

Vendor's building survey report
**The Plaza, Elms Road,
Wokingham RG40 2AA**



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Annex 2 Background to statutory issues

Annex 3 TDD limitations

Executive summary

Property address	The Plaza, Wokingham, RG40 2AA
Property type	Office/retail/leisure/residential
Property age	Circa early 1980s originally, and then converted to its current form from former Tesco store and added to circa late 1990s/early 2000s
Inspection date	22 January 2024

Recommendation

From our perspective as building surveyors, we see no reason to advise a prospective purchaser against proceeding with the purchase of this building.

Nevertheless, we direct the prospective purchaser to the content of the remainder of this report, which should be read in full.

Key survey findings

During the course of our survey, we noted various issues to which we draw the prospective purchaser's attention in detail within this report. We set out the key points below. For ease, the following colour coded identification flag has been utilised to draw attention to important comments:

- C** *Critical risk issue requiring Immediate action.*
- H** *High risk issue with investment or health and safety considerations.*
- M** *Medium risk issue which may affect business operations.*
- L** *Low risk issue for information which will require asset management.*

- 1) The property known as The Plaza is purpose-built mixed-use development, albeit the commercial spaces to the ground floor were converted from the former Tesco store demise. The estate comprises of a healthcare facility (unit 1, Nuffield Health), a public house (unit 2, The Gig), a restaurant (unit 3, Giggling Squid) and gym (unit 4, Energie Fitness), along with office accommodation occupied by Wokingham Borough Council, a small residential block housing six flats and a multi-storey car park with 178 parking spaces. The site was originally constructed during the early 1980s, and then extensively altered in the early 2000s when the Tesco store was converted. In general, the premises are in fair condition commensurate with its age and use.
- 2) The external envelope of the estate is in need of maintenance in order to address a number of backlog items including repairs to brickwork, general cleaning of façades and repairs to roofs and rainwater goods. This is discussed further in section 3 of this report.



- 3) Whilst issues of a structural nature are generally limited to isolated areas of cracking to brickwork to a small number of window/door openings and some isolated areas within the residential communal areas, we recommend these areas are reviewed by a structural engineer as part of a purchaser planned maintenance regime. L
- 4) The engineering services date from refurbishment in early 2000s and are operational, and generally in poor to fair visual condition. Many services have been updated upon business requirement or on failure by the tenants. Due to anticipated life expectancy, we have allowed for some replacements over the term covered by this report. L
- 5) The four passenger/goods lifts will require to be modernised at the end of their economic serviceable life in the medium term. M

Cost recoverability summary

Risk summary	Recoverable costs (£)			
	Year 1	Years 2-5	Years 6-10	Risk totals
High risk	0	0	0	0
Medium risk	7,590	0	0	7,590
Low risk	39,531	2,744,734	1,050,583	3,834,848
Totals (£)				3,842,000

Risk summary	Non-recoverable costs (£)			
	Year 1	Years 2-5	Years 6-10	Risk totals
High risk	0	0	0	0
Medium risk	0	0	0	0
Low risk	0	57,845	14,260	72,105
Totals (£)				72,000

Overall total (£)	3,914,000
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- 1) All of these sums are approximate and exclude VAT.
- 2) A further breakdown of these figures is provided in Appendix A.
- 3) Professional fees are included.
- 4) Repair costs under £5,000 are not included.
- 5) Asbestos removal costs are not included.
- 6) Internal refurbishment costs are not included unless stated otherwise.

- 7) *We have assumed 100% occupancy throughout the reporting period and have not made any allowance for voids when considering recoverability. We have included costs for key items of repair (roofs, doors, windows or addressing key items of disrepair to bring the property into a lettable condition), but have not allowed for removal of tenant's fixtures or wholesale refurbishment at lease end.*
- 8) *Where a schedule of condition is appended to a lease, we have assumed that where applicable recoverability of costs will be limited to 50%, based on the assumption that the value of a schedule of condition will erode over time.*

Key landlord and tenant considerations

- 1) The residential block is let to the residents association on a 99 year lease from 1982, on a full repairing and insuring basis.
- 2) Units 1 to 4 are let under internal repairing and insuring leases on standard commercial terms, with the wider building fabric and common parts incorporated into the service charge provisions on a fair proportion basis.
- 3) The office demise for Wokingham Borough Council is let under an internal repairing and insuring lease, however, the lease term is 150 years from 2002 and the service charge contribution is capped at 5%.
- 4) We have had sight of a number of licences for alteration, but have not seen documents associated with the fit outs of unit 1, unit 2 or unit 3.

Energy performance certificate

Building/area	EPC rating	EPC expiry date
Unit 1 – Nuffield Health	C65	12 October 2027
Unit 2 – Bears Packhouse Ltd T/A The Gig House	C75	12 October 2027
Unit 3 – Chokdee Limited T/A Giggling Squid	C58	12 October 2027
Unit 4 – Arc Leisure Ltd T/A Energie Fitness	D85	12 October 2027
Wokingham District Council	C56	30 September 2030
Flat 1, Elms Road WOKINGHAM RG40 2AA	C78	02 June 2030
Flat 3, Elms Road WOKINGHAM RG40 2AA	C73	20 October 2027
Flat 5, Elms Road WOKINGHAM RG40 2AA	D66	20 October 2027
Flat 7, Elms Road WOKINGHAM RG40 2AA	D67	20 October 2027
Flat 9, Elms Road WOKINGHAM RG40 2AA	C72	12 October 2027
Flat 11, Elms Road WOKINGHAM RG40 2AA	D62	28 May 2023

Phase 1 environmental assessment

We have not been instructed to appoint an environmental consultant to prepare a phase 1 audit of the site and understand that Delta Simons have been appointed to undertake this work on behalf of the vendor.

Key solicitor's enquiries and information requests

- 1) None.

Other solicitor's enquiries and information requests

- 1) Provide copies of individual tenant asbestos documentation, including an updated management plan for unit 4 (we have had sight of the overall common parts management plan and a management plan for unit 4 prior to the current tenant's fit out).
- 2) Provide any outstanding licences for alterations, specifically in relation to the fit outs of unit 1, unit 2 and unit 3.
- 3) Provide details of service charge expenditure and accounts (note, we have had sight of a service charge budget for 2023).
- 4) Provide copies of the individual tenant fire risk assessments (we have had sight of the overall fire risk assessment for the estate).
- 5) Provide copies of the building regulations approval for the early 2000s works associated with converting and altering the original Tesco store.
- 6) Provide copies of the health and safety files/operations and maintenance manuals for the estate.
- 7) Provide details and copies of guarantees which might be transferable, particularly related to the early 2000s works associated with converting and altering the original Tesco store. Note, the 10 year guarantees associated with the recent works to the surface of levels 4 and 5 of the car park (December 2023) have been provided.
- 8) Confirm if there are any rights of way/easements associated with the estate.
- 9) Confirm whether there are any signage and local authority equipment agreements in place.
- 10) Confirm the details of any deeds/wayleaves in respect of communication masts located to level 5 of the car.
- 11) Provide copies of statutory compliance and maintenance records as noted in the engineering services maintenance and document review.

Further investigations recommended prior to purchase

- 1) None.

Further investigations recommended post purchase

- 1) We recommend that your appointed managing agents obtain copies of all statutory documentation, reports and certification associated with the ongoing use and occupation of the property.
- 2) We recommend you undertake an access audit of the common parts in order to ascertain how well the property performs in terms of disabled access, and any shortfalls which may adversely affect your duties under the Equality Act.
- 3) We recommend that you commission and instigate a planned preventative maintenance programme.
- 4) We recommend that a CCTV survey of below ground drainage is undertaken.
- 5) We recommend that a structural engineer be engaged to review the isolated areas of cracking noted within this report.

1. Introduction

1.1.1. Instructions were received from JLL on behalf of Aviva Life & Pensions UK Limited on 05 December 2023 to inspect and report on the condition of The Plaza, Wokingham, RG40 2AA and to provide commentary regarding any landlord and tenant issues that may impact on the recoverability of expenditure.

Date of survey: 22 January 2024

Weather conditions: Windy and bright but with scattered clouds and showers, circa 9°C. High winds and heavy rain during the preceding 24 hours.

Survey undertaken by: Shaun Miller BSC (Hons) MRICS
George Bunyan BSc (Hons)
Mark Hannan
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1.1.2. The scope of service was confirmed on 30 November 2023. Refer to Annex 3 for our TDD limitations.

1.1.3. In addition to the published limitations our inspection was restricted as follows:

- Our roof and high level areas of the façade was inspected from ground level or suitable vantage points from the car park only.
- We were unable to view the ceiling soffits, voids or below raised floors due to occupation, furniture and finishes of the tenant demises.
- The ground floor toilets adjacent to the car park lifts are currently locked and not accessible.
- All residential flats to the Elms Road block were accessed at the time of our inspection, with the exception of flats 7 and 9.
- We have not undertaken a CCTV survey of the surrounding underground drainage systems.
- A number of plant areas were not accessible; the external air handling plant serving unit 2 (the public house), the plant area to the car park of level 4 and the kitchen extract bulkhead within unit 3 (restaurant).

1.1.4. We obtained sufficient access to obtain an overall impression of the general condition.

1.1.5. Our in-house M&E specialist engineers carried out a visual inspection of the engineering services installations and their findings are presented within this report.

1.1.6. Whilst this report is addressed to the vendor, we understand that the property is to be purchased for investment purposes by a third party. We have assumed that no change of use or significant layout alterations are proposed. On this basis, we acknowledge that reliance on the content of this report will be granted in due course to the eventual purchaser of the property and their funders. Confirmation of such reliance will be by means of a letter from Hollis Global Limited to the purchaser and their funders.

1.1.7. In terms of orientation references within this report, are to be taken as if facing the element being described, and the residential block on Elms Road deemed to be west facing.

1.1.8. Document control:

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Report checked by:

Sean Doherty
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2. Property description



Photo of the front elevation.



Site plan.

- 2.1.1. The Plaza is a mixed-use retail, leisure, commercial and residential property in the town centre of Wokingham, Berkshire. The development incorporates a multi-storey car park. The Plaza is accessed from Elms Road, near the junction with Denmark Street.
- 2.1.2. The retail and leisure elements house four tenants; unit 1, Nuffield Health (small leisure centre with pool); unit 2, The Gig House (a pub); unit 3, Giggling Squid (a restaurant) and unit 4, Energie Fitness (a gym). These tenant demises are accessed from Alexandra Court and the pedestrian precinct that links through to Ertstadt Court and Denmark Street.
- 2.1.3. The commercial office space is occupied by Woking Borough Council and is accessed directly from Ertstadt Court.
- 2.1.4. The residential block is situated on Elms Road, housing six residential flats at first and second floor levels, with unit 1, Nuffield Health at ground floor level.
- 2.1.5. The large NCP multi-storey car park is accessed from Elms Road, with 5 levels of parking for up to 178 cars.
- 2.1.6. The property is purpose-built dating back to the early 1980s, previously housing a Tesco supermarket at ground floor level. The property was significantly altered and converted during the late 1990s/early 2000s, when Tesco relocated and the ground floor premises were reconfigured to provide the current accommodation, including the extensive remodelling to house Nuffield Health.
- 2.1.7. The building is located in Wokingham a historic market town in Berkshire, seven miles southeast of Reading. The Plaza is surrounded by a variety of retail, offices, restaurants, leisure and commercial properties, along with an extensive new residential development to the west.
- 2.1.8. The building structure comprises of a steel and concrete frame construction with horizontal steel bracing and reinforced concrete floor slabs, with the pitched roof areas being formed with a mixture of steel and timber trusses. We could not determine the foundation type from visual inspection alone and have not seen the foundation design.

- 2.1.9. The main roof covering to the residential property to the west is formed with a pitched roof with concrete tiles, with the lower level to the right hand side being a mansard roof with slates to the pitch and a single ply membrane to the flat roof above. The flat roof between the residential property and car park was not accessible at the time of our inspection.
- 2.1.10. The roof covering to the commercial properties (where not located beneath the car park) include a combination of slate and concrete tiled pitched roofs, and single ply membranes to the majority of flat roof areas, with exception being the flat roof between the office property and car park to the east side which is felt covered with polycarbonate box rooflights. A glazed covered walkway is provided adjacent to unit 5 on the east side of the property. The glass to the canopies around units 3 and 4 has been removed, with the frame remaining in situ.
- 2.1.11. The top decks to the multi-storey car park are provided with an asphalt finish that has recently been repaired and received a new liquid applied coating.
- 2.1.12. The pitched roofs and glazed canopies are provided with metal box gutters and downpipes, the downpipes are generally concealed within the building structure. The flat roof areas are provided with a variety of gullies and concealed gutters which discharge into internal rainwater goods.
- 2.1.13. The car park is provided with gullies to the top floor decks (and decks below), which are connected to internal metal downpipes.
- 2.1.14. Elevations are primarily formed with facing brick/block walls, with elements of brick slips provided over concrete frames and lintels. A small section of timber cladding is provided to the right hand side of the main entrance/glazed frontage to Nuffield Health on the south elevation (adjacent to staircase B). Four Juliette balconies are provided to the west elevation of the residential block, formed with the exposed face of the concrete slab and metal railings (inward opened doors are provided).
- 2.1.15. The residential building is provided with replacement uPVC double glazed windows (timber effect to the external face), with three older timber framed single glazed windows situated to the southern end. Panelled timber doors are provided to the residential entrance, with timber louvred doors to the meter room and bin store.
- 2.1.16. Unit 1, Nuffield Health is provided with powder coated, aluminium framed double glazed windows at ground floor level beneath the residential block and to the main entrance. Alongside the main entrance, frameless curtain walling is provided.
- 2.1.17. Unit 2, unit 3 and unit 4 are provided with single glazed, metal shopfronts, windows and doors. Unit 5 is provided with similar glazing and entrance door at ground floor level, but with single glazed, timber framed windows at first floor level.
- 2.1.18. The stairwells are provided with single glazed metal framed windows, metal final exit doors at ground floor level, and a mixture of timber and metal pedestrian doors at the various parking levels. The ancillary space to plant rooms and back of house areas are provided with a variety of metal flush doors, louvred doors and vents and roller shutters.

- 2.1.19. The car park is provided with window openings, with metal grille inserts. A security facility is provided adjacent to the access ramp to the car park, provided with timber framed windows and access door, with externally mounted security screens.
- 2.1.20. The residential properties are fitted out in a domestic manner with plastered and decorated ceilings and walls, timber doors and joinery, a variety of floor finishes, bathroom fittings and kitchen fittings. Common corridors are finished with suspended ceilings, fair faced brickwork (decorated) and terrazzo flooring.
- 2.1.21. Units 1 to 5 are all fitted out in a bespoke manner to meet individual tenant's requirements, with a variety of finishes throughout. Unit 1 is more heavily fitted out, including a mezzanine structure and swimming pool.
- 2.1.22. The car park area has been finished by way of decorations to the concrete soffits, columns and fair faced brickwork (to the under cover levels). The multi-storey car park allocation is formed of a liquid applied coating (designating roadways and parking spaces) with thermoplastic line marking. The stairwells are provided with decorated plastered ceilings and walls, with polished concrete floors and stair treads.
- 2.1.23. The Plaza's external hardstanding's feature block paving foot paths and access road to the South and East. The North service road and pathways are of formed with concrete kerb edgings and tarmacadam wearing surface. A number of raised planters are provided to the south and east side of the property, formed with low level brickwork walls.
- 2.1.24. Boundaries are generally formed by adjoining buildings to the east and south side, kerb lines and a mixture of boundary walls to the far side Waterford Way which is the access road to the north of the property, the kerb line to the adjacent footpath to Elms Road to the west of the property, along with some low level fencing to the south side along Alexandra Court.
- 2.1.25. The engineering services are described within section 4.
- 2.1.26. The site is not listed or located in a conservation area.
- 2.1.27. Hollis have completed an area referencing report (see Appendix C) and advise that the gross internal area is 16,424.4m² (176,7892 sq. ft.).

3. Property condition

3.1.1. Overall, the building is in fair condition, commensurate with their age and use.

3.2. Structure, including foundations

3.2.1. It was not practical to open up the foundations for inspection and no information is readily available. We cannot, therefore, comment on their design, type or adequacy. However, whilst the foundations are concealed from view, our visual inspection revealed no evidence of significant cracking, deflection or other distress to the superstructure that would indicate failure of the foundations and therefore no further investigations are warranted in this regard.

3.2.2. The allowable live loadings of the floor structures are unknown; however, our visual inspection revealed no evidence of gross overloading or significant defect in the form of deflection or cracking that would indicate a structural problem with the floors.

3.2.3. Overall, our inspection revealed no evidence of significant visual defects indicative of either instability, subsidence, overloading or other form of structural distress with the walls, floors or roof construction. Accordingly, no further investigations are warranted into the structural adequacy of the superstructures.

3.3. Roof and rainwater goods

3.3.1. The roofs and rainwater goods are generally in fair condition. The main points to note and remedial works required are summarised below:

- Ponding is evident to the multi-storey car park roof and lower level decks. However, we have subsequently been advised of the completion of a package of works to rectify drainage issues to the car park (completed May 2024, consisting of replacing circa 11no surface water gullies, associated pipework and making good to surface treatments).
- Ponding is evident to the flat roof above flat 11 of the residential accommodation and to the roof housing plant above unit 2. Rainwater goods throughout require general maintenance and clearing through to leave free flowing in the short to medium term.
- Various isolated areas of deterioration and leaks were noted to the gutters, along with evidence of isolated leaks to internal downpipes. These will require isolated repairs in the short to medium term.
- Isolated areas of cracked and displaced tiles and slates were noted to the pitched roofs. Repairs should be planned for the medium to long term.
- The glazed roof to the canopy around unit 3 and the external lift lobby has been removed.
- The timber fascias and soffits to the pitched roof areas are in varying states of repair, with isolated repairs/replacement required in the short to medium term, along with decorations.
- As noted below, there is evidence internally of historic and live water leaks which we appear to be a result of internal gully/downpipe leaks.

3.4. Elevations, including windows and doors

3.4.1. The elevations, including windows and doors, are generally in fair condition. The main points to note and remedial works required are summarised below:

- Isolated areas of damage and minor cracking was noted to the brickwork in various locations, requiring a package of repair works in the short to medium term:
 - Deterioration to mortar joints to the brick slips to the head of openings to the west elevation of the residential block.
 - Redundant holes/penetrations in various locations.
 - Minor cracking in the mortar bed to brickwork above the right hand corner of the window opening of the car park (level 1, second opening from the left hand side) and a damaged/missing brick slip to the lintel above the opening (level 3, right hand side) on south elevation.
 - An isolated area of slipped brickwork noted above the flat roof area to the east elevation of the Wokingham Borough Council demise.
 - Minor stepped cracking was noted at high level between stairwell E and level 1 of the car park to the north elevation within the brickwork mortar.
 - Repairs to cracks evident to the brickwork of stairwell D on the car park level 5 side.
 - Minor stepped cracking to the mortar bed to brick slips to the lintel above the door to stairwell D to the north elevation.
 - Minor stepped cracking to the brickwork above the door to stairwell B to the south elevation within the mortar bed.
 - Brick slips missing at low level to the concrete frame of the car park ramp to the north elevation.
- Facades will generally need to be cleaned in the medium term.
- The mastic to the expansion joints are deteriorating, becoming brittle and detached from the brickwork and will require renewal in the medium term.
- The doors to the stairwells to the car park are in varying states of repair, requiring isolated repairs and maintenance in the short to medium term and replacement in other areas in the medium to long term.
- The doors and grilles to the ground floor plant room to the north elevation are dirty, paint finishes deteriorated with corrosion evident. These will require repairs in the short to medium term, and potential replacement in the long term.
- The lower sections of the doors serving unit 2 from the adjacent patio area are heavily corroded, and the doors require extensive repair or replacement in the short to medium term.
- The timber windows to the Wokingham Borough Council demise are generally in poor order, requiring isolated repairs in the short term and replacement in the long term.
- A number of the double glazed sealed units to the windows of the residential block are blown. These will require replacement in the medium to long term.

3.5. Internal areas

Common stairs/cores and tenanted areas

3.5.1. The internal areas are generally in fair condition. The main points to note and remedial works required are summarised below:

- The stairwells to the car park are generally worn throughout, with isolated damage and damp noted to wall and ceiling surfaces, in part due to access and doors to these areas not being secure. Along with general maintenance, some isolated repairs will be required in the medium term.
- A number of areas of ceiling stains were noted, which appear to be as a result of leaks from roof areas or rainwater goods (including internal rainwater goods from the car park). Isolated repairs will be necessary alongside the repairs noted to rainwater goods above.
- The tenant at unit 3 reported previous blockages to the below ground foul water drainage which we understand has subsequently been addressed.
- The wall and floor finishes to the communal service corridor are generally worn throughout, with isolated areas of impact damage and cracking, along with areas of damage noted to and around the inspection chamber covers in this area. Isolated repairs will be required in the short to medium term, along with ongoing maintenance to this area.
- We understand the ground floor public toilets adjacent to the car park lifts were refurbished circa 8 years ago, however, the toilets are currently locked and are not accessible for inspection.

Residential

3.5.2. The internal areas are generally in fair condition. The main points to note and remedial works required are summarised below:

- All flats have varying degrees of wear and tear.
- The communal corridor is more extensively worn, with isolated impact damage and hairline cracks evident to the terrazzo floor and fair faced brick wall finishes.
- Isolated areas of more severe open cracks were noted to the corridor of the residential block in various locations. It is recommended these are reviewed by a structural engineer in the short term, and any subsequent repair works completed in the short to medium term. A number of these areas appear to have tell tales present from previous investigations.

3.6. External areas and boundaries

3.6.1. The external areas and boundaries are generally in fair condition. The main points to note and remedial works required are summarised below:

- The boundary and areas of responsibility with respect to the external areas to the south and estate of the building are not clear, with hardstandings running into areas of adjoining ownership.
- Areas of soft landscaping to the west end adjacent to the residential block and Nuffield Health, along with the precinct area require ongoing maintenance.
- Isolated areas of damage to block pavers to the west, south and east of the building require repair in the short to medium term.
- Isolated minor damage to the retaining wall structure to the planted areas requires maintenance and repairs in the medium term.
- The stone panels to the low level walls to the ramp/approach to unit 1 are damaged in various locations, requiring repair in the medium term.

- A number of surface water gullies were noted as blocked, with isolated ponding evident to the precinct area and to the rear service road.
- The tarmacadam surface to the service road and path along the north elevation is heavily worn in places, requiring repairs in the medium term.

3.7. Multi-storey car park (MSCP)

3.7.1. It was not practical to open up the foundations for inspection and no information is readily available. We cannot, therefore, comment on their design, type or adequacy. However, whilst the foundations are concealed from view, our visual inspection revealed no evidence of significant cracking, deflection or other distress to the superstructure that would indicate failure of the foundations and therefore no further investigations are warranted in this regard.

3.7.2. The structural form comprises precast concrete frame with integral precast concrete deck. Stability to the frame is provided by shear walls and lift/stair which enclose the perimeter of the structure, with window/ventilation openings to the car park deck levels. Movements joints are provided spanning the length of the deck (east/west), aligned with the columns.

- We did not identify any significant defects during our inspection. However, the exposed concrete frame elements have recently been decorated throughout, with evidence of surface repairs noted in various locations.
- The movement joints to the car park deck appear in reasonable order.
- Isolated areas of ponding were noted to the intermediate and upper decks was noted, primarily (levels 1, 3 and 5) to the deck between the two stair cores, although no significant deflection in the decks was noted. We have subsequently been advised of the completion of a package of works to rectify drainage issues to the car park (completed May 2024, consisting of replacing circa 11no surface water gullies, associated pipework and making good to surface treatments).
- Isolated areas of movement or missing elements of the brick slips covering the concrete frames above the window/ventilation were evident in isolated areas.

3.7.3. The car park is provided with three stair cores to the north side, and two stair cores (one including lifts) to the south side. The car park sits above the ground and first floor commercial/retail/restaurant premises. An enclosed plant area is provided on the level 4 deck externally (serving Unit 1), with further plant below accessed from level 2.

3.7.4. The intermediate and upper decks are waterproofed with a cold liquid applied coating. We understand the upper two decks have been recently coated (along with renewed line marking) with works completed during 2023, however, the lower level deck coating is a little more dated.

- We have been provided with copies of the 10 year guarantees (contractor and products) for these works. Your solicitor should review these for the suitability of transfer.
- The finish and line marking to levels 1 to 3 is more worn than the upper decks which have recently been coated. It is likely that they will require isolated repairs in the short to medium term and renewal in the long term.

- 3.7.5. Rainwater is deposited via floor gullies to gravity rainwater system, with downpipes running through the car park on each lower deck.
- As noted above, rainwater gullies and downpipes require general maintenance and clearing through to leave free flowing in the short to medium term.
- 3.7.6. The perimeter of the car park is provided with brick and block walls, with the concrete frame clad in matching brick slips. The lower parking levels are provided within window/ventilation openings with inset metal mesh screens. The upper decks are provided with brickwork perimeter walls, with additional metal mesh fencing provided to the perimeter of level 4.
- 3.7.7. We are not aware of the de-icing strategy for the car park.
- 3.7.8. We are not aware of any concrete testing being undertaken or subsequent results being available.
- 3.7.9. We have been provided with a copy of a 'Life-care plan' for the car park as recommended by ASELB, completed by Stripe Consulting. This is the plan for maintaining the car park structure in a safe condition fit for use by the public.
- 3.7.10. We have not had sight of any existing records relating to design, construction, inspections, maintenance, repair, rehabilitation and replacement. These should be kept, maintained up to date, and made available as appropriate, as the life-care process progresses.

4. Engineering services

- 4.1.1. The engineering services date from refurbishment in 2003, are operational and generally in poor to fair visual condition. Many services have been updated upon business requirement or on failure by the tenants. Due to anticipated life expectancy, we have allowed for some replacements over the term covered by this report.
- 4.1.2. It is understood that the intention for the property and its engineering services is to retain the existing tenants and their services.
- 4.1.3. No intrusive testing of the mechanical, electrical and public health systems was undertaken as the inspection was purely of a visual nature. We did not review any internal components of the mechanical and electrical systems and we did not inspect the underground drainage systems. We have not undertaken a comprehensive review of the engineering systems in terms of their compliance with statute or regulations. We have not undertaken a design review and we have assumed that the systems (including fire systems) were correctly selected, designed and commissioned at the point of installation.
- 4.1.4. Generally, we have not allowed costs for works below £5,000. The budget costs are based on estimated prices both from our experience, previous tenders of similar types of work, and also pricing books such as SPONS and BCIS. Costs are not included for ongoing maintenance tasks nor any minor replacements of components such as local water heaters, emergency lighting batteries, smoke detectors, small extract fans etc. Works identified below the reporting threshold are assumed to be included in ongoing maintenance budgets.
- 4.1.5. Replacement of plant for life cycle purposes is based on like for like equipment. It may be the case that existing technology may not be the most appropriate strategy at the time of replacement and we have not assessed the energy efficiency of the property in line with any energy legislation. Where considered appropriate for the client's business plan we may have identified alternate replacement technologies. We have not considered the costs of structural, or infrastructure works that may be required. We recommend undertaking a feasibility study to determine the most appropriate methodology 12 months prior to any major replacement works.
- 4.1.6. We have not included any costs for the tenant installations, as we assume that they are responsible for their maintenance, upkeep and removal as part of their lease terms. Generally, we have assessed that tenant's installations include heating and cooling systems, data installations, security installations, kitchen installations, small power installations and process equipment.

4.2. Utility connections

- 4.2.1. Based on a site inspection it is not possible to determine the electrical supply capacity available at the property. This information would need to be obtained from a recent electricity bill or a copy of the Connection Agreement made with the Distribution Network Operator. We have not been provided with either of these documents and therefore cannot comment on the utility capacities to the site. If required, we can be appointed to make enquiries on your behalf, however this would require authorisation from the current utility account holders, which are likely to be the occupier. This process can take 3-4 weeks from receipt of the required authorisation.

4.2.2. Where identified, the following table summarises the main supply locations and meter types throughout the property.

Car park/common areas

Service	Supply location	Meter type
Electricity	Service corridor	Revenue
Water	Pavement to northwest corner of site	Revenue

Health centre

Service	Supply location	Meter type
Electricity	LV Switch room	Revenue
Water	Pavement to northwest corner of site	Revenue
Gas	External gas room	Revenue

Apartments

Service	Supply location	Meter type
Electricity	Meter cupboard outside flat.	Revenue
Water	Pavement to northwest corner of site	Revenue
Gas	External gas meter room	Revenue

Offices

Service	Supply location	Meter type
Electricity	Electricity cupboard on ground floor by entrance to demise.	Revenue
Water	Unknown	Revenue
Gas	Unknown	Revenue

Gym

Service	Supply location	Meter type
Electricity	Service corridor	Revenue
Water	Service corridor	Revenue
Gas (not believed to be used)	External gas kiosk	Unknown

Restaurant

Service	Supply location	Meter type
Electricity	Service corridor	Revenue

Service	Supply location	Meter type
Water	Service corridor	Revenue
Gas	External gas kiosk	Revenue

Public House

Service	Supply location	Meter type
Electricity	Service corridor	Unknown
Water	Service corridor	Unknown
Gas	External gas kiosk	Unknown

4.2.3. The main points to note are summarised below:

- The site is served by a common distribution network operator (DNO) high voltage/low voltage sub-station located on the lower ground floor at the rear of the building and accessed from stairs near the ramp.
- In addition, we observed a low-voltage supply and panel board within a cupboard in the service corridor, presumed to serve retail and landlord areas.
- Where seen revenue meters displayed MID compliance.

4.3. Heating and cooling

4.3.1. The residential apartments are heated via dedicated gas-fired boilers located in vented cupboards within each flat. These provide low temperature hot water (LTHW) to radiators and are controlled by thermostats and smart controllers. No cooling systems are provided to the apartments.

4.3.2. The car park is an open space and not provided with heating or cooling systems.

4.3.3. The health fitness and wellbeing centre (Nuffield Health) is heated via three gas fired boilers located in the second floor boiler room which generate LTHW. Cooling is via a chiller located in an enclosure at car park roof level which generates chilled water (CHW). The LTHW and CHW serves a total of six air handling units (AHUs) that supply conditioned air to the various spaces within the centre. Additionally, a number of spaces are provided with direct expansion (DX) systems providing local heating and cooling.

4.3.4. The first floor office area is heated via two gas fired atmospheric boilers located within a first floor plant room outside of the site demised line. The boilers generate LTHW to provide heating via perimeter radiators. The boilers also provide heating to the adjacent Citizen Advice Bureau offices space which is outside of the property boundary.

4.3.5. The gym (Energie Fitness) is heated and cooled via two multi point DX systems consisting of fan coil units (FCUs) located at high level within the space and external are wall mounted condenser units located to the rear of the site.

4.3.6. The restaurant (Giggling Squid) and the public house (The Gig House) are heated and cooled by further dedicated DX systems with FCU's located internally and the external condensers within the car park.

4.3.7. The main points to note and remedial works required are summarised below:

- The residential boilers are visually defect free and in fair condition and due typical life expectancy we have allowed costs to replace in the long term.
- The gas fired boilers serving the health fitness and wellbeing centre are operational however due to age, condition and efficiency we have allowed for life cycle replacements in the medium term. We have also allowed to replace the circulating pumps and pressurisation unit in the medium term. Although access was not provided to the roof level chiller enclosure, we were able to determine the unit was installed in 2014 and we have allowed costs to replace it at the point of its nominal life expectancy in the long term. We also recommend the tenant carries out repair to the roof level pipework insulation and identification labels which are in poor condition. The DX systems are recent additions and are in as new condition and should remain serviceable throughout the term covered by this report.
- The boilers and circulating pumps serving the office area is operational and in fair visual condition. However, due to age, efficiency and economic life expectancy we recommend they are replaced in the medium term.
- The DX systems serving the gym appeared in fair to good visual condition and should remain serviceable for the next ten years.
- The DX systems serving the restaurant and public house are in varying condition and there appeared to be a number of disused condenser units which we could not ascertain if they had been decommissioned but remain in place. We have requested the F-gas log to enable us to comment further and we have allowed a budget figure in the medium term to replace a number of the older DX systems. Due to anticipated life expectancy, we have allowed cost to replace the systems in the medium and long term.

4.4. Ventilation

- 4.4.1. The apartments are naturally ventilated via openable windows and local wall mounted extract fans serving bathrooms and a number also benefit from local kitchen extract ventilation.
- 4.4.2. The car park is not provided with mechanical ventilation as it is not a fully enclosed space.
- 4.4.3. The health fitness and wellbeing centre is mechanically ventilated via six supply and extract AHU's located in plant rooms and on the roof which serve grilles via insulated ductwork. Further duct mounted fans provide ventilation to the swimming pool plant room and dedicated extract fans serve the toilet areas.
- 4.4.4. The offices are naturally ventilated via openable windows while a local extract fan unit serves the toilet areas.
- 4.4.5. The gym is served via mechanical ventilation heat recovery (MVHR) units located at high level serving grilles and diffusers via ductwork throughout the gymnasium. A total of six duct mounted extract fans serve dedicated areas including the toilet and changing rooms.
- 4.4.6. The restaurant is ventilated via air handling plant including a kitchen extract system and toilet extract fans located within the ceiling void which was inaccessible during our survey.

4.4.7. The public house is ventilated via an AHU located externally at roof level which supplies tempered fresh air via a heat pump. A dedicated extract system serves a canopy located in the kitchen with the extract fan unit also located on the roof where it vents to atmosphere. The toilets are provided with local extract fans which vent to atmosphere via a grilles in the external wall.

4.4.8. The main points to note and remedial works required are summarised below:

- The apartment extract fans were operational and in fair condition and will be replaced upon failure by the occupants.
- The health fitness and wellbeing centre AHUs are operational and visually in poor to fair condition and we have allowed for the replacement in the medium term along with the plant room extract fans. To maintain efficiency we recommend the maintenance team carry out repair to the roof level ductwork insulation where damaged.
- The office toilet ventilation has been recently replaced and should remain serviceable for the next ten years.
- The ventilation serving the gym was noted to be in fair to good condition and should remain serviceable for the next ten years.
- Due to lack of access to review the air handling plant serving the restaurant we have allowed budget costs for replacements based on typical equipment and its anticipated life expectancy in the medium term.
- The ventilation plant serving the public house was in poor to fair condition and we have allowed for replacement in the medium term.

4.5. Controls

4.5.1. The apartment boilers are controlled via programmable time switch and thermostatic controls. The perimeter radiators are fitted with thermostatic radiator valves (TRVs) which provide a degree of local control.

4.5.2. Plant and equipment within the health fitness and wellbeing centre connects to a number of mechanical control panels (MCPs) which control the heating, cooling and ventilation services.

4.5.3. The heating plant serving the office connects to a control panel with an integral building management system (BMS) and user interface located in the front panels. The perimeter radiators are fitted with TRVs.

4.5.4. The gym, restaurant and public house DX systems are controlled via local wall mounted user adjustable controls or infra-red handheld controllers.

4.5.5. The main points to note and remedial works required are summarised below:

- The apartment controls were operational visually defect free and maintained by the tenants.

- The health fitness and wellbeing centre control panels were operational and over time have been updated while a number of services they control have been removed. We recommend their maintenance provider reviews the controls to ensure plant is operating at its most efficient. Due to age and condition, we have allowed cost to replace the control panels in the medium term.
- The office heating control panel was in fair condition and should remain serviceable throughout the term covered by this report although we have allowed costs to update the BMS system in the long term.
- The gym, restaurant and public house DX controls are operational, in fair condition and as they are integrated, they will be replaced at the time of system replacement.

4.6. Domestic water

- 4.6.1. Each apartments is provided with a metered mains water supply which directly serves point of use outlets throughout. Domestic hot water (DHW) is provided by the gas-fired combi boilers while in flat 11 the heat only boiler serves an indirect calorifier.
- 4.6.2. We did not gain access to the car park plant room so are unable to comment on the mains water arrangements.
- 4.6.3. A mains water supply enters the health fitness and wellbeing centre and fills two sectional storage tanks from where water flows to a booster set to serve point of use outlets located throughout the centre. Domestic hot water is generated via two plate heat exchanger sets.
- 4.6.4. The office area toilets are served directly from the mains water supply. We could not establish the method of DHW generation.
- 4.6.5. The restaurant and public house are served with dedicated metered supplies which again serve point of use outlets located in the kitchen and toilet areas. The DHW for the toilets and kitchens in each demise is generated via electrically heated unvented calorifiers.
- 4.6.6. The main points to note and remedial works required are summarised below:
- The apartment mains water supply are visually defect free and should remain serviceable for the next ten years. The DHW via the combi boilers is operational and we have costed for the replacement of the boilers in the long term. Due to age and efficient we recommend the calorifier serving apartment 11 is replaced in the medium term although is below our minimum cost reporting level.
 - The mains water supply and storage tanks serving the health fitness and wellbeing centre is in fair visual condition however the booster set and DHW sets are approaching the end of their economic life expectancy and we have allowed costs to replace them in the medium term.
 - The mains water supplies and DHW generation to the restaurant and public house are in fair condition and should remain serviceable for the next ten years.

4.7. Irrigation, water features and swimming pools

- 4.7.1. Two swimming pools are located within the health fitness and wellbeing centre which are served via a central plant room.

- 4.7.2. The main points to note and remedial works required are summarised below:
- The swimming pool plant and equipment was operational and in poor to fair condition and due to age and condition we have allowed costs to carry out some partial refurbishment in the medium term.

4.8. Above ground drainage

4.8.1. Wastewater flows to a series of vertical stacks which connect to the below ground drainage system before connecting to the public sewer.

4.8.2. The rainwater drainage to the car park comprises of a series of floor gullies which connect via cast steel vertical pipework to the below ground drainage system.

4.8.3. The main points to note and remedial works required are summarised below:

- The above ground foul drainage system appeared to in fair condition from our above ground visual survey and there were no defects noted or issues reported by the tenants.
- A number of leaks from the rainwater drainage system was reported by tenants and to avoid further leaks a number of the floor gullies have been temporarily sealed. Due to age and the condition, we have allowed costs to carry out refurbishments and part replacement to the rainwater drainage pipework in the medium term.

4.9. Gas installations

4.9.1. The apartments are provided with dedicated supplies which are metered in a ground floor gas meter room.

4.9.2. The first floor office, health centre, restaurant and public house have their own dedicated metered supplies which serve heating and cooking equipment via isolating valves and solenoid valves.

4.9.3. The main points to note and remedial works required are summarised below:

- The apartment supplies are in fair condition and visually defect free and should remain serviceable for the next ten years.
- The gas supply and metering is visually defect free and where pipework is visible it was appropriately marked and labelled.

4.10. Electrical infrastructure and electrical small power

4.10.1. From the distribution network operators' (DNOs) substations located externally, low voltage (LV) supplies enter each demise where they are metered.

4.10.2. The residential tenants are provided via a local meter located adjacent to their front door from where the supply extends to connect to consumer units. The consumer units supply the apartments small power and lighting loads.

- 4.10.3. A three phase and neutral (TP&N) supply enters the health fitness and wellbeing centre and connects to an isolating switchboard before connecting to the main LV switchboard. From the switchboard supplies extend via steel wired armoured (SWA) cabling to serve the sub-main distribution boards and point loads located throughout the demise. Small power comprises of recessed outlets and outlets located in floor boxes. In areas of high usage outlets are located in dado height surface trunking.
- 4.10.4. Access to the car park plant rooms and risers cupboards was not available during our survey therefore we cannot comment on the electrical distribution.
- 4.10.5. A TP&N supply enters the office in a ground floor intake cupboard where it is metered and connects to a main isolator. From the isolator the supply passes through a number of switch fuses before connecting to local consumer units. Small power comprises of recessed outlets and outlets located in floor boxes and in areas of high usage outlets are located in surface trunking.
- 4.10.6. A TP&N supply enters the gym in a ground floor intake cupboard and connects to a main distribution board. From the main distribution board, the supply extends via SWA to serve the sub-main distribution. Small power comprises of recessed outlets and outlets located in floor boxes. In areas of high usage outlets are located in surface trunking.
- 4.10.7. The restaurant and public house are both served via dedicated metered supplies which serve the main and sub-main distribution. Small power comprises of recessed outlets located throughout.
- 4.10.8. The main points to note and remedial works required are summarised below:
- The residential supplies, consumer units and small power installation was visually defect free and should remain serviceable for the next ten years.
 - The health fitness and wellbeing centre supply was visually defect free however the main and sub-main distribution is obsolete, and we have allowed costs in the medium term to replace the distribution. The small power installation was visually defect free and should remain serviceable for the next ten years.
 - The office supply was visually defect free however the isolators and distribution boards are obsolete, and we have allowed costs in the medium term to carry out replacements. The small power installation was visually defect free and should remain serviceable for the next ten years.
 - The gym supply, distribution boards and small power has been recently refitted and should remain serviceable throughout the term cover by this report.
 - The restaurant and public house supplies are visually defect free and the distribution boards are in fair condition, and we anticipate will remain serviceable for the next ten years.

4.11. Lighting and emergency lighting

4.11.1. The following table summarises the various luminaire types throughout the property.

Location	Luminaire type	Controls
Apartments	Some LED, some filament, by occupier.	Switched.

Location	Luminaire type	Controls
Car park	Ceiling mounted LED IP rated battens. Integrated emergency fittings.	PIR (integrated into each light).
Car park roof	Post mounted LED fittings.	PIR with daylight.
Car park lobbies and staircases	Bulkhead wall mounted and ceiling mounted LED lighting. Dedicated and integrated emergency fittings.	PIR with daylight.
Health centre	LED flat recessed panels within treatment rooms. Downlights containing either compact fluorescent bulbs in or LED panels throughout. LED downlights throughout. LED spotlights within café. Fluorescent fittings within cafes and plant rooms. LED suspended linear fittings in the gym. LED tape in the swimming pool area. Dedicated and integrated emergency fittings throughout the demise.	Combination of switched and PIR.
Landlord common areas	Fluorescent fittings	Combination of switched and PIR.
Offices	Linear LED fittings within cupboards and corridors. Recessed square LED panels within offices.	Combination of switched and PIR.
Gym	LED spotlights within WCs and showers. LED downlights within the gym entrance. LED panels within the gym office. Suspended linear battens in the main gym spaces. Integrated emergency fittings throughout.	

Location	Luminaire type	Controls
Public house	LED suspended linear fittings. LED pendants within the pub area. LED flat panels within office areas and kitchen. LED spotlights within WCs. Fluorescent fittings to plant areas. Integrated emergency fittings.	Switched.
Restaurant	Ceiling mounted LED spotlights, downlights, pendants panels and linear battens.	Switched.

4.11.2. The main points to note and remedial works required are summarised below:

- The apartment lighting was visually defect free and maintained by the occupant upon failure.
- The car park lighting has been updated and was visually defect free apart from a small number of failures which the maintenance team should repair or replace. The car park lighting should remain serviceable for the next ten years.
- Due to age, condition and efficiency we recommend the fluorescent lighting to landlord common areas is replaced in the medium term.
- The health fitness and wellbeing centre is largely comprised of fluorescent fittings although many areas have been updated to LED. Where fluorescent lighting remains in place due to obsolescence, we have allowed costs to replace the fittings in the medium term.
- The office lighting was visually defect free and in fair condition and should remain serviceable for the next ten years.
- The lighting to the gym has been recently refitted and was noted to be in good condition and should remain serviceable throughout the next ten years.
- The lighting serving the restaurant and public house has been updated using LED lamps and we anticipate the remaining fluorescent lamps will be replaced upon failure by the tenants.

4.12. Fire systems

4.12.1. The residential apartments are provided with mains powered self-contained fire detectors which provide local alarming.

4.12.2. The commercial tenant areas and landlord common areas are provided with automatic fire detection and alarm systems with local control panels which are connected to form a common system although we understand from site based staff the Nuffield Health system is stand alone. The systems comprise of a series of detectors, sounders and manual call points.

4.12.3. The car park has two dry riser located in the north and south stairwells with breaching points located externally at ground floor level.

- 4.12.4. The public house extract canopy is protected by a wet chemical suppression system which comprises of a number of nozzles strategically positioned above the cooking area which connect to the suppression control enclosure.
- 4.12.5. The main points to note and remedial works required are summarised below:
- The residential common area fire detection system was visually in fair condition and the local fire detectors are replaced upon failure by the residents.
 - The linked fire control panels were indicating a number of faults during our survey, and we recommend the maintenance provider carries out repairs to clear the faults.
 - The fire detection systems located in the offices and gym were noted to be in fair condition and should remain serviceable for the next ten years. Due to age and condition, we have allowed costs to carry out replacements of the field detectors in the restaurant and public house in the medium term. Due to age and condition, we have allowed costs to replace the fire alarm panels and fire field devices serving the health fitness and wellbeing centre in the medium term.
 - The fire suppression system serving the public house kitchen canopy is maintained and updated by the tenant as required.
- 4.13. **Lightning protection systems**
- 4.13.1. A protection system is provided to dissipate the effects of a strike where a perimeter tape air termination network extends around the roof level parapet of the car park which connects to earth electrodes located in the ground.
- 4.13.2. The main points to note and remedial works required are summarised below:
- We note a small section of tape located at the roof level parapet has sustained damage and we recommend the maintenance team arrange for the repair.
 - Apart from the defect noted above the lightning protection system is visually defect free and with regular maintenance no significant capital expenditure is expected during the term of this report.
- 4.14. **Communication, security and access control**
- 4.14.1. The apartments are provided with a voice door entry system which allows remote release of the common entrance doors at ground floor level.
- 4.14.2. Located within the various demised are accessible call alarms fitted to accessible toilets. Dependant on location the alarms provide a mixture of local and centrally monitored alarming.
- 4.14.3. The car park utilises access control and traffic barriers to control access to the upper level.
- 4.14.4. Incoming telecommunications and data services enter each demise and are distributed to patch rooms. From the patch rooms services extend via a structured cabling system and a Wi-Fi network dependant on the tenant requirements. The residential apartments utilise dedicated hubs which provide cabled and Wi-Fi connectivity.

4.14.5. The main points to note and remedial works required are summarised below:

- The apartment door entry system was operational and visually defect free and should remain operational for the next ten years.
- The security systems and call alarms appeared operational and visually defect free and will be replaced or upgraded by the tenants as required.
- The car park access control was operational, and we recommend the maintenance team replace the broken boom to the out barrier. Due to age and condition, we have allowed costs to replace the barriers in the medium term.
- The tenant structured cabling and patch panels were visually defect free and in fair condition.

4.15. Maintenance and documentation review

4.15.1. Below is a schedule that lists the statutory compliance and servicing documentation we would expect to be available as a minimum. Where available documents have been reviewed their date of production has been recorded.

<i>Not available or out of date.</i>	<i>Outstanding actions not actioned as being complete.</i>
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Document description	Document date	Comment
Health and Safety files.	Not reviewed	Not available
Building Logbook.	Not reviewed	Not available
PPM planner.	Not reviewed	Not available
M&E O&M manuals.	Not reviewed	Not available
Gas Safe Records and Certificates for appliances.	Not reviewed	Not available
Gas Safe Records and Certificates for distribution services.	Not reviewed	Not available
Closed water system treatment records (heating and chilled).	Not reviewed	Not available
LTHW & CHW system component servicing records (e.g. PU, pumps etc.).	Not reviewed	Not available
F-Gas register.	Not reviewed	Not available
Chiller/DX servicing records.	Not reviewed	Not available
Air Conditioning Inspection report (ACIR).	Not reviewed	Not available
Kitchen extract ductwork cleaning certificates.	Not reviewed	Not available
Fire/smoke damper drop test records.	Not reviewed	Not available
ACOP L8 Legionella and Water Risk Assessment (WRA) Logbook.	Reviewed	WRA dated 26/1/23 reviewed
Legionella sampling results and tank/calorifier disinfection records.	Not reviewed	Not available
Electrical Installation Condition Report (EICR).	Reviewed	Report dated 3/12/21 reviewed – Unsatisfactory with 1 x C2 & 3 x C3 observations

Document description	Document date	Comment
Lightning Protection Certificate/risk assessment.	Reviewed	Tested 10/7/23 repaired 1/8/23
Emergency Lighting Logbook and Certificates.	Not reviewed	Not available
Fire alarm test records and logbook.	Reviewed	Tested 24/4/23 3 x Call points require replacement
Fire alarm Cause and Effect document.	Not reviewed	Not available
Dry risers test records.	Reviewed	Tested 9/8/23 – partial test due to restricted access
Lifts and hoist LOLER Thorough Examination.	Reviewed	LOLER reviewed for 2 passenger lifts, scissor lifts and 3 x lifting beams dated 30/8/23

4.15.2. We have not checked the validity of signed documents such as Gas Safe certificates and Electrical Installation Condition Reports. We assume these have been undertaken by qualified professionals and the information contained within these documents is accurate. The presence and suitability of protective devices within the electrical services has not been assessed and these are assumed to have been reviewed as part of the production of the EICR. Audits of the emergency lighting and fire alarm installations have not been completed to confirm compliance with the relevant standards.

4.16. Vertical transportation

4.16.1. The vertical transportation assets at the property consist of:

- A three-car group of passenger/goods lifts serving the car park.
- A simplex passenger/goods lift within the Nuffield Health demise.
- A stair hoist within the Nuffield Health demise.
- A service yard scissor hoist.

The three-car group serving the car park

4.16.2. The three lifts appear to be split up from a triplex group and configured as a simplex car park lift that is maintained by Nuffield Health and a duplex pair of car park lifts that are maintained by the NCP car park operator. The lifts appear to have been initially installed as a triplex group.

The Nuffield Health car park passenger/goods lift

4.16.3. The twin ram indirect acting chain driven hydraulic lift is rated at 1800kg/24 persons and travels at 0.5m/s. The unit is accessed through 1100mm wide two panel centre opening doors and is configured to serve 3 floors (G, 3 & 5). The original lift shaft configuration was serving 4 floor levels with the level 1 landing entrance and pushes being disabled to suit the Nuffield Health requirements.

4.16.4. The lift appears to have been installed circa 1980 and has benefitted from partial modernisation works in 2002 by Jackson lift Services and further works in 2010 by Otis by way of new:

- Controller.
- Hydraulic valve block.
- Rupture valve.
- Oil cooler.
- Shaft signalisation.
- Car top controls.
- Shaft and car wiring.
- Access control system on the landings.

4.16.5. The modernisation works will have increased the anticipated lifecycle of the lift for a further 15 years, as such the lift will require to be further modernised in the long term. You may wish to review the feasibility or fitting of replacing the lift with a more modern and efficient machineromless traction lift, we have not costed this option.

The NCP car park passenger/goods lifts

4.16.6. The twin ram indirect acting chain driven hydraulic lifts are a rated at 1800kg/24 persons. The units are accessed through 1100mm wide two panel centre opening doors and have the facility to serve 4 floors although at present are configured to serve 3 floors (G, 1, 3).

4.16.7. The lifts appear to have been installed circa 1980 and benefitted from partial modernisation works in 1991 by way of new controllers and valve blocks, with further works in 2002 by Jackson Lift Services. It was not clear to the extent of the works completed but we believe that the passenger interfaces (configured to serve floors G, 1, and 3). The car reline also appears to have been undertaken at this time. The modernisation works will have increased the anticipated lifecycle of the lifts for a further 15 years, as such the lifts will require to be further modernised in the long term. You may wish to review the feasibility or fitting of replacing the lifts with more modern and efficient machineromless traction lifts, we have not costed this option.

The Nuffield Health passenger/goods lift details

4.16.8. The indirect acting single ram hydraulic lift is rated at 1000kg/13 persons. The unit is accessed through 900mm wide two panel centre opening doors and serves 2 floors (G, 1).

4.16.9. The lift appears to have been installed by Jackson Lift Services in 2003. The lift is C.E marked indicating that it complied with the manufacturers notified body and the standards current at the time of being placed on the market and into service. The anticipated lifecycle of this type of lift is around 15-20 years, as such the lift will require to be modernised in the medium term. You may wish to review the feasibility or fitting of replacing the lift with a more modern and efficient machineromless traction lift, we have not costed this option.

The Nuffield Health stair lift

4.16.10. The stair lift provides step free access to the swimming pool area. The unit is rated at 300kg/1 persons sitting on a wheelchair.

4.16.11. The stair lift was manufactured by Lehner Liftechnik in 2017 from their Omega-F range. The anticipated lifecycle of this type of stair lift is 15–20 years, as such we do not envisage any major capital expenditure as long as a comprehensive service and repair agreement is maintained.

The service yard scissor hoist

4.16.12. The twin ram hydraulic scissor hoist is rated at 1000kg. The hoist was manufactured and installed by Edmo Lift in 2012. The hoist is C.E marked indicating that it complied with the manufacturers notified body and the standards current at the time of being placed on the market and into service. The anticipated lifecycle of this type of hoist is 15 years, as such the hoist will require to be refurbished in the medium term.

4.16.13. The emergency alarm autodiallers will require to be upgraded in the future as the analogue phone lines are switched off, being replaced with digital lines. This is an operational issue and we have not allowed costs.

4.16.14. This report does not seek to establish minor deficiencies, defects, repairs, and adjustments that are normally performed under fully comprehensive maintenance and repair contracts.

4.16.15. The current Thorough Examination reports were not provided for review although we believe they are carried out biannually.

4.16.16. Nuffield Health car park lift details:

Lift Details	Nuffield - Car Park passenger/goods lifts
Property:	The Plaza
Date: 14/12/2023	Wokingham
Engineer: M Mansfield	RG40 2QB
Manufacturer	Otis
Serial number	J1071
Date of manufacture and any modernisation	1980 / Partial modernisation 1991, 2002, & 2010
Rating KG/ Persons	1800kg / 24 persons
CE Marked	N
Floors Served	3 floors (G, 3, 5)
Width of doors	1100mm
Contract Speed	0.5m/s
Centre or Side opening	CO
Number of door panels	2
More than one car door	N
Full height non-contact door detector	Y
Height of landing pushes and indicator	1120mm / 1800mm
Pushes tactile type and diameter	Y
Pushes illuminate on confirmation	N

Lift Details	Nuffield - Car Park passenger/goods lifts
Property:	The Plaza
Date: 14/12/2023	Wokingham
Engineer: M Mansfield	RG40 2QB
Pushes audible confirm call	N
Pushes visual contrast	Y
Height of lowest / highest car push	1020mm / 1200mm
Voice synthesiser fitted	Y
Alarm push yellow coloured	N
Floor 0 green colour and raised	N
Hands free autodialling alarm with illuminated yellow/ green pictogram	Windcrest - not proven
Telephone handset	N
Induction loop logo	Y
Handrail, height, diameter and how many sides	1025mm 3 sides not returned to the wall
Ceiling and lighting	Timber panel with two recessed bulkheads
Wall finishes	Stainless steel
Floor finishes.	Vinyl
Levelling accuracy at every floor (10mm)	OK
Full Collective	Y
Number of lifts in group (simplex, duplex, triplex etc.)	Simplex
Indicator at every floor or just entry floor	Y
Mirror for reversing wheelchair	Y
Car Operating Panel Position vs Door	RHS closer than 400mm to front return
Door operator type.	Gal
Thorough Examination Reports	Not reviewed
Notes:	
Machine Room	
Is access safe and level or hatch ladder etc.	Yes 1st floor
Check log card for service and repair visits	Only one recorded 11/23
Is the machine room mechanically ventilated	N
Insulating mat in front of panel	Y
Background heating fitted	Y
Emergency Lowering instructions in place	Y
Electric Shock notice in place	Y
Control panel secure	Y
Obvious fire alarm connection	N
Room lighting and em ltg adequate	Y

Lift Details	Nuffield - Car Park passenger/goods lifts
Property:	The Plaza
Date: 14/12/2023	Wokingham
Engineer: M Mansfield	RG40 2QB
Safety signage outside room	Y
Any other non-related services in room?	N
Is isolator lockable and labelled	Y
Are local sockets RCD protected	Y
Any non-lift stores/ rubbish in room?	N
Landing barrier on site?	N
Door release key available?	N
Rope condition	Serviceable
Controller type	Otis MCS120 / ILE
Room can be unlocked from inside without a key	N
Hydraulic lifts	
Smell of oil in car	N
Is there a spill kit	N
Is the machine room bunded	N
Any oil stored in the room	Yes, within a bund
Valve block and hydraulic tank type	Beringer tank with Blain block / 2&3 Beringer Bucher
Floor painted/ sealed	Sealed
Notes:	
	Oil cooler in the lift pit
Shaft	
Lighting quality	Good
Door operator type	GAL
Pit refuge sign	N
Car top refuge sign	N
Stop switches	Car top and pit
Ladder	Fixed ladder in pit
Car top handrail	3 sides
Car top Controls	Compliant, upgraded
Cleanliness	Pit begrimed in oil, dirt, and debris

4.16.17. The lift is in a fair condition commensurate for its age.

4.16.18. Defects noted are as follows:

- Several dot matrix landing indicators have faulty LEDs.

- The access control reader on the fifth floor has been damaged.
- The motor room door lock is not unlockable from the inside without a key.
- The lift pit is begrimed in oil, dirt, and debris.

4.16.19. The above noted issues should be sent to the maintenance provider to rectify and close out under the service and repair agreement, no costs have been allowed.

4.16.20. In addition to the defects, the lifts lack the following modern safety and accessibility features:

- Accessibility is not to BS EN 81-70, this would require audible feedback on the landing and car pushes, and the car handrails to return to the walls,
- No unintended movement protection.

4.16.21. NCP car park lift details:

Lift Details	NCP - Car Park passenger/goods lifts
Property:	The Plaza
Date: 14/12/2023	Wokingham
Engineer: M Mansfield	RG40 2QB
Serial number	J1072 / J1073
Date of manufacture and any modernisation	1980 / Modernised in 1991 and 2002 by Jackson's
Rating KG/ Persons	1800kg / 24 persons
CE Marked	N
Floors Served	3 floors (G, 1, 3))
Width of doors	1100mm
Contract Speed	0.5m/s
Centre or Side opening	CO
Number of door panels	2
More than one car door	N
Full height non-contact door detector	Y
Height of landing pushes and indicator	1120mm / 1800mm
Pushes tactile type and diameter	Y
Pushes illuminate on confirmation	N
Pushes audible confirm call	N
Pushes visual contrast	Y
Height of lowest / highest car push	1020mm / 1200mm
Alarm push yellow coloured	N
Floor 0 green colour and raised	N
Hands free autodialling alarm with illuminated yellow/ green pictogram	Windcrest - not proven
Telephone handset	N

Lift Details	NCP - Car Park passenger/goods lifts
Property:	The Plaza
Date: 14/12/2023	Wokingham
Engineer: M Mansfield	RG40 2QB
Induction loop logo	Y
Handrail, height, diameter and how many sides	1025mm 3 sides not returned to the wall
Ceiling and lighting	Timber panel with two recessed bulkheads
Wall finishes	Stainless steel
Floor finishes.	Vinyl
Full Collective	Y
Number of lifts in group (simplex, duplex, triplex etc.)	Duplex
Indicator at every floor or just entry floor	Y
Mirror for reversing wheelchair	Y
Car Operating Panel Position vs Door	RHS closer than 400mm to front return
Door operator type.	Gal
Thorough Examination Reports	Not reviewed
Notes:	
	Lifts were not operational during our inspection
Machine Room	
Is access safe and level or hatch ladder etc.	Yes 1st floor
Check log card for service and repair visits	Last recorded service visit 08/23 by Jackson's
Is the machine room mechanically ventilated	N
Insulating mat in front of panel	Y
Background heating fitted	Y
Emergency Lowering instructions in place	Y
Electric Shock notice in place	Y
Control panel secure	Y
Obvious fire alarm connection	N
Room lighting and em ltg adequate	Y
Safety signage outside room	Y
Any other non-related services in room?	N
Is isolator lockable and labelled	Y
Are local sockets RCD protected	Y
Any non-lift stores/ rubbish in room?	N
Landing barrier on site?	N
Door release key available?	N
Rope condition	Serviceable

Lift Details	NCP - Car Park passenger/goods lifts
Property:	The Plaza
Date: 14/12/2023	Wokingham
Engineer: M Mansfield	RG40 2QB
Controller type	ILE Relay control
Room can be unlocked from inside without a key	N
Hydraulic lifts	
Smell of oil in car	N
Is there a spill kit	N
Is the machine room bunded	No, tanks 2 and 3 are bunded
Any oil stored in the room	Yes, within a bund
Valve block and hydraulic tank type	Beringer tank with Bucher valve block
Floor painted/ sealed	Sealed
Notes:	
Shaft	
Lighting quality	Good
Door operator type	GAL
Pit refuge sign	N
Car top refuge sign	N
Stop switches	Car top and pit
Ladder	Fixed ladder in pit
Car top handrail	3 sides
Car top Controls	Compliant, upgraded
Cleanliness	Pit begrimed in oil, dirt, and debris

4.16.22. The lift is in a fair condition commensurate for its age.

4.16.23. Defects noted are as follows:

- The lifts were not operational during our inspection.
- There are hydraulic oil leaks to the rear of the tanks in the motor room.
- The car tops are begrimed in dirt.
- The lift pits are begrimed in oil, dirt, and debris.

4.16.24. The above noted issues should be sent to the maintenance provider to rectify and close out under the service and repair agreement, no costs have been allowed.

4.16.25. The lifts predate the accessibility standards, as such we have not commented on the associated features.

4.16.26. In addition to the defects, the lifts lack the following modern safety feature:

- No unintended movement protection.

4.16.27. Nuffield Health passenger/goods lift:

Lift Details	Nuffield Health Passenger/goods lift
Property:	The Plaza
Date: 14/12/2023	Wokingham
Engineer: M Mansfield	RG40 2QB
Manufacturer	Jackson's
Serial number	J1116
Date of manufacture and any modernisation	2003
Rating KG/ Persons	1000kg / 13 persons
CE Marked	Y
Floors Served	2 floors (G,1)
Width of doors	900mm
Contract Speed	0.63m/s
Centre or Side opening	CO
Number of door panels	2
More than one car door	N
Full height non-contact door detector	Y
Height of landing pushes and indicator	1150mm
Pushes tactile type and diameter	Y
Pushes illuminate on confirmation	Y
Alarm push yellow coloured	Y
Floor 0 green colour and raised	N
Hands free autodialling alarm with illuminated yellow/ green pictogram	Y
Telephone handset	N
Induction loop logo	N
Ceiling and lighting	Stainless steel with downlighters
Wall finishes	Stainless steel
Floor finishes.	Vinyl
Down Collective	Y
Number of lifts in group (simplex, duplex, triplex etc.)	Simplex
Indicator at every floor or just entry floor	None
Mirror for reversing wheelchair	Y
Car Operating Panel Position vs Door	RHS
Door operator type.	Fermator

Lift Details	Nuffield Health Passenger/goods lift
Property:	The Plaza
Date: 14/12/2023	Wokingham
Engineer: M Mansfield	RG40 2QB
Thorough Examination Reports	Not reviewed
Notes:	
	The lift was awaiting repair during our inspection
	Access to the motor room through the ladies changing room
Machine Room	
Is access safe and level or hatch ladder etc.	Through ladies changing rooms at ground floor
Check log card for service and repair visits	One log from 11/23
Is the machine room mechanically ventilated	Y
Insulating mat in front of panel	Y
Background heating fitted	N
Emergency Lowering instructions in place	Y
Electric Shock notice in place	Y
Control panel secure	Y
Obvious fire alarm connection	N
Room lighting and em ltg adequate	Y
Safety signage outside room	Y
Any other non-related services in room?	N
Is isolator lockable and labelled	Y
Are local sockets RCD protected	None fitted
Any non-lift stores/ rubbish in room?	Rubbish
Landing barrier on site?	N
Door release key available?	N
Rope condition	Serviceable
Controller type	Carlo Silva
Room can be unlocked from inside without a key	Y
Hydraulic lifts	
Smell of oil in car	N
Is there a spill kit	N
Is the machine room bunded	Y
Any oil stored in the room	N
Valve block and hydraulic tank type	GMV

Lift Details	Nuffield Health Passenger/goods lift
Property:	The Plaza
Date: 14/12/2023	Wokingham
Engineer: M Mansfield	RG40 2QB
Floor painted/ sealed	Painted
Notes:	
Shaft	
Lighting quality	Good
Door operator type	Fermator
Pit refuge sign	N
Car top refuge sign	N
Stop switches	Car top, pit
Ladder	Stored in motor room
Car top handrail	3 sides
Car top Controls	Not to current standards
Cleanliness	Car top begrimed in dirt and debris

4.16.28. The lift is in a fair condition commensurate for its age.

4.16.29. Defects noted are as follows:

- The lift was awaiting repair during our inspection.
- The car top is begrimed in dirt and debris.
- Redundant materials are stored in the lift motor room.
- Low level steel work within the lift pit is showing signs of corrosion from historic water ingress.

4.16.30. The above noted issues should be sent to the maintenance provider to rectify and close out under the service and repair agreement, no costs have been allowed. The corrosion of the low-level steel work within the lift pit is beyond a service and repair contract, the costs would be incorporated within the maintenance budget.

4.16.31. The lift predates the accessibility standard, as such we have not commented on the features associated within the standard.

4.16.32. In addition to the defects, the lifts lack the following modern safety feature of:

- No unintended movement protection.

5. Local environment issues

5.1. Potential contaminants on site

- 5.1.1. We understand a third party (Delta Simons) have been appointed separately to prepare a phase 1 environmental audit. Their report findings should be read in conjunction with our report.

6. ESG

6.1.1. We have not been instructed to carry out a detailed ESG report. Therefore, the comments in this section are neither detailed nor exhaustive and set out only a broad overview of the principal ESG issues relating to the built environment.

6.2. Property management

6.2.1. We are not aware of any BREEAM, LEED or SKA assessments/ratings/Environmental management systems applicable to the building.

6.2.2. We are not aware of any waste management measures being implemented. We recommend a waste audit is completed for future property management.

6.2.3. You may want your Solicitor to confirm if any Tenant engagement, Memorandum of Understanding, or Green Lease provisions are in place. Where they are not, this may be something you want to consider post-purchase.

6.3. Climate change and energy performance certificate (EPC)

6.3.1. The energy performance certificate (EPC) is a mandatory requirement in UK for transactional purposes.

6.3.2. The Minimum Energy Efficiency Standards (MEES) in England and Wales prohibited the letting of property with an EPC rating of F and G from 01 April 2018. From 2023, this extends to all existing leases. As such, the EPC rating is a critical factor in assessing the risk for commercial assets.

6.3.3. **EPC Rating:** An EPC report as found on the national data base was reviewed by Hollis.

Building/area	EPC rating	EPC expiry date
Unit 1 – Nuffield Health	C65	12 October 2027
Unit 2 - Bears Packhouse Ltd T/A The Gig House	C75	12 October 2027
Unit 3 - Chokdee Limited T/A Giggling Squid	C58	12 October 2027
Unit 4 - Arc Leisure Ltd T/A Energie Fitness	D85	12 October 2027
Wokingham District Council	C56	30 September 2030
Flat 1, Elms Road WOKINGHAM RG40 2AA	C78	02 June 2030
Flat 3, Elms Road WOKINGHAM RG40 2AA	C73	20 October 2027
Flat 5, Elms Road WOKINGHAM RG40 2AA	D66	20 October 2027
Flat 7, Elms Road WOKINGHAM RG40 2AA	D67	20 October 2027
Flat 9, Elms Road WOKINGHAM RG40 2AA	C72	12 October 2027
Flat 11, Elms Road WOKINGHAM RG40 2AA	D62	28 May 2023

6.4. Health and wellbeing

- 6.4.1. There has been a significant shift towards benchmarking buildings to evidence a healthy environment for building users. Benefits include improved staff productivity and user experience, and, as a result, buildings certified with health and wellbeing attributes are considered more attractive to prospective tenants.
- 6.4.2. There are a range of third-party certifications available to support and measure health and wellbeing in buildings. These include the WELL Building Certificate and Fitwel.
- 6.4.3. We are not aware of any health and wellbeing certification held for this site.
- 6.4.4. All commercial units are mechanically ventilated, whereas the residential premises are provided with a mixture of natural (opening window) and mechanical ventilation.
- 6.4.5. The commercial units are provided with staff welfare and break out areas, along with access to external spaces within close proximity of the estate.
- 6.4.6. A number of restaurants and cafes are provided within the building, along with further amenities within the immediate vicinity.
- 6.4.7. Designated disabled person parking bays are provided to four parking spaces within The Plaza multi story car park.

6.5. Transport

- 6.5.1. The multi-storey car park has 178 parking spaces, managed by NCP. No EV charging spaces were noted on site.
- 6.5.2. The Plaza car park is less than a ten-minute walk from Wokingham train station which provides regular services between London Waterloo and Reading running every 30 minutes, with additional services during weekday peak times. There are several bus stops near The Plaza in Wokingham with the closest bus stop being Broad Street, which is 0.1 miles away from The Plaza.
- 6.5.3. Cycle hoops are provided in various locations around the estate and in close proximity to the estate also.

6.6. Land use and environment

- 6.6.1. Limited landscaping is provided to the site, with a small number of planted areas primarily located adjacent to the residential units.
- 6.6.2. We did not note the presence of Japanese knotweed or giant hogweed at the site.

7. Health and safety considerations

7.1.1. The following should not be deemed a compliance check or audit. We do however bring to your attention matters of concern which require action.

Slips, trips and fall hazards

7.1.2. No adverse comments.

Low head heights

7.1.3. No adverse comments.

Overloading

7.1.4. No adverse comments.

Instability

7.1.5. No adverse comments.

Demolition hazards

7.1.6. No adverse comments.

Maintenance and other safe access issues

7.1.7. No adverse comments.

Confined spaces

7.1.8. No adverse comments.

Excavations

7.1.9. No adverse comments.

Falls, falling objects and fragile materials

7.1.10. No adverse comments.

Edge and barrier protection

7.1.11. No adverse comments.

Glazing

7.1.12. A glazing audit should be procured by tenants where no safety markings were noted to low level glazing.

Fresh air, temperature and weather protection

7.1.13. No adverse comments.

Welfare facilities

7.1.14. No adverse comments.

Vehicular hazards, traffic routes workplace transport hazards

7.1.15. No adverse comments.

Hazardous operations

7.1.16. No adverse comments.

Lighting levels

7.1.17. No adverse comments.

8. Prejudicial materials

8.1.1. In Annex 1 we list those materials which are considered to be potentially prejudicial. Unless stated otherwise, this section contains comments that are based upon visual inspection only as opposed to physical testing.

Material	Location	Recommendation
Reinforced Autoclaved Aerated Concrete (RAAC)	Not suspected	No recommendation
High Alumina Cement (HAC)	Not suspected	No recommendation
Calcium Chloride Concrete additive or contamination	Not suspected	No recommendation
Woodwool slab as permanent shuttering	Not suspected	No recommendation
Calcium Silicate Brickwork	Not suspected	No recommendation
Asbestos	No obvious asbestos containing materials identified when on site.	Obtain copies of asbestos registers and management plans (where not provided).
Machine Made Mineral Fibre	Not suspected	No recommendation
Nickel Sulphide Inclusions in Toughened Glass	Not suspected	No recommendation
Composite panels	Not suspected	No recommendation
Urea Formaldehyde Foam	Not suspected	No recommendation
Lead in paint and plumbing	Not suspected	No recommendation
Mundic Concrete	Not suspected	No recommendation
Alkali Silica Reaction	Not suspected	No recommendation
Brick slips	Not suspected	No recommendation
Calcium silicate brickwork	Not suspected	No recommendation
Hollow clay pot and concrete beam composite floors	Not suspected	No recommendation
Mosaic tiles	Not suspected	No recommendation
Mundic blocks	Not suspected	No recommendation

9. Legislation and third party rights

9.1.1. Annex 2 provides a summary of the statutory findings considered. We comment below only if we consider that an issue should be brought to your attention.

9.2. Fire safety

Means of escape

9.2.1. Each of the tenants will be responsible for having a fire risk assessment (FRA) in place and therefore they should ensure that any shortcomings identified are addressed.

9.2.2. The residential premises are provided with two stair cores for means of escape.

9.2.3. Fire exit signage was installed as well as emergency lighting. The standard of emergency lighting varied between tenants and as such we recommend that property management request a review of emergency lighting and up to date test certificates. We did not note any refuge areas.

Compartmentation and protection of structure

9.2.4. Fire doors are installed between the front of house and back of house areas of the commercial units, along with to core areas of the office space and residential spaces. Doors are in varying states of repair and condition, and whilst generally functioning, some of the strips and seals to the doors were worn and should be replaced by the tenants and closers need adjusting in places.

9.2.5. We noted isolated instances of poor/lack of fire stopping between fire compartments and across party wall lines, caused by old penetrations and/or poor detailing. These were minor in nature and tenants should be addressing these as part of their own reviews and ongoing maintenance.

9.2.6. Our survey was non-intrusive therefore we cannot confirm the extent of any compartmentation breaches covered by wall/ceiling finishes.

9.2.7. A copy of the fire strategy for the development should also be reviewed if available to determine the principles that were applied to achieve building regulation compliance.

Engineering fire protection

9.2.8. Refer to engineering services section.

Fire risk assessment

9.2.9. We have not been provided any copies of tenants FRAs for the individually tenanted commercial areas, although we have had sight of the combined H&S and fire risk assessment dated 15 November 2023 (the fire risk is assessed as low, albeit noted that individual tenant fire risk assessments have not been seen) . These should be reviewed as part of your asset management of the estate.

- 9.2.10. Likewise, we have not been provided with a copy of the FRA covering the residential units. This should be reviewed as part of your asset management of the estate.

Regulatory Reform (Fire Safety) Order 2005 (FSO)

- 9.2.11. From January 2023 the FSO has been updated to include the requirements of the Fire Safety Act 2021 and the Fire Safety (England) Regulations 2022.

Fire Safety Act 2021

- 9.2.12. This Act (which applies to England and Wales) clarified the scope of the FSO and confirms that FSO should cover the structure, external walls (including cladding and balconies) on multi-occupied residential buildings as well as the individual flat entrance doors between domestic premises and common parts. These should therefore be clearly covered within the fire risk assessment.

Fire Safety (England) Regulations 2022

- 9.2.13. These Regulations seek to improve fire safety of high-rise residential buildings by implementing most of the recommendations made by the Grenfell Tower Inquiry in its Phase 1 report. For multi-occupied residential buildings (at least 18 metres in height or 7 or more storeys), the Responsible Person will need to provide additional information.
- 9.2.14. The Regulatory Reform (Fire Safety) Order 2005 (FSO) was updated in January 2023 by the Fire Safety Act 2021 to provide further requirements upon the Responsible Persons of residential properties. In particular, the flat entrance doors, structure and the external walls of the building are required to form part of the building’s fire risk assessment.
- 9.2.15. We have not been provided with a copy of the fire risk assessment; a copy of which should be obtained prior to purchase to ensure these elements are appropriately considered.
- 9.2.16. The ‘Responsible Persons’ under the FSO are also now allocated additional responsibilities under the Fire Safety (England) Regulations 2022 when the building is a multi-occupied residential building with communal areas. We have been advised as follows:

Fire Safety Information: provide residents with relevant fire safety instructions and information about the importance of fire doors.	We have not been provided with any information in this respect, and this should be sought from the vendor/managing agents.
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Access for fire services vehicles and personnel

- 9.3. Access to the building is considered adequate.

9.4. Accessibility

- 9.4.1. We have not undertaken an access audit; however, the following comments present a broad view on accessibility:

- 9.4.2. Lift access to provide from the carp park to ground floor level, albeit the lifts are provided with access controls, limiting their use and access for those with allocated access cards only. Therefore, the lift access is not available for all.
- 9.4.3. Whilst designated disabled person parking bays are provided on a number of floors, only level 1 is provided with level access to the lift lobby area.
- 9.4.4. At the time of our inspection, the public toilet accommodation at ground floor level (adjacent to the lifts) was locked and not open for public use. We cannot therefore comment on the appropriateness of the wheelchair accessible unisex toilets or any other facilities within this area.
- 9.4.5. Whilst we have not completed an access audit as part of this exercise, we recommend that an access audit is completed to ensure purchasers are fully informed as to potential risks associated with your duties as a service provider under the Equality Act. This is something we are able to provide in house at Hollis and we would be happy to provide a fee quotation.

9.5. Town planning and building regulations

- 9.5.1. We have undertaken a cursory review of the Wokingham Borough Council planning portal and note there are no outstanding planning applications.
- 9.5.2. We assume your solicitors will have made enquiries with the local authority through their property searches in respect of town planning and building regulations.
- 9.5.3. If a property has been erected for more than 10 years and has been being used for the same purposes for 10 years then any unlawful development and/or change of use, will not be enforceable by the planning authority.
- 9.5.4. We have not had sight of the building regulations completion notices in respect of the following works:
- Conversion works to the former Tesco store and extension to provide the unit 1 facilities (Nuffield Health), further commercial space and public toilets.
 - Fit out of unit 3 and unit 4.
- 9.5.5. To the extent that the necessary building regulations approvals have not been obtained, provided that more than 12 months' have passed since the works were completed, the local authority will not be able to pursue enforcement action. However, the local authority can still apply for an injunction, but injunctions are not widely used to enforce building regulations because of the cost involved and instead are only being used in practice where the situation is urgent, and the cost justified by the risk of serious danger to health and safety.

9.6. Health and safety files

- 9.6.1. We have not had sight of the Health and Safety Files for the estate. Copies should be sought from the vendor.

9.6.2. Under the CDM Regulations the "client" is under an obligation "to ensure that after the construction phase the information in the health and safety file – (a) is kept available for inspection by any person who may need it to comply with the relevant statutory provisions; and (b) is revised as often as may be appropriate to incorporate any relevant new information" (Regulation 17(3)). The health and safety files should then be made available to any new owner. Failure to comply with the CDM Regulations is serious and incurs criminal liability.

9.7. Contract

Guarantees and warranties

9.7.1. We have been provided with copies of the 10 year guarantees (contractor and products) for the recent works to the upper floor car park deck coatings (completed December 2023, expiring December 2033).

9.7.2. Your solicitor should review the guarantees and warranties and advise on their suitability for transfer.

Previous technical reports to be assigned

9.7.3. There are no previous technical reports which can be assigned.

Details of ongoing works

9.7.4. There were no on-going building works of note at the time of survey.

9.8. Outstanding documentation

9.8.1. As part of asset management, the tenant should be asked to provide all statutory documentation including testing and maintenance records.

9.9. Third party rights

9.9.1. You should refer to your solicitor's report on title. Clarification should be sought from your solicitor in respect of the following third party rights matters that potentially affect the site:

- 1) The details of any easements/rights of way in respect of the public footpaths that circle the site, fire exit routes for adjacent buildings and access to the norther service road.
- 2) The details of any deeds/wayleaves in respect of communication masts located to level 5 of the car park.
- 3) The details of any local authority equipment (signage, lighting and CCTV).

- 4) The details of any further notices served in connection with the Electronic Communications Code. The Electronic Communications Code 2017 enables communications providers easier access to install and maintain their equipment on private and public property and land. At present, we are not aware of any providers exercising their rights under the Code to install equipment on the subject property. However, the Vendor should be asked to confirm if they have been served any notices in connection with this Code. Where a notice is served, we can, of course, advise you further on how best to manage this process, including monitoring any works.

10. Dilapidations and estate management

10.1.1. The risk-categorised cost schedules and qualifications within Appendix B detail items requiring remedial action. These schedules set out if items, in our view and given the documentation reviewed, are tenant recoverable or not.

We have reviewed the following lease documentation:

Building/Area	Tenant name	Repairing liability	Lease end date	Hollis notes
Unit 1	Nuffield Health	<p>Internal repairing lease, but including doors and windows, plant and machinery solely serving the demise, entrance and frontage, along with the asphalt to the parking area.</p> <p>Service charge is recoverable with respect to retained parts and common parts, and we have therefore assume all costs are recoverable in this respect, limited to a fair share.</p> <p>Excludes two of the car park lifts.</p>	23 June 2037	<p>Lease assigned in 2016 to Nuffield Health (from Virgin Active Health Clubs Limited).</p> <p>Lease demise includes car parking spaces to level 5 of the car park along with plant room areas.</p> <p>No schedule of condition.</p>
Unit 2	Bears Packhouse Ltd (T/A The Gig House)	<p>Internal repairing lease, but including shop front and fascia, doors and windows, and plant and machinery solely serving the demise.</p> <p>Service charge is recoverable with respect to retained parts and common parts, and we have therefore assume all costs are recoverable in this respect, limited to a fair share.</p>	21 June 2028	<p>Lease demise includes external seating area along with plant room areas.</p> <p>Schedule of condition referenced.</p>

Building/Area	Tenant name	Repairing liability	Lease end date	Hollis notes
Unit 3	Chokdee Limited (T/A Giggling Squid)	<p>Internal repairing lease, but including shop front and fascia, doors and windows, and plant and machinery solely serving the demise.</p> <p>Service charge is recoverable with respect to retained parts and common parts, and we have therefore assume all costs are recoverable in this respect, limited to a fair share.</p>	03 March 2028	<p>Lease assigned in 2016 to Chokdee Limited (from Prezzo Limited).</p> <p>No schedule of condition.</p>
Unit 4	Arc Leisure Ltd (T/A Energie Fitness)	<p>Internal repairing lease, but including shop front and fascia, doors and windows, and plant and machinery solely serving the demise.</p> <p>Service charge is recoverable with respect to retained parts and common parts, and we have therefore assume all costs are recoverable in this respect, limited to a fair share.</p>	28 August 2035	No schedule of condition.

Building/Area	Tenant name	Repairing liability	Lease end date	Hollis notes
Offices	Wokingham District Council (now Wokingham Borough Council)	Internal repairing lease, but including doors and windows. Service charge is recoverable with respect to retained parts and common parts, and we have therefore assume all costs are recoverable in this respect, limited to a 5% share.	23 June 2152	150 year lease term. The demise includes the public toilets located adjacent to the car park lift area. No schedule of condition.
Car Park	NCP	Limited to keep clean only.	09 February 2025	The car park is operated under a management agreement as opposed to a lease, and therefore NCP's liabilities are very limited.
Car Park (level 4)	Nuffield Health	Aligned with main lease of unit 1.		Lease assigned in 2016 to Nuffield Health (from Virgin Active Health Clubs Limited). Addition to the Unit 1 lease above.
Residential	Oakmere Residents Association Limited	Full repairing and insuring basis. No share of the common parts service charge to the wider estate.	31 September 2077	Long lease to the residents association of 99 years; then underlet to the individual tenants. No schedule of condition; originally let when property was new.

10.1.2. Whilst the tenanted areas are leased on an internal repairing basis, service charge is recoverable on a fair share basis (albeit as noted above, the Wokingham Borough Council is limited to 5%) by way of a service charge rent. We have therefore assessed that maintenance and repair associated with common parts (including wider building fabric, common areas and external landscaping) are recoverable. We have had sight of the service charge budget document for 2023.

10.1.3. We recommend that your solicitors undertake a comprehensive review of the lease documentation to establish if there are any exceptions to this, or indeed if there are any significant other limitations to Tenant repairing or reinstatement liabilities.

10.2. Tenant alterations

10.2.1. A review of the tenant alterations was not the primary aim of our inspection. However, the following table lists the assumed tenant alterations and outlines any associated licences provided (and the reinstatement provisions contained therein):

Location and description	Licensed/Unlicensed	Reinstatement provision
Unit 1 – tenant fit out.	Unknown – not provided. Refer to Solicitor.	Full reinstatement under the terms of the lease (except to any extent advised by the landlord), however, there is no licence to prove the extent of the works undertaken.
Unit 1 – signage installation.	Licensed. Dated 30 January 2020 between Aviva Life and Pensions UK Limited and Nuffield Health.	Full reinstatement under the terms of the lease and licence. Note, the licence requires at least 6 months notice from the landlord if a lesser extent of reinstatement is required.
Unit 2 – tenant fit out.	Unknown – not provided. Refer to Solicitor.	Full reinstatement under the terms of the lease (except to any extent advised by the landlord), however, there is no licence to prove the extent of the works undertaken.
Unit 3 – tenant fit out.	Unknown – not provided. Refer to Solicitor.	Full reinstatement under the terms of the lease (except to any extent advised by the landlord), however, there is no licence to prove the extent of the works undertaken.
Unit 4 – tenant fit out.	Licensed. Dated 25 August 2020, between Aviva Life and Pensions UK Limited and Arc Leisure Ltd.	Full reinstatement under the terms of the lease and licence. Note, the lease and licence require at least 6 months notice from the landlord if a lesser extent of reinstatement is required.

Location and description	Licenced/Unlicensed	Reinstatement provision
Offices – tenant fit out and alterations.	Licenced. Dated 02 December 2021, between Aviva Life and Pensions UK Limited and Wokingham Borough Council.	Full reinstatement under the terms of the lease and licence. Note, the licence requires at least 6 months notice from the landlord if a lesser extent of reinstatement is required.

NB. This list might not be exhaustive/accurate as we have limited knowledge of the premises at the commencement of the tenants' leases.

- 10.2.2. In the event of tenant insolvency, we envisage the above alterations would be the landlord's liability.
- 10.2.3. Where we list above the presence of alterations for which we have been unable to determine whether a licence for alterations is in existence your solicitor should make further enquiries to the vendor and, where possible, licences should be put in place to protect your future ability to require the tenant to reinstate the premises (assuming that those alterations were not carried out pre-lease). This is important since a landlord may lose the opportunity to require their tenant to reinstate alterations at the end of the lease (potential financial implications) where unlicensed alterations carried out in breach of the tenants' contractual obligations were carried out more than 12 years ago.




Appendix A




Photographic schedule





Building fabric









<p>1.</p>	<p>Overview of The Plaza, viewed from the west towards the residential block and Nuffield Health.</p>	
<p>2.</p>	<p>Example of isolated sections of staining to brickwork throughout The Plaza exterior.</p>	
<p>3.</p>	<p>Western elevation typically in fair order, isolated areas of deterioration to external brickwork and mortar erosion to brick slips to concrete frame covering.</p>	




<p>4.</p>	<p>A general overview of the southern elevation of The Plaza.</p>	
<p>5.</p>	<p>A view of cracking to Gauged brickwork to the southern elevation.</p>	
<p>6.</p>	<p>Isolated area of missing brick slips to the lower level of the car park ramp (north facing).</p>	




<p>7.</p>	<p>A general view of the main link bridge from the ground floor entrance to the Wokingham Borough Council office demise.</p>	
<p>8.</p>	<p>An image of moss growth running horizontal to internal down pipe and stop end to east elevation.</p>	
<p>9.</p>	<p>Example of corrosion to base of metal doors, door to unit 2 shown.</p>	




10.	General view of car access ramp to multistorey car park to north elevation.	
11.	General overview of north access road area.	
12.	Example of areas of deterioration to tarmac north access road.	




13.	A general overview of a glazed roofing to the east elevation.	 A wide-angle photograph showing a flat, greenish-grey glazed roof surface. The roof is situated between two brick buildings. In the background, a metal structure, possibly a lift or scaffolding, is visible. The sky is overcast.
14.	A view of displaced bricks to the east elevation glazed roof.	 A close-up photograph of the junction between a brick wall and a flat roof. A red oval highlights a section of the brickwork where several bricks are missing or displaced, revealing the underlying mortar and structure. A metal gutter is visible below the roof edge.
15.	A view of cracked tiles and heavy moss growth to the east elevation roof.	 A close-up photograph of a roof surface covered with dark grey or purple tiles. The tiles are heavily covered with green moss and lichen, particularly in the crevices and on the surface of the tiles. Some tiles appear cracked or damaged.




16.	A general view of the flat roof and rooflights above common parts to residential side of the east elevation.	
17.	A view of single ply roof to the mansard on the southwest elevation.	
18.	General view of a flat roof junction to main carpark area to east elevation.	

19.	General view of level 5 of the carpark to the plaza.	
20.	Example of a typical residential unit.	
21.	General View of communal area to the west residential side of the plaza.	

22.	View of cracking to the terrazzo skirting in the communal area to the residential section of the Plaza.	
23.	Isolated areas of cracking to brickwork in communal corridor to the residential block; note, historic tell tales to the cracking.	
24.	Isolated areas of water/damp ingress to the ceilings of the residential units below the single ply mansard roof.	




25.	General fitout of Wokingham Borough Council offices.	 A photograph of a modern office space. It features a long wooden desk, several black office chairs, and a large glass partition wall. The ceiling has recessed square lights, and the walls are white.
26.	Internal fitout to unit 2 (The Gig).	 A photograph of a bar or pub interior. The space is filled with wooden tables and chairs, blue upholstered seating, and a bar counter in the background. The lighting is warm and ambient.
27.	Water/damp ingress to isolated ceiling areas of unit 2.	 A close-up photograph of a ceiling showing significant water damage. There is a large, irregular, brownish stain with a darker, more saturated center, indicating a leak or spill.

<p>28.</p>	<p>Example of multiple damaged suspended ceiling tiles to the back of house of unit 2.</p>	
<p>29.</p>	<p>Unit 4 (Energie Fitness) fit out to the west end of The Plaza.</p>	
<p>30.</p>	<p>Back of house/service corridor behind unit 3 and 4.</p>	




31.	Wear to the floor finish of the back of house/service corridor behind unit 3 and 4; damage to the inspection chamber surround.	
32.	Unit 1 (Nuffield Health) general fitout.	
33.	Isolated areas of water ingress to back of house areas to Nuffield health.	




Engineering services



1.	Typical apartment boiler.	 A white wall-mounted boiler unit with a digital display and control panel. It is located in a utility room with a shelf of folded linens to the right and electrical outlets to the left.
2.	Typical apartment radiator.	 A white, horizontal radiator with vertical fins, mounted on a wall in a room with carpeted flooring.
3.	Commercial tenant condenser farm within car park.	 A large industrial condenser unit, likely for a commercial tenant, located in a car park. The unit is mounted on a metal frame and is surrounded by a metal mesh fence.



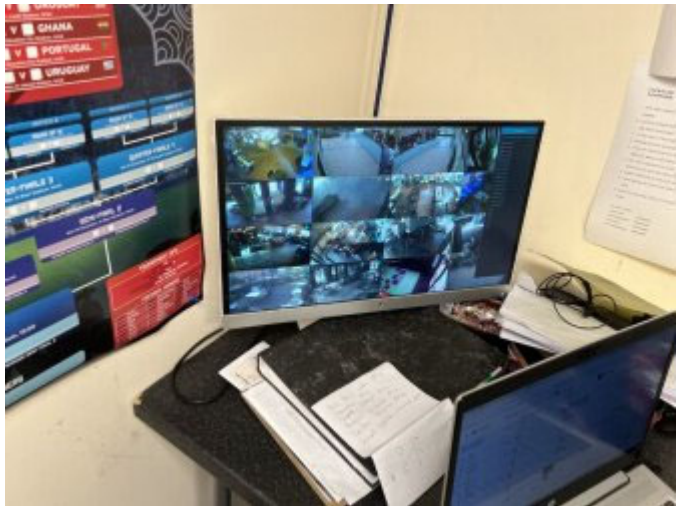
4.	Health fitness and wellbeing centre chiller and AHU in car park.	
5.	Health fitness and wellbeing centre AHU.	
6.	Gym ventilation MVHR and ductwork.	


<p>7.</p>	<p>Health fitness and wellbeing centre BMS panel within MCP.</p>	
<p>8.</p>	<p>Health fitness and wellbeing centre main water tanks.</p>	
<p>9.</p>	<p>Health fitness and wellbeing centre booster set.</p>	

10.	Gym calorifier.	
11.	Health fitness and wellbeing centre pool filtration.	
12.	Apartment gas meters within cupboard.	




13.	Health fitness and wellbeing centre LV switchboard.	
14.	Gym distribution board.	
15.	Typical apartment consumer unit.	



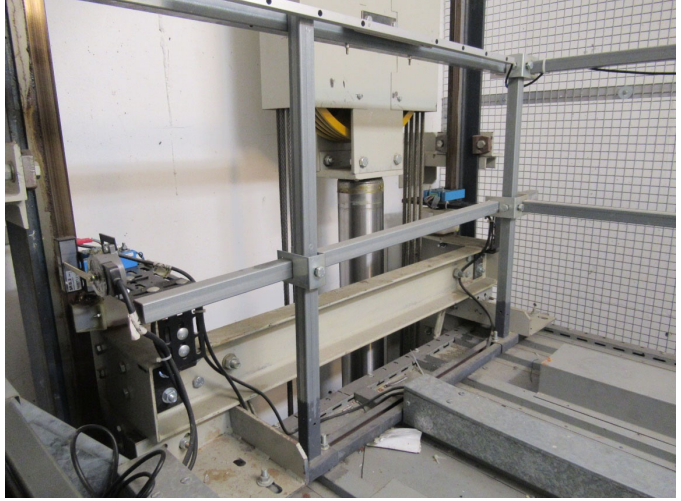
16.	Car park lighting.	
17.	Restaurant WC lighting, EM lighting, PIR, and WC extract cowl.	
18.	Health fitness and wellbeing centre fire alarm panel.	


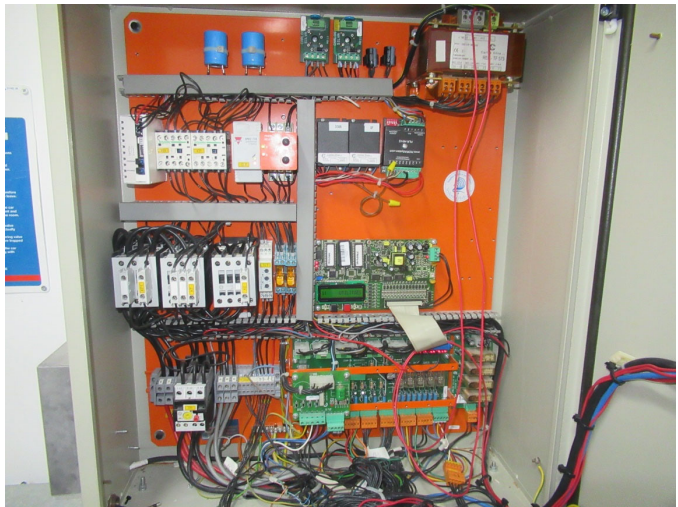

19.	Pub fire alarm suppression.	
20.	Dry riser inlet.	
21.	Pub CCTV.	



22.	Apartment access control to communal entrance.	
23.	The car park passenger/goods lifts ground floor landing entrances.	
24.	The car park passenger/goods lift typical car interior.	

25.	The car park passenger/goods lift typical car top view.	
26.	The car park passenger/goods lift motor room layout.	
27.	The Nuffield Health car park passenger/goods lift controller and hydraulic power unit.	

28.	The NCP car park passenger/goods lifts controllers and hydraulic power units.	 A photograph showing two large grey metal cabinets (controllers) and two red hydraulic power units (HPU) in a lift pit. The units are connected by hoses and cables. The floor is concrete with yellow safety markings.
29.	The NCP car park passenger/goods lift typical controller.	 A close-up photograph of the interior of a lift controller cabinet. It shows multiple rows of electrical components, including terminal blocks, relays, and control modules, all mounted on a metal rack. Cables are bundled and connected to the components.
30.	The car park passenger/goods lift typical lift pit view.	 A photograph of a lift pit. The floor is concrete and cluttered with debris, including a yellow warning sign and some trash. Several hydraulic cylinders are visible, connected to the lift mechanism. The walls are concrete and there is a light fixture on the ceiling.

31.	The Nuffield Health passenger/goods lift landing entrance.	
32.	The Nuffield Health passenger/goods lift car interior.	
33.	The Nuffield Health passenger/goods lift car top and hydraulic ram head pulley.	

34.	The Nuffield Health passenger/goods lift motor room layout.	
35.	The Nuffield Health passenger/goods lift controller.	
36.	The Nuffield Health passenger/goods lift pit.	

37.	The Nuffield Health stair lift.	 A white stair lift is installed on a staircase. The lift is a platform-style lift with a handrail and a control panel. It is positioned on a grey tiled floor next to a set of stairs with yellow safety markings. The background shows a plain wall and a metal handrail.
38.	The service yard scissor hoist.	 A blue scissor hoist is located in a service yard. The hoist is a platform-style lift with a blue frame and a grey platform. It is positioned on a concrete floor with yellow safety markings. The background shows a brick wall, a metal door, and various pipes and electrical equipment.

Appendix B

Building survey cost schedules and costing notes



Summary of costs
The Plaza, Elms Road, Wokingham RG40 2AA

Repairs schedule summary		Overall costs (£)	Recoverable costs (£)				Non-recoverable costs (£)			
Item	Description		Year 1	Years 2-5	Years 6-10	Totals	Year 1	Years 2-5	Years 6-10	Totals
1	Residential block	58,823	3,163	25,300	30,360	58,823	0	0	0	0
2	Nuffield parking	278,300	0	278,300	0	278,300	0	0	0	0
3	Parking and common areas	1,735,580	43,959	1,157,159	534,463	1,735,580	0	0	0	0
4	Wokingham Borough Council	184,690	0	184,690	0	184,690	0	0	0	0
5	Unit 1 - Nuffield	1,411,740	0	975,315	436,425	1,411,740	0	0	0	0
6	Unit 2 - Bears Packhouse	144,210	0	57,845	14,260	72,105	0	57,845	14,260	72,105
7	Unit 3 - Giggling Squid	101,200	0	66,125	35,075	101,200	0	0	0	0
8	Unit 4 - Arc Leisure	0	0	0	0	0	0	0	0	0
Totals (£)		3,914,543	47,121	2,744,734	1,050,583	3,842,438	0	57,845	14,260	72,105

Risk summary	Overall costs (£)	Recoverable costs (£)				Non-recoverable costs (£)			
		Year 1	Years 2-5	Years 6-10	Risk totals	Year 1	Years 2-5	Years 6-10	Risk totals
High risk	0	0	0	0	0	0	0	0	0
Medium risk	7,590	7,590	0	0	7,590	0	0	0	0
Low risk	3,906,953	39,531	2,744,734	1,050,583	3,834,848	0	57,845	14,260	72,105
Totals (£)	3,914,543	3,842,438				72,105			

Note: All costs include professional fees but exclude VAT

Repairs schedule Residential block The Plaza, Elms Road, Wokingham RG40 2AA Area ft. ² : 5,140 m. ² : 477.51	Lease summary Lease commencement: 02/10/1978 Lease termination: 31/09/2077 Break date: N/A Repairing liability: FRI. Schedule of condition: No. License for alterations: Unknown. Solicitors to confirm.
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Item	Description	Impact on investment	Recoverable costs (£)			Non-recoverable costs (£)		
			Year 1	Years 2-5	Years 6-10	Year 1	Years 2-5	Years 6-10
High risk								
	No items to report.							
	Professional fees @ 15%		0.00	0.00	0.00	0.00	0.00	0.00
	High risk sub totals		0.00	0.00	0.00	0.00	0.00	0.00
	High risk totals		0.00			0.00		
Medium risk								
	No items to report.							
	Professional fees @ 15%		0.00	0.00	0.00	0.00	0.00	0.00
	Medium risk sub totals		0.00	0.00	0.00	0.00	0.00	0.00
	Medium risk totals		0.00			0.00		
Low risk								
	Structure							
1	Engage with a structural engineer to review areas of isolated cracking to the brickwork to the common parts.	Tenant liability.	2,750.00	8,250.00				
	Roof and rainwater goods							
2	Clear all gutters and outlets to roofs and associated rainwater goods (leave free flowing), allowance to undertake remedial works; undertake isolated repairs to slipped, damaged and missing slates and tiles, repair and decorate fascias. Including access.	Maintenance/programmable repairs.		8,250.00				
	Elevations (including windows and doors)							
3	Allowance to clean façades, including access.	Maintenance/programmable repairs.						
4	Allowance to undertake package of brickwork repairs and mastic movement joint renewal.	Maintenance/programmable repairs.						
	Internal areas							
5	Undertake isolated repairs to common part floors.	Tenant liability.		5,500.00				
	Engineering services							
6	Replace residential boilers.	M&E lifecycle replacement.			26,400.00			
	Professional fees @ 15%		412.50	3,300.00	3,960.00	0.00	0.00	0.00
	Low risk sub totals		3,162.50	25,300.00	30,360.00	0.00	0.00	0.00
	Low risk totals		58,822.50			0.00		
Sub totals for all items			3,162.50	25,300.00	30,360.00	0.00	0.00	0.00
Totals for all items			58,822.50			0.00		

Repairs schedule Nuffield parking The Plaza, Elms Road, Wokingham RG40 2AA Area ft. ² : 39,427 m. ² : 3,662.77	Lease summary Lease commencement: 25/03/2011 Lease termination: 23/06/2037 Break date: N/A Repairing liability: Internal repairing. Schedule of condition: No. License for alterations: No.
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Item	Description	Impact on investment	Recoverable costs (£)			Non-recoverable costs (£)		
			Year 1	Years 2-5	Years 6-10	Year 1	Years 2-5	Years 6-10
High risk								
	No items to report.							
	Professional fees @ 15%		0.00	0.00	0.00	0.00	0.00	0.00
	High risk sub totals		0.00	0.00	0.00	0.00	0.00	0.00
	High risk totals		0.00			0.00		
Medium risk								
	No items to report.							
	Professional fees @ 15%		0.00	0.00	0.00	0.00	0.00	0.00
	Medium risk sub totals		0.00	0.00	0.00	0.00	0.00	0.00
	Medium risk totals		0.00			0.00		
Low risk								
	Engineering services							
1	The Nuffield Health car park passenger/goods lift will require to be modernised at the end of its economic serviceable life.	M&E lifecycle replacement.		137,500.00				
2	The Nuffield Health passenger/goods lift will require to be modernised at the end of its economic serviceable life.	M&E lifecycle replacement.		104,500.00				
	Professional fees @ 15%		0.00	36,300.00	0.00	0.00	0.00	0.00
	Low risk sub totals		0.00	278,300.00	0.00	0.00	0.00	0.00
	Low risk totals		278,300.00			0.00		
Sub totals for all items			0.00	278,300.00	0.00	0.00	0.00	0.00
Totals for all items			278,300.00			0.00		

Repairs schedule		Lease summary	
Parking and common areas The Plaza, Elms Road, Wokingham RG40 2AA		Lease commencement: N/A	
Area		Lease termination: N/A	
ft. ² : 67,996		Break date: N/A	
m. ² : 6,316.83		Repairing liability: N/A	
		Schedule of condition: N/A	
		License for alterations: N/A	

Item	Description	Impact on investment	Recoverable costs (£)			Non-recoverable costs (£)		
			Year 1	Years 2-5	Years 6-10	Year 1	Years 2-5	Years 6-10
High risk								
	No items to report.							
	Professional fees @ 15%		0.00	0.00	0.00	0.00	0.00	0.00
	High risk sub totals		0.00	0.00	0.00	0.00	0.00	0.00
	High risk totals		0.00			0.00		
Medium risk								
	Engineering services							
1	Investigate faults to fire alarm systems and conduct statutory testing.	Statutory compliance.	6,600.00					
	Professional fees @ 15%		990.00	0.00	0.00	0.00	0.00	0.00
	Medium risk sub totals		7,590.00	0.00	0.00	0.00	0.00	0.00
	Medium risk totals		7,590.00			0.00		
Low risk								
	Roof and rainwater goods							
2	Clear all gutters and outlets to roofs and associated rainwater goods (leave free flowing), allowance to undertake remedial works. Including access.	Maintenance/programmable repairs.	13,750.00	13,750.00	27,500.00			
3	In conjunction with the above, allowance to undertake isolated repairs to slipped, damaged and missing slates and tiles. Access included above.	Maintenance/programmable repairs.		5,500.00				
4	In conjunction with the above, allowance to undertake repairs and decorations to fascias and soffits.	Maintenance/programmable repairs.		25,300.00				
5	Replace the glazed canopy above units 3 and external lift lobby.	Maintenance/programmable repairs.		26,400.00				
	Elevations (including windows and doors)							
6	Engage with a structural engineer to review areas of isolated cracking to the brickwork façade, including access.	Maintenance/programmable repairs.	11,000.00	44,000.00				
7	Allowance to clean façades, including access.	Maintenance/programmable repairs.		11,000.00				
8	Allowance to undertake package of brickwork repairs and mastic movement joint renewal.	Maintenance/programmable repairs.		22,000.00				
9	Renew external doors to stairwells.	Maintenance/programmable repairs.		13,750.00				
10	Renew the doors and grilles to the ground floor plant areas.	Maintenance/programmable repairs.		8,250.00				
	Internal areas							
12	Undertake isolated repairs to the ceilings and walls throughout the common stairs and service corridors.	Maintenance/programmable repairs.		13,750.00	13,750.00			
13	Renew internal doors to stairwells.	Maintenance/programmable repairs.		33,000.00				
14	Renew the surface finish to the lower levels of car park (excluding levels 4 and 5).	Maintenance/programmable repairs.		412,500.00	412,500.00			
	External areas							
15	Undertake repairs and resurfacing to northern access road and footpath.	Maintenance/programmable repairs.		13,200.00				
16	Undertake isolated repairs to block paving, retaining wall structures and raised planters.	Maintenance/programmable repairs.		11,000.00	11,000.00			

Item	Description	Impact on investment	Recoverable costs (£)			Non-recoverable costs (£)		
			Year 1	Years 2-5	Years 6-10	Year 1	Years 2-5	Years 6-10
	<u>Engineering services</u>							
17	Replace/refurbish rainwater drainage pipework.	M&E lifecycle replacement.		19,800.00				
18	Replace common area fluorescent lighting.	M&E lifecycle replacement.		6,600.00				
19	The NCP car park passenger/goods lifts will require to be modernised at the end of their economic serviceable life.	M&E lifecycle replacement.		297,000.00				
20	The scissor hoist within the service yard will require to be refurbished at the end of its economic serviceable life.	M&E lifecycle replacement.		8,800.00				
21	Undertake CCTV survey of below ground drainage. Allowance for isolated repairs and jetting through.	Maintenance/programmable repairs.	6,875.00	20,625.00				
Professional fees @ 15%			4,743.75	150,933.75	69,712.50	0.00	0.00	0.00
Low risk sub totals			36,368.75	1,157,158.75	534,462.50	0.00	0.00	0.00
Low risk totals				1,727,990.00			0.00	
Sub totals for all items			43,958.75	1,157,158.75	534,462.50	0.00	0.00	0.00
Totals for all items				1,735,580.00			0.00	

Repairs schedule Wokingham Borough Council The Plaza, Elms Road, Wokingham RG40 2AA Area ft. ² : 3,677 m. ² : 341.59	Lease summary Lease commencement: 24/06/2002 Lease termination: 23/06/2152 Break date: N/A Repairing liability: Internal repairing. Schedule of condition: No. License for alterations: Yes.
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Item	Description	Impact on investment	Recoverable costs (£)			Non-recoverable costs (£)		
			Year 1	Years 2-5	Years 6-10	Year 1	Years 2-5	Years 6-10
High risk								
	No items to report.							
	Professional fees @ 15%		0.00	0.00	0.00	0.00	0.00	0.00
	High risk sub totals		0.00	0.00	0.00	0.00	0.00	0.00
	High risk totals		0.00			0.00		
Medium risk								
	No items to report.							
	Professional fees @ 15%		0.00	0.00	0.00	0.00	0.00	0.00
	Medium risk sub totals		0.00	0.00	0.00	0.00	0.00	0.00
	Medium risk totals		0.00			0.00		
Low risk								
	<u>Internal areas</u>							
1	Replace timber windows to the first floor. Including access.	Tenant liability.		19,800.00				
	<u>Statutory compliance</u>							
2	Replace office boilers and pumps.	M&E lifecycle replacement.		46,200.00				
3	Update BMS serving office area.	M&E lifecycle replacement.		52,800.00				
4	Replace office area main & sub-main distribution boards.	M&E lifecycle replacement.		41,800.00				
	Professional fees @ 15%		0.00	24,090.00	0.00	0.00	0.00	0.00
	Low risk sub totals		0.00	184,690.00	0.00	0.00	0.00	0.00
	Low risk totals		184,690.00			0.00		
Sub totals for all items			0.00	184,690.00	0.00	0.00	0.00	0.00
Totals for all items			184,690.00			0.00		

Repairs schedule Unit 1 - Nuffield The Plaza, Elms Road, Wokingham RG40 2AA Area ft. ² : 40,553 m. ² : 3,767.37		Lease summary Lease commencement: 24/06/2002 Lease termination: 23/06/2037 Break date: N/A Repairing liability: Internal repairing. Schedule of condition: No. License for alterations: Yes.	
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Item	Description	Impact on investment	Recoverable costs (£)			Non-recoverable costs (£)		
			Year 1	Years 2-5	Years 6-10	Year 1	Years 2-5	Years 6-10
High risk								
	No items to report.							
	Professional fees @ 15%		0.00	0.00	0.00	0.00	0.00	0.00
	High risk sub totals		0.00	0.00	0.00	0.00	0.00	0.00
	High risk totals		0.00			0.00		
Medium risk								
	No items to report.							
	Professional fees @ 15%		0.00	0.00	0.00	0.00	0.00	0.00
	Medium risk sub totals		0.00	0.00	0.00	0.00	0.00	0.00
	Medium risk totals		0.00			0.00		
Low risk								
	<u>External areas</u>							
1	Undertake repairs to the retaining walls to the main entrance approach.	Tenant liability.		5,500.00				
	<u>Statutory compliance</u>							
2	Replace health centre boilers and pumps.	M&E lifecycle replacement.		253,000.00				
3	Replace health centre chiller.	M&E lifecycle replacement.			181,500.00			
4	Replace health centre AHUs and extract fans.	M&E lifecycle replacement.			198,000.00			
5	Replace health centre control panels.	M&E lifecycle replacement.		79,200.00				
6	Replace health centre booster set.	M&E lifecycle replacement.		13,200.00				
7	Replace health centre DHW sets.	M&E lifecycle replacement.		12,100.00				
8	Replace/refurbish swimming pool plant.	M&E lifecycle replacement.		140,800.00				
9	Replace health centre main & sub-main distribution boards.	M&E lifecycle replacement.		162,800.00				
10	Replace health centre fluorescent lighting.	M&E lifecycle replacement.		99,000.00				
11	Replace health centre fire alarm panel and field devices.	M&E lifecycle replacement.		82,500.00				
	Professional fees @ 15%		0.00	127,215.00	56,925.00	0.00	0.00	0.00
	Low risk sub totals		0.00	975,315.00	436,425.00	0.00	0.00	0.00
	Low risk totals		1,411,740.00			0.00		
Sub totals for all items			0.00	975,315.00	436,425.00	0.00	0.00	0.00
Totals for all items			1,411,740.00			0.00		

Repairs schedule Unit 2 - Bears Packhouse The Plaza, Elms Road, Wokingham RG40 2AA Area ft. ² : 8,116 m. ² : 753.98	Lease summary Lease commencement: 22/06/2018 Lease termination: 21/06/2028 Break date: N/A Repairing liability: Internal repairing. Schedule of condition: Yes, referenced in lease but not provided. License for alterations: Unknown. Solicitors to confirm.
---	---

Item	Description	Impact on investment	Recoverable costs (£)			Non-recoverable costs (£)		
			Year 1	Years 2-5	Years 6-10	Year 1	Years 2-5	Years 6-10
High risk								
	No items to report.							
	Professional fees @ 15%		0.00	0.00	0.00	0.00	0.00	0.00
	High risk sub totals		0.00	0.00	0.00	0.00	0.00	0.00
	High risk totals		0.00			0.00		
Medium risk								
	No items to report.							
	Professional fees @ 15%		0.00	0.00	0.00	0.00	0.00	0.00
	Medium risk sub totals		0.00	0.00	0.00	0.00	0.00	0.00
	Medium risk totals		0.00			0.00		
Low risk								
	<u>Elevations (including windows and doors)</u>							
1	Renew the external doors.	Tenant liability subject to Schedule of Condition.		8,250.00			8,250.00	
	<u>Engineering services</u>							
2	Replace public house DX systems.	M&E lifecycle replacement.		25,000.00	12,400.00		25,000.00	12,400.00
3	Replace ventilation serving the public house.	M&E lifecycle replacement.		15,400.00			15,400.00	
4	Replace fire field devices in the public house.	M&E lifecycle replacement.		1,650.00			1,650.00	
	Professional fees @ 15%		0.00	7,545.00	1,860.00	0.00	7,545.00	1,860.00
	Low risk sub totals		0.00	57,845.00	14,260.00	0.00	57,845.00	14,260.00
	Low risk totals		72,105.00			72,105.00		
Sub totals for all items			0.00	57,845.00	14,260.00	0.00	57,845.00	14,260.00
Totals for all items			72,105.00			72,105.00		

Repairs schedule Unit 3 - Gigging Squid The Plaza, Elms Road, Wokingham RG40 2AA Area ft. ² : 2,733 m. ² : 253.90		Lease summary Lease commencement: 04/03/2003 Lease termination: 03/03/2028 Break date: N/A Repairing liability: Internal repairing. Schedule of condition: No. License for alterations: Unknown. Solicitors to confirm.	
---	--	--	--

Item	Description	Impact on investment	Recoverable costs (£)			Non-recoverable costs (£)		
			Year 1	Years 2-5	Years 6-10	Year 1	Years 2-5	Years 6-10
High risk								
	No items to report.							
	Professional fees @ 15%		0.00	0.00	0.00	0.00	0.00	0.00
	High risk sub totals		0.00	0.00	0.00	0.00	0.00	0.00
	High risk totals		0.00			0.00		
Medium risk								
	No items to report.							
	Professional fees @ 15%		0.00	0.00	0.00	0.00	0.00	0.00
	Medium risk sub totals		0.00	0.00	0.00	0.00	0.00	0.00
	Medium risk totals		0.00			0.00		
Low risk								
	Engineering services							
1	Replace restaurant DX systems.	M&E lifecycle replacement.		30,000.00	30,500.00			
2	Replace ventilation serving the restaurant.	M&E lifecycle replacement.		24,200.00				
3	Replace fire field devices in the restaurant.	M&E lifecycle replacement.		3,300.00				
	Professional fees @ 15%		0.00	8,625.00	4,575.00	0.00	0.00	0.00
	Low risk sub totals		0.00	66,125.00	35,075.00	0.00	0.00	0.00
	Low risk totals		101,200.00			0.00		
Sub totals for all items			0.00	66,125.00	35,075.00	0.00	0.00	0.00
Totals for all items			101,200.00			0.00		

Repairs schedule		Lease summary	
Unit 4 - Arc Leisure		Lease commencement:	25/08/2020
The Plaza, Elms Road, Wokingham RG40 2AA		Lease termination:	24/08/2035
Area		Break date:	N/A
ft. ² :	9,684	Repairing liability:	Internal repairing.
m. ² :	899.64	Schedule of condition:	No.
		License for alterations:	Yes.

Item	Description	Impact on investment	Recoverable costs (£)			Non-recoverable costs (£)		
			Year 1	Years 2-5	Years 6-10	Year 1	Years 2-5	Years 6-10
High risk								
	No items to report.							
	Professional fees @ 15%		0.00	0.00	0.00	0.00	0.00	0.00
	High risk sub totals		0.00	0.00	0.00	0.00	0.00	0.00
	High risk totals		0.00			0.00		
Medium risk								
	No items to report.							
	Professional fees @ 15%		0.00	0.00	0.00	0.00	0.00	0.00
	Medium risk sub totals		0.00	0.00	0.00	0.00	0.00	0.00
	Medium risk totals		0.00			0.00		
Low risk								
	No items to report.							
	Professional fees @ 15%		0.00	0.00	0.00	0.00	0.00	0.00
	Low risk sub totals		0.00	0.00	0.00	0.00	0.00	0.00
	Low risk totals		0.00			0.00		
Sub totals for all items			0.00	0.00	0.00	0.00	0.00	0.00
Totals for all items			0.00			0.00		

Costing qualifications

- Our apportionment of costs as either “recoverable” or “non-recoverable” relates to the current condition of the element in question and our understanding of tenants’ obligations. Importantly, we have not made any judgement as to the possible non-recoverability of costs due to the proximity of expenditure to the end of tenants’ lease terms.
- The figures include allowances for preliminaries, main contractor’s overhead costs and profit.
- These items are over and above cyclical decoration and maintenance and the tables do not represent a Planned Maintenance Programme. We have not included decoration costs unless the work is obviously overdue and causing detriment to the property.
- The figures have been calculated using current industry-average data. The work has not been tendered.
- The figures have been derived from a purely visual inspection and not detailed measurement and must, therefore, be viewed as estimates.
- The figures are exclusive of VAT, financing charges and statutory fees.
- The figures assume that all works within the defined time periods are undertaken individually rather than in a single contract, except for works in a single period which all require scaffolding, in which cases the scaffolding cost is only included once.
- The figures do not make any allowance for consequential works relating to improvements under Part L2B of the Building Regulations.
- The costed repair schedules do not allow for the removal of any tenant’s/former tenant’s alterations, unless stated otherwise.

Risk-categorisation

These risk-categorised tables set out a brief overview of the nature and severity of the issues, together with the suggested remedial work required and associated cost implications.

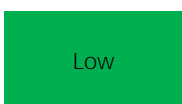
The risk levels – including examples of typical problems found under each classification and an indication of the potential impact on your investment - are categorised as follows:



High risk issue with investment or health and safety considerations;



Medium risk issue which may affect business operations;



Low risk issue for information which will require asset management.

Terminology

Where the following expressions are used, they generally mean:

- Short term - next 12 months
- Medium term - between 2-5 years
- Long term - between 6-10 years

Appendix C

Area referencing report



Area referencing report

The Plaza, Elms Road, Wokingham RG40 2LD



Prepared for: Aviva Life & Pensions UK Limited

Prepared by: Tom Pugh BSc (Hons) FRICS

Date: 01 February 2024

Reference: 124359-100/TP

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1.1.	Brief	3
1.2.	Scope of works	3
1.3.	Survey method	3
1.4.	Area calculation	3
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2.	Results and report	5

Appendices

Appendix A Area schedule

Appendix B Area floor plans

1. Introduction

1.1. Brief

1.1.1. We were instructed by our client Aviva Life & Pensions UK Limited to measure the Gross Internal Area (GIA) and Net Internal Area (NIA) of The Plaza, Elms Road, Wokingham, RG40 2LD.

1.1.2. The measuring and subsequent calculations were undertaken by Hollis Global Limited on 22 January 2024, in accordance with the RICS *Code of Measuring Practice* 6th Edition (September 2007), under site conditions at that time and in line with Hollis Global Limited's standard conditions of contract.

1.2. Scope of works

1.2.1. Area measurements were required for the building.

1.2.2. The areas measured were as found on site, in accordance with the measuring guidance notes. Lease plans with demise areas outlined, were unavailable.

1.2.3. The report was prepared on 31 January 2024 in response to our client's particular instructions and you should note that the physical state of the property may have changed in the intervening period between our inspection and the date of this report.

1.3. Survey method

1.3.1. Measurements were taken to the internal face of perimeter walls and to the face of walls enclosing toilets, stairs and other core areas. Where these were not accessible, professional estimations may have been made based upon the location of these walls on adjacent floors and/or on information contained on supplied drawings.

1.3.2. A laser scanner with distance measuring facility was used to observe the geometrical framework of the building. The bearings and distances are automatically stored and later downloaded directly to office computers. From the resultant data basic floor plans were prepared to calculate the floor areas.

1.3.3. Where detailed measurements could not be taken due to occupation and fixtures, a visual check was undertaken and professional estimations made.

1.3.4. This survey has been carried out as per the guidance detailed in the RICS guidance note *Measured surveys of land, buildings and utilities* (3rd Edition, 2014).

1.4. Area calculation

1.4.1. Every effort is made to ensure the survey is as accurate as possible. Site survey work and corresponding accuracy levels are constrained by the methods adopted to capture relevant site data, the nature of access afforded and the time allocated to complete the work.

- 1.4.2. AutoCAD is used to produce accurate drawings using the information collected on site from which area values are calculated. The production of these drawings allows the creation of a polygon outlining the perimeter of the space and then the subsequent calculation of the overall area using the area calculation function within AutoCAD.
- 1.4.3. The relevant scale of the area reference drawings is stated on the drawings.
- 1.4.4. The drawings have been saved as digital DWG files comprising accurate data of areas extents and configurations that could be used as a basis for future space management, lease plans or refurbishment purposes.
- 1.4.5. The areas have been summarised on a schedule for easy reference, however the two elements (the plans and the schedule) of the document should be read together as there may be information on one that is not contained on the other.

1.5. Quality control

- 1.5.1. All site dimensions were checked using in-house computer technology and any discrepancies exceeding the required tolerance were, if necessary, verified whilst on site.
- 1.5.2. All figures and drawings are checked as part of our standard quality control procedures.
- 1.5.3. To minimise errors and deliver final area figures to an expected or agreed level the following procedures form part of the quality control process:
- Linear site dimensions recorded are within the necessary tolerances.
 - Equipment checks and calibrations are in place to support the accuracy of the measurement.
 - Sufficient redundancy of recorded dimensions to mitigate erroneous ones.
 - Software check routines for area calculation.

2. Results and report

- 2.1.1. The resultant area figures detailing the extent of the property measured are presented in appendix a (area schedules).
- 2.1.2. The floor plans (showing the extent of the areas measured, identifying specific areas of inclusion/exclusion and quoting area values in square metres and square feet) are presented in appendix b (area floor plans). These plans are also available in digital format, which may be useful in the future for space management or refurbishment purposes.

Appendix A

Area schedules



SUMMARY OF AREAS

The Plaza, Elms Road, Wokingham, RG40 2LD

Unit	Floor	Gross Internal Area (GIA)		Net Internal Area (NIA)		Comments
		sq. m.	sq. ft.	sq. m.	sq. ft.	
Unit 1	Ground floor	2,766.0	29,773			
	First floor	1,001.5	10,780			
	Unit 1 floor total	3,767.5	40,553			
Unit 2	Ground floor	503.9	5,424	492.5	5,301	
	First floor	250.1	2,692	236.2	2,542	
	Unit 2 floor total	754.0	8,116	728.7	7,843	
Unit 3	Ground floor	253.9	2,733	248.6	2,676	
Unit 4	Ground floor	899.7	9,684	882.4	9,498	
Offices	Second floor	341.6	3,677	332.8	3,582	
Car Park	Ground floor	81.9	882			
	First floor	73.2	788			
	Second floor	3,662.9	39,427			
	Third floor	3,616.6	38,929			
	Fourth floor	2,499.0	26,899			
	Car Park total	9,933.6	106,925			
Flats	Flat 1 - Lower floor	40.4	435			
	Flat 1 - Upper floor	38.3	412			
	Flat 1 Total	78.7	847			
	Flat 3 - Lower floor	37.5	404			
	Flat 3 - Upper floor	37.1	399			
	Flat 3 Total	74.6	803			
	Flat 5 - Lower floor	37.2	400			
	Flat 5 - Upper floor	57.0	614			
	Flat 5 Total	94.2	1,014			
	Flat 7	63.5	684			Assumed - No access at time of survey
	Flat 9	45.4	489			Assumed - No access at time of survey
	Flat 11 - Lower floor	7.6	82			
	Flat 11 - Upper floor	110.1	1,185			
	Flat 11 Total	117.7	1,267			
Totals		16,424.4	176,792	2,192.5	23,599	

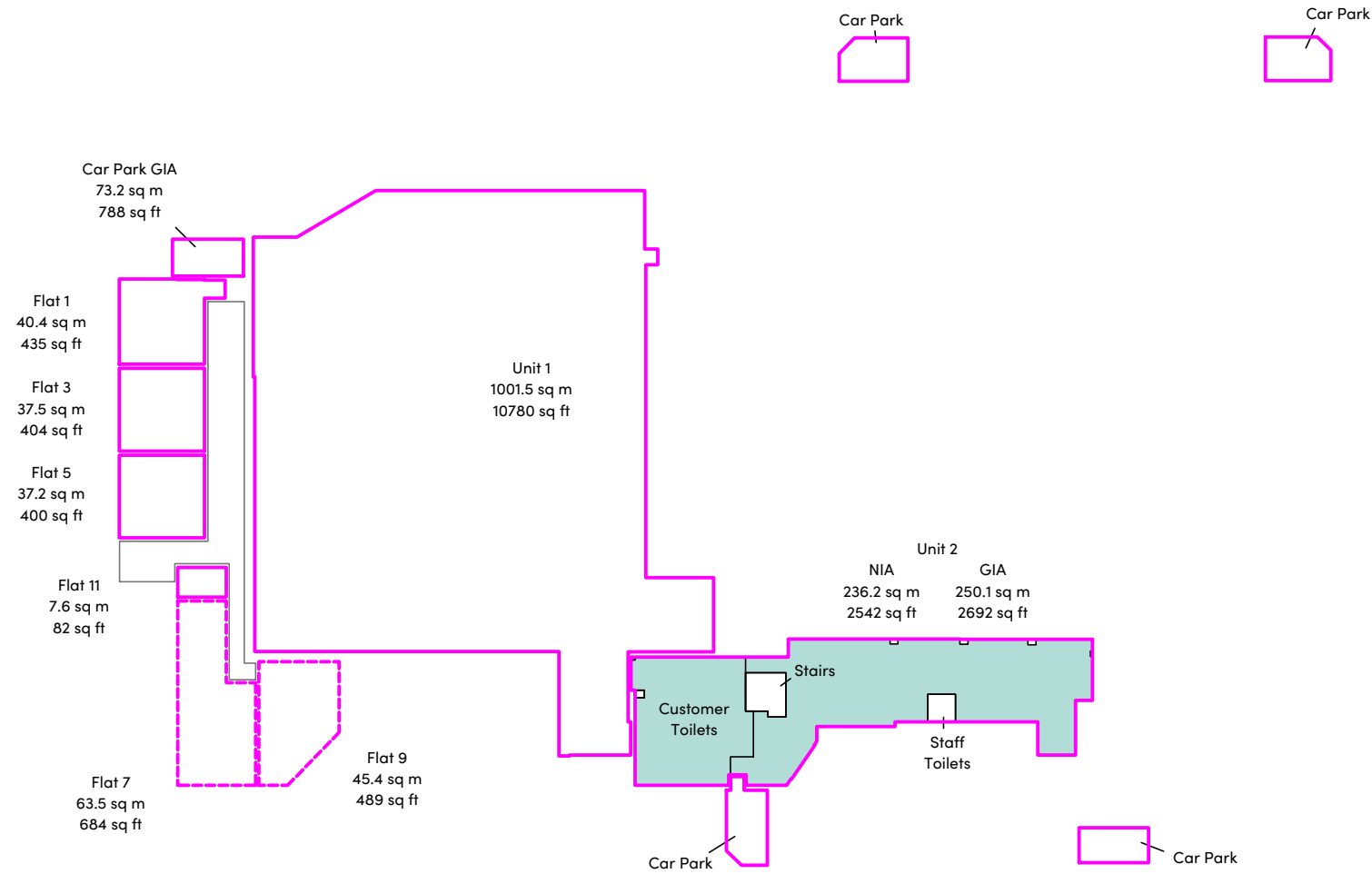
Notes:

A factor of 10.7639 has been used to convert from sq. m. to sq. ft.

Appendix B

Area floor plans





First Floor

Property

The Plaza
Elms Road
Wokingham
RG40 2LD

Gross Internal Area		
GIA	1556.4 sq m	16754 sq ft
Total GIA:	1556.4 sq m	16754 sq ft

Net Internal Areas		
Unit 2	236.2 sq m	2542 sq ft
Total NIA:	236.2 sq m	2542 sq ft
The following has been INCLUDED with the area:		
Customer Toilets	74.9 sq m	806 sq ft
The following has been EXCLUDED from the area:		
Staff Toilets	4.0 sq m	43 sq ft
Stairs	8.8 sq m	95 sq ft

Notes

1. All dimensions to be checked on site and not scaled from this drawing.
2. Hollis shall be informed in writing of any discrepancies.
3. All dimensions are in metres, scaled from this drawing.
4. All areas are measured in accordance to the RICS Code of Measuring Practice (6th Edition).

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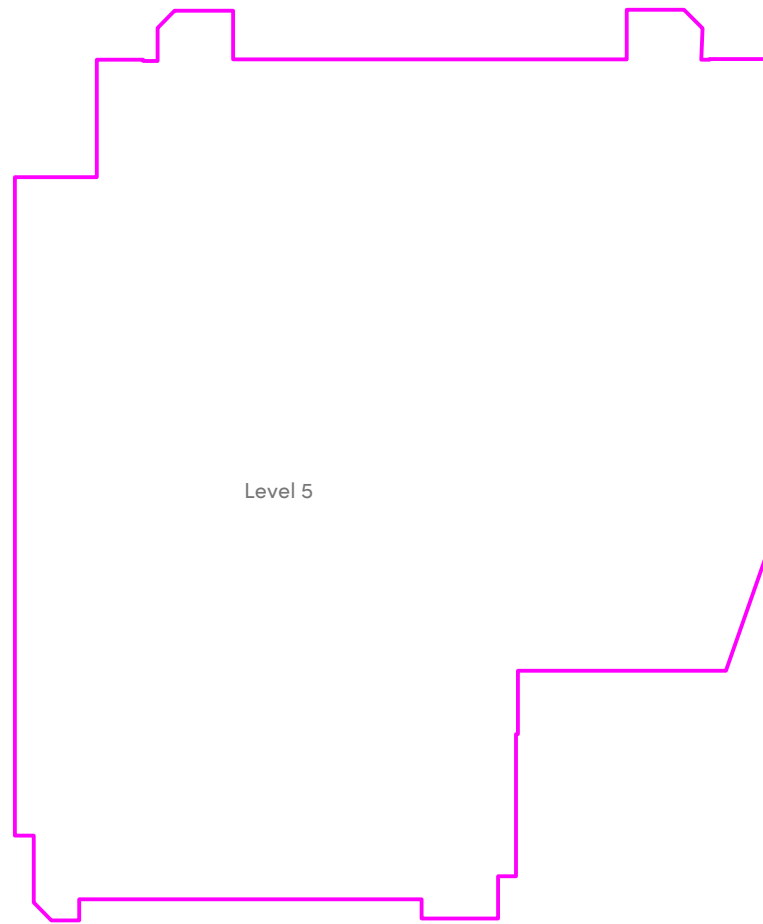
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SO23 9EH

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W hollisglobal.com



AREA REFERENCING

DATE	26.01.2024		DRAWN BY	NS	
SCALE	1:500		CHECKED	TP	
PROJECT	LINE	ORIGINATOR	DISCIPLINE/	LEVEL	
124359	100	HLS	G	01	
FILE	DISCIPLINE/	NUMBER	STATUS	REVISION	
DRG	G	30201	SO	P00	



Level 5

Fourth Floor

Property

The Plaza
Elms Road
Wokingham
RG40 2LD

Gross Internal Area

GIA	2499.0 sq m	26899 sq ft
Total GIA:	2499.0 sq m	26899 sq ft

Notes

1. All dimensions to be checked on site and not scaled from this drawing.
2. Hollis shall be informed in writing of any discrepancies.
3. All dimensions are in metres, scaled from this drawing.
4. All areas are measured in accordance to the RICS Code of Measuring Practice (6th Edition).

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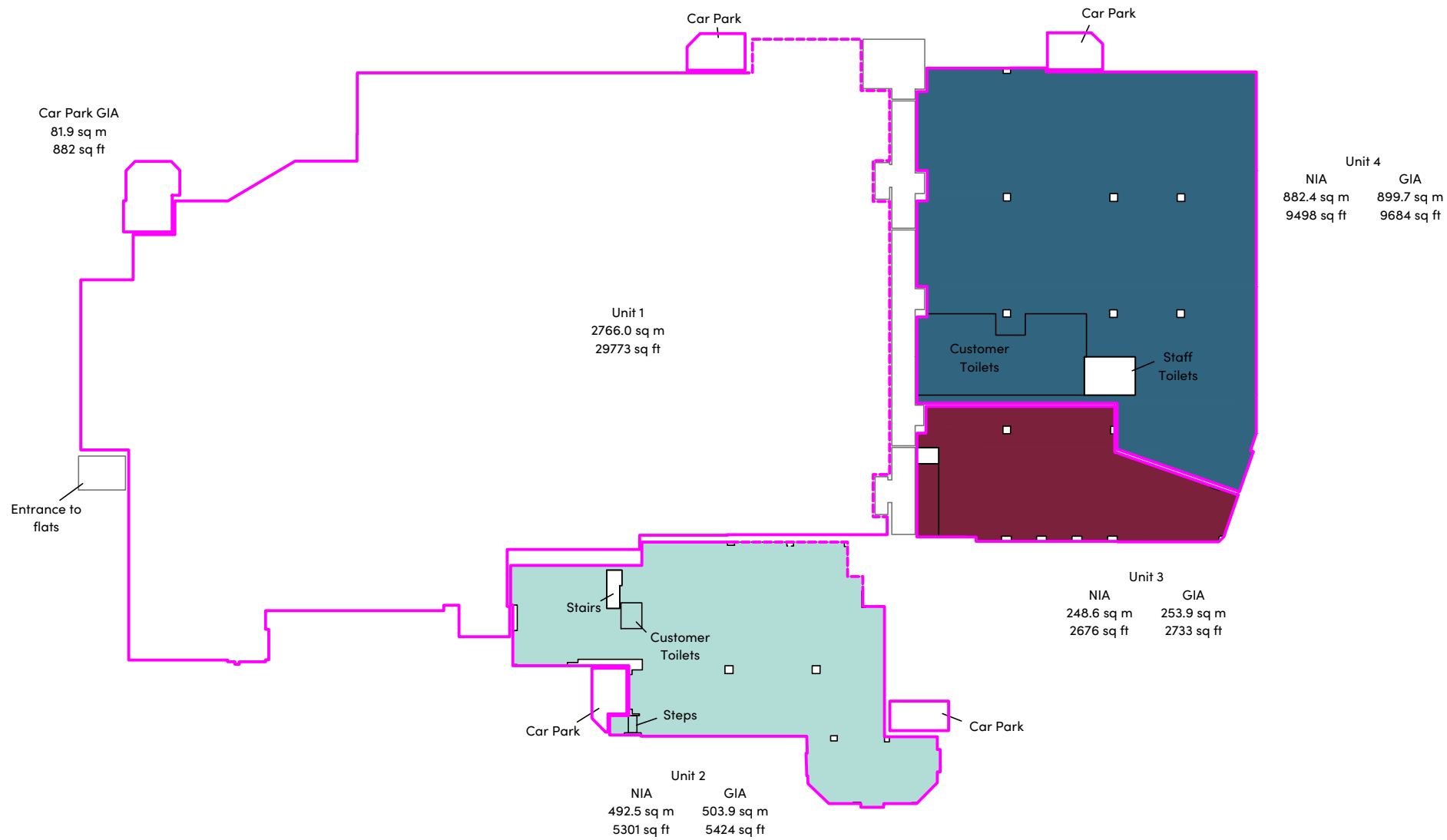
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AREA REFERENCING

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SCALE	CHECKED			
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PROJECT	LINE	ORIGINATOR	DISCIPLINE/	LEVEL
124359	100	HLS	G	04
FILE	DISCIPLINE/	NUMBER	STATUS	REVISION
DRG	G	30201	SO	P00



Ground Floor

Property

The Plaza
Elms Road
Wokingham
RG40 2LD

Gross Internal Area		
GIA	4505.4 sq m	48496 sq ft
Total GIA:	4505.4 sq m	48496 sq ft

Net Internal Areas		
Unit 2	492.5 sq m	5301 sq ft
Unit 3	248.6 sq m	2676 sq ft
Unit 4	882.4 sq m	9498 sq ft
Total NIA:	1623.5 sq m	17475 sq ft

The following has been INCLUDED with the area:
Customer Toilets 100.9 sq m 1086 sq ft
Steps 1.1 sq m 12 sq ft

The following has been EXCLUDED from the area:
Staff Toilets 14.5 sq m 156 sq ft
Stairs 3.9 sq m 42 sq ft

Notes

- All dimensions to be checked on site and not scaled from this drawing.
- Hollis shall be informed in writing of any discrepancies.
- All dimensions are in metres, scaled from this drawing.
- All areas are measured in accordance to the RICS Code of Measuring Practice (6th Edition).

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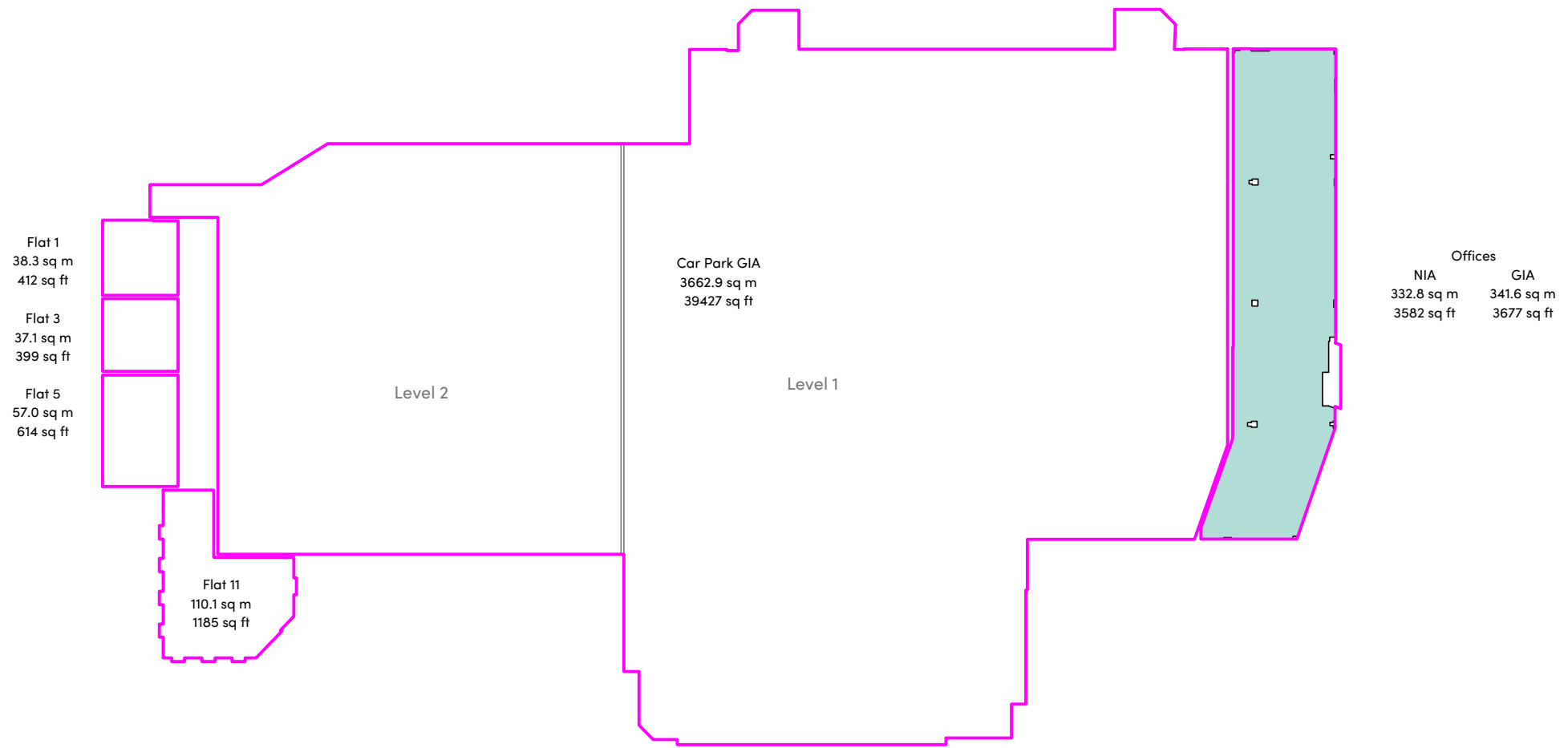
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SCALE		CHECKED	
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PROJECT	LINE	ORIGINATOR	DISCIPLINE/
124359	103	HLS	G
FILE	DISCIPLINE/	NUMBER	STATUS
DRG	G	30201	SO
TYPE	SO	REVISION	LEVEL
			GF



Second Floor

Property

The Plaza
Elms Road
Wokingham
RG40 2LD

Gross Internal Area

GIA	4247.0 sq m	45714 sq ft
Total GIA:	4247.0 sq m	45714 sq ft

Net Internal Areas

Offices	332.8 sq m	3582 sq ft
Total NIA:	332.8 sq m	3582 sq ft

Notes

1. All dimensions to be checked on site and not scaled from this drawing.
2. Hollis shall be informed in writing of any discrepancies.
3. All dimensions are in metres, scaled from this drawing.
4. All areas are measured in accordance to the RICS Code of Measuring Practice (6th Edition).

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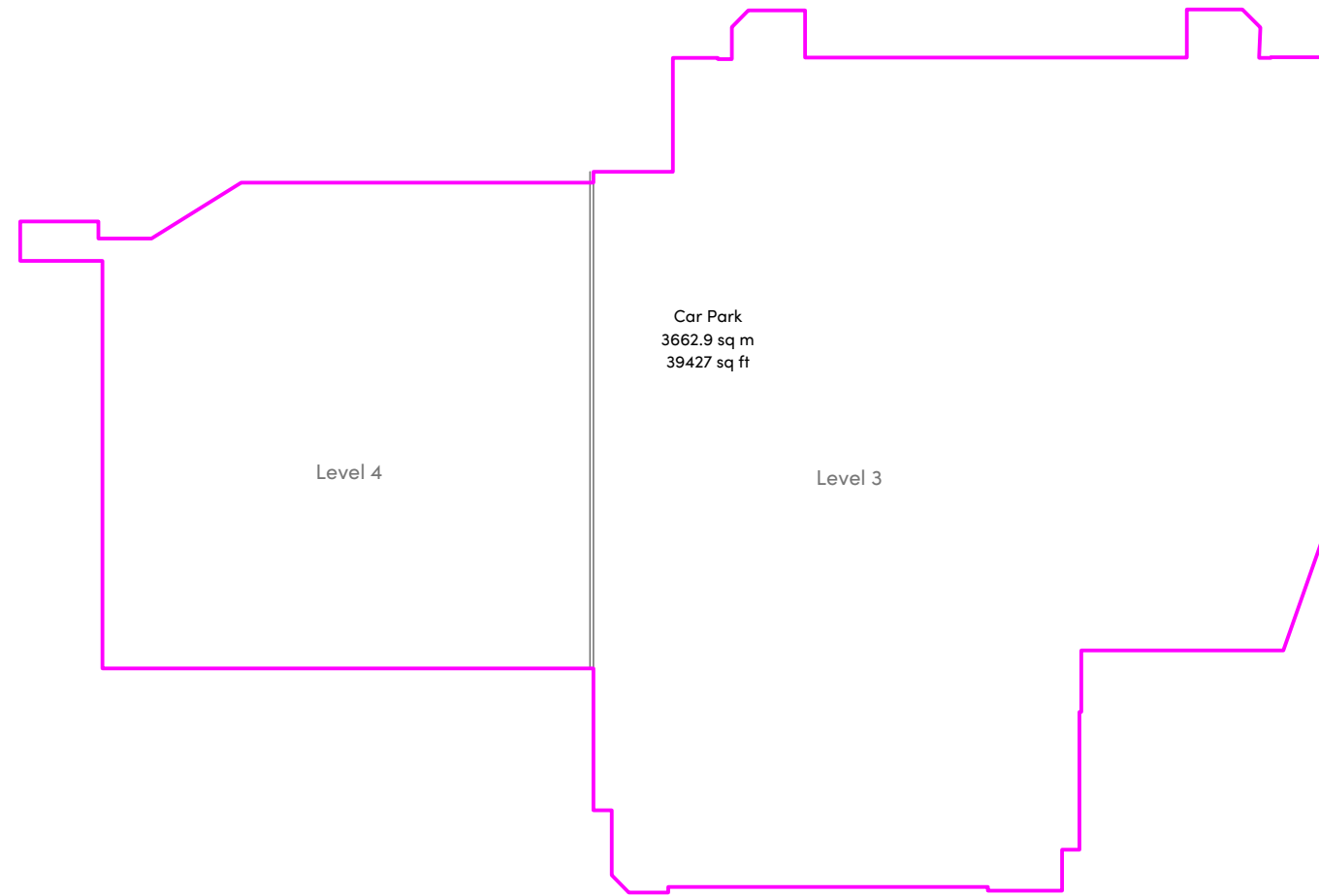
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124359	100	HLS	G	02	
FILE	DISCIPLINE/	NUMBER	STATUS	REVISION	
DRG	G	30201	SO	P00	



Third Floor

Property

The Plaza
Elms Road
Wokingham
RG40 2LD

Gross Internal Area

GIA	3616.6 sq m	38929 sq ft
Total GIA:	3616.6 sq m	38929 sq ft

Notes

1. All dimensions to be checked on site and not scaled from this drawing.
2. Hollis shall be informed in writing of any discrepancies.
3. All dimensions are in metres, scaled from this drawing.
4. All areas are measured in accordance to the RICS Code of Measuring Practice (6th Edition).

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PROJECT	LINE	ORIGINATOR	DISCIPLINE/
124359	100	HLS	G
FILE	DISCIPLINE/	NUMBER	STATUS
DRG	G	30201	SO
			REVISION
			P00

Annex 1

Background to prejudicial materials



Alkali silica reaction

This concrete defect, sometimes referred to colloquially as concrete cancer, affects a small proportion of concrete as a consequence of a chemical reaction between water and certain aggregates.

Asbestos

Guidance on asbestos can be found at www.hse.gov.uk/asbestos

Brick slips

Brick slips are thin faces of brickwork used to conceal structural members in order to give a visually uniform appearance. They are typically bonded to the structural substrate and can suffer from loss of adhesion or from lateral forces caused by thermal movement.

Calcium silicate brickwork

Whilst calcium silicate bricks (sometimes known as sand lime bricks) are inherently a stable material, they should be constructed with a suitable allowance for their future thermal movement. However, occasionally they are constructed in a similar way to clay brickwork, which can lead to cracking of larger brickwork bays.

Calcium chloride additives to concrete

Used to accelerate initial setting of the concrete.

Composite panels

Composite panels are typically either used externally as roof or elevation cladding or internally, typically by the food industry, to create highly insulated working or storage environments. Composite panels are formed from an internal core, bonded to outer faces. That bond creates the structural integrity.

A number of fire events in which composite panes were considered a contributing factor had led the UK insurance industry to review their position in relation to composite panels. The specification, design of installation and other contributing factors are relevant in assessing the associated risk.

A variety of core materials have been used to create composite panels, which can have a varying impact on fire risk. In broad terms, expanded polystyrene and expanded polyurethane (PUR) are considered to represent a risk. However, some (but not all) polyisocyanurate (PIR) cored panels are certified by the Loss Prevention Council (LPC) as being suitably fire resistant for either internal or external applications.

The only way to be certain of the specification of a composite panel is to review the specification or by testing of the core material.

It is also possible that early composite panels incorporate CFC or HCFC gasses, used as blowing agents to introduce the insulant.

High alumina cement (HAC)

HAC based concrete is almost exclusively found in pre-cast concrete elements. There is potential for a reduction in strength over time as a consequence of a process known as conversion. This can be more significant where the concrete element is exposed to moisture.

Hollow clay pot and concrete beam composite floors

This form of construction allowed for lighter weight structures and is inherently stable if well constructed. However, it is possible that the concrete beams (which were cast on site between the hollow clay pots which created a formwork) can suffer from poor compaction and voiding.

These problems, whilst unlikely to have structural significance, can expose steel reinforcement bars to low concrete cover levels which itself can reduce the fire integrity of the structure.

Often it is difficult to identify such lack of concrete cover, particularly if the clay pots were spaced using clay tiles, which remain in-situ and conceal the underside of the poured concrete.

Lead

Typically used for pipework and paintwork. It should be noted, however, that the use of lead roofing and waterproofing details is not considered prejudicial.

Loose mineral fibres

Loose mineral fibres can represent a health risk when the fibres measure below a certain threshold width, because of the effect on the lungs.

Mosaic tiles

Mosaic tiles are used as a decorative finish but can be affected by a loss of adhesion or thermal movement within the building.

Mundic blocks

Mundic blocks were used principally in the southwest of England and can lead to deterioration of concrete over time, if used as aggregates in concrete.

Nickel sulphide inclusions

Nickel sulphide inclusions are impurities in toughened glass that can, over time and when exposed to increased environmental temperatures, cause spontaneous cracking of the glazing panels.

In order to reduce the risk of such cracking, toughened glass is usually heat-soaked, to recreate that environmental risk.

Polychlorinated biphenyl (PCBs)

PCBs were historically used (amongst other applications) as coolants in electrical equipment. It is highly toxic and classified as a persistent organic pollutant.

Reinforced Autoclaved Aerated Concrete (RAAC)

Reinforced Autoclaved Aerated Concrete (RAAC) is a lightweight form of concrete. The Standing Committee on Structural Safety (SCOSS) has noted that: 'Although called "concrete," (RAAC) is very different from traditional concrete and, because of the way in which it was made, much weaker. The useful life of such (panels) has been estimated to be around 30 years' (SCOSS Alert, May 2019). In the 1990s, several bodies recognised structural deficiencies apparent in RAAC panels installed up until the mid-1990s. It was recognised that the in-service performance was poor with cracking, excessive displacements and durability all being raised as concerns.

RAAC was used most commonly in public buildings schools, colleges, hospitals and other building construction from the 1950s until the mid-1990s. It may therefore be found in any school and college building (educational and ancillary) that was either built or modified in this time period. RAAC panels can span between isolated beam supports (steel or concrete) or onto masonry walls (brickwork or blockwork). Typically, panels are hidden behind finishes (suspended ceilings or plasterboard) and therefore may be difficult to identify without minor intrusive works. Ceiling panels may need to be removed to inspect a roof or access may be required into loft voids. RAAC panels are usually (but not always) 450mm to 600mm wide and 2.4m to 3m long, although panels were available up to 6m in length. They typically have a slight chamfer to each edge. The colour varies from white to pale grey.

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/971528/RAAC-Guidance.pdf

R22

A HCFC refrigerant gas currently being phased out of use. From 1 January 2015 it will no longer be legal to "use" R22 in the maintenance and repair of air conditioning equipment. This means that certain repairs will not be possible and effectively mean the equipment has to be converted to use another gas or replaced. A landlord or tenant with a repairing obligation may be liable for system replacement if such a failure occurs.

Sea dredged aggregate

Such aggregates were occasionally used and increased the risk of salts affecting steel elements within concrete.

Thin stone panels

There are circumstances where stone panels (and particularly marble) are thin enough to allow thermal movement significant enough to cause curling of the stone.

Woodwool slabs used as permanent formwork

When used as permanent formwork for concrete structures, woodwool slabs do represent a potential risk. It is possible for: excessive and concealed voiding to be present in the concrete and for reinforcement to be exposed as a consequence; cement fines to leach into the woodwool before the concrete sets (reducing strength), compromising the inherent fire integrity of the structure.

Annex 2

Background to statutory issues



Approved Document L2B

In contrast to the remainder of the Building Regulations, Approved Document L2B adopts a different approach in order to encourage thermal and energy efficiency of existing building stock as well as of new construction.

Non-domestic buildings with a useable area of over 1,000m² which are materially altered, extended, provided with new “fixed building services” or where there is an increase to the installed capacity of any fixed building services will fall within the new requirements.

Part L2B may require consequential works to be completed, which are expected to relate to retrospective improvements in the thermal or energy performance of existing elements or systems. For example, replacement of single glazed windows with more efficient double glazed units or improvements to heating controls could be required in order to obtain Building Regulations Approval.

Building Act 1984

Because the building is not new, it is unlikely that it will comply with current Building Regulations. Whilst the Building Regulations are generally not retrospective (but see below) any material alterations carried out to the building will need to comply with the Regulations current at the time of the alterations.

Construction (Design and Management) Regulations 2015 (CDM)

Under the terms of the CDM Regulations certain construction operations attract the requirement for the preparation of a Health and Safety File. Amongst other things this document records details of the works completed in order to assist safe and appropriate repair in the future. The Client (as defined by the CDM Regulations) is required to retain the Health and Safety File and to allow appropriate access to it.

Control of Asbestos Regulations 2012

Under the terms of these Regulations a Duty holder is required to manage asbestos in non-domestic premises. Typically, this encompasses a positive obligation to assess the likelihood of asbestos containing materials (ACMs) being present at the premises. This can be achieved either by reference to bone fide statements confirming that ACMs were not incorporated into the construction of the building, or by commissioning an asbestos survey. The results of that survey would then be interpreted, acted upon and recorded in an Asbestos Management Plan.

Energy Efficiency (Private Rented Sector) (England and Wales) Regulations 2015

These regulations – also known as the Minimum Energy Efficiency Standards (MEES) – set out (subject to a number of exceptions) that:

- From 01 April 2018 it will be unlawful to grant a new lease for a privately rented building with an EPC rating of less than an ‘E’.
- From 01 April 2023 this will be extended to all privately rented property, including properties rented under existing leases.

Landlords failing to comply with this legislation are open to prosecution by the local authority, who will enforce the provisions under Trading Standards.

Energy Performance of Buildings (Certificates and Inspections) (England and Wales) Regulations 2007 (as amended)

Vendors are required to prepare and make available an Energy Performance Certificate (EPC) for the property prior to the sale.

EU Regulations concerning the use of Ozone-depleting substances

Under EU Regulation (EC) No. 1005/2009 the maintenance and servicing of air-conditioning systems containing an HCFC gas that involves breaking into the refrigerant circuits is now prohibited. R22 is the most commonly used HCFC gas. Refurbishment (involving replacing the R22 with another refrigerant) could be considered although one of the most common R22 refrigerant replacements - R422D - is (amongst a number of other gases) itself now subject to the EU F-Gas Regulations 2014. These regulations introduce controls on the use of refrigerants with a 'Global Warming Potential' (GWP) of over 2500 the equivalent amount of CO₂. These controls will culminate in 2030 in a ban on the use of reclaimed refrigerant in existing systems which will mean that systems containing such gases will no longer be capable of being fully and properly maintained. This is of particular concern as there are now increased leak detection requirements for refrigerants with a high GWP.

Composite cladding panels installed prior to 2004 may incorporate CFC or HCFC gasses. Consequently, these panels might be subject to regulatory control if removed or during any demolition phase.

Equality Act 2010

Under the terms of the Equality Act 2010, employers or service providers are required to take reasonable steps to avoid discrimination. Typically, this encompasses the preparation of an Access Audit specific to the requirements and nature of the service provider and/or employer, and the implementation of the recommendations.

Health and Safety Legislation

A variety of statutory instruments and supporting legislation govern the health and safety of people in the context of the built environment.

Planning (Listed Buildings and Conservation Areas) Act 1990

Legislation covering the recognition, protection and management of Listed Buildings and buildings in Conservation Areas.

Regulatory Reform (Fire Safety) Order 2005

Under the terms of the Regulatory Reform (Fire Safety) Order 2005 a Responsible Person is required to assess the fire risk and to take reasonable precautions. Typically, this encompasses the preparation of a Fire Risk Assessment and the implementation of the recommendations contained therein.

Rights of Light Act 1959

This Act sets out the procedure for registering a 'Light Obstruction Notice' (LON). LONs serve to prevent a building acquiring a right to light where the necessary time period for acquisition by prescription (i.e. 20 years) has not yet accrued.

Annex 3

TDD limitations



Technical Due Diligence Limitations

Any appointment of Hollis is subject to Technical Due Diligence Limitations as detailed below. Where our Appointment relates to Building Surveys, Measured Surveys, Reinstatement Cost Assessments, Drone Surveys and Phase 1 Environmental Reports additional service specific limitations will apply as detailed below. The limitations detailed in this documents should be read in conjunction with our Terms and Conditions of Appointment.

Standard Limitations

Inspection Limitations

Weather Conditions

Our inspection may be impeded by the prevailing weather conditions.

Concealed and Hidden Elements and Areas

In all buildings there are inaccessible, concealed or unexposed elements. In occupied properties, access to some areas that would normally be inspected may be restricted or denied.

Where safe and practicable to do so, an inspection of voids above suspended ceilings, beneath raised floors and other similar areas will be carried out from a small number of sample points. However, very often, inspections are severely limited by factors including lack of light, obstructions, void depths and the occupancy of the building.

We will not lift all manhole covers, only, where safe and possible, a representative sample, and, where necessary, we will recommend a CCTV examination.

We will not lift fitted floor coverings, floorboards or move appliances or heavy furniture. Where inspections are restricted as described above our findings can only be based on the evidence available to us, therefore, we will not be able to comment conclusively upon the true condition, construction and detailing of hidden, unexposed or inaccessible elements.

Where a specialist inspection of the engineering services has specifically been instructed, access panels may be removed or opened but only where it is safe to do so and where no disruption to the operation of the building will be caused.

Vertical Access Restrictions

We will use a surveyor's ladder where practical and safe to do so although our comments will be predominantly based upon findings from a pavement or floor-level inspection or other available safe vantage points. We will arrange for the hire of mechanical access equipment where we are advised prior to our inspection that it is required to inspect high level elements.

Destructive Tests and Opening up Works

We will not carry out any destructive tests, expose any part of a property, or carry out any opening up works which will require specialist tools or which may damage existing fixtures and finishes.

Specialist Consultants & Contractors Limitations

Where specialist consultants or contractors are engaged on your behalf, we will not be responsible for their performance. We may make reference to their findings in our report, but this should not be thought of as a substitute for reading their report in its entirety, nor can we take responsibility for their conclusions.

Budget Cost Limitations

Costs will be:

- Given at current prices, no adjustments will be made for inflation;
- Quoted as budget estimates only and are not to be thought of as a substitute for obtaining competitive quotations from reputable contractors;
- Exclusive of VAT, professional fees, acquisition costs and statutory fees
- Based only on the design information available at the time for the purpose of preparing the cost estimate

We will not:

- Investigate whether the costs for carrying out all the works immediately will be greater than carrying them out individually, as and when required;
- Include the cost of investigative works to establish the cause effects, unless specifically highlighted;
- Allow for any loss and/or damage to works as a direct result of a bomb blast or other act of terrorism, malicious damage, fire, flood, Force Majeure event or other Act of God;
- Include the costs incurred in out of hours working of security staff;
- Include costs relating to epidemics, pandemics and the like including measures required to operate safely in accordance with industry guidelines.
- Allow for increased prices or programme delays as a result of the withdrawal of the UK from the European Union (Brexit).

Survey Limitations

Listed below are the limitations specifically applying to surveys; they must be read in conjunction with our Standard Limitations.

Building Services

Where a specialist building services survey has not been instructed, the information that we will provide will be of a general and basic level only; we do not undertake to assess the efficiency of any installation nor its compliance with regulations. We will, however, advise you where we consider a need for specialist advice exists.

Where a specialist building services survey has been instructed this may be undertaken either using an in-house specialist engineering surveyor or a specialist sub-consultant. The inspection will be visual in nature with no testing or dismantling of plant and equipment. The appraisal will not include any design checks or any assessment of energy performance or efficiency.

Contamination

We will comment on any obvious contamination issues, but we will not undertake any tests or investigation of current or previous uses of the site or adjoining land. We will advise you where we consider a need for specialist advice exists.

Rights of Way/Support/Light

Where necessary we will comment upon any apparent rights of way, support or light which might be visible or suspected. Our comments on such rights and easements will be very much in outline only and are not subject to any detailed investigations.

Disabled Access

We will provide basic comment upon the general accessibility of the building within our report, but such comments will be of a cursory nature only, limited to pronounced problems with key access provisions. Our comments should in no way be considered a substitute for a full Access Audit.

Deleterious Materials

We will not test for the presence of deleterious materials but will advise you where we consider such tests to be necessary. Where we make comment on the presence (or suspected presence) and effect of deleterious materials, our advice will be confined to the following:

Admixtures and aggregates in concrete; Asbestos; Brick Slips; Calcium Silicate Brickwork; High Alumina Cement; Lead; Urea Formaldehyde Foam; Woodwool cement slabs (as permanent shuttering).

Note: Many factors including location, use, design and quantity determine whether a material is deleterious or not and, therefore, the inclusion of a material in the above list does not, of itself, imply that it is deleterious.

Further, our report does not constitute an asbestos register or management plan under any duty to manage asbestos within the scope of our survey.

Measured Survey Limitations

Listed below are the limitations specifically applying to Measured Surveys; they must be read in conjunction with our Standard Limitations.

Generally

The Services means any Land, Building, Setting Out or any other survey that we provide.

The Plans means the drawings, disks, reports or any media that we supply.

Area Referencing surveys will be completed in accordance with the RICS Code of Measuring Practice unless stated in the area report.

Measured Surveys will conform to the RICS specification for Measured Surveys of Land, Buildings and Utilities 3rd Edition (December 2014)

Information or data that you or others issue to us is assumed to have been verified before issue. We will not carry out any checks on the data unless specifically required to do so. Any delays caused or rectification required by erroneous data will be charged for at day rates currently applicable.

Fees

We will initially determine the level of complexity of the building from the information you provide. Should it be determined during the site inspection that the complexity of the building makes the standard measurement inappropriate, this will be drawn to your attention and a revised proposal will be submitted.

Should the building be significantly larger (greater than 10%) than the figure used to provide the quotation then additional fees may be applied.

The prices quoted are for surveying the detail that exists at the time of the survey team's observations. Any development subsequent to this date will be added, if requested, and the cost of the extra work involved will be charged at a rate to be agreed.

The proposal is based upon information, plans, maps and reports supplied to us by you about site conditions, site size and topography. Should these prove to be incorrect, any delays thus caused may be subject to an additional claim for payment.

Access

We have assumed the site to be reasonably accessible and not excessively overgrown or have any other significant hindrances to line of sight. No allowance has been made for site clearance, the provision of lighting, scaffold and so forth.

Our quotation assumes free and unhindered access to all areas and a standard 8 hour working day. Others shall obtain all necessary permissions for access to the site for the purpose of the survey at no cost to us.

Our rates assume that the fieldwork for the survey can be carried out continuously and without interruption. If we cannot access the area required through no fault of our own, our standard rates for lost time will apply.

Documentation Provided

Unless specified otherwise, all data, information, reports and plans will be issued in our standard format. If you require that your own layouts are used, examples of these should be provided before the start of the survey.

We will at our own expense rectify any errors in the survey that are shown to be in excess of the tolerances stated in the specification. We shall not, however, be held responsible for any consequential loss, damage or delay arising from any work undertaken with it.

We retain the Copyright of all maps, plans, method statements, reports and data produced under this contract unless otherwise stated.

No liability for accuracy shall extend beyond the specified scale of geographical mapping, digitised data or any other accuracy specified for the Services.

Reinstatement Cost Assessment Limitations

Listed below are the limitations specifically applying to Reinstatement Cost Assessments; they must be read in conjunction with our Standard Limitations.

Market Valuations

A Reinstatement Cost Assessment is an estimate of the cost of rebuilding the premises; it is not a market valuation and should not be thought of as such.

Documentation Provided

We cannot take responsibility for the accuracy of any information provided to us for the purpose of carrying out the assessments. Similarly we cannot take responsibility where information to be provided is missing or its provision is delayed and that information conflicts with our assessment. Where such documents become available, we recommend that copies are forwarded to us immediately in order that any advice provided can be refined.

Third Party Data

Our processes include the use of third party data through products such as:

1. Building Cost Information Service (BCIS); and
2. Promap (Landmark Information Group).

Whilst we will review this information for accuracy insofar as required for our assessments, we do not accept any liability for inaccuracies in third party information or loss or damage arising from same.

Building Services – Specialist Equipment

The Reinstatement Cost Assessment will include an allowance for the services in the building. Where specialist equipment and/or where complex services systems are involved, we may be unable to accurately estimate the replacement cost and may therefore require specialist input; this would require a separate instruction and additional fee.

Contamination

The presence of ground contamination can significantly affect the rebuilding cost of premises. We will not carry out any investigation into site history unless instructed to do so. Where the potential for contamination is suspected following an inspection we may recommend further investigation in order to budget accurately for rebuilding costs.

Acceptance of Insurance

The provision of a Reinstatement Cost Assessment does not indicate or confirm that insurance cover will be provided for that building.

Ground Conditions

We will not investigate whether specialist foundations, land fill or other specialist ground works were required or used in the construction of a building, nor whether they would be required in any rebuilding. The requirement for these or similar works would increase the rebuilding cost.

VAT

Unless requested otherwise our assessments will exclude VAT. We will not carry out any investigations into the VAT status of the property or the trading position of the insured and it is important that you seek further advice from your insurance broker with regard to the VAT element to ensure that any non-recoverable VAT will be covered by the insurance policy.

Rebuilding Period

The Reinstatement Cost Assessment will include advice on the likely period required to rebuild the property. The rebuilding period will not make any allowance for unforeseeable delays, such as those caused by planning issues, archaeology, site contamination, or market conditions.

Deleterious Materials

We will not test for the presence of deleterious materials. The presence of these materials can significantly increase the cost of demolition. Where the presence of deleterious materials is suspected we may recommend further investigation. For the purpose of this statement, the following materials are considered deleterious;

Admixtures and aggregates in concrete; Asbestos; Brick Slips; Calcium Silicate Brickwork; High Alumina Cement; Lead; Urea Formaldehyde Foam; Woodwool cement slabs (as permanent shuttering).

Note: Many factors including location, use, design and quantity determine whether a material is deleterious or not and, therefore, the inclusion of a material in the above list does not, of itself, imply that it is deleterious.

Further, our report does not constitute an Asbestos Register under the duty to management asbestos within the Control of Asbestos Regulations 2006.

Drone Survey Limitations

Listed below are the limitations specifically applying to utilities work; they must be read in conjunction with our Standard as well as our Standard Limitations.

Standard Limitations

Remote pilot will decide if it is safe to carry out the flight, after arriving at site, and conducting the onsite risk assessment. (This is 30m clearance from people and buildings not under our control for take-off, and 50m during the flight).

Hollis will commence delivery of the services on the date specified in the agreed scope of works.

Any variation requests by the Customer after the scope of works have been agreed may incur additional charges at a rate to be agreed before delivery of any additional works.

The Customer will ensure Hollis personnel are granted access and permission to operate on the specified site on the agreed date(s). Any delays or cancellations caused by an inability to access the specified site may incur additional charges.

Hollis normal hours of operation are Monday to Friday 09:00 to 17:30, excluding weekends and bank holidays

For deployments involving the use of drones Hollis will, based on the prevailing weather forecast, confirm a go/no-go decision with the Customer 24 hours prior to the agreed service delivery date(s). Hollis will not be responsible for any delays caused by unexpected adverse weather on the service delivery date(s) and are not responsible for any resultant costs incurred by the Customer.

Hollis reserve the right to charge for any delays or cancellations caused by the Customer which are outside the control of Hollis.

Hollis will use all reasonable endeavours to comply with the Customer's Health and Safety policies and any other reasonable security requirements for the specified site.

Customer will be provided with a copy of all the photographs if desired. Hollis owns the copyright of the photographs and will keep the photographs for further reference, analysis and modelling purposes.

Environmental Limitations

Listed below are the limitations specifically applying to Phase 1 Environmental Assessments and advice, they must be read in conjunction with our Standard Limitations .

Site Inspection

The purpose of the site inspection is to confirm that no potentially significant sources of ground contamination exist at or in the vicinity of the site and also to identify other potential liabilities (e.g. potential for asbestos). The inspection does not constitute an asbestos survey as required to satisfy the duty to manage asbestos under The Control of Asbestos Regulations 2012, or a hazardous materials survey, or an ecological survey.

There will be no sampling of soil, water or other environmental media.

Due Diligence

Research

Desk-based research will be undertaken to determine:

- 1) Historical development of the site and surrounding area.
- 2) Existence of environmental permits, records and incidents at the site and in the surrounding area.
- 3) Environmental sensitivity of the site (geology, hydrogeology and hydrology).

A proprietary database will be purchased to assist research (Landmark Information Group Envirocheck or a product of an equivalent standard) and enquiries will be made of local regulatory authorities, unless prohibited by confidentiality requirements. From time to time, additional information may be required to assist research, e.g. aerial photographs, and may be purchased and charged as disbursements.

Third Party Advice and Products

Our reports include the use of third party advice and products such as:

- 1) OS data;
- 2) Title documents;
- 3) Third party proprietary database records;
- 4) British Geological Survey mapping;
- 5) Aerial photography;
- 6) Local authority archive information;
- 7) Environmental regulatory authority data.

On occasion, we will recommend the instruction of a Flood Risk Appraisal, which will be carried out by a third party consultant. **Whilst we will procure this advice on your behalf, it will be subject to the Consultant's own terms and conditions.** Specifically, the limitation of liability on flood advice is one million pounds in the annual aggregate for a duration of six years from the date of completion of the Services.

Whilst we will review this information for accuracy insofar as required for our assessments, we do not accept any liability for inaccuracies in third party information or loss or damage arising from the same.

Reporting and Advice

Reports and advice will normally be based on a number of assumptions and with reliance on third party information. Where assumptions have been made, these will usually be stated, and recommendations will be given if further work is required. Where specialist legal, planning, valuation or technical advice is required, recommendations for same will be highlighted within our report or separately.

We can give no warranty or representation that all relevant matters will be discovered in the course of our work, although we will endeavour to provide a comprehensive appraisal of any significant environmental issues associated with the site.