

**10 Year Maintenance Plan**

Wellington Scottish Running Club - Salisbury Terrace, Wellington 6011

**KEY**

- P Planned - periodic longer term planned maintenance.
- R Routine - maintenance items of a routine nature.
- D Deferred - maintenance items to be implemented in short term.
- H Health and Safety - works required for health and safety reasons.
- U Urgent - repairs to prevent immediate deterioration of the building fabric.
- I Investigation - further investigation required.
- C Compliance/Certification.
- Ad-Hoc repairs refers to repairs that cannot be planned (i.e. unexpected failure or damage)
- Budget costs are based on individual works contracts and exclude access/scaffold costs and any statutory consents.
- No allowance for current and ongoing material delays and contractor availability. Recommend contractors price/competitively tender any works.
- No allowance for grouping works together to achieve potential cost savings.
- Detailed measurements/quantities have not been taken nor quotations obtained.
- All costs exclude GST - and adjusted as at November 2022 - no allowance has been made for inflation.
- This schedule is not a technical due diligence or weathertightness inspection

| Item       | Location   | Element                          | Description   | Condition   | Recommendation  | Priority | Approx. Qty | Estimated Rate | Estimated Total | Cycle     | Planned works - Years 1-10 |      |      |       |      |      |      |      |      |      |       |
|------------|--|----------------------------------|---|---|---|----------|-------------|----------------|-----------------|-----------|----------------------------|------|------|-------|------|------|------|------|------|------|-------|
|            |  |                                  |   |   |   |          |             |                |                 |           | Y1                         | Y2   | Y3   | Y4    | Y5   | Y6   | Y7   | Y8   | Y9   | Y10  | Total |
|            |  |                                  |   |   |   |          |             |                |                 |           | 2023                       | 2024 | 2025 | 2026  | 2027 | 2028 | 2029 | 2030 | 2031 | 2032 |       |
| <b>1.0</b> | <b>HEALTH &amp; SAFETY</b>                           |                                  |   |   |   |          |             |                |                 |           |                            |      |      |       |      |      |      |      |      |      |       |
| <b>1.1</b> | <b>Fire</b>  |                                  |   |   |   |          |             |                |                 |           |                            |      |      |       |      |      |      |      |      |      |       |
| 1.1.1      | First Floor Fire Door                                | First floor open plan area       | First floor fire door obscured by stored floor matting. | N/A   | Reposition matting to maintain fire exit. (Assume non-cost item for tenant to address).   | H        | 1No.        |                |                 |           | N/A                        |      |      |       |      |      |      |      |      |      | 0     |
| 1.1.2      | First Floor Fire Door                                | First floor open plan area       | Door hardware.  | Door hardware is functional but dated.  | Consider updating door hardware to more modern equivalent.  | H        | 1No.        | 250            |                 |           | 250                        |      |      |       |      |      |      |      |      |      | 250   |
| 1.1.3      | First Floor Evacuation route                         | First Floor Rear of the Building | The escape/evacuation route.                            | The escape route is over very uneven/sloping/rough ground which is heavily overgrown.   | Remove the vegetation growth and where possible provide a level means of escape away from the building.   | H        | 1No.        | 1200           |                 |           | 1,200                      |      |      |       |      |      |      |      |      |      | 1,200 |
| <b>2.0</b> | <b>EXTERNAL</b>                                      |                                  |   |   |   |          |             |                |                 |           |                            |      |      |       |      |      |      |      |      |      |       |
| <b>2.1</b> | <b>Roof Coverings</b>                                |                                  |   |   |   |          |             |                |                 |           |                            |      |      |       |      |      |      |      |      |      |       |
| 2.1.1      | Note: Inspection limited due to lack of safe access. | Main Roof (Original)             | Profile metal sheet roofing.                            | Condition undetermined due to limited access. Long distance photos indicate no visible evidence of corrosion, but some minor lichen growth. No reported internal leaks from the roof. | Further investigation of the roof areas with a drone or access platform required.   | I        | 1No.        |                | 2000            | Item      | 2,000                      |      |      |       |      |      |      |      |      |      | 2,000 |
| 2.1.2      |  | Main Roof (Additional)           | Unknown (assumed profile metal roof covering).          | Condition undetermined due to limited access. Long distance photos indicate no visible evidence of corrosion, but some minor lichen growth. No reported internal leaks from the roof. | Further investigation of the roof areas with a drone or access platform required.   | I        | 1No.        |                | Incl. Above     | Item      | Incl.                      |      |      |       |      |      |      |      |      |      | 0     |
| <b>2.2</b> | <b>Rainwater Goods</b>                               |                                  |   |   |   |          |             |                |                 |           |                            |      |      |       |      |      |      |      |      |      |       |
| 2.2.1      |  | High Level perimeter of roof     | Profile metal gutters.                                  | Reasonable condition, but visibly blocked and obscured by vegetation.   | Allow thorough clean through of gutters and downpipes to be undertaken at least 6 monthly.  | R        | 25 lin.m    | 10             | 450             | 6 monthly | 900                        | 900  | 900  | 900   | 900  | 900  | 900  | 900  | 900  | 900  | 9,000 |
| 2.2.2      |  | High Level perimeter of roof     | Profile metal gutters.                                  | Reasonable condition, but visibly blocked and obscured by vegetation.   | Allow for replacement of the gutters and downpipes throughout the building.   | P        | 25 lin.m    | 120            | 3000            | 15 years  |                            |      |      | 3,000 |      |      |      |      |      |      | 3,000 |
| 2.2.3      |  | Drainage                         | Underground drainage system.                            | The current condition is unknown, but potential for blockages as a result of the notable vegetation growth within the gutters and downpipes.  | Consider undertaking an inspection (CCTV survey) and possible clean through of the underground drainage system.   | I        | 1No.        | 4000           | 4,000           | N/A       | 4,000                      |      |      |       |      |      |      |      |      |      | 4,000 |
| <b>2.3</b> | <b>Wall Claddings</b>                                |                                  |   |   |   |          |             |                |                 |           |                            |      |      |       |      |      |      |      |      |      |       |
| 2.3.1      |  | All elevations                   | Solid concrete walls.                                   | Generally noted to be in reasonable condition throughout. Suspect that the damp proofing is either non-existent or aging as isolated areas of failure have been noted and remediated. | Monitor the condition of the concrete and inspect internal areas for signs of water ingress. Inspect the rear areas of the building, where the bank has been prone to a slip in the past. | I        | Item        | 0              | 0               | 6 monthly |                            |      |      |       |      |      |      |      |      |      | 0     |

| Item       | Location   | Element   | Description  | Condition  | Recommendation   | Priority | Approx. Qty | Estimated Rate | Estimated Total | Cycle   | Planned works - Years 1-10 |        |       |       |      |      |        |      |      |       | Total |        |
|------------|--|---|--|--|--|----------|-------------|----------------|-----------------|---------|----------------------------|--------|-------|-------|------|------|--------|------|------|-------|-------|--------|
|            |  |   |  |  |  |          |             |                |                 |         | Y1                         | Y2     | Y3    | Y4    | Y5   | Y6   | Y7     | Y8   | Y9   | Y10   |       |        |
|            |  |   |  |  |  |          |             |                |                 |         | 2023                       | 2024   | 2025  | 2026  | 2027 | 2028 | 2029   | 2030 | 2031 | 2032  |       |        |
| 2.3.2      |  | All elevations                                  | Cement sheet cladding.   | Reasonable condition throughout the front elevation, but notable moss and lichen growth to sheltered areas. Some isolated damage to cladding within the covered walkway between buildings. | Replace damaged cladding sheets to the covered walkway area.   | R        | 1No.        | 2000           | 2000            | N/A     | 2,000                      |        |       |       |      |      |        |      |      |       | 2,000 |        |
| 2.3.3      |  | All elevations                                  | Cement sheet cladding.   | Certain original cement sheet cladding could possibly be an asbestos containing materials.   | Commission asbestos survey to identify suspected materials and if necessary implement an asbestos management plan. | I        | 1No.        | 5000           | 5000            | N/A     | 5,000                      |        |       |       |      |      |        |      |      |       |       | 5,000  |
| <b>2.4</b> | <b>Redecoration</b>  |   |  |  |  |          |             |                |                 |         |                            |        |       |       |      |      |        |      |      |       |       |        |
| 2.4.1      |  | Main Roof (Original)                            | Profile metal roof covering.   | As above.  | Establish if roof has previously been painted and implement programme of redecoration.                             | R        | 260m2       | 35             | 9100            | 5 years |                            |        |       | 9,100 |      |      |        |      |      | 9,100 |       | 18,200 |
| 2.4.2      |  | Main Roof (Additional)                          | Profile metal roof covering.   | As above.  | Establish if roof has previously been painted and implement programme of redecoration.                             | R        | 60m2        | 35             | 2100            | 5 years |                            |        | 2,100 |       |      |      |        |      |      | 2,100 |       | 4,200  |
| 2.4.3      |  | External Walls                                  | Concrete and cement sheet areas.   | Generally in fair / poor condition with deterioration noted to painted finishes and significant moss growth to isolated/sheltered areas.   | Undertake redecoration of all previously painted external walls.   | P        | 510m2       | 35             | 17850           | 5 years |                            | 17,850 |       |       |      |      | 17,850 |      |      |       |       | 35,700 |
| <b>2.5</b> | <b>Windows</b>   |   |  |  |  |          |             |                |                 |         |                            |        |       |       |      |      |        |      |      |       |       |        |
| 2.5.1      |  | External Timber Windows                         | Single glazed timber framed window units throughout.   | Generally in reasonable condition throughout. Window joinery in reasonable condition and appears to have been overhauled/replaced to isolated windows.                                     | Allow for routine overhaul/ease and adjust of windows.   | R        | 30m2        | 40             | 1200            | 5 years |                            | 1,200  |       |       |      |      | 1,200  |      |      |       |       | 2,400  |
| <b>2.6</b> | <b>Doors</b>   |   |  |  |  |          |             |                |                 |         |                            |        |       |       |      |      |        |      |      |       |       |        |
| 2.6.1      |  | Main Entrance Door and vision Panels            | Single glazed timber framed door with Georgian wired glazing.  | Generally in fair / poor condition with isolated split / damaged decorations.  | Allow to wash down, prepare and repaint.   | P        | 1No.        | 240            | 240             | 5 years |                            | 240    |       |       |      |      | 240    |      |      |       |       | 480    |
| 2.6.2      |  | External Store room Double Doors                | Single glazed timber framed doors throughout with Georgian wired glazing panels.                       | Generally in fair / poor condition with isolated split / damaged decorations.  | Allow to wash down, prepare and repaint.   | P        | 1No.        | 240            | 240             | 5 years |                            | 240    |       |       |      |      | 240    |      |      |       |       | 480    |
| 2.6.3      |  | External Store room Single Door (ground floor). | Single external door and frame   | Poor decorative condition No external hardware (No access, possibly accessed from interior).   | Allow to wash down, prepare and repaint.   | P        | 1No.        | 180            | 180             | 5 years |                            | 180    |       |       |      |      | 180    |      |      |       |       | 360    |
| 2.6.4      |  | First floor Fire Door                           | Solid Timber Fire Door.  | Poor decorative condition.   | Allow to wash down, prepare and repaint.   | P        | 1No.        | 180            | 180             | 5 years |                            | 180    |       |       |      |      | 180    |      |      |       |       | 360    |
| <b>2.6</b> | <b>Lighting</b>  |   |  |  |  |          |             |                |                 |         |                            |        |       |       |      |      |        |      |      |       |       |        |
| 2.6.1      |  | Covered Walkway                                 | Globe light within walkway soffit.   | Not operational.   | Allow to replace light fitting.  | P        | 1No.        | 275            | 275             | 7 years | 275                        |        |       |       |      |      |        |      |      | 275   |       | 550    |
| 2.6.2      |  | Main Entrance                                   | Bulk Head light.   | Not Tested.  | Allow to replace light fitting.  | P        | 1No.        | 275            | 275             | 7 years | 275                        |        |       |       |      |      |        |      |      | 275   |       | 550    |
| 2.6.3      |  | Front Elevation                                 | Spot lights.   | Not Tested.  | Allow to replace light fitting.  | P        | 3No.        | 375            | 1125            | 7 years | 1,125                      |        |       |       |      |      |        |      |      | 1,125 |       | 2,250  |
| <b>3</b>   | <b>INTERNAL Ground Floor Entrance, Corridors and stairs.</b> |   |  |  |  |          |             |                |                 |         |                            |        |       |       |      |      |        |      |      |       |       |        |
| 3.1.1      |  | Ceiling   | Painted plasterboard.  | Generally in good condition, consistent with normal wear.  | Allow to wash down, prepare and repaint.   | P        | 30m2        | 35             | 1050            | 8 years |                            |        |       |       |      |      |        |      |      | 1,050 |       | 1,050  |
| 3.1.2      |  | Walls   | Painted plasterboard. Timber panelling to the lower section of the walls and continuing up the stairs. | Generally in good condition, consistent with normal wear.  | Allow to wash down, prepare and repaint.   | P        | 100m2       | 25             | 2500            | 8 years |                            |        |       |       |      |      |        |      |      | 2,500 |       | 2,500  |
| 3.1.3      |  | Floor Coverings                                 | Sheet vinyl floor covering.  | Generally considered to be in fair condition with isolated scuffs and marks consistent with intended use.  | Allow to undertake routine cleaning and consider replacement in year 8.  | P        | 25m2        | 90             | 2250            | 8 years |                            |        |       |       |      |      |        |      |      | 2,250 |       | 2,250  |

| Item       | Location  | Element         | Description   | Condition   | Recommendation   | Priority | Approx. Qty | Estimated Rate | Estimated Total | Cycle    | Planned works - Years 1-10 |      |       |      |      |      |      |       |      |      |       |
|------------|---|-----------------|---|---|--|----------|-------------|----------------|-----------------|----------|----------------------------|------|-------|------|------|------|------|-------|------|------|-------|
|            |   |                 |   |   |  |          |             |                |                 |          | Y1                         | Y2   | Y3    | Y4   | Y5   | Y6   | Y7   | Y8    | Y9   | Y10  | Total |
|            |   |                 |   |   |  |          |             |                |                 |          | 2023                       | 2024 | 2025  | 2026 | 2027 | 2028 | 2029 | 2030  | 2031 | 2032 |       |
| 3.1.4      |   | Floor Coverings | Timber stair treads and risers.                           | Generally considered to be in fair condition with isolated scuffs and marks consistent with intended use. Historic borer infestation noted. | Allow to wash down, prepare and repaint.   | P        | 10m2        | 35             | 350             | 8 years  |                            |      |       |      |      |      |      | 350   |      |      | 350   |
| 3.1.5      |   | Windows         | Painted timber windows.                                   | Generally in reasonable condition, but localised impact damage to timber framing and decorative finishes consistent with intended use.      | Allow to wash down, prepare and repaint.   | P        | 2m2         | 110            | 220             | 8 years  |                            |      |       |      |      |      |      | 220   |      |      | 220   |
| 3.1.6      |   | Doors           | Painted timber framed glass door.                         | Generally in reasonable condition, but localised impact damage to timber framing and decorative finishes consistent with intended use.      | Allow to wash down, prepare and repaint.   | P        | 1No.        | 180            | 180             | 8 years  |                            |      |       |      |      |      |      | 180   |      |      | 180   |
| 3.1.7      |   | Doors           | Hardware.   | Hardware generally in good condition throughout.  | Allow for annual service/overhaul of hardware.   | P        | 1No.        | 275            | 275             | 8 years  |                            |      |       |      |      |      |      |       |      |      | 275   |
| 3.1.8      |   | Joinery         | Built-in timber cabinetry, with vinyl worktop.            | Generally in good condition, with minor surface abrasion consistent with normal wear.   | Allow to clean down, prepare and repaint.  | P        | 1No.        | 400            | 400             | 8 years  |                            |      |       |      |      |      |      | 275   | 400  |      | 400   |
| 3.1.9      |   | Lighting        | Surface mounted ceiling fittings.                         | Fittings are in reasonable condition, but the lamps have been replaced with modern LED fittings, which are different colours.               | Allow to replace light fittings.   | P        | 5No.        | 275            | 1375            | 4 years  |                            |      | 1,375 |      |      |      |      |       |      |      | 1,375 |
| <b>3.2</b> | <b>Store Room</b>   |                 |   |   |  |          |             |                |                 |          |                            |      |       |      |      |      |      |       |      |      |       |
| 3.2.1      |   | Ceiling         | Plasterboard and part painted, but largely exposed board. | Generally in good condition, whilst decorative finishes are poor, they are consistent with normal wear for a "back of house" finish.        | Allow to clean down, prepare and repaint.  | P        | 2m2         | 35             | 70              | 8 years  |                            |      |       |      |      |      |      | 70    |      |      | 70    |
| 3.2.2      |   | Walls           | Plasterboard and part painted, but largely exposed board. | Generally in good condition, consistent with normal wear.   | Allow to clean down, prepare and repaint.  | P        | 60m2        | 25             | 1500            | 8 years  |                            |      |       |      |      |      |      | 1,500 |      |      | 1,500 |
| 3.2.3      |   | Floor Coverings | Exposed Concrete.   | Good, minor marks consistent with age and intended use.   | No works other than routine cleaning.  | P        | 2m2         | 25             | 50              | 8 years  |                            |      |       |      |      |      |      | 50    |      |      | 50    |
| 3.2.4      |   | Doors           | Painted timber door.                                      | Generally in reasonable condition, but localised impact damage to timber framing and decorative finishes consistent with intended use.      | Allow to clean down, prepare and repaint.  | P        | 1No.        | 180            | 180             | 8 years  |                            |      |       |      |      |      |      | 180   |      |      | 180   |
| 3.2.5      |   | Doors           | Hardware.   | Hardware missing from door.   | Allow replace missing lockable hardware and make good door.  | P        | 1No.        | 250            | 250             | 15 years | 250                        |      |       |      |      |      |      |       |      |      | 250   |
| 3.2.6      |   | Joinery         | Metal shelving  | Generally in good condition, with minor surface abrasion consistent with normal wear.   | Allow to clean down, prepare and repaint.  | P        | 1No.        | 500            | 500             | 8 years  |                            |      |       |      |      |      |      | 500   |      |      | 500   |
| 3.2.7      |   | Lighting        | Surface mounted ceiling fitting.                          | Fitting is in reasonable condition, but the lamps have been replaced with modern LED fittings, which are different colours.                 | Allow to replace light fittings.   | P        | 1No.        | 275            | 275             | 7 years  |                            |      |       |      |      |      |      | 275   |      |      | 275   |
| <b>3.3</b> | <b>Former Squash Court (Front) (Inspection limited due to lack of lighting)</b> |                 |   |   |  |          |             |                |                 |          |                            |      |       |      |      |      |      |       |      |      |       |
| 3.3.1      |   | Ceiling         | Painted particleboard sheet (or similar).                 | Generally in good condition, consistent with normal wear.   | Allow to clean down, prepare and repaint.  | P        | 65m2        | 35             | 2275            | 8 years  |                            |      |       |      |      |      |      | 2,275 |      |      | 2,275 |
| 3.3.2      |   | Walls           | Painted plasterboard.                                     | Generally in good condition, consistent with normal wear.   | Allow to clean down, prepare and repaint.  | P        | 180m2       | 25             | 4500            | 8 years  |                            |      |       |      |      |      |      | 4,500 |      |      | 4,500 |
| 3.3.3      |   | Floor Coverings | Solid timber floor covering.                              | The timber floor covering is concealed by matting. The matting will need to be removed to enable inspection of the timber floor covering.   | Allow to clean down, prepare and repaint. (Review time frame dependant upon protection from matting) | P        | 65m2        | 45             | 4400            | 8 years  |                            |      |       |      |      |      |      | 2,925 |      |      | 2,925 |

| Item       | Location                 | Element         | Description   | Condition  | Recommendation  | Priority | Approx. Qty | Estimated Rate | Estimated Total | Cycle     | Planned works - Years 1-10 |      |       |      |      |      |       |      |      |        | Total  |
|------------|--------------------------|-----------------|---|--|---|----------|-------------|----------------|-----------------|-----------|----------------------------|------|-------|------|------|------|-------|------|------|--------|--------|
|            |                          |                 |   |  |   |          |             |                |                 |           | Y1                         | Y2   | Y3    | Y4   | Y5   | Y6   | Y7    | Y8   | Y9   | Y10    |        |
|            |                          |                 |   |  |   |          |             |                |                 |           | 2023                       | 2024 | 2025  | 2026 | 2027 | 2028 | 2029  | 2030 | 2031 | 2032   |        |
| 3.3.4      |                          | Doors           | Door has been removed.  | N/A  | Reinstate missing door and hardware to match existing specification. (Assumed solid timber door). | P        | 1No.        | 750            | 750             | N/A       | 750                        |      |       |      |      |      |       |      |      |        | 750    |
| 3.3.5      |                          | Lighting        | 8No. Surface mounted fluorescent strip light fittings.          | Reasonable condition , but not operational (The switch in the corridor is broken and may control these lights).                        | Replace damaged switch and test lights.   | P        | 1No.        | 135            | 135             | N/A       | 135                        |      |       |      |      |      |       |      |      |        | 135    |
| 3.3.6      |                          | Lighting        | 8No. Surface mounted fluorescent strip light fittings.          | As above.  | Allow to replace surface mounted light fitting.   | P        | 8No.        | 275            | 2200            | 10 years  |                            |      | 2,200 |      |      |      |       |      |      |        | 2,200  |
| <b>3.4</b> | <b>Female WC/Showers</b> |                 |   |  |   |          |             |                |                 |           |                            |      |       |      |      |      |       |      |      |        |        |
| 3.4.1      |                          | Ceiling         | Painted plasterboard.   | Generally in good condition, consistent with normal wear.  | Allow to clean down, prepare and repaint.   | P        | 50m2        | 35             | 1750            | 8 years   |                            |      |       |      |      |      | 1,750 |      |      |        | 1,750  |
| 3.4.2      |                          | Walls           | Painted plasterboard.   | Generally in good condition, consistent with normal wear.  | Allow to clean down, prepare and repaint.   | P        | 90m2        | 25             | 2250            | 8 years   |                            |      |       |      |      |      | 2,250 |      |      |        | 2,250  |
| 3.4.3      |                          | Floor Coverings | Sheet vinyl floor covering.                                     | Generally considered to be in fair condition with isolated scuffs and marks consistent with intended use.                              | Allow to replace vinyl floor covering (Note current life expected to exceed 10 years)             | P        | 50m2        | 90             | 4500            | 15 years  |                            |      |       |      |      |      |       |      |      |        | 0      |
| 3.4.4      |                          | Windows         | Painted timber windows.   | Generally in reasonable condition, but localised impact damage to timber framing and decorative finishes consistent with intended use. | Allow to wash down, prepare and repaint.  | P        | 2m2         | 110            | 220             | 8 years   |                            |      |       |      |      |      | 220   |      |      |        | 220    |
| 3.4.5      |                          | Doors.          | Painted timber doors.   | Generally in reasonable condition, but localised impact damage to timber framing and decorative finishes consistent with intended use. | Allow to wash down, prepare and repaint.  | P        | 1No.        | 180            | 180             | 8 years   |                            |      |       |      |      |      | 180   |      |      |        | 180    |
| 3.4.7      |                          | Joinery         | Built-in timber benches.  | Generally in good condition, with minor surface abrasion consistent with normal wear.  | Allow to wash down, prepare and repaint.  | P        | 1No.        | 1500           | 1500            | 8 years   |                            |      |       |      |      |      | 1,500 |      |      |        | 1,500  |
| 3.4.8      |                          | Sanitary ware   | 3x Shower units and cubicles, 2x WCs and 2x WHBs.               | Generally in good condition throughout.  | Maintain with regular cleaning. Allow for replacement 12+ years.                                  | P        | 1No.        | 15000          | 15000           | 12+ years |                            |      |       |      |      |      |       |      |      | 15,000 | 15,000 |
| 3.4.9      |                          | Lighting        | 5x surface mounted LED strip lights and 5x LED Circular lights. | Generally in good condition throughout.  | Maintain with regular cleaning. Allow for replacement 12+ years.                                  | P        | 10No.       | 275            | 2750            | 12+ years |                            |      |       |      |      |      |       |      |      | 2,750  | 2,750  |
| <b>3.5</b> | <b>Male WC/Showers</b>   |                 |   |  |   |          |             |                |                 |           |                            |      |       |      |      |      |       |      |      |        |        |
| 3.5.1      |                          | Ceiling         | Painted plasterboard.   | Generally in good condition, consistent with normal wear.  | Allow to clean down, prepare and repaint.   | P        | 50m2        | 35             | 1750            | 8 years   |                            |      |       |      |      |      | 1,750 |      |      |        | 1,750  |
| 3.5.2      |                          | Walls           | Painted plasterboard.   | Generally in good condition, consistent with normal wear.  | Allow to clean down, prepare and repaint.   | P        | 90m2        | 25             | 2250            | 8 years   |                            |      |       |      |      |      | 2,250 |      |      |        | 2,250  |
| 3.5.3      |                          | Floor Coverings | Sheet vinyl floor covering.                                     | Generally considered to be in fair condition with isolated scuffs and marks consistent with intended use.                              | Allow to replace vinyl floor covering (Note current life expected to exceed 10 years)             | P        | 50m2        | 90             | 4500            | 15 years  |                            |      |       |      |      |      |       |      |      |        | 0      |
| 3.5.4      |                          | Windows         | Painted timber windows.   | Generally in reasonable condition, but localised impact damage to timber framing and decorative finishes consistent with intended use. | Allow to wash down, prepare and repaint.  | P        | 2m2         | 110            | 220             | 8 years   |                            |      |       |      |      |      | 220   |      |      |        | 220    |
| 3.5.5      |                          | Doors           | Painted timber doors.   | Generally in reasonable condition, but localised impact damage to timber framing and decorative finishes consistent with intended use. | Allow to wash down, prepare and repaint.  | P        | 1No.        | 180            | 180             | 8 years   |                            |      |       |      |      |      | 180   |      |      |        | 180    |
| 3.5.7      |                          | Joinery         | Built-in timber benches.  | Generally in good condition, with minor surface abrasion consistent with normal wear.  | Allow to wash down, prepare and repaint.  | P        | 1No.        | 1500           | 1500            | 8 years   |                            |      |       |      |      |      | 1,500 |      |      |        | 1,500  |

| Item  | Location   | Element             | Description  | Condition  | Recommendation  | Priority                                  | Approx. Qty | Estimated Rate | Estimated Total | Cycle     | Planned works - Years 1-10 |            |            |            |            |            |            |            |            |             |        |  |
|-------|--|---------------------|--|--|---|---|-------------|----------------|-----------------|-----------|----------------------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|--------|--|
|       |  |                     |  |  |   |   |             |                |                 |           | Y1<br>2023                 | Y2<br>2024 | Y3<br>2025 | Y4<br>2026 | Y5<br>2027 | Y6<br>2028 | Y7<br>2029 | Y8<br>2030 | Y9<br>2031 | Y10<br>2032 | Total  |  |
| 3.5.8 | Former Squash Court (Rear) Now divided into 3x storage areas | Sanitary ware       | 3x Shower units and cubicles, 2x WCs and 2x WHBs.  | Generally in good condition throughout.  | Maintain with regular cleaning. Allow for replacement 12+ years.  | P   | 1No.        | 15000          | 15000           | 12+ years |                            |            |            |            |            |            |            |            |            | 15,000      | 15,000 |  |
| 3.5.9 |  | Lighting            | 2x surface mounted LED strip lights and 5x LED Circular lights.                                  | Generally in good condition throughout.  | Maintain with regular cleaning. Allow for replacement 12+ years.  | P   | 10No.       | 275            | 2750            | 12+ years |                            |            |            |            |            |            |            |            |            | 2,750       | 2,750  |  |
| 3.6.1 |  | Ceiling             | Suspended ceiling with fibrous tiles laid within an exposed metal grid. Recessed light fittings. | Generally in reasonable condition, with some unevenness noted to the tiles that is consistent with normal wear.                        | Allow for a routine clean down every 3-4 years.   | P   | 65m2        | 10             | 650             | 8 years   |                            |            | 650        |            |            |            |            |            | 650        |             | 1,950  |  |
| 3.6.2 |  | Walls               | Painted plasterboard.  | Generally in good condition, consistent with normal wear.  | Allow to clean down, prepare and repaint.   | P   | 275m2       | 25             | 6875            | 8 years   |                            |            |            |            |            |            |            |            |            | 6,875       | 6,875  |  |
| 3.6.3 |  | Floor Coverings     | Solid timber floor covering.   | Generally in good condition, consistent with normal wear.  | Allow to clean down, prepare and repaint. (Review timber dependant upon protection from loose carpets.) | P   | 65m2        | 45             | 4400            | 8 years   |                            |            |            |            |            |            |            |            |            | 2,925       | 2,925  |  |
| 3.6.4 |  | Doors               | Solid timber doors   | Generally in good condition, consistent with normal wear.  | Allow to clean down, prepare and repaint.   | P   | 2No.        | 180            | 360             | 8 years   |                            |            |            |            |            |            |            |            |            | 360         | 360    |  |
| 3.6.5 |  | Lighting            | 6No. Surface mounted fluorescent strip light fittings.   | Generally in good condition, consistent with normal wear.  | Replace damaged/missing diffuser cover.   | P   | 1No.        | 135            | 135             | N/A       | 135                        |            |            |            |            |            |            |            |            |             | 135    |  |
| 3.6.6 |  | Lighting            | 6No. Surface mounted fluorescent strip light fittings.   | Generally in good condition, consistent with normal wear.  | Allow to replace surface mounted light.   | P   | 8No.        | 275            | 2200            | 10 years  |                            |            |            |            |            |            |            |            |            | 2,200       | 2,200  |  |
| 3.7   |  | External Store Room |  |  |   |   |             |                |                 |           |                            |            |            |            |            |            |            |            |            |             |        |  |
| 3.7.1 |  | External Store Room | Ceiling  | Painted plasterboard.  | Generally in good condition, consistent with normal wear.   | Allow to clean down, prepare and repaint. | P           | 24m2           | 35              | 840       | 8 years                    |            |            |            |            |            |            |            |            | 840         | 840    |  |
| 3.7.2 |  | Walls.              | Painted plasterboard.  | Generally in good condition, consistent with normal wear.  | Allow to clean down, prepare and repaint.   | P   | 48m2        | 25             | 1200            | 8 years   |                            |            |            |            |            |            |            |            | 1,200      | 1,200       |        |  |
| 3.7.3 |  | Floor Coverings     | Exposed Concrete.  | Good, minor marks consistent with age and intended use.  | No works other than routine cleaning.   | P   | 24m2        | 25             | 50              | 8 years   |                            |            |            |            |            |            |            |            | 50         | 50          |        |  |
| 3.7.4 |  | Windows             | Unpainted timber windows.  | Generally in reasonable condition, but localised impact damage to timber framing and decorative finishes consistent with intended use. | No works other than routine cleaning.   | N/A                                       | 2m2         | -              | -               | N/A       |                            |            |            |            |            |            |            |            |            | 0           |        |  |
| 3.8   | First Floor Open Plan Area.                                  |                     |  |  |   |   |             |                |                 |           |                            |            |            |            |            |            |            |            |            |             |        |  |
| 3.8.1 |  | Ceiling             | Painted plasterboard.  | Generally in good condition, consistent with normal wear.  | Allow to wash down, prepare and repaint.  | P   | 125m2       | 35             | 4375            | 8 years   |                            |            |            |            |            |            |            |            | 4,375      | 4,375       |        |  |
| 3.8.2 |  | Walls               | Painted plasterboard.  | Generally in good condition, consistent with normal wear.  | Allow to wash down, prepare and repaint.  | P   | 140m2       | 25             | 3500            | 8 years   |                            |            |            |            |            |            |            |            | 3,500      | 3,500       |        |  |
| 3.8.3 |  | Floor Coverings.    | Timber floor covering.   | Generally considered to be in reasonable/poor condition. Isolate damage noted to the floor covering.                                   | Undertake replacement of the timber floor covering to match existing.                                   | P   | 125m2       | 220            | 27500           | 15+ years |                            | 27,500     |            |            |            |            |            |            |            | 27,500      |        |  |
| 3.8.4 |  | Floor Coverings     | Solid timber floor covering.   | As above.  | Allow to clean down, prepare and repaint. (Review timber dependant upon date for replacement).          | P   | 125m2       | 45             | 5625            | 8 years   |                            |            |            |            |            |            |            |            | 5,625      | 5,625       |        |  |
| 3.8.5 |  | Windows             | Painted timber windows.  | Generally in reasonable condition, but localised impact damage to timber framing and decorative finishes consistent with intended use. | Allow to wash down, prepare and repaint.  | P   | 12m2        | 110            | 1320            | 8 years   |                            |            |            |            |            |            |            |            | 1,320      | 1,320       |        |  |

| Item  | Location | Element | Description  | Condition  | Recommendation                           | Priority | Approx. Qty | Estimated Rate | Estimated Total | Cycle   | Planned works - Years 1-10 |            |            |            |            |            |            |            |            |             |       |
|-------|----------|---------|--|--|--|----------|-------------|----------------|-----------------|---------|----------------------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|-------|
|       |          |         |  |  |  |          |             |                |                 |         | Y1<br>2023                 | Y2<br>2024 | Y3<br>2025 | Y4<br>2026 | Y5<br>2027 | Y6<br>2028 | Y7<br>2029 | Y8<br>2030 | Y9<br>2031 | Y10<br>2032 | Total |
| 3.8.6 |          | Doors.  | Painted timber doors.<br>(Cupboard and external fire door) | Generally in reasonable condition, but localised impact damage to timber framing and decorative finishes consistent with intended use. | Allow to wash down, prepare and repaint. | P        | 2No.        | 180            | 360             | 8 years |                            |            |            |            |            |            |            | 360        |            |             | 360   |

| Item        | Location         | Element                                | Description   | Condition  | Recommendation   | Priority | Approx. Qty | Estimated Rate | Estimated Total | Cycle     | Planned works - Years 1-10 |       |       |       |       |       |       |       |       |        |       |
|-------------|------------------|--|---|--|--|----------|-------------|----------------|-----------------|-----------|----------------------------|-------|-------|-------|-------|-------|-------|-------|-------|--------|-------|
|             |                  |  |   |  |  |          |             |                |                 |           | Y1                         | Y2    | Y3    | Y4    | Y5    | Y6    | Y7    | Y8    | Y9    | Y10    | Total |
|             |                  |  |   |  |  |          |             |                |                 |           | 2023                       | 2024  | 2025  | 2026  | 2027  | 2028  | 2029  | 2030  | 2031  | 2032   |       |
| <b>3.9</b>  | <b>Side Room</b> |  |   |  |  |          |             |                |                 |           |                            |       |       |       |       |       |       |       |       |        |       |
| 3.9.1       |                  | Ceiling                                | Painted plasterboard.   | Generally in good condition, consistent with normal wear.  | Allow to wash down, prepare and repaint.   | P        | 40m2        | 35             | 1400            | 8 years   |                            |       |       |       |       |       | 1,400 |       |       | 1,400  |       |
| 3.9.2       |                  | Walls.                                 | Painted plasterboard.   | Generally in good condition, consistent with normal wear.  | Allow to wash down, prepare and repaint.   | P        | 75m2        | 25             | 1875            | 8 years   |                            |       |       |       |       |       | 1,875 |       |       | 1,875  |       |
| 3.9.3       |                  | Floor Coverings.                       | Broadloom carpet covering.  | Generally considered to be in fair/reasonable condition with some notable scuffs and marks throughout.                                 | Allow to replace carpet floor covering.  | P        | 40m2        | 75             | 3000            | 8 years   |                            |       |       |       |       |       | 3,000 |       |       | 3,000  |       |
| 3.9.4       |                  | Windows                                | Painted timber windows.   | Generally in reasonable condition, but localised impact damage to timber framing and decorative finishes consistent with intended use. | Allow to wash down, prepare and repaint.   | P        | 4m2         | 110            | 440             | 8 years   |                            |       |       |       |       |       | 440   |       |       | 440    |       |
| 3.9.5       |                  | Lighting                               | 5No. Surface mounted Cylindrical LED light fittings.                    | Generally in good condition, consistent with normal wear.  | Allow to replace surface mounted light.  | P        | 5No.        | 275            | 1375            | 10 years  |                            |       |       |       |       |       |       |       | 1,375 | 1,375  |       |
| <b>3.10</b> | <b>Kitchen</b>   |  |   |  |  |          |             |                |                 |           |                            |       |       |       |       |       |       |       |       |        |       |
| 3.10.1      |                  | Ceiling                                | Painted plasterboard.   | Generally in good condition, consistent with normal wear.  | Allow to thoroughly wash down, scrape back, stop in and prepare and repaint with two coats of a good quality flat ceiling paint.             | P        | 21m2        | 35             | 735             | 8 years   |                            |       |       |       |       |       | 735   |       |       | 735    |       |
| 3.10.2      |                  | Walls.                                 | Painted plasterboard.   | Generally in good condition, consistent with normal wear.  | Allow to wash down, scrape back, stop in blemishes and paint with two coats of good quality acrylic paint suitable for plasterboard linings. | P        | 50m2        | 25             | 1250            | 8 years   |                            |       |       |       |       |       | 1,250 |       |       | 1,250  |       |
| 3.10.3      |                  | Floor Coverings.                       | Sheet vinyl floor covering.   | Generally considered to be in fair condition with isolated scuffs and marks consistent with intended use.                              | Allow to replace vinyl floor covering (Note current life expected to exceed 10 years)  | P        | 21m2        | 90             | 1890            | 15+ years |                            |       |       |       |       |       |       |       |       | 0      |       |
| 3.10.4      |                  | Windows                                | Painted timber windows.   | Generally in reasonable condition, but localised impact damage to timber framing and decorative finishes consistent with intended use. | Allow to wash down, prepare and repaint.   | P        | 4m2         | 110            | 440             | 8 years   |                            |       |       |       |       |       | 440   |       |       | 440    |       |
| 3.10.5      |                  | Windows                                | Painted timber windows (Internal).                                      | Generally in reasonable condition, but localised impact damage to timber framing and decorative finishes consistent with intended use. | Allow to wash down, prepare and repaint.   | P        | 2m2         | 110            | 220             | 8 years   |                            |       |       |       |       |       | 220   |       |       | 220    |       |
| 3.10.6      |                  | Doors.                                 | Painted timber door.  | Generally in reasonable condition, but localised impact damage to timber framing and decorative finishes consistent with intended use. | Allow to wash down, prepare and repaint.   | P        | 1No.        | 180            | 180             | 8 years   |                            |       |       |       |       |       | 180   |       |       | 180    |       |
| 3.10.7      |                  | Joinery                                | Built-in timber cabinetry. Kitchen worktops, base units and appliances. | Generally in good condition, with minor surface abrasion consistent with normal wear.  | Allow to wash down, prepare and repaint.   | P        | 1No.        | 7500           | 7500            | 8 years   |                            |       |       |       |       |       | 7,500 |       |       | 7,500  |       |
| <b>4</b>    | <b>GROUNDS</b>   |  |   |  |  |          |             |                |                 |           |                            |       |       |       |       |       |       |       |       |        |       |
| 4.1.1       |                  | Fencing                                | Timber bollards in the car park area.                                   | Generally in poor condition and out of alignment. The bollards are severely covered in vegetation and moss growth.                     | Recommend replacing the bollards to match the existing specification.  | P        | 1No.        | 3000           | 3000            | N/A       |                            | 3,000 |       |       |       |       |       |       |       | 3,000  |       |
| 4.1.2       |                  | Car park                               | Tarseal surface.  | Sections of the tar seal surface have deteriorated and potholed in isolated areas. The perimeter of the car park is overgrown.         | Allow to undertake targeted repairs to the car park area and removing the overgrown vegetation.  | P        | 1No.        | 3000           | 3000            | N/A       |                            | 3,000 |       |       |       |       |       |       |       | 3,000  |       |
| <b>5</b>    | <b>SERVICES</b>  |  |   |  |  |          |             |                |                 |           |                            |       |       |       |       |       |       |       |       |        |       |
| 5.1.1       |                  | Fire services annual service agreement | TBA   | N/A  | Commission annual inspection of fire systems.  | C        | 1No.        | 1250           | 1250            | Annually  | 1,250                      | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 12,500 |       |

| Item  | Location | Element                               | Description   | Condition   | Recommendation                                     | Priority | Approx. Qty | Estimated Rate | Estimated Total | Cycle    | Planned works - Years 1-10 |            |            |            |            |            |            |            |            |             |        |
|-------|----------|---------------------------------------|---|---|--|----------|-------------|----------------|-----------------|----------|----------------------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|--------|
|       |          |                                       |   |   |  |          |             |                |                 |          | Y1<br>2023                 | Y2<br>2024 | Y3<br>2025 | Y4<br>2026 | Y5<br>2027 | Y6<br>2028 | Y7<br>2029 | Y8<br>2030 | Y9<br>2031 | Y10<br>2032 | Total  |
| 5.1.2 |          | Kitchen extract system                | No visible Kitchen extract unit                                 | N/A   | Consider installing suitable kitchen extract unit. | P        | 1No.        | 900            | 900             | N/A      | 900                        |            |            |            |            |            |            |            |            |             | 900    |
| 5.1.3 |          | Kitchen hot water system              | Rheem Model: 19902513   | Reasonable, operational condition.  | Consider replacement in year 5,                    | P        | 1No.        | 4000           | 4000            |          |                            |            | 4,000      |            |            |            |            |            |            |             | 4,000  |
| 5.1.4 |          | Toilet extract fans                   | Window mounted WC/Shower extract fans                           | Reasonable/poor condition visibly dated and notable dirt and debris build up.   | Allow for replacement in the next 3 years or so.   | P        | 5No.        | 475            | 2375            | 6 yearly |                            |            | 2,375      |            |            |            |            |            |            | 2,375       | 4,750  |
| 5.1.5 |          | Wall mounted electric heater (Male)   | Skopec wall mounted heater located in the male changing area.   | Older unit, in reasonable condition.  | Plan for replacement in the next 3 years.          | P        | 1No.        | 675            | 675             | 6 yearly |                            |            | 675        |            |            |            |            |            |            | 675         | 1,350  |
| 5.1.6 |          | Wall mounted electric heater (Female) | Skopec wall mounted heater located in the female changing area. | Older units, in reasonable condition.   | Plan for replacement in the next 3 years.          | P        | 2No.        | 675            | 1350            | 6 yearly |                            |            | 1,350      |            |            |            |            |            |            | 1,350       | 2,700  |
| 5.1.7 |          | Heat pumps                            | LG heat pumps located in the first floor open plan room.        | Indoor units in reasonable condition but some notable surface corrosion to the external units located externally above the fire door. | Plan for replacement in the next 5 years.          | P        | 2No.        | 7000           | 14000           | 8 yearly |                            |            |            | 14,000     |            |            |            |            |            |             | 14,000 |
| 5.1.8 |          | Water heaters                         | Rinnai Infinity 26 (x2)<br>Rinnai Infinity XR26i (x1)           | Reasonable operational condition, but age unknown.  | Plan for replacement in the next 5 years.          | P        | 3No.        | 3,000          | 9,000           | 8 yearly |                            |            | 9,000      |            |            |            |            |            |            |             | 9,000  |

**Subtotal - Planned Works**

|        |        |        |        |        |       |        |        |        |        |         |
|--------|--------|--------|--------|--------|-------|--------|--------|--------|--------|---------|
| 20,445 | 55,540 | 16,200 | 16,925 | 23,150 | 2,800 | 22,040 | 81,795 | 18,400 | 39,025 | 296,320 |
|--------|--------|--------|--------|--------|-------|--------|--------|--------|--------|---------|

**Ad-Hoc Repairs  
Allowance for misc.  
Preliminaries and general items @ 10 %  
Professional and management fees @ 12 %  
Grand Total**

|        |        |        |        |        |       |        |        |        |        |         |
|--------|--------|--------|--------|--------|-------|--------|--------|--------|--------|---------|
| 2,045  | 5,554  | 1,620  | 1,693  | 2,315  | 280   | 2,204  | 8,180  | 1,840  | 3,903  | 29,632  |
| 2,453  | 6,665  | 1,944  | 2,031  | 2,778  | 336   | 2,645  | 9,815  | 2,208  | 4,683  | 35,558  |
| 24,943 | 67,759 | 19,764 | 20,649 | 28,243 | 3,416 | 26,889 | 99,790 | 22,448 | 47,611 | 361,510 |

**Average cost per annum**

|        |
|--------|
| 36,151 |
|--------|