

**10 YEAR PLANNED & PREVENTATIVE
MAINTENANCE REPORT**

On

FABRIC, STRUCTURE & SERVICES

Of

**ASHWORTH MANSIONS
GRANTULLY ROAD & ELGIN AVENUE
LONDON
W9**

To be read with and to accompany

Ten Year Budget/Strategic Maintenance Plan

**Our Ref: NH/JM/LN09020034
March 2009 Rev B**

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- A Ten Year Budget/Strategic Maintenance Plans**
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1.00 INTRODUCTION

- 1.01 Stiles Harold Williams Building Consultancy Division were instructed by Ashworth Mansions Limited c/o Kinleigh Folkard & Hayward to provide a Ten Year Maintenance Plan in relation to the fabric, structure and services of Ashworth Mansions. The aim of this plan is to identify the scope of repair, improvement and maintenance required to the fabric, structure and services, preparing budgets for each, with indicative timing. This will aid the forecasting of the service charge and contributions to major works funds required over the next ten years, 2009-2019.
- 1.02 The plan should not be considered as set in stone on day one, but will be a rolling Ten Year Plan, with an update of the actual expenditure in each year taking place at the close of each Financial Year, the forecast for the forthcoming year, and subsequent years will be updated and agreed with the Client.
- 1.03 A limited number of previous inspection reports were made available by Kinleigh Folkard & Hayward available in relation to drainage, asbestos testing, structural matters and general health and safety reports and the like. These have been referred to within the report and costs included where relevant.
- 1.04 This report is limited to the fabric, structure and services of the exterior including elevations, basement areas, roofs, internal common parts, services and storage areas. This report does not detail all the defects within the property but simply provide an overview of the condition and need for future maintenance of the main elements as found during our inspections of the block. No intensive examination or testing was undertaken and our report is based upon visual inspection only.
- 1.05 The inspection was carried out by N. R. Herridge BSc (Hons) MRICS and James Milton BSc (Hons) MRICS of Stiles Harold Williams Building Consultancy Division.
- 1.06 The inspection was undertaken on 3rd March 2009 and the weather during this time was cold, dry with clear skies.
- 1.07 The Ten Year Maintenance Plan summary sheet is included as Appendix A
- 1.08 General photographs of the property are contained in Appendix B.
- 1.09 A site plan detailing the site and block numbering is contained in Appendix C.

2.00 GENERAL DESCRIPTION

- 2.01 Ashworth Mansions consists of 2no. six storey residential blocks (including private accommodation within the basement and roof space areas). The flats are accessed via ten communal entrances split equally between the two blocks located on the Elgin Avenue and Grantully Road elevations.

- 2.02 We understand that the blocks were constructed circa 1899, the main structure comprises of load bearing brickwork and timber floors under a series of slate tile covered slopes and asphalt flat roofs. Situated to the front and rear of each block are a series of projecting balconies constructed of either concrete or steel framed construction. Balcony terraces also serve several of the top floor flats.
- 2.03 The internal floors and stairs of the communal areas are predominately timber with later alterations of hollow clay pot construction with concrete infill and supporting steelwork. The windows are predominantly timber single glazed sliding sash and casement windows, although a limited number have been replaced with powder coated aluminium units.
- 2.04 It is understood that major re-building was undertaken post 2nd World War as a result of bomb damage. More recently a major external refurbishment scheme was completed in 2002 including, we have been advised, roof recovering works, external plumbing repairs, boundary and retaining wall repairs, window & brickwork repairs as well as internal and external redecoration works.
- 2.05 For the purposes of this report the orientation should be read with the main entrance of Block 1-46 facing South-East and the main entrance of Block 47-92 facing North-West.

3.00 ROOFS & CHIMNEYS

- 3.01 The main roof areas are of pitched timber mansard construction with slate coverings. We understand that extensive roof refurbishment works were undertaken circa 2002. The roof coverings are in good order with the sarking felt also renewed at the same time as the major works providing a good sound water proof barrier.
- 3.02 No works are considered to be required to the roofs within the next 10 years, subject to minor routine maintenance works which have been included within the costings for the external elevation works detailed in the plan.
- 3.03 The rear additions of both blocks are served by flat roofs with mastic asphalt coverings. The asphalt coverings themselves are generally in good condition, however the solar reflective paints are showing signs of deterioration and will require attention within the next 2-3 years to prevent deterioration of the coverings themselves. The cost of these works have been included within the appropriate works to external elevations as detailed in Appendix A.
- 3.04 Ponding issues have been reported by the building caretaker to both blocks 1 & 10 although this was not evident at the time of our survey and would need further investigations to ascertain the extent and probably cause. Ponding on flat roofs is common occurrence and in most cases poses no real issue to the integrity of the building fabric.

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- 3.05 In addition to the roofs described above, each of the corner bays serving blocks 1-5 (flats 1-46) retain a copper covered cupola roof. We have been advised that the cupolas were renewed in 2002 inclusive of their underlying structure. From limited inspection, these appear to be generally in good order, although we have allowed for routine repairs to be undertaken at the time of the next planned works.
- 3.06 Safety Handrails are located around the perimeter of the lightwells serving blocks 1-5 (Flats 1-46) which are in good order. The external perimeters of the flat roofs are not however served by any form of handrail or fall arrest system. In order to provide safe access to the complete roof areas for the purposes of future routine maintenance etc., it is considered that the exposed roof areas should have either a handrail system installed to the key areas. Alternatively a 'man anchor' system fixed to the roof which appropriately trained maintenance contractors can utilise when required. As the building is situated within a Conservation Area, an anchor system is recommended as it is unlikely that permission would be granted for installation of handrail based system due to its visually intrusive nature. Provisional costs for installation of a fall arrest system have been included within the plan.
- 3.07 The roof is accessed via dormer access doors leading onto the rear flat roof areas. The dormers themselves are lead covered, which appear in good order. The doors themselves are of timber construction and generally in good order although showing signs of minor wear and tear and in need of cyclical maintenance at the next planned time as detailed in the report.
- 3.08 The extensive chimney stacks located on the main pitched and secondary flat roofs appear generally in good order, with the flaunching, pots and pointing all appearing to have been subject to extensive works at the time of the last roof refurbishment works. Routine repair works have been included within the appropriate planned external works as detailed on the plan.
- 3.09 Extensive water main supply pipework runs externally over the rear flat roofs of both buildings. Although this has been protected with appropriate insulation material, this is showing signs of deterioration, possibly from rodent/pigeon attack and will need attention to ensure that the supply pipework is not affected by the elements.
- 4.00 MAIN WALLS**
- 4.01 The external elevations are of red brickwork, with a rendered plinth at basement level. Painted stone banding, cornice details and other ornate stone detailing is evident to the front and flank elevations. The front and rear elevations are served with redbrick segmental arches with painted stone / cast concrete cills. Projecting balconies are located on both the front and rear elevations. The balconies serving the front elevation are predominantly of steel frame with reinforced concrete infill and stone detailing, with the rear balconies predominantly of steel construction.

- 4.02 The brickwork to both buildings is generally in a reasonable condition given the age of the property, with exception of the following isolated areas where the brickwork was noted as being defective or in a poor condition: -
- Isolated areas of spalling brickwork and brick face repairs throughout the elevations;
 - Numerous cracks running vertically through brickwork (see also 4.03 & 4.04 for further commentary on significant issues noted);
 - Slipped and missing brickwork to segmental arches;
 - Damp staining to parapet and low level brickwork extending to a height of between 1m and 1.5m, (i.e. on the return elevation between blocks 4 & 5). Furthermore damp staining is evident to the brickwork and balcony abutments, (i.e. on the corner of Block 1)
 - Isolated areas of defective or poor quality pointing;
 - Localised spalling of the brickwork at the abutment of handrail fixings etc.;
 - Several core drilled extractor vent holes are missing covers predominantly on the rear and flank elevations, potentially allowing pigeon/water ingress to occur.
- 4.03 In addition to the above defects, vertical cracking is noted to the corner of Elgin Avenue & Ashworth Road. The cracking extends vertically through the full height of the elevation. This has been investigated by structural engineers (Morrish & Partners) in 2002 whereby they confirmed that the movement was historic. Although Morrish and Partners have advised that movement is historic the building still appears to be exhibiting signs of on-going movement. We have allowed for strengthening and repointing works to this elevation within the suggested planned external works to this elevation.
- 4.04 The stone banding detail and localised areas of associated brickwork is also exhibiting signs of dampness and algae staining, although it is not known if this is affecting any of the internal areas of the private flats.
- 4.05 The cornice detailing at high level in particular on blocks 1 and 5 is showing signs of significant deterioration and is currently posing a health and safety risk. We have been informed that remedial repairs have recently been undertaken to remove the loose sections, however it is considered from our limited inspection from within the private flats and also from ground level inspection that further works are required in the near future to repair, stabilise and prevent further deterioration of the stone detailing. In order to retain continuity and preserve the aesthetic nature of the building, we propose to agree a standard for repair and reinstatement with the board, potentially utilising a sympathetic lead detail. The estimated cost of this work has been included within the planned external works.
- 4.06 The painted banding and stone/concrete cills are generally in a reasonable decorative order and it is suggested that routine crack repairs and redecoration be undertaken at the time of external redecoration to windows.

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- 4.07 The cast iron soil and rainwater pipework serving the building is generally in a fair condition. However, isolated failures have occurred in a number of locations where sections have previously been repaired.
- 4.08 There is further comment elsewhere in this report with specific reference to the pipework, however upon completion of the necessary repair/replacement works, the brickwork repairs can be undertaken to remedy the existing damage and staining.
- 4.09 The majority of the link bridges serving each of the blocks communal entrances are showing signs of significant deterioration of the finishes and movement evident. It is considered that the steelwork structure has been subjected to water ingress from the above surfaces resulting in spalling of the steelwork and further movement to the structure. This has resulted in further damage to the soffits of each of the bridges with associated blown rendered upstands, uneven and open joints to the brick pavements and tiled finishes serving the steps.
- 4.10 The deteriorating link bridges and uneven steps pose health & safety trip hazards and require urgent repair to prevent further deterioration and movement. Budget costs have been allowed for the structural repair and reinstatement of the bridge areas.
- 4.11 The private balconies serving both the front elevations of blocks 1-5 & 6-10 are served by a mastic asphalt covering over the structure. The asphalt appears to be showing signs of wear and tear and deterioration, in some instances this is also resulting in water ingress to occur to the structure. Localised cracking is evident to the balcony soffits in various locations.

5.00 WINDOWS & DOORS

- 5.01 Windows are predominantly painted softwood timber single glazed sliding sash windows, with a small number of casement units on the rear elevations. The windows on the flank elevation to Block 38-46 at ground floor level have been replaced with double glazed Powder Coated Aluminium fittings, again in a sash style, although the nature of replacement does stand out when the block is viewed as a whole.
- 5.02 The decorations to the windows are generally in fair order, however there are individual areas where the decorations have failed allowing decay to occur to the timberwork. The timberwork itself is showing localised signs of failure and we have allowed for timber repairs to be undertaken with our suggested costings. To preserve the integrity of the windows, and to provide more cost effective repairs, we have allowed for redecoration works to be undertaken at the same time as the external repairs proposed in the next 4 years.
- 5.03 The doors serving each of the communal entrances to the buildings are of timber construction and are generally in good order. Each of the flats on the rear

elevations are served by private entrance doors opening onto private balconies, with the ground floor flats opening onto the communal grounds.

6.00 RAINWATER AND SOIL & VENT PIPES

- 6.01 The building is served with secret gutters behind the parapet walls, with high level cast iron hoppers and rainwater pipes throughout draining into ground and encased gulleys. The rainwater goods are generally in good order, although again in need of minor repairs and redecoration throughout. As a result the brickwork is suffering from minor staining and damage from water run-off from the roof.
- 6.02 The soil and vent pipes serving the building are predominantly of cast iron construction, with some sections off PVCu construction. A number of the S&V pipes serving the flank and rear elevations are in poor order with leaking / corroding joints etc., resulting in dampness/staining to the localised brickwork areas. It is expected that urgent minor repairs are undertaken as part of the routine maintenance works to the building, however long term repair and replacement works have been included within the suggested planned cyclical works to help maintain the structure.
- 6.03 The hoppers serving the majority of the elevations are generally in good order with only routine repairs and redecoration works considered to be currently required. We are aware of pigeon nesting in several rainwater hoppers, and have therefore allowed within our costs for the installation of pigeon guarding to rainwater goods.

7.00 BELOW GROUND DRAINAGE

- 7.01 Although we did not lift any manhole covers/drains etc., at the time of our survey we were advised that the drainage system in general was in sound working order with no issues apparent.
- 7.02 Notwithstanding the above, we did note that a section of the paving slabs directly outside the rear of blocks 7 & 8 had suffered from severe subsidence in localised areas. The building caretaker advised that this movement had only occurred within the last 6months. Although there was no sign of flooding issues to this corresponding area, we are of the opinion that this could be as a direct result of possible collapse/failure of the drainage system in this area. We have also been advised that flats 47 and 56a have had historic damp problems.
- 7.03 Taking into account the above, we have allowed in our budget plan for a survey and report on the condition of the drainage system to the whole building in this financial year, with a provisional sum allowed for possible drainage works to the localised areas undertaken in 2009/2010.

8.00 GROUNDS

- 8.01 Ashworth Mansions is served by communal grounds to both front elevations of the buildings, along with communal grounds located within the private central gated areas.
- 8.02 The front elevations are served by extensive brick pavements and small retaining walls at ground level, with brick retaining walls located around the perimeter of the building, with associated basement walkway areas to the front elevations.
- 8.03 The brick pavements are generally in good order. The main boundary walls are suffering from slight movement to areas predominantly considered to be due to tree root invasion affecting the foundations of the walls.
- 8.04 The brick and rendered basement retaining walls are exhibiting significant signs of movement with extensive cracking and bulging evident to a number of areas (in particular outside blocks 1, 2 4 and 5). The cause of this is considered to be due to inadequate lateral restraint to the walls and also due to the pressures from the surrounding soils/vegetation/trees roots. We have allowed a provisional sum for repairs however this will require further discussions with the Board and KFH to ascertain the exact requirements for the level of remedial works to be undertaken (i.e. long term renewal works, or more frequent repair works).
- 8.05 The basement walkways are mastic asphalt covered surfaces which are again showing signs of cracking and blisters to the surfaces. The rainwater outlets also discharge into open gulleys in this area, however where the asphalt is poorly detailed, or indeed defective, this is allowing water ingress to occur to the surrounding areas. The cracks and blisters are also beginning to pose trip hazards. It is recommended that these areas are subject to extensive repair works to prevent further deterioration, and costs have been allowed for these works within the plan.
- 8.06 Several outbuildings including garages, bike stores, general stores and communal WC block are present within the grounds and these are of solid masonry construction with either slate covered pitched roofs or asphalt covered flat roofs. These structures are generally in a poor condition and consistent with a preserved lack of routine maintenance. We have allowed for routine repair works to all structures as well as re-roofing and refurbishment of the external w/c and these are included within the appropriate planned external works section as detailed on the plan.
- 8.07 The grounds/basement areas also contain vaults/former coal shafts which are intermittently being used as storage areas. They are constructed of fair faced brickwork with timber frames and doors providing basic security to the area. These vaults are generally in a poor condition with dampness issues prevalent throughout. From discussions with KFH, the ownership and responsibility of the vaults is still yet to be clarified (as confirmed by correspondence from Teacher Stern solicitors dated 3rd July 2008). Due to the dampness issues affecting the structure the vaults are

currently not suitable for storage of possessions. Notwithstanding the above issue of ownership, we have included for basic repair works to the structures to maintain the basic condition of the areas. We also understand that there are ongoing discussions with regards to the upgrading the vaults to provide secure and adequate storage areas which can be rented out to leaseholders. In order for this to be undertaken, the works would need to include tanking the vaults and providing new timber doors and frames etc. for security purposes, the cost of this work is not included within our figures.

8.08 The internal communal grounds are contained within brick and rendered retaining walls with associated tree and vegetation located within the grounds. Again as previously described to the front elevations, the walls are showing signs of cracking/movement due to inadequate buttressing/piers. There is also a lack of weep/drainage holes throughout the length of the wall which may be a contributory factor to the damage occurring. Again repair works, including strengthening works are recommended to be undertaken.

8.09 With reference to the above, we understand that tree management works are being undertaken in accordance with the engineers report with these works funded through the annual service charge.

9.00 INTERNALLY

9.01 The internal areas serving each of the communal stairwells are of lined and painted plaster finishes to the wall and ceiling areas, with a carpet floor finish throughout. Timber handrails and banisters are located throughout the full height of the building.

9.02 The communal stairwells are generally in a fair decorative order. However it is unclear if the paint is zero rated for fire purposes which compromise the fire safety of the stairwell. We understand that cyclical repairs and redecoration works were undertaken circa 2006-2007 and thus noting the required period of 5 year cyclical internal redecoration works we have included these cyclical frequencies within the report.

9.03 Loft hatches and ladders providing access to the loft and associated roof areas are installed to each of the blocks. Although we understand that these were installed within the last few years, from site use of the ladders it is considered that these pose Health & Safety issues due to lack of suitability and access problems. KFH have advised that the issue of the ladders are being addressed and thus costs have not been included within the report, however we have allowed for the upgrade of the construction of the loft hatches in terms of fire resistance.

9.04 There are no window eye-bolts currently in place for the purposes of routine maintenance and cleaning works. We have included for the installation of these at the same time as the proposed internal redecoration works within appropriate years of the 10 year plan.

- 9.05 The plant room consists of exposed brickwork and concrete surfaces with a paint finish and is considered in good general condition given its use.

10.00 MECHANICAL & ELECTRICAL SERVICES & LEGISLATIVE REQUIREMENTS

- 10.01 No periodic testing reports were inspected for the water, electrical or other services to the building. From discussions with KFH we understand that all services testing had been undertaken within the required frequencies and all routine works undertaken.
- 10.02 In regards the heating and hot water serving the building, we have been advised that the building currently utilises both communal and separate private services. The communal boiler located in the plant room in block 1 serves Blocks 1-3 and 9 – 10 and we understand possibly in need of replacement. At the time of writing the report discussions were ongoing with the client in terms of the commissioning of a separate Mechanical & Electrical Consultants survey report on the communal heating and hot water system. This subsequent M&E report will provide an overview of the condition of the communal boiler and pipework, and give indicative costings for the renewal of the boiler and associated works. In addition the report will also report on the technical issues and costs involved for transferring these blocks onto independent heating and hot water systems. Taking this into account, we have only made reference to any specific items that were immediately apparent at the time of our survey, namely the communal boiler replacement works which, due to the apportionment of costs for this element of works being split between the leaseholders currently benefitting from the communal heating have been included on a separate maintenance Plan, as contained in Appendix A.
- 10.03 KFH advised that the water mains infrastructure works have recently been completed to both blocks however the contractor has yet to submit the required Operation & Maintenance Manual and thus the project is still to achieve Practical Completion. We understand that once this matter is resolved the agreed strategy for final connections for each of the individual flats will be implemented.
- 10.04 The level of lighting within the communal areas of the building was noted as being generally in good order, however the emergency lighting although recently installed is currently not fully operable. From discussions with KFH we understand that discussions are still ongoing with the contractor and manufacturer responsible for the installation and this is expected to be resolved in due course. We have allowed a provisional sum for any necessary repairs should these matters not be fully rectified.
- 10.05 Although the building does currently retain the use of battery operated individual smoke detectors, the building currently does not benefit from any form of hard wired fire alarm system in accordance with legislative requirements (Regulatory Reform (Fire Safety) Order 2005. Although the recently completed Fire Risk assessment does not make specific reference to the lack of an interlinked system, given the size and nature of the building, it is considered essential that these works

are undertaken to help maintain health and safety to the buildings occupants and visitors. The options available for the installation of a fire detection system include for the installation of either a hard wired, wireless or hybrid system. The detectors can be located within the communal areas only, or indeed incorporated into the individual flats. Although this is only a recommendation, we have allowed for the provision of a new fire alarm system within the 2010/2011 financial year.

11.00 CONCLUSION

- 11.01 Overall the building is presented in fair order, although there are some areas of concern as detailed in the report.
- 11.02 Externally the building is in need of planned cyclical repair and redecoration works to be undertaken to prevent further deterioration of the building fabric and corresponding components. If left for a period longer than detailed in the plan, the building fabric may continue to deteriorate and would result in greater costs in the long term.
- 11.03 The deterioration of the link bridges and retaining walls are also of some concern. The spalling steelwork will continue if left untreated and this may eventually result in even greater works having to be undertaken. In the short term there are significant trip hazards that are beginning to occur, (i.e. directly outside Block 10), these may cause further issues in terms of potential health & safety and also legal issues should an incident occur.
- 11.04 Internally the issue of most concern is the intermittent failure of the recently installed emergency lighting system and also the lack of a hard wired and interlinked fire alarm system. We understand that the emergency lighting works are being attended to by KFH direct and this is expected to be resolved shortly. Of greater concern is the lack of a fire alarm system and we would suggest that in order to comply completely with the current legislative requirements this is attended to in due course.
- 11.05 The 10 year planned maintenance plan for each block and the estate/grounds are attached in Appendix A with corresponding photographs contained in Appendix B. This is presented in three parts. The upper panel is headed 'Receipts' and represents the contribution from the service charge to the Reserve Fund on an annual basis over a ten year period. The plan includes the current reserve fund and major works funds as advised by KFH. As you will note, given the level of expenditure suggested, the leaseholder contributions may be required to be reassessed, however KFH can advise further on this matter.
- 11.06 The second panel outlines the detailed programme of works the contents of which are reflected in the general body of our report. Here we have allowed for the main items as detailed in the report, i.e. cyclical repair and redecoration works, below ground drainage and downpipe repairs, Health and Safety matters, electrical works etc.

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- 11.07 These costs are based upon our own inspections and calculation as to budget costs for repair and costing information from comparable blocks where similar works have been subject to competitive tender. These costs should therefore be an adequate reflection on anticipated budgets.
- 11.08 The third panel at the bottom relates to the 'Summary' and is in effect the balance of the major works carried forward each year given the receipts annually and the value for works expended.
- 11.09 All costs are presented on a day one basis, with no allowance for inflation over the life of the plan. Accordingly at the end of each year the plan will need to be updated to reflect the actual expenditure, and future year budgets increased as recommended by the Royal Institution of Chartered Surveyors Tender Price Indices.
- 11.10 The figures in red throughout the body of the plan are retention monies which will be held on major works contracts for a period of 12 months. Not all expenditure on major works projects falls in one year, and some projects may straddle financial years, but at the moment we can only forecast the retention monies that will be held beyond the year the works are undertaken. This assists in cashflow management.
- 11.11 The programme only deals with major works requirements. Obviously KFH's Property Manager will continue to advise in relation to day to day service charge costs and budgeting requirements thereto.
- 11.12 We would also highlight the fact that costs shown are budgets, and whilst we consider these have been accurately prepared, true costs will only be determined once the various tenders are obtained at the appropriate stage.
- 11.13 We have included as a forecast, for purposes of discussion, a contribution to major works each year so as to provide sufficient funds throughout the life of the plan. This element should be determined in conjunction with the lessees.
- 11.14 We trust that we have interpreted your requirements correctly, but should you have any queries then please do not hesitate to contact the undersigned. In the meantime we trust the attached plan serves an adequate basis upon which we can discuss future maintenance requirements of the blocks and the estate, and look forward to hearing from you further in this regard.

Report prepared by:

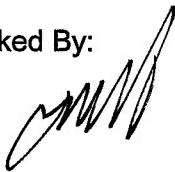


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Date: 9th April 2009

For and on Behalf of
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Report Checked By:



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Director

Date: 9 April 09

For and on Behalf of
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