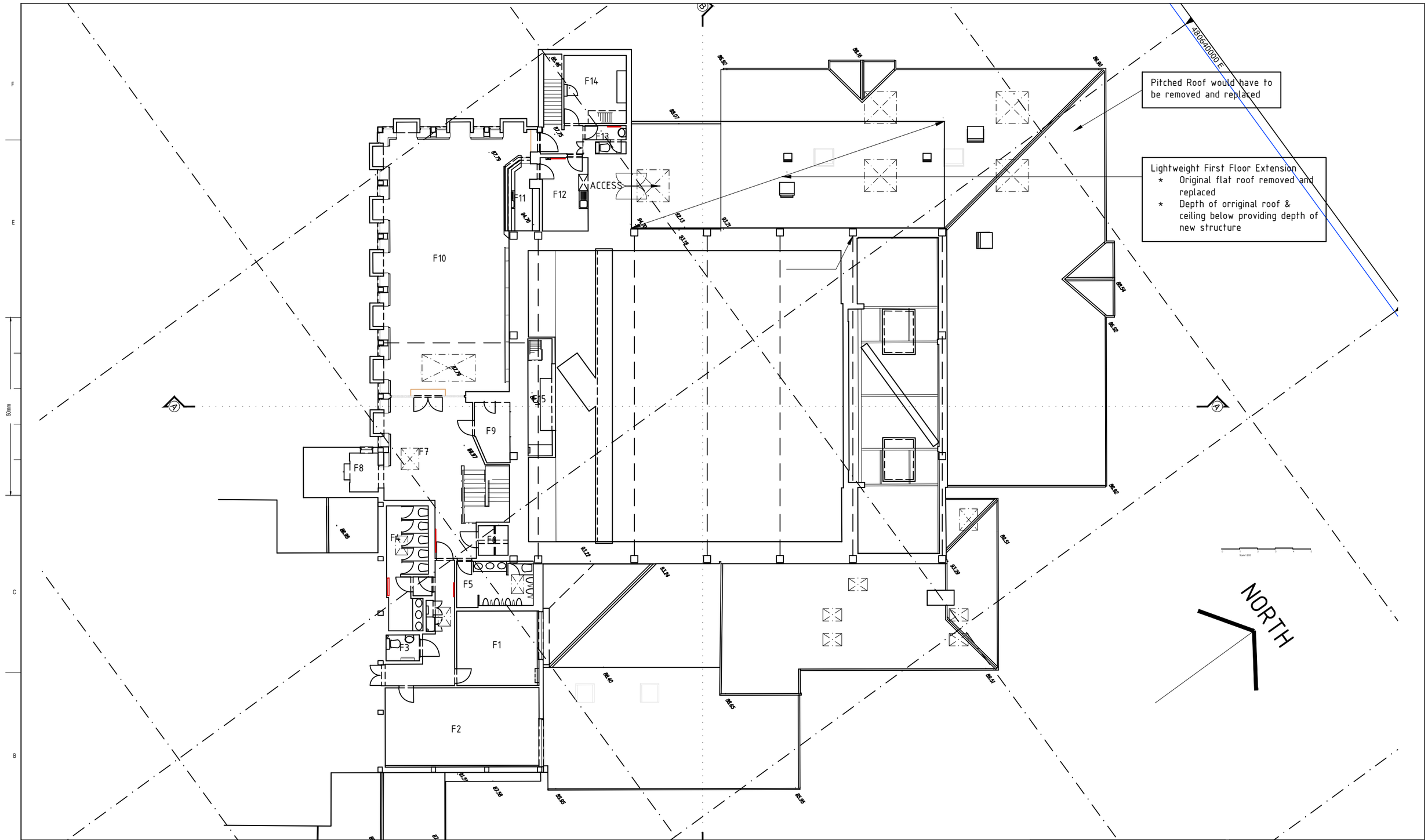
ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	81	A

DWG. STATUS
PRELIMINARY ●
TENDER
CONSTRUCTION
RECORD



NOTES

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REV	DESCRIPTION	DRAWN	DATE
A	notes amended	bfs	jan2020

DRAWN BY BfS DATE Aug 2019	CHECKED BY AP DATE Aug 2019	APPROVED BY DATE
BASE DRAWING SCALE 1: 200 @ A3	SCHEDULE SHEETS	

CLIENT
Fleet Town Council

PROJECT
The Harlington,Fleet Road,Fleet, Hampshire

TITLE
FIRST FLOOR PLAN
Options for Extension

Cooper & Withycombe
CONSULTING ENGINEERS
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ARCHITECT

PROJECT No	DRAWING No.	REV
19-1962	82	A

DWG. STATUS	
PRELIMINARY	●
TENDER	
CONSTRUCTION	
RECORD	