

RESERVE POSITION 2022 - 2029

Estates - CMA

	Actual - 2021	Actual - 2022	Expected- 2023	Year 1 - 2024	Year 2 - 2025	Year 3 - 2026	Year 4 - 2027	Year 5 - 2028	2024-2028
Opening reserves position		168,992	165,068	137,028	103,901	115,981	126,561	137,141	
Emergency spend			0	750	750	750	750	751	3,751
Planned spend		38,290	12,992	49,508	13,820	5,320	5,320	5,320	79,288
Leisure suite deficit			22,534	16,520					
Total Expenditure planned and unplanned		38,290	35,526	66,778	14,570	6,070	6,070	6,071	99,559
Reserve position before in year contribution		130,702	129,542	70,251	89,331	109,911	120,491	131,070	521,052
In Year Contribution to Reserves									
Emergency spend				750	750	750	750	751	3,751
Planned spend				49,600	13,900	5,400	5,400	5,400	79,700
Contribution to future spend - Sinking fund				(33,700)	2,000	10,500	10,500	10,500	(200)
To keep reserves to at least £100,000				17,000	10,000				
Transfer fee adjustment/y.e deficit		34,366	7,486						
Total reserve contribution required		34,366	7,486	33,650	26,650	16,650	16,650	16,651	110,251
Closing reserves position	168,992	165,068	137,028	103,901	115,981	126,561	137,141	147,721	

Average planned spend
15,858 15,900

Units 187
Per person 2028 790

Leisure Suite

	Actual - 2021	Actual - 2022	Expected- 2023	Year 1 - 2024	Year 2 - 2025	Year 3 - 2026	Year 4 - 2027	Year 5 - 2028	2024-2028
Opening reserves		3,794	0	(0)	(0)	2,600	4,650	3,950	
Emergency spend			0	750	750	750	750	751	3,751
Planned spend		17,444	22,535	15,770	3,500	4,050	6,800	0	30,120
Total Expenditure planned and unplanned		17,444	22,535	16,520	4,250	4,800	7,550	751	33,871
Reserve position before in year contribution		(13,650)	(22,534)	(16,520)	(4,250)	(2,200)	(2,900)	3,199	(22,672)
In Year Contribution to Reserves									0
Emergency spend		750		750	750	750	750	751	3,751
Planned spend		12,900		15,800	3,500	4,100	6,800	0	30,200
Contribution to future spend - Sinking fund				(9,700)	2,600	2,000	(700)	6,100	300
Transfer from CMA			22,534	9,670					
(Difference between yearly average and actual in year planned spend)									0
Total reserve contribution required		13,650	22,534	16,520	6,850	6,850	6,850	6,851	43,921
Closing reserves position	3,794	0	(0)	(0)	2,600	4,650	3,950	10,050	

(note that this reserve will be topped up from the Estate general reserve)

Average planned spend
6,024 6,100

Units 187
Per person 2028 88

Alexandra Apartments

	Actual - 2021	Actual - 2022	Expected- 2023	Year 1 - 2024	Year 2 - 2025	Year 3 - 2026	Year 4 - 2027	Year 5 - 2028	2024-2028
Opening reserves position		9,861	11,786	11,570	7,521	8,821	9,221	10,521	
Emergency spend		0							0
Planned spend		(925)	1,316	5,349	0	900	0	0	6,249
Total expenditure planned and unplanned		(925)	1,316	5,349	0	900	0	0	7,565
Reserve Position before in year contribution		10,786	10,470	6,221	7,521	7,921	9,221	10,521	
In Year Contribution to Reserves									
Emergency spend		1,000	0	0	0	0	0	0	0

Average planned spend
1,250 1,300

Planned spend		1,100	5,400	0	900	0	0	6,300
Contribution to future spend - Sinking fund			(4,100)	1,300	400	1,300	1,300	200
(Difference between yearly average and actual in year planned spend)								
Total reserve contribution required		1,000	1,100	1,300	1,300	1,300	1,300	6,500
Closing reserves position	9,861	11,786	11,570	7,521	8,821	9,221	10,521	11,821

Units	4
Per person 2028	2,955

Alexandra Buildings

	Actual - 2021	Actual - 2022	Expected- 2023	Year 1 - 2024	Year 2 - 2025	Year 3 - 2026	Year 4 - 2027	Year 5 - 2028	2024-2028
Opening reserves position		5,004	7,571	7,396	1,188	3,988	68	3,368	
Emergency spend		1,433		1,000	1,000	1,000	1,000	1,001	5,001
Planned spend			2,575	8,508	500	7,220	0	0	16,228
Total expenditure planned and unplanned		1,433	2,575	9,508	1,500	8,220	1,000	1,001	21,229
Reserve Position before in year contribution		3,571	4,996	(2,112)	(312)	(4,232)	(932)	2,367	
In Year Contribution to Reserves									
Emergency spend			0	1,000	1,000	1,000	1,000	1,001	5,001
Planned spend		4,000	2,400	8,600	500	7,300	0	0	16,400
Contribution to future spend - Sinking fund				(5,300)	2,800	(4,000)	3,300	3,300	100
(Difference between yearly average and actual in year planned spend)				(1,000)					
Total reserve contribution required		4,000	2,400	3,300	4,300	4,300	4,300	4,301	20,501
Closing reserves position	5,004	7,571	7,396	1,188	3,988	68	3,368	6,668	

Average planned spend	
3,246	3,300

Units	9
Per person 2028	741

Cliffe

	Actual - 2021	Actual - 2022	Expected- 2023	Year 1 - 2024	Year 2 - 2025	Year 3 - 2026	Year 4 - 2027	Year 5 - 2028	2024-2028
Opening reserves position		18,363	20,800	24,336	17,754	16,031	15,931	12,731	
Emergency spend									0
Planned spend		1,263	264	10,782	6,423	5,300	8,400	0	30,905
Total expenditure planned and unplanned		1,263	264	10,782	6,423	5,300	8,400	0	30,905
Reserve Position before in year contribution		17,100	20,536	13,554	11,331	10,731	7,531	12,731	
In Year Contribution to Reserves									
Emergency spend		3,700	3,800	0	0	0	0	0	0
Planned spend				10,800	6,500	5,300	8,400	0	31,000
Contribution to future spend - Sinking fund				(4,600)	(300)	900	(2,200)	6,200	0
				(2,000)	(1,500)	(1,000)	(1,000)	(1,000)	(6,500)
Total reserve contribution required		3,700	3,800	4,200	4,700	5,200	5,200	5,200	24,500
Closing reserves position	18,363	20,800	24,336	17,754	16,031	15,931	12,731	17,931	

Average planned spend	
6,181	6,200

Units	6
Per person 2028	2,988

Edward

	Actual - 2021	Actual - 2022	Expected- 2023	Year 1 - 2024	Year 2 - 2025	Year 3 - 2026	Year 4 - 2027	Year 5 - 2028	2024-2028
Opening reserves position		14,144	15,411	17,046	11,799	15,099	9,639	12,939	
Emergency spend				500	500	500	500	501	2,501
Planned spend		233	465	7,547	0	8,760	0	0	16,307
Total expenditure planned and unplanned		233	465	8,047	500	9,260	500	501	18,808
Reserve Position before in year contribution		13,911	14,946	8,999	11,299	5,839	9,139	12,438	

Average planned spend	
3,261	3,300

In Year Contribution to Reserves

Emergency spend	0		500	500	500	500	501	2,501
Planned spend	1,500	2,100	7,600	0	8,800	0	0	16,400
Contribution to future spend - Sinking fund			(4,300)	3,300	(5,500)	3,300	3,300	100
			(1,000)					(1,000)
Total reserve contribution required	1,500	2,100	2,800	3,800	3,800	3,800	3,801	18,001
Closing reserves position	14,144	15,411	17,046	11,799	15,099	9,639	12,939	16,239

Units	7
Per person 2028	2,320

Kingswood

	Actual - 2021	Actual - 2022	Expected- 2023	Year 1 - 2024	Year 2 - 2025	Year 3 - 2026	Year 4 - 2027	Year 5 - 2028	2024-2028
Opening reserves position		12,440	10,436	14,146	8,869	16,119	9,119	9,369	
Emergency spend		7,004		500	500	500	500	501	2,501
Planned spend			2,390	15,777	3,250	17,500	10,250	5,263	52,040
Total expenditure planned and unplanned		7,004	2,390	16,277	3,750	18,000	10,750	5,764	54,541
Reserve Position before in year contribution		5,436	8,046	(2,131)	5,119	(1,881)	(1,631)	3,605	
In Year Contribution to Reserves									
Emergency spend		5,000		500	500	500	500	501	2,501
Planned spend		0	6,100	15,800	3,300	17,500	10,300	5,300	52,200
Contribution to future spend - Sinking fund				(5,300)	7,200	(7,000)	200	5,200	300
									0
Total reserve contribution required		5,000	6,100	11,000	11,000	11,000	11,000	11,001	55,001
Closing reserves position	12,440	10,436	14,146	8,869	16,119	9,119	9,369	14,606	

Average planned spend	
10,408	10,500

Units	12
Per person 2028	1,217

Muxlow

	Actual - 2021	Actual - 2022	Expected- 2023	Year 1 - 2024	Year 2 - 2025	Year 3 - 2026	Year 4 - 2027	Year 5 - 2028	2024-2028
Opening reserves position		11,748	8,185	7,332	10,242	7,342	11,142	9,242	
Emergency spend		11,563		500	500	500	500	500	2,500
Planned spend			8,353	6,690	12,500	5,800	11,500	11,088	47,578
Total expenditure planned and unplanned		11,563	8,353	7,190	13,000	6,300	12,000	11,588	50,078
Reserve Position before in year contribution		185	(168)	142	(2,758)	1,042	(858)	(2,346)	
In Year Contribution to Reserves									
Emergency spend			0	500	500	500	500	500	2,500
Planned spend			7,500	6,700	12,500	5,800	11,500	11,100	47,600
Contribution to future spend - Sinking fund		8,000		2,900	(2,900)	3,800	(1,900)	(1,500)	400
Build up reserves to £500 per household									0
Total reserve contribution required		8,000	7,500	10,100	10,100	10,100	10,100	10,100	50,500
Closing reserves position	11,748	8,185	7,332	10,242	7,342	11,142	9,242	7,754	

Average planned spend	
9,516	9,600

Units	12
Per person 2028	646

Pevrill

	Actual - 2021	Actual - 2022	Expected- 2023	Year 1 - 2024	Year 2 - 2025	Year 3 - 2026	Year 4 - 2027	Year 5 - 2028	2024-2028
Opening reserves position		9,069	11,840	14,730	10,238	5,538	9,338	14,938	
Emergency spend		2,229		750	750	750	750	751	3,751
Planned spend			2,660	12,292	13,500	5,000	3,200	10,000	43,992

Average planned spend	
8,798	8,800

Total expenditure planned and unplanned	2,229	2,660	13,042	14,250	5,750	3,950	10,751	47,743
Reserve Position before in year contribution	6,840	9,180	1,688	(4,012)	(212)	5,388	4,187	
In Year Contribution to Reserves								
Emergency spend			750	750	750	750	751	3,751
Planned spend		5,550	12,300	13,500	5,000	3,200	10,000	44,000
Contribution to future spend - Sinking fund	5,000		(3,500)	(4,700)	3,800	5,600	(1,200)	0
			(1,000)					(1,000)
Total reserve contribution required	5,000	5,550	8,550	9,550	9,550	9,550	9,551	46,751
Closing reserves position	9,069	11,840	14,730	10,238	5,538	9,338	14,938	13,738

Units	8
Per person 2028	1,717

Sheaf 1

	Actual - 2021	Actual - 2022	Expected- 2023	Year 1 - 2024	Year 2 - 2025	Year 3 - 2026	Year 4 - 2027	Year 5 - 2028	2024-2028
Opening reserves position		12,603	7,116	2,756	2,307	2,707	3,257	6,157	
Emergency spend		9,487		1,500	1,500	1,500	1,500	1,501	7,501
Planned spend			10,460	4,349	2,500	2,350	0	0	9,199
Total expenditure planned and unplanned		9,487	10,460	5,849	4,000	3,850	1,500	1,501	16,700
Reserve Position before in year contribution		3,116	(3,344)	(3,093)	(1,693)	(1,143)	1,757	4,656	
In Year Contribution to Reserves									
Emergency spend				1,500	1,500	1,500	1,500	1,501	7,501
Planned spend			6,100	4,400	2,500	2,400	0	0	9,300
Contribution to future spend - Sinking fund		4,000		(2,500)	(600)	(500)	1,900	1,900	200
Sal				2,000	1,000	1,000	1,000	1,000	6,000
Total reserve contribution required		4,000	6,100	5,400	4,400	4,400	4,400	4,401	23,001
Closing reserves position	12,603	7,116	2,756	2,307	2,707	3,257	6,157	9,057	

Average planned spend	
1,840	1,900

Units	12
Per person 2028	755

Sheaf 2

	Actual - 2021	Actual - 2022	Expected- 2023	Year 1 - 2024	Year 2 - 2025	Year 3 - 2026	Year 4 - 2027	Year 5 - 2028	2024-2028
Opening reserves position		60,443	46,234	48,655	35,999	42,699	43,399	46,099	
Emergency spend			0	1,000	1,000	1,000	1,000	1,000	5,000
Planned spend		23,209	2,679	23,356	4,000	10,000	8,000	8,000	53,356
Total expenditure planned and unplanned		23,209	2,679	24,356	5,000	11,000	9,000	9,000	58,356
Reserve Position before in year contribution		37,234	43,555	24,299	30,999	31,699	34,399	37,099	
In Year Contribution to Reserves									
Emergency spend		0		1,000	1,000	1,000	1,000	1,000	5,000
Planned spend		9,000	5,100	23,400	4,000	10,000	8,000	8,000	53,400
Contribution to future spend - Sinking fund				(12,700)	6,700	700	2,700	2,700	100
									0
Total reserve contribution required		9,000	5,100	11,700	11,700	11,700	11,700	11,700	58,500
Closing reserves position	60,443	46,234	48,655	35,999	42,699	43,399	46,099	48,799	

Average planned spend	
10,671	10,700

Units	32
Per person 2028	1,525

Sheaf 3 Apartment

Actual - 2021	Actual - 2022	Expected- 2023	Year 1 - 2024	Year 2 - 2025	Year 3 - 2026	Year 4 - 2027	Year 5 - 2028	2024-2028
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Opening reserves position	4,661	4,890	5,247	3,024	3,224	3,024	4,224	
Emergency spend	971		500	500	500	500	500	2,500
Planned spend		943	3,423	1,000	2,000	1,000	1,000	8,423
Total expenditure planned and unplanned	971	943	3,923	1,500	2,500	1,500	1,500	10,923
Reserve Position before in year contribution	3,690	3,947	1,324	1,524	724	1,524	2,724	
In Year Contribution to Reserves								
Emergency spend			500	500	500	500	500	2,500
Planned spend	1,200	1,300	3,500	1,000	2,000	1,000	1,000	8,500
Contribution to future spend - Sinking fund		0	(1,800)	700	(300)	700	700	0
			(500)	(500)	100	500	500	100
Total reserve contribution required	1,200	1,300	1,700	1,700	2,300	2,700	2,700	11,100
Closing reserves position	4,661	4,890	5,247	3,024	3,224	4,224	5,424	

	Rounded
1,685	1,700

Units	4
Per person 2028	1,356

Sheaf 3 Building

	Actual - 2021	Actual - 2022	Expected- 2023	Year 1 - 2024	Year 2 - 2025	Year 3 - 2026	Year 4 - 2027	Year 5 - 2028	2024-2028
Opening reserves position	15,749		19,724	20,514	15,514	15,014	14,014	14,514	
Emergency spend	0			500	500	500	500	501	2,501
Planned spend	25		210	5,500	1,000	1,500	0	0	8,000
Total expenditure planned and unplanned	25		210	6,000	1,500	2,000	500	501	10,501
Reserve Position before in year contribution	15,724		19,514	14,514	14,014	13,014	13,514	14,013	
In Year Contribution to Reserves									
Emergency spend	0			500	500	500	500	501	2,501
Planned spend			1,000	5,500	1,000	1,500	0	0	8,000
Contribution to future spend - Sinking fund	4,000			(3,900)	600	100	1,600	1,600	0
				(1,100)	(1,100)	(1,100)	(1,100)	(1,100)	(5,500)
Total reserve contribution required		4,000	1,000	1,000	1,000	1,000	1,000	1,001	5,001
Closing reserves position	15,749	19,724	20,514	15,514	15,014	14,014	14,514	15,014	

	Average planned spend
1,600	1,600

Units	8
Per person 2028	1,877

Victoria

	Actual - 2021	Actual - 2022	Expected- 2023	Year 1 - 2024	Year 2 - 2025	Year 3 - 2026	Year 4 - 2027	Year 5 - 2028	2024-2028
Opening reserves position	26,269		20,597	22,388	13,003	16,203	10,415	13,615	
Emergency spend				500	500	500	500	500	2,500
Planned spend	7,172		(291)	11,585	0	8,988	0	0	20,573
Total expenditure planned and unplanned	7,172		(291)	12,085	500	9,488	500	500	23,073
Reserve Position before in year contribution	19,097		20,888	10,303	12,503	6,715	9,915	13,115	
In Year Contribution to Reserves									
Emergency spend				500	500	500	500	500	2,500
Planned spend	1,500		1,500	11,600	0	9,000	0	0	20,600
Contribution to future spend - Sinking fund				(7,400)	4,200	(4,800)	4,200	4,200	400
				(2,000)	(1,000)	(1,000)	(1,000)	(2,000)	(7,000)
Total reserve contribution required		1,500	1,500	2,700	3,700	3,700	3,700	2,700	16,500
Closing reserves position	26,269	20,597	22,388	13,003	16,203	10,415	13,615	15,815	

	Average planned spend
4,115	4,200

Units	8
Per person 2028	1,977

SUMMARY - reserve contribution (not closing balance)

	Actual - 2022	Expected- 2023	Year 1 - 2024	Year 2 - 2025	Year 3 - 2026	Year 4 - 2027	Year 5 - 2028
Estates	34,366	7,486	33,650	26,650	16,650	16,650	16,651
Leisure Suite	13,650	22,534	16,520	6,850	6,850	6,850	6,851
Alexandra Apartments	1,000	1,100	1,300	1,300	1,300	1,300	1,300
Alexandra Buildings	4,000	2,400	3,300	4,300	4,300	4,300	4,301
Cliffe	3,700	3,800	4,200	4,700	5,200	5,200	5,200
Edward	1,500	2,100	2,800	3,800	3,800	3,800	3,801
Kingswood	5,000	6,100	11,000	11,000	11,000	11,000	11,001
Muxlow	8,000	7,500	10,100	10,100	10,100	10,100	10,100
Pevrill	5,000	5,550	8,550	9,550	9,550	9,550	9,551
Sheaf 1	4,000	6,100	5,400	4,400	4,400	4,400	4,401
Sheaf 2	9,000	5,100	11,700	11,700	11,700	11,700	11,700
Sheaf 3 Apartments	1,200	1,300	1,700	1,700	2,300	2,700	2,700
Sheaf 3 Building	4,000	1,000	1,000	1,000	1,000	1,000	1,001
Victoria	1,500	1,500	2,700	3,700	3,700	3,700	2,700
Garages	0		825	0	0	0	0
	95,916	73,570	114,745	100,750	91,850	92,250	91,258
	61,550						

			3115 Vic (3) 1,3,5 VC	3116 Vic (7) 2,4,6,8 10,24,26	3117 AP/KW (3) AP 38 KW 1,2	3118 EP (4) 1,3,9,11	3119 KW(4) 3,10,11,12	3120 AG262830	3121 AG323436		
			Block A	Block B	Block C	Block D	Block E	Block F	Block G	Total	
B.f	Reserves	31.12.22	120	280	120	160	160	195	195	1230	
Repairs	Contributions	01.01.23	344	804	344	459	459	344	344	3,100	114.81
Electric	Contributions	01.01.23	19	44	19	25	25	19	19	169	6.26
Total	Contributions		363	847	363	484	484	363	363	3,269	121.07
Actual	Spend 2023			250						250	
AG	Roof repair							305		305	
Edward	Gutter clean and repair				180					180	
Antipated	Spend 2023										
	Gutter clean									-	
Act/Exp	Spend 2023		-	250	180	-	-	305	-	735	
C.f	Expected		483	877	303	644	644	253	558	3,764	
2024											
	Gutters / Gully Cleans		100	200	100	100	100	100	100	800	
	Gutters / Gully Cleans		100	200	100	100	100	100	100	800	
	Roof repairs		100	200	100	100	100	100	100	800	
			300	600	300	300	300	300	300	2,400	
			183	277	3	344	344	- 47	258	1,364	
2024 Contibutions			75	175	150	100	100	150	75	825	
C.f balance 31.12.24			258	452	153	444	444	103	333	2,189	
Contribution Per household			25	25	50	25	25	50	25		
No. of households			3	7	3	4	4	3	3	27	

Planned Maintenance Schedule - Hardstandings - ESTATE COSTS									
Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	2021	2022	2023	2024	2025	2026
	EXTERNALLY								
	Drain covers	Drain Cover review							
		Remedial unplanned work outside 4VC manhole			£2,154.00				
1.1	Alexandra Apartment parking	Stone mastic asphalt hardstandings. In fair condition. No defects.							
1.2	Osborne Mews Road	Stone mastic asphalt hardstandings. Cracking noted around 2no manhole covers. In fair condition.	Allow for patch repairs when required to traffic worn areas.						
1.3	Osborne Mews Road	Stone mastic asphalt hardstandings. Cracking noted around 1no gully. In fair condition.	Allow for patch repairs when required.						
1.4	Osborne Mews Road	Concrete flagstones. Cracking noted to 3no flagstones. Staining to flags. In fair condition.	Lift and replace cracked flagstones. Allow for cyclical jet washing.	£500.00				£500.00	
1.5	Sheaf 2 and 3	Concrete flagstones. Staining noted to flags. In fair condition.	Replace when damage occurs. Allow for cyclical jet washing.	£500.00				£500.00	
1.6	West Alexandra Building	Tarmacadam path, some spalling adjacent to paving to the East elevation of Sheaf 1. In fair condition.	Allow for patch repairs when required. Allow for cyclical jet washing.						
1.7	West Alexandra Building	Block paving, some sunken areas to the East elevation of Sheaf 1. Block paving is in fair condition but is soiled.	Take up and re-lay sunken paving. 2ms. Allow for cyclical jet washing. Allow for reactive repairs to block pavers during term.	£250.00			£250.00		
1.8	Osborne Walk	Stone mastic asphalt, surface heavily soiled and in poor condition with spalled and cracked areas.	Undertake cyclical jet washing to reduce slip hazard.	£150.00			£150.00	£150.00	£150.00
1.9	Osborne Walk	Concrete flagstones set within soft landscaping. Slightly soiled but in fair condition.							
2.0	Osborne Walk	Retaining wall is in very poor condition and is leaning considerably. Bulging evident throughout.	We advise a defect report is undertaken in conjunction with a Structural Engineer to provide a remedial specification.					£500.00	
2.1	Casual Cottages	Stone mastic asphalt, surface showing signs of wear with spalled and cracked areas. Generally in fair condition.	Allow for patch repairs when required.						

2.2	Kingswood East	Stone mastic asphalt path. Spalling and cracking noted around 7no inspection chambers.	Allow for patch repairs when required. Allow for cyclical jet washing.						
2.3	Kingswood Apartments North	Stone mastic asphalt, surface showing signs of wear with some pitted, spalled and cracked areas. In fair condition.	Allow for patch repairs when required.						
2.4	Kingswood Apartments South	Tarmacadam surface. In fair condition.	Allow for patch repairs when required. Allow for cyclical jet washing.						
2.5	Union Drive	Stone Mastic asphalt hardstanding. Minor breakdown of SMA, pooling noted to areas where patch repairs have been undertaken. In fair condition.	Allow for patch repairs when required. Heavy traffic estimated due to this been the site entrance.				£5,000.00		
2.6	Edward Apartments	Stone mastic asphalt hardstanding. Area of historic replacement surface noted. SMA showing minor surface breakdown with some spalled and cracked areas. In fair condition.	Allow for patch repairs when required.						
2.7	Edward Apartments	Moss growth noted around metal ACO channel to the front of the garages.	Allow for cyclical jet washing. Included when the garage doors are scheduled to be cleaned.						
2.8	Pevril Apartments West	Stone mastic asphalt hardstanding displaying minor surface breakdown with some spalled areas. In fair condition.	Allow for patch repairs when required.						
2.9	Pevril Apartments South	Stone mastic asphalt hardstanding displaying minor surface breakdown with some spalled areas. In fair condition.	Allow for patch repairs when required. Allow for cyclical jet washing due to tree canopy cover.				£250.00	£250.00	
3.0	Victoria apartments	Stone mastic asphalt hardstanding displaying minor surface breakdown with some spalled areas. In fair condition.	Allow for patch repairs when required. Allow for cyclical jet washing.						
3.1	Victoria apartments	Concrete flagstones. Some staining to flags. In fair condition.	Replace when required. Allow for cyclical jet washing.	£300.00			£300.00	£300.00	
3.2	Victoria Court	Stone mastic asphalt road displaying minor surface breakdown with some spalled areas. In fair condition.	Allow for patch repairs when required. Allow for cyclical jet washing.						
3.3	Hardstanding to garage 4.	Block paving is soiled with moss growth to junctions. Build up of debris noted adjacent to the drain.	Replace when required. Allow for cyclical jet washing.						

3.4	Kingswood Gardens	Stone mastic asphalt paths. In fair condition.	Allow for patch repairs when required. Allow for cyclical jet washing.						
3.5	Alexandra Gardens	Stone mastic asphalt path displaying minor surface breakdown with some cracked, spalled and pitted areas. In fair condition. Stone mastic asphalt around 5no manhole covers is spalled and cracked to the road.	Allow for patch repairs when required. Allow for cyclical jet washing.						
3.6	Line marking	In fair condition.	Allow for cyclical relining of the site line markings.					£750.00	
3.7	Security Cameras	Circa 12no security cameras. In fair condition.	Additional cameras / upgrade		£10,030.23				
	Vehicle gates to digital						£12,128.62		
3.8	Bollard replacement or repairs		Replament bollard heads				£2,250.00		
3.9	Small street lights around paths.	Circa 35no small street lights in fair condition generally. 1no light is damaged.	Repair damaged light fitting. Allow for repairs when required. Allow for redecoration and replacement of light fitting.		£520.00				
4.0	Bin Stores	8no timber bin stores.	Allow for cyclical redecoration.			£550.00		£1,000.00	
5.0	Garden project	Garden project inc bench			£4,734.60				
	Other	Tree Project			£3,600.00		£5,000	£5,000	
		Garages felt/Bin store			£638.00				
	Other	Electrical site survey/sensors			£1,206.20				
		Fire alarms remedial work			£798.00				
	Other	Office equipment			£1,037.71				
		Garden project 2022 cf to 2023							
		Garden project 2023							
		IT upgrade			£2,596.37				
		ESP New entry system for leisure suite and back of house system			£ 5,874.00				
	Garden Works not in Maintenance Plan	Tree Surgery, amount remaining from original figure, Hebe removal and re planting, inc waste removal , plant hire, Alexandra central border planting, Alexandra Wildflower border renewal, Old compost corner removal, Removal of pond weed and checking water pump, Formal lawns supply and apply lawn feed/weed/moss treatment, General application of moss killer to pavements and hard areas					£ 9,955.00		
	All Pedestrian gates	ESP secured by fob or keypad entry							

	Osbourne Mews								
1.1	Upward of the vehicle gates	Painted iron railings, colour fading	Undertake cyclical decorations				£ 950.00		
1.2		2 * new gate motors	Done 2022			£ 2,106.00			
1.3		Manual pedestrian gate	Undertake cyclical decorations, cost included above. Note condition of paint is worse than the railings and maybe considered to be undertaken ahead of the railings being painted.					Incl.	
	Downhill from gates								
1.4		Stone wall is in a fair condition but weeds and self setting seeds are embedded in the mortar. Algae growth to the coping.	Remove weeds, apply weed killer to whole surface and undertake isolated repointing.				£ 250.00		£ 250.00
1.5		Defective pointing to stone work.	Allowance for 5m2 annual maintenance to areas that become defective.	£ 120.00			£ 120.00	£ 120.00	
1.6		Areas of wall with slight lean	No works anticipated during reporting years. Allow for annual review.	£ 1,500.00					
1.7		Step crack to corner between Union Road, potentially due to tree roots.	Liaise with a tree surgeon to limit impact on the wall from the tree. Undertake localised pointing repairs.						
	Union Road								
1.8		Shared gates with the NHS	Undertake cyclical redecoration				£ 688.00		£ 420.00
1.9									
1.10		Lopping various trees on estate	Undertake pruning to remove branches overhanging the Lime Tree, Laburnum, Cherry.			£ 1,848.00			
	Lyndhurst Road								
1.11		Ivy and foliage spreading over stone wall	Cut back and or maintain. Foliage has an impact on the condition of the stone and mortar.						
1.12	VC & AG Gates								
1.13		Stone wall pointed with incorrect mortar to LHS of the gates, which will cause damage to the stone.	Hack out portland cement and reinstate with lime based mortar					£ 250.00	
	Wall behind Sheaf								

1.14		1No expansion joint can be seen.	Rake out and replace when it becomes stiff and/or brittle.						
1.15		Railings	Undertake cyclical redecoration				£ 378.00		
1.16		Timber fence to gardens	Who is responsible for repair and maintenance, no access gained.						
		Synergy Gate Repairs					£ 1,500.00		£ 1,500.00
	Sheaf cul de sac	3No expansion joints visible but may be more within private gardens.	Rake out and replace when it becomes stiff and/or brittle.						
		Storm damage not covered by Insurance							
		Legal advice - employment			£ 2,750.00	£ 3,614.34			
		Drain cover replace			£ 2,754.00		£ 1,000.00		
		New phone handset			£ 69.00				
		Legal advice - leasehold covenants			£ 1,122.00		£ 1,000.00	£ 1,000.00	£ 1,000.00
		EM light			£ 95.00	£ 349.00			
		CCTV							
		CCTV Additional Camera	Camera to be installed on Leisure centre to pick up carpark and Sheaf 3			£ 720.11	£ 1,338.00		
		Alex Gate repair				£ 2,136.00		£ 1,500.00	
		Bollard repair				£ 75.00			
		ESP refund			£ 18.00	£ (73.85)			
		Board email migration				£ 271.00			
		Website migration				£ 400.00			
		Roof void access				1,250.00			
		Kitchen socket / private property sign				£ 122.13			
		Drains / gullies EDS				£ 810.00			
		Contingencies					£ 2,000.00	£ 2,000.00	£ 2,000.00
		Website re-build					£ 3,000.00		
		Computer equipment					£ 2,000.00		
		AG light				£ 70.00			
		AG light				£ 50.00			
		Tree survey				£ 800.00			
		Surplus 2022			£ (3,813.00)				
TOTALS:				£1,700.00	£38,290.11	£12,991.73	£49,507.62	£13,820.00	£5,320.00

LEISURE SUITE

Item Ref.	Description	Solution	2022	2023	2024	2025	2026	2027
A	Controls air and heat for pool water	Repaired & maintenance programme in place with PV Ace every 6 months	£3,405.00					
	Provides hot water for taps and showers throughout leisure suite	Replace						
	Ensure pool water is filtered correctly	Replace 6/7 years						£ 3,000.00
	Boilers new Feb 2022	Maintance programme for these boilers & the Andrews boiler to heat the showers	£ 11,460.00					
		Replace spa chemical unit	£ 1,000.00					
		Remedial works following EICR	£ 1,100.52					
		Calorex - ageing parts replace as required			£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00
	New spa filter and media May 2020	Replace sand 4 years			£ 1,000.00			
	AHUU Unit & Leisure Suite air con							
	Gym Flooring							

	Replace treadmills x2, bikes x3 , rower x1, stepper x1 periodically -sugest one item replaced each year from 2022 - 2029	Maintance programme in place annually by Prime gym services Review each year			£ 2,500.00	£ 2,500.00	£ 2,500.00	£ 2,500.00
	Resistance Replaced with good second hand equipment in 2019. Free weights NEW 2019	Review all weights in 2026						
	End of studio nearest gates/plasterbooard wall/ new door from stairs/additional electrics for two desks. Current office becomes archive store	Estimate price						
	Mens toilet	Replace wal caovering around sink area						
	Showers	Replace wall covering around showers			£890			
		shower head replace			£ 1,500.00			
5.0	INTERNALLY (LEISURE CENTRE)							
5.1	Floor covering	Tiled ceramic flooring to reception, changing rooms, hallways. Fair condition.						
	Changing room corridor matting	Matting all cracked needs replacing			£1,200.00			
5.2	Floor covering	Barrier matting to entrance. Fair condition.					£300.00	£300.00

5.3	Floor covering	Vinyl floor in studio. Cracking noted to vinyl floor.						
5.4	Floor covering	Vinyl flooring in staffroom. Fair condition.						
5.5	Floor covering	Carpeted raised floor in gym. Fair condition.						
5.6	Walls	Painted plastered walls throughout reception areas, hallways, gym, staff room, studio and bulkheads to the gym area. Fair condition.			£500.00			
5.7	Walls	Tiled walls to changing rooms. Deep clean to take place			£500.00			
5.8	Suspended ceiling	Mineral fibre ceiling to reception areas. Fair condition.						
5.9	Suspended ceiling	Moisture resistant ceiling tiles to changing rooms, gym and studio. Fair condition.						
5.10	Internal doors	Plastic coated timber fire doors.						
5.11	Lift	No works included as specialist report required.						
5.12	Swimming pool and Jacuzzi	Not surveyed as specialist reports required.						
5.13	Staff room	Kitchenette in fair condition. Possible repaint 2026					£250.00	
		Ankle weights gym		£24.99				
		Copings rear	£2,286.00					
		Guttering repairs	£1,187.00					
		S20 Floor of balconies		£16,082.00				

		S20 Roof works Sheaf 1		£ 468.00				
		S20 Boroscope/plastering/Water stain		£ 313.99				
		Lighting sensors	£ 90.00					
		Toilet blockage	£ 204.00					
		Isolation valves showers / Ladies mixer			£ 2,500.00			
		Thermostat relocate		£ 228.00				
		Balance tanks - clean		£ 1,380.00				
		Pool light		£ 80.00				
		Faulty pump pool dosing		£ 210.00				
		Emergency stretcher		£ 270.71				
		Ankle straps		£ 17.98				
		Table Tennis		£ 4.99				
		Picture frames / strips		£ 30.31				
		Flammable storage cabinet		£ 358.80				
		Fire Doors remedial work			£ 4,180.00			
		Agitator replace		£ 1,535.00				
		AC repair		£ 90.00				
		Studio lights		£ 970.00				
		2022 surplus	£ (3,289.00)					
		Blocked shower/ spa recommission		£ 473.00				
				£ (3.04)				
TOTALS:			£17,443.52	£22,534.73	£15,770.00	£3,500.00	£4,050.00	£6,800.00

Planned Maintenance Schedule - Alexandra Apartments													
Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026	2027	2028
3.0	WINDOWS												
3.1	Windows	Double glazed timber top hung opening casement, paint work deteriorating and requires decorating now to limit future costs.	Generally in a fair condition. Cyclical decorations required commencing in 2020.		£0.00								
3.2	Doors	Solid timber door and half leaf to entrances and picture doors/windows to the east elevation from the individual residencies.	Undertake cyclical redecoration commencing in 2020.		Incl					Incl			
4.0	M&E												
	Lighting												
	Lighting	Exposed cabling coiled up on east elevation, assume light removed.	Add replacement light fitting.										
	INTERNALLY												
	North core												
	Lighting	On sensors											
	Meter cupboard	Dry rot evident to the board behind the meters and brickwork.	Extent of cause of rot is unknown due to closure of the below ground floor. Extent of rot may be occurring elsewhere in the void. Locally, works include removal of the meter and replace the backing board. Clean brickwork with anti fungal wash and introduce ventilation										
	Decoration	Painted plaster finish. Satisfactory condition throughout.	Allow for cyclical redecoration.								£225.00		
	Floor covering	Ribbed carpet covering. Fair to poor condition.	Advise replacement will be required within the next 5 years.	Review yearly					£1,500.00				
	Joinery	Painted timber doors, dado rails, skirting and staircase strings. Satisfactory condition.	Undertake cyclical decoration. We advise that a fire door inspection survey is undertaken periodically to capture repairs required.		Incl			£617.00			£225.00		
	Staircase	Painted steel handrails and balustrades.	Undertake cyclical decoration		Incl								
	South Core												
	Lighting	On sensors											
	Decoration	Painted plaster finish. Satisfactory condition throughout.	Allow for cyclical redecoration.								£225.00		
	Floor covering	Ribbed carpet covering. Fair to poor condition.	Advise replacement will be required within the next 5 years.	Review yearly					£1,500.00				
	Joinery	Painted timber doors, dado rails, skirting and staircase strings. Satisfactory condition.	Undertake cyclical decoration. We advise that a fire door inspection survey is undertaken periodically to capture repairs required.	£500.00	Incl			£573.00			£225.00		
	Staircase	Painted steel handrails and balustrades.	Undertake cyclical decoration		Incl								
		PIR sensors					£95.00						
		2022 surplus					-£1,020.00						
		Fire Doors remedial works							1,149.47				
		Door repair						75.00					
		Paint recharge						50.93					
		Access hatch for roof void							1200				
				£500.00	£0.00	£0.00	-£925.00	£1,315.93	£5,349.47	£0.00	£900.00	£0.00	£0.00

Planned Maintenance Schedule - Alexandra Buildings

[illegible]

3.1	Windows	Double glazed timber top hung opening casement, paint work deteriorating and requires decorating now to limit future costs.	Generally in a fair condition. Cyclical decorations required commencing in 2020.	£7,220.00						£7,220.00		
3.2	Doors	Solid timber door and half leaf to entrances and picture doors/windows to the east elevation from the individual residencies.	Undertake cyclical redecoration commencing in 2020.	Incl					Incl			
4.0	M&E											
	Lighting	Surfaced fixed background lighting. Satisfactory condition.										
						£25.00						
	Lighting	Exposed cabling coiled up on east elevation, assume light removed.	Add replacement light fitting.									
		AG chimney work				975	£995.00					
		Roof storm damage				£325.00						
		Lightening conductor test				£108.00		£108.00				
		Gutter repairs					£150.00					
		Lead flashing storm repairs net excess					£500.00					
		Pull test					£99.60					
		roof repairs					£690.00					
				£7,220.00	£500.00	£1,433.00	£2,574.60	£8,508.00	£500.00	£7,220.00	£0.00	£0.00

Planned Maintenance Schedule - Cliffe

Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	2022	2023	2024	2025	2026	2027	2028
	EXTERNALLY									
1.0	ROOF									
1.1	Roof	Natural slate roof covering. Generally in fair condition with approx. 2no slipped slates across the roof. Mainly to the chimney aperture. The tiles are generally soiled.	Allow for safe access to undertake repairs to slipped slates and carry out a general roof inspection.			£3,500.00				
1.2	Roof	Concrete ridge tiles have been laid and fixed with a dry ridge system. No defect noted.								
1.3	Roof	Lead valleys are in satisfactory condition throughout.								
1.4	Roof	Stone coping & kneeler stones. No defects noted.	A pull test is recommended during routine maintenance of this roof. This will ensure no lose stonework.		£239.00					
1.5	Chimney	Coursed stone construction with mortar flaunching to the crown. No defect noted.	Recommend close inspection next time scaffold is erected.							
1.6	Rainwater goods	Powder coated pressed aluminium gutters, hoppers and downpipes. Satisfactory condition.	Allow for all joints to downpipes and gutters to be re sealed.							
1.7	Fascia's & Soffits	Painted timber. Commensurate with age.	Allow for cyclical decorations.							
2.0	WALLS									
	Mortar	As per stone survey	Replace section of mortar with lime mortar				£6,422.72			

Planned Maintenance Schedule - Cliffe

Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	2022	2023	2024	2025	2026	2027	2028
2.1	Walls North	Natural walling stone with dressed lintels and cills. Pointing has failed across several locations at high level.	Repoint areas where pointing has failed.							
2.2	Walls North	Large area of concrete render. Satisfactory condition. Appears to have been recently redecorated.	Allow for cyclical redecoration.							
2.3	Walls North	Timber slat infill cladding. Satisfactory condition. Requires redecoration.	Allow for cyclical redecoration.							
2.4	Walls East	Natural walling stone with dressed lintels and cills. No defect.								
2.5	Walls East	Timber slat infill cladding. Satisfactory condition. Requires redecoration.	Allow for cyclical redecoration.							
2.6	Walls South	Natural walling stone with dressed lintels and cills.								
2.7	Walls South	Timber slat infill cladding. Satisfactory condition. Requires redecoration.	Allow for cyclical redecoration.							
2.8	Walls West	Natural walling stone with dressed lintels and cills. No defect.								
3.0	WINDOWS & DOORS									
3.1	Windows North	Timber sliding sash casements. Paint finish has deteriorated in isolated locations and the mastic seal has perished throughout.	Allow for cyclical redecoration and replacing mastic seals to window perimeters.						£8,400.00	

Planned Maintenance Schedule - Cliffe

Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	2022	2023	2024	2025	2026	2027	2028
3.2	Doors North	Timber painted entrance door with vision glazing panels.	Allow for cyclical redecoration.							
3.3	Windows East	Timber sliding sash casements. Paint finish has deteriorated in isolated locations and the mastic seal has perished throughout.	Allow for cyclical redecoration and replacing mastic seals to window perimeters.							
3.4	Windows South	Timber sliding sash casements. Paint finish has deteriorated in isolated locations and the mastic seal has perished throughout.	Allow for cyclical redecoration and replacing mastic seals to window perimeters.							
3.5	Doors South	Timber painted fire escape door.	Allow for cyclical redecoration.							
3.6	Windows West	Timber sliding sash casements. Paint finish has deteriorated in isolated locations and the mastic seal has perished throughout.	Allow for cyclical redecoration and replacing mastic seals to window perimeters.							
	Cladding		Awaiting report but no action required							
4.0	M&E									
4.1	Lighting	Surfaced fixed background lighting. Satisfactory condition.	Consider replacement within 10 years.					£1,800.00		
5.0	INTERNALLY									
5.1	Decoration	Painted plaster finish. Satisfactory condition throughout.	Allow for cyclical redecoration.			£3,280.00				
		Lighting sensors		£120.00						
5.3	Floor covering	Ribbed carpet covering. Satisfactory condition.	Advise replacement will be required over the next 10 years.					£3,500.00		

Planned Maintenance Schedule - Cliffe

Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	2022	2023	2024	2025	2026	2027	2028
5.4	Joinery	Timber fire exit doors with Georgian wired vision panels. Satisfactory condition.	We advise that a fire door inspection survey is undertaken periodically to capture repairs.							
		Fire door remedial works		£869.00						
		Timber cladding defects		£420.00						
		2022 surplus		-£146.00						
		Paint			25.47					
		Fire door remedial works				4,002				
				£1,263.00	£264.47	£10,782.00	£6,422.72	£5,300.00	£8,400.00	£0.00

Planned Maintenance Schedule - Edward

Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026
	EXTERNALLY										
1.0	ROOF										
1.1	Roof	Natural slate roof covering. Generally in fair condition with 1no slipped slate into the gutter. The tiles are generally soiled and evidence that several tile replacements have been undertaken historically.	Allow for safe access to undertake repairs to 1no slipped slates and carry out a general roof inspection.	Completed 2021		£500.00					
1.2	Roof	Concrete ridge tiles have been re bed onto a dry ridge system. Mortar has detached to the horizontal joint line to isolated areas. No defects noted.									
1.3	Roof	Chimney breast appears in satisfactory condition. Debris have collected behind the valley. Stone erosion is also evident to the facing stone.	Remove debris from valley and undertake general inspection of crown and stonework.	Completed 2021		£500.00					
1.4	Roof	Leadwork is in satisfactory condition. No defects.									
1.5	Roof	Stone coping & kneeler stones. Appear in satisfactory condition from drone footage.	A pull test is recommended during routine maintenance of this roof. This will ensure no loose stonework.					£240.00			
1.6	Rainwater goods	Powder coated pressed aluminium gutters, hoppers and downpipes. Isolated area of staining to joint lines.	Allow for all joints to gutters and downpipes to be re sealed.	Review yearly							
1.7	Fascia's	Painted timber. Commensurate with age.	Allow for cyclical decorations.		inc						

Planned Maintenance Schedule - Edward

Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026
2.0	WALLS										
2.1	Walls North (Entrance)	Natural stone construction with ashlar dressed lintels, cills and jambs. The stone is delaminating and is showing heavy signs of erosion to the face of the stonework. Isolated areas of missing pointing to the general elevation.	Allow for repointing at low level. Allow for 10m2. Refer to comments for Pevrill regarding the condition of the facing stone.						£5,000.00		
2.2	Walls East	Natural stone construction with ashlar dressed lintels, cills and jambs. Evidence of historic stonework repairs to the rear side.	As above.								
2.3	Walls South	Natural stone construction with ashlar dressed lintels, cills and jambs. Large feature dressed stone.	As above.								
2.4	Walls West	Natural stone construction with ashlar dressed lintels, cills and jambs. Isolated areas of missing pointing to the general elevation and evidence of previous pointing repairs.	As above.								
3.0	WINDOWS & DOORS										
3.1	Windows North	Timber sliding sash casements. Paint finish has flaked throughout. Window joint pointing / mastic has perished and detached.	Allow for cyclical redecoration and isolated repairs to timber casements. Mastic required to joints.								£5,760.00

Planned Maintenance Schedule - Edward

Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026
3.2	Doors North	Timber painted entrance door with glazed vision screens to perimeter. Satisfactory condition although the lock mechanism was faulty.	Repair locking mechanism. Allow for cyclical redecoration.			Inc					
3.3	Windows East	Timber sliding sash casement. Paint finish has flaked throughout. Window joint pointing / mastic has perished and detached.	Allow for cyclical redecoration and isolated repairs to timber casements. Mastic required to joints.			Inc					
3.4	Windows South	Timber sliding sash casements. Paint finish has flaked throughout. Window joint pointing / mastic has perished and detached.	Allow for cyclical redecoration and isolated repairs to timber casements. Mastic required to joints.			Inc					
3.5	Doors South	Large solid core timber door with glazed vision screens to perimeter. Emergency exit ironmongery operational.	Allow for cyclical redecoration.			Inc					
4.0	M&E										
4.1	Lighting	on sensors									
5.0	INTERNALLY										
5.1	Decoration	Painted plaster finish. Satisfactory condition throughout.	Allow for cyclical redecoration.						£330.00		
5.2	Floor covering	Ribbed carpet covering throughout. Satisfactory condition.	Advise replacement will be required over the next 10 years.	Review yearly							£3,000.00
5.3	Joinery	Timber fire exit doors with vision panel to GF. Satisfactory condition.	We advise that a fire door inspection survey is undertaken periodically to capture repairs.		£500.00						
			lighting sensors				25				
			Roofing call out				300				

Planned Maintenance Schedule - Edward

Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026
			2022 deficit				-92				
			Paint					£25.47			
			Fire doors remedial work						£2,217.00		
			roof repair					200			
				£0.00	£500.00	£1,000.00	£233.00	£465.47	£7,547.00	£0.00	£8,760.00

Planned Maintenance Schedule - Kingswood Central

Item Ref.	Element / Location	Condition and Defect Analysis	Defect Solution	Backlog (2019)	2022	2023	2024	2025	2026
	EXTERNALLY								
1.0	ROOF								
1.1	Roof	Natural slate roof covering. In part with a flat section at ridge height that is coated with a liquid waterproofing system. The roof to the central area is flat in nature and appears to be an inverted roof with a timber deck.	No obvious defects. Reactive defects only presumed during reporting years.	Review every 2 years		£240.00			
			flat roof works - 18 UD - see below						
1.2	Roof	2no flat roof balcony's noted. The North deck has recently been recovered and is in good condition. The South deck appears to be in satisfactory condition but the ariel footage is not too clear.	No works expected during the reported term to the North deck. The South deck requires closer inspection to be able to comment further.						
1.3	Roof	Lead valleys appear satisfactory condition throughout.	Undertake isolated repair works as described.	Review every 2 years			£3,750.00		
1.4	Roof	Concrete ridge tiles have been repaired using a dry ridge system . Appear in good order.	Slight algae growth. No works anticipated within the reporting years						
1.5	Roof	Stone coping & kneeler stones. No defect noted.	No defects identified from aerial footage. Recommend pull test when safe access equipment is available.	Pull test review 2023			£1,000.00		

Planned Maintenance Schedule - Kingswood Central

Item Ref.	Element / Location	Condition and Defect Analysis	Defect Solution	Backlog (2019)	2022	2023	2024	2025	2026
1.6	Skylights	6No Velux type rooflights to the north, east & south pitch. Appear aluminium from drone footage. Central smoke vent over the stair core evident. No visible defects from footage.	No works anticipated during the reporting years.						
1.7	Chimneys	Dressed stone construction with a combination of pointed stone crowns and flaunched tops. Generally in satisfactory condition through out .	Undertake regular review with access imagery.						
1.8	Rainwater goods	Powder coated pressed aluminium gutters, hoppers and steel downpipes. Water leakage is evident through staining to the downpipes to joint lines. Coating to downpipes are faded.	Allow for all joints to downpipes to be re sealed.	Review in 2024			£2,500.00		
1.9	Fascia's & Soffits	Painted timber fascia. Commensurate with age.	Allow for cyclical decorations.	Review 2024			£2,500.00		
2.0	WALLS								
2.1	Walls general	York stone coupled with dressed stone window lintels and cills. Isolated areas of missing pointing at low level. The stone is delaminating and large sections of pointing is missing. Replacement pointing has used portland cement and this requires removal as it is a contributing factor to the stone decay.	Investigate further with stone specialist	Low level repointing required 2023 review					£10,000.00
2.2	Lightning Protection	Copper lightening protection. Noted.							

Planned Maintenance Schedule - Kingswood Central

Item Ref.	Element / Location	Condition and Defect Analysis	Defect Solution	Backlog (2019)	2022	2023	2024	2025	2026
2.3	Entrance Steps	Stone steps. Soiling evident.	Allow for cyclical jet washing.	Jet wash to be purchased to use around whole of site			£250.00	£250.00	
			repair steps				£500.00		
3.0	WINDOWS AND DOORS								
3.1	Windows	Timber framed double glazed windows. In fair condition.	Allow for cleaning of windows and cyclical redecoration.		£4,386.00				
3.2	Bay Windows East Elevation	Timber framed double glazed windows with stone heads, jambs and sills. In fair condition.	Allow for cleaning and cyclical redecoration of timber frames.	incl					incl
3.3	Communal door West Elevation	Timber framed double door with double glazed units inset. In fair condition.	Allow for cleaning and cyclical redecoration.	Incl					Incl
3.4	Doors West Elevation	2no timber doors to the west elevation are in fair condition.	Allow for cleaning and cyclical redecoration.	Incl					Incl
3.5	Communal door East Elevation	Timber framed double door with inset glazing.	Allow for cleaning and cyclical redecoration.	Incl					Incl
4.0	M&E								
4.1	Lighting	Surface fixed background lighting. Satisfactory condition.	Consider replacement within 10 years.	Review yearly					£2,000.00
5.0	INTERNALLY								
5.1	Decoration	Painted plaster finish to ceilings, columns and walls.	Undertake cyclical decoration.					£3,000.00	

Planned Maintenance Schedule - Kingswood Central

Item Ref.	Element / Location	Condition and Defect Analysis	Defect Solution	Backlog (2019)	2022	2023	2024	2025	2026
5.2	Floors	Carpet floor covering with entrance barrier matting upon entry point.	Allow for periodic replacement.						£5,500.00
		Lighting sensors			£25.00				
5.3	Joinery	4no painted solid core fire doors. Satisfactory condition.	Undertake cyclical decoration. We advise that a fire door inspection survey is undertaken periodically to capture repairs required.	£500.00			Incl		
			Fire doors remedial work		£2,782.00				
			Insurance excess		£500.00				
			2022 surplus		-£784.00				
			Em lighting		£95.00				
			Fire doors remedial work				£2,277.00		
			Rear Entrance - flat roof on 6UD Gail Stonier				£3,000.00		
			Flat Roof 18 UD (S20)						
			Roof repair			£2,150.00			
				£500.00	£7,004.00	£2,390.00	£15,777.00	£3,250.00	£17,500.00

Planned Maintenance Schedule Muxlow

Item Ref.	Element / Location	Condition and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026
	EXTERNALLY										
1.0	ROOF										
1.1	Roof	Natural slate roof covering. Generally in fair condition however slight soiling. 1No. Slip slate recorded.	Replace missing slate with new assume more will be required during reporting years.			£2,500.00				£2,500.00	
1.2	Roof	Concrete ridge tiles have been repaired using a dry ridge system in parts. Hip ridges (assume clay) appear to be on original cement mortar. All appear in good order.	Slight algae growth. No works anticipated within the reporting years								
1.3	Roof	Lead valleys appear to vary in condition across the roof.	Allowance for repairs during the reporting years.			£2,000.00					
1.4	Roof	Stone coping & kneeler stones.	Undertake pull test when access is available, and undertake isolated pointing.	Low level pointing from stone masons report					£500.00		
1.5	Roof	4No stone chimneys across the roof. Repairs apparent to the north pitch elevation to the flashing of a chimney.	Given repairs to one chimney, we assume repairs will be required to the remaining chimneys during the reporting years.								£1,800.00
1.6	Skylights	7No velux type rooflights to the north pitch. Appear aluminium from drone footage.	No works anticipated during the reporting years.								
1.7	Rainwater goods.	Pressed aluminium gutters, appear in good order and recently replaced?	No works anticipated.								

Planned Maintenance Schedule Muxlow

Item Ref.	Element / Location	Condition and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026
1.8	Rainwater goods.	Painted steel downpipes. Fixings for a bracket are detached from the wall downpipe is ditsorted.	Reaffix fixings to the wall so the downpipe is in the correct place. Undertake cyclical decorations.								
2.0	WALLS										
2.1	Walls North	York stone coupled with dressed stone window lintels and cills. Isolated areas of missing pointing at low level. The stone is delaminating and large sections of pointing is missing. Replacement pointing has used portland cement and this requires removal as it is a contributing factor to the stone decay.	Investigate further with stone specialist such as. (Medusa Stone - Nick Laurence nicklaurence@medusastonemasonry.com). Stone replacements or repairs may be most cost efficient but a specialist is required due to the severity on this building.	Low level pointing from stone masons report							
	Walls East	As above.	As above.								
	Walls South	As above.	As above.								
	Walls West	As above.	As above.								

Planned Maintenance Schedule Muxlow

Item Ref.	Element / Location	Condition and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026
3.0	WINDOWS										
3.1	Windows North	Timber, double glazed bottom hung opening casements. Trickle vents present. Condition satisfactory.	Cyclical decorations required commencing in 2021. Mortar raked out of joint lines and replaced with mastic.	S20 Process May 2022 Quotes to be reviewd			£9,240.00				
3.2	Windows West	Timber, double glazed bottom hung opening casements. Trickle vents present. Condition satisfactory.	Cyclical decorations required commencing in 2021.			Inc					
3.3	Windows South	Timber, double glazed bottom hung opening casements. Trickle vents present. Condition satisfactory.	Cyclical decorations required commencing in 2021.	S20 Process May 2024 Quotes to be reviewd		Inc					

Planned Maintenance Schedule Muxlow

Item Ref.	Element / Location	Condition and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026
4.0	DOORS										
4.1	Doors North	Solid core timber painted door and frame.	Cyclical re decoration required.			Inc					
4.2	Doors South	3No. Solid core timber painted doors and frames.	Cyclical re decoration required. Section of timber threshold has significant timber decay and requires replacement to LHS door.			Inc					
5.0	M&E										
5.1	Lighting	Surfaced fixed background lighting. Satisfactory condition.	Provisional sum for future replacement.							£2,000.00	
6.0	INTERNALS										
6.1	Decoration	The walls & ceiling are a combination of exposed solid stone and a painted plaster finish. Both finishes are in fair condition.	Undertake cyclical decoration. Completed in house ???						£1,725.00		
6.2	Floors	Carpet floor covering with entrance barrier matting upon entry point.	Carpet throughout block in good order. Possible carpet clean. Look to replace with Commercial flooring to be reviewed							£8,000.00	£4,000.00
6.3	Joinery	Painted double leaf timber fire doors.	Undertake cyclical decoration. We advise that a fire door inspection survey is undertaken periodically to capture repairs required.								
		67 AG vent work					£180.00				
	Insurance	Storm damage not paid out	Held in Insurance account				£2,600.00				
		lighting sensors					£118.00				
	Roof issues	Seal Chimney stack and scaffold						£4,668.80			
	Roof issues	Redecoration						£1,495.00			
	Roof issues	MAC charges Chimney						£1,298.00			
		2022 surplus					-£575.00				
	Roof issues	Masonry paint						£89.99			
		Interior Paint recharge						£76.40			
		77 AG Plastering						£500			

Planned Maintenance Schedule Muxlow

Item Ref.	Element / Location	Condition and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026
		Fire doors remedial work							£4,465.00		
		gutter repair						225.00			
		New access hatch									
				£0.00	£0.00	£4,500.00	£11,563.00	£8,353.19	£6,690.00	£12,500.00	£5,800.00

Planned Maintenance Schedule - Pevril

Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	Backlog (2019)	2022	2023	2024	2025	2026
	EXTERNALLY								
1.0	ROOF								
1.1	Roof	Dual pitched natural slate roof covering with a flat roof section separating each pitch. The roof is generally in fair condition. New leadwork appears to have oxidised causing staining to the slate covering prominently to chimney flashings.	No defect noted. Reactive maintenance budget allowed.					£2,000.00	
1.2	Roof	Bituminous mineral felt roof with 3no polycarbonate lantern / light wells. Historic repairs evident to the felt in this are where service penetrations have been made.	Allowance for reactive maintenance.					£1,000.00	
1.3	Roof	Concrete ridge tiles have been laid and fixed with a dry ridge system. No defect noted.							
1.4	Roof	Leadwork is in satisfactory condition throughout. No defect noted.	Allow for general repairs.					£500.00	
1.5	Roof	Stone coping & kneeler stones. Appear in satisfactory condition from drone footage. A small section to the North elevation have been weatherproofed with a liquid waterproofing system.	A pull test is recommended during routine maintenance of this roof. This will ensure no loose stonework.						
1.6	Chimneys	Coursed stone construction with mortar flaunching to the crown. No defect noted. Algae growth evident.	Undertake close inspection when scaffolding is next erected.						

Planned Maintenance Schedule - Pevril

Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	Backlog (2019)	2022	2023	2024	2025	2026
1.7	Rainwater goods	Powder coated pressed aluminium gutters, hoppers and downpipes. Isolated areas of staining to joint lines.	Allow for all joints to gutters and downpipes to be re sealed.						
2.0	WALLS								
2.1	Walls North	Natural stone construction with ashlar dressed lintels, cills and jambs. The stone is delaminating and is showing heavy signs of erosion to the face of the stonework. Over time, the stonework has been re pointed with Portland based mortars which have accelerated the erosion process. There is also large areas of missing pointing to the general elevation.	Investigate further with stone specialist	Review 2023			£7,000.00	£7,000.00	
2.2	Walls East	As above.	As above.						
2.3	Walls South	As above.	As above.						
2.4	Walls West	As above.	As above.						
3.0	WINDOWS & DOORS								
3.1	Windows North	Timber sliding sash casements. Paint finish has deteriorated in isolated locations.	Allow for cyclical redecoration.						£5,000.00
3.2	Windows East	Timber sliding sash casements. Paint finish has deteriorated in isolated locations. Isolated window repairs may be required when paint stripped.	Allow for cyclical redecoration and isolated repairs to timber casements.						

Planned Maintenance Schedule - Pevril

Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	Backlog (2019)	2022	2023	2024	2025	2026
3.3	Windows South	Timber sliding sash casements. Paint finish has deteriorated in isolated locations.	Allow for cyclical redecoration.						
3.4	Doors East	2no timber entrance doors. Paint finish is beginning to deteriorate.	Allow for cyclical redecoration.						
3.5	Windows West	Timber sliding sash casements. Paint finish has deteriorated in isolated locations.	Allow for cyclical redecoration.						
3.6	Doors South	1no timber painted entrance door.	Allow for cyclical redecoration.						
3.7	Windows West	Timber sliding sash casements. Paint finish has deteriorated in isolated locations.	Allow for cyclical redecoration.						
4.0	M&E								
4.1	Lighting	Surfaced fixed background lighting. Satisfactory condition.	Consider replacement within 10 years.						
5.0	INTERNALLY								
5.1	Decoration	Painted plaster finish. Satisfactory condition throughout.	Allow for cyclical redecoration.				£1,450.00		
5.2	Floor covering	Ribbed carpet covering to hall ways and stairs. Satisfactory condition.	Advise replacement will be required over the next 10 years.	Review yearly				£3,000.00	
5.3	Joinery	Painted timber fire exit doors with Georgian wired glazing. Satisfactory condition.	We advise that a fire door inspection survey is undertaken periodically to capture repairs.						
		Roof repairs			£750.00				
		Insurance excess			£500.00				

Planned Maintenance Schedule - Pevril

Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	Backlog (2019)	2022	2023	2024	2025	2026
		Fire doors remedial works			£898.00				
		Lighting sensors			£25.00				
		2022 surplus			£56.00				
		Intercom fault				£150.00			
		Interior paint recharge				£25.47			
		Flat roof repair				£925.00			
		Roof repairs				£1,435.00			
		Fire doors remedial works					£3,842.00		
		masonry paint				£125.00			
TOTALS:				£0.00	£2,229.00	£2,660.47	£12,292.00	£13,500.00	£5,000.00

Planned Maintenance Schedule - Sheaf 1

Item Ref.	Element / Location	Condition and Defect Analysis	Defect Solution	Backlog (2019)	2020	2022	2023	2024	2025	2026	2027	2028
	EXTERNALLY											
1.0	ROOF											
1.1	Roof	Natural slate roof covering. Generally in fair condition, some slipped and damaged tiles noted to the front and rear. The tiles are generally soiled	Allow for safe access to undertake repairs to slipped slates and carry out a general roof inspection.		£16,500.00							
1.2	Roof	Concrete ridge tiles bedded on cement mortar. Algae growth noted. Missing pointing noted.	Remove the existing ridge tiles, scrape existing mortar off and re bed with a new dry ridge system. Clear algae growth off ridge tile.		Inc							
1.3	Roof	Lead valley gutters. No defects identified. Mortar debris has collected on the standing seam lead flat roof.	Clear debris off flat roof. Allow for access included in the above costs.		Incl							
1.4	Roof	Assumed artificial stone parapet gable walls.	Appear to be in fair condition from the footage, however check the mechanical fixings (Pull test) within the reporting term once access is available for ridge replacement.									
1.5	Roof	Inverted flat roofs to balcony's. Leaking noted to the internal communal areas (above window) believed to be a result of a roof leak from the above flat roof balcony to the west elevation.	No access obtained onto the individual balconies to undertake further investigation. Ballast and assumed insulation below will need to be removed so the waterproofing element can be reviewed.		£2,500.00	£4,438.51						
1.6	Smoke vent	No detail could be obtained from aerial footage.	Check condition upon access being obtained for ridge replacement.		Incl							
1.7	Rainwater goods	Powder coated pressed aluminium gutters and hoppers. Fading noted to coating and some joints appear to be leaking.	Allow for all joints to downpipes (detach and reconnect) and gutters to be resealed.						£500.00			
1.8	Rainwater goods	uPVC downpipe. Fair condition.	No works anticipated.									
1.9	Facias and Soffits	Painted Timber. Poor condition paint flaking.	Allow for cyclical decorations.									

Planned Maintenance Schedule - Sheaf 1												
Item Ref.	Element / Location	Condition and Defect Analysis	Defect Solution	Backlog (2019)	2020	2022	2023	2024	2025	2026	2027	2028
1.10	Drainage goods	Painted iron soil pipe are in a poor decorative condition.	Allow for cyclical decorations.		Incl							
2.0	WALLS											
2.1	Walls	Re-constituted walling stone. Black staining to external staircase wall. Sporadic missing pointing. Pointing missing to window heads and sills	Allow for minor repointing. Allow for new mastic joints at lintel joint lines.					£1,000.00				
2.2	Walls	Polysulphide mastic expansion joint. Fair condition.	Consider replacing as and when they become brittle.							£600.00		
2.3	Walls	Steel window lintels. Some minor surface corrosion noted.	Wire brush the lintel and apply rust inhibitor prior to redecorating. Thereafter undertake cyclical redecoration.									
2.4	Walls	Art stone/concrete window heads and sills. Hairline cracks observed centrally to numerous window heads (circa 30no.) Pointing repairs needed to heads and sills.	Monitor cracking. Repoint areas around heads and sills.									
3.0	WINDOWS AND DOORS											
3.1	Windows North	Powder coated aluminium windows. Double glazed units. Satisfactory condition commensurate with age.	Allow for cleaning and polishing the windows with aluminium colour restorer in the short term. Wholesale replacement should be considered within 10 years.									
3.2	Windows East	Powder coated aluminium windows. Double glazed units. Satisfactory condition commensurate with age.	Allow for cleaning and polishing the windows with aluminium colour restorer in the short term. Wholesale replacement should be considered within 10 years.									
3.3	Windows South	Powder coated aluminium windows. Double glazed units. Satisfactory condition commensurate with age.	Allow for cleaning and polishing the windows with aluminium colour restorer in the short term. Wholesale replacement should be considered within 10 years.									

Planned Maintenance Schedule - Sheaf 1

Item Ref.	Element / Location	Condition and Defect Analysis	Defect Solution	Backlog (2019)	2020	2022	2023	2024	2025	2026	2027	2028
3.4	Windows West	Powder coated aluminium windows. Double glazed units. Satisfactory condition commensurate with age.	Allow for cleaning and polishing the windows with aluminium colour restorer in the short term. Wholesale replacement should be considered within 10 years.									
3.5	Door North	Timber door. Fair condition.	Allow for cyclical decorations.									
3.6	Curtain wall and doors East & West elevations	Powder coated aluminium frames. Double glazed units. Satisfactory condition commensurate with age.	Allow for cleaning and coating. General repairs to the mastic seals where the frame abuts the stonework.						£2,000.00			
3.7	Spandrel Panels Ground floor North	Timber spandrel panels to the ground floor. Fair condition.	Allow for cyclical decorations.					£350.00				
3.8	Ventilation louvers to Ground floor West	Powder coated aluminium vents. Soiled but in fair condition.	Allow for cleaning and coating.					Incl				
4.0	EXTERNAL STAIRCASE											
4.1	Flagstone hardstanding's	Soiled but in fair condition.	Allow for cyclical jet washing to flagstones.		£25.00			£100.00				
4.2	Upstand	Vegetation noted to the upstand to the paving flags on the staircase.	Allow for removing vegetation to prevent penetration of waterproofing membrane.		Incl							
6.0	INTERNALLY (COMMUNAL AREAS)											
6.1	Floor covering	Carpeted floor. Fair condition.	Replace when required	Review						1,750		
6.2	Stairs	Stainless steel handrail with glazed infill panels. Fair condition.	No works anticipated									
6.3	Decoration	Walls in fair condition						£1,800.00				
		Electrical issue - leak				£35.00						
	Water ingress repair	2* £1200 - guttering				£2,863.00						
	S20	Floor of Balconies (membrane repairs)					£10,170.00					
	S20	Water damage repair										
	Boroscope re previous works						334.64					
	Fire doors remedial work					£1,476.00						
	Balcony inspections					£382.00						
	New gutters and Copings											
	Em lighting					£120.33						

Planned Maintenance Schedule - Sheaf 1												
Item Ref.	Element / Location	Condition and Defect Analysis	Defect Solution	Backlog (2019)	2020	2022	2023	2024	2025	2026	2027	2028
	Cherry picker cost transfer						- 120.00					
	Intercom interference						50.00					
	Paint recharge						25.47					
	Fire doors remedial work							£1,099.00				
	2022 deficit					£172.37						
TOTALS:				£0.00	£19,025.00	£9,487.21	£10,460.11	£4,349.00	£2,500.00	£2,350.00	£0.00	£0.00

Planned Maintenance Schedule - Sheet 2										
Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	2022	2023	2024	2025	2026	2027	2028
	EXTERNALLY									
1.0	ROOF									
1.1	Roof	Natural slate roof covering. Generally in fair condition 2no slipped slates across the roof. The tiles are generally soiled.	Allow for safe access to undertake repairs to 2no slipped slates and carry out a general roof inspection.							
1.2	Roof	Concrete ridge tiles bedded on cement mortar. Numerous loose tiles and missing mortar sections visible throughout the roof.	Remove the existing ridge tiles, scrape existing mortar off and re bed with a new dry ridge system.							
1.3	Roof	Fibre glass roof covering to the entrance lobby's to each core. No defects noted as recently replaced.								
1.4	Roof	Lead valleys and domers. Satisfactory condition throughout.								
1.5	Roof	Concrete coping & kneeler stones. SW elevation coping stones have been over clad with leadwork / liquid waterproofing.	A pull test is recommended during routine maintenance of this roof. This will ensure no loose stonework.		£240.00					
1.6	Roof	Balcony work		£7,999.99						
1.7	Rainwater goods	Powder coated pressed aluminium gutters, hoppers and downpipes. Water leakage is evident through staining to joint lines throughout.	Allow for all joints to downpipes and gutters to be re sealed.			£1,250.00				
1.8	Rainwater goods	Presumed lead valley at high level collecting water discharge from the roof pitches.								
1.9	Fascia's & Soffits	Painted timber. Commensurate with age.	Allow for cyclical decorations.							
2.0	WALLS									
2.1	Walls North	Re-constituted walling stone coupled with art stone window cills. Isolated areas of missing pointing at low level. Soiled cills.	Allow for repointing at low level.					£1,000.00	£1,000.00	£1,000.00
2.2	Walls North	Render infill sections surrounding glazing. Paint finish stained and nearing re paint decision time.	Allow for cyclical redecoration.							
2.3	Walls East	Re-constituted walling stone coupled with art stone window cills. Stepped cracking evident from window lintel to RHS. Existing window lintel appears to be under overdue stress from load. This has caused the stepped cracking to the area.	Monitor for further movement as the issue does not appear to be detrimental to the structure.					£1,000.00	£1,000.00	£1,000.00
2.4	Walls East	Render infill sections surrounding glazing. Paint finish stained and nearing re paint decision time.	Allow for cyclical redecoration							
2.5	Walls South	Re-constituted walling stone coupled with art stone window cills. Soiled cills. No defect.						£1,000.00	£1,000.00	£1,000.00
2.6	Walls South	Render infill sections surrounding glazing. Paint finish stained and nearing re paint decision time.	Allow for cyclical redecoration							
2.7	Walls West	Re-constituted walling stone coupled with art stone window cills. Soiled cills. No defect.						£1,000.00	£1,000.00	£1,000.00
2.8	Walls West	Render infill sections surrounding glazing. The existing paint finish is deteriorated.	Allow for cyclical redecoration							
3.0	WINDOWS & DOORS									

Planned Maintenance Schedule - Sheaf 2										
Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	2022	2023	2024	2025	2026	2027	2028
3.1	Windows North	Powder coated aluminium window casements. Double glazed units. Powder coating showing early onset of failure particularly around mire joints.	Allow for cleaning and polishing the windows with aluminium colour restorer in the short term. Wholesale replacement should be considered within 10 years.							
3.2	Curtain wall & Doors North	Powder coated aluminium frames. Double glazed units. Satisfactory condition commensurate with age.	Allow for cleaning and coating. General repairs to the mastic seals where the frame abuts the stonework.							
3.3	Windows East	Powder coated aluminium window casements. Double glazed units. Powder coating showing early onset of failure particularly around mire joints. Window seals have displaced to isolated casements.	Allow for cleaning and polishing the windows with aluminium colour restorer in the short term. Wholesale replacement should be considered within 10 years. Isolated window seal replacements will be required.							
3.4	Windows South	Powder coated aluminium window casements. Double glazed units. Powder coating showing early onset of failure particularly around mire joints.	Allow for cleaning and polishing the windows with aluminium colour restorer in the short term. Wholesale replacement should be considered within 10 years.							
3.5	Doors South	Powder coated aluminium frames. Double glazed units. Satisfactory condition	Allow for cleaning and coating. General repairs to the mastic seals where the units abut the stonework.							
3.6	Windows West	Powder coated aluminium window casements. Double glazed units. Powder coating showing early onset of failure particularly around mire joints.	Allow for cleaning and polishing the windows with aluminium colour restorer in the short term. Wholesale replacement should be considered within 10 years.							
4.0	M&E									
4.1	Lighting	Surfaced fixed background lighting. Satisfactory condition.	Consider replacement within 10 years.							
		Lifts - replacement parts of ageing lifts				£4,000.00	£4,000.00	£4,000.00	£4,000.00	£4,000.00
5.0	INTERNALLY									
5.1	Decoration (Core 1)	Painted plaster finish. Satisfactory condition throughout.	Allow for cyclical redecoration.		£950.93			£1,000.00		
5.2	Floor covering (Core 1)	Ribbed carpet covering. Satisfactory condition.	Advise replacement will be required over the next 10 years.			£4,500.00				
5.3	Joinery (Core 1)	Veneer finished timber fire exit doors. Satisfactory condition.	We advise that a fire door inspection survey is undertaken periodically to capture repairs.							
5.4	Decoration (Core 2)	Painted plaster finish. Satisfactory condition throughout.	Allow for cyclical redecoration.		£983.00			£1,000.00		
5.5	Floor covering (Core 2)	Ribbed carpet covering. Satisfactory condition.	Advise replacement will be required over the next 10 years.			£4,500.00				
5.6	Joinery (Core 2)	Veneer finished timber fire exit doors. Satisfactory condition.	We advise that a fire door inspection survey is undertaken periodically to capture repairs required.							
		Lift cameras		£5,658.13						
		Lift work (Feb-May 22)		£8,522.00						
		Lift phone lines to digital				£3,000.00				
		Balcony inspections		£383.00						
		Lighting sensors		£25.00						
		2023 deficit		£621.00						
		Fire alarm call out			180					
		Fire doors remedial work				6,106				
		Seal wasp nest								
		Stone work repoint			70					
		Electrical inspection			60					
		450M water stains			65					
		nest and gutter			130					
TOTALS:				£23,209.12	£2,678.93	£23,356.00	£4,000.00	£10,000.00	£8,000.00	£8,000.00

Planned Maintenance Schedule - Sheaf 3 Apartments

Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026
	EXTERNALLY										
1.0	ROOF										
1.1	Roof	Natural slate roof covering. Generally in fair condition but tiles are excessively soiled.	Allow for hoist access to undertake periodic isolated repairs.								
1.2	Roof	Concrete ridge tiles bedded on cement mortar. Generally in a fair condition, yet isolated repairs have been undertaken.	We expect ridge pointing and general maintenance over the reporting period and given the costs to scaffold the building, we recommend the ridge is replaced with a dry ridge system.								
1.3	Roof	Lead valleys and dormers. Satisfactory condition throughout.	No works anticipated.								
1.4	Roof	Stone coping & kneeler stones. The coping stones in parts have been over clad with leadwork, not clear if this is original or repairs undertaken in recent years.	Cracking noted in the some coping stones to east elevation, appears minor and no works anticipated.								
1.5	Rainwater goods	Powder coated pressed aluminium gutters, hoppers and downpipes. Gutter leak noted to the south elevation. Foliage growth noted to the middle section of the elevation facing the roadside.	Allow for repairing the gutter with jointing and sealing compound. Allow for wholesale sealing works in future years. Clean gutters in year 1.								
1.6	Fascia's & Soffits	Painted timber soffits and fascia, rotting in a small section .	Allow for cyclical decorations, starting in year 1 to prevent further deterioration.								

Planned Maintenance Schedule - Sheaf 3 Apartments

Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026
1.7	Skylights	4no. Fixed glazed roof lights. The material used can not be confirmed by drone footage.	Debris trapped at the head of the window requires removal when access is available.	£50.00							
2.0	WALLS										
2.1	Walls North	Pitched face natural stone with art stone window cills and lintels, kneelers and copings to the gables of the projecting roofs.	Allowance for undertaking isolated pointing over the reporting period. Mastic to lintels and cills could be undertaken to limit future maintenance.								
2.2	Walls East	Pitched face natural stone with art stone window cills and lintels, kneelers and copings to the gables of the projecting roofs.	Allowance for undertaking isolated pointing over the reporting period. Mastic to lintels and cills could be undertaken to limit future maintenance.								
2.3	Walls South	Pitched face natural stone with art stone window cills and lintels, kneelers and copings to the gables of the projecting roofs.	Allowance for undertaking isolated pointing over the reporting period. Mastic to lintels and cills could be undertaken to limit future maintenance.								
2.4	Walls West	Pitched face natural stone with art stone window cills and lintels, kneelers and copings to the gables of the projecting roofs.	Allowance for undertaking isolated pointing over the reporting period. Mastic to lintels and cills could be undertaken to limit future maintenance.								
3.0	WINDOWS										
3.1	Windows North	Powder coated aluminium, double glazed window units. Window frame and glass are slightly soiled.	Allow for cleaning and polishing the windows with aluminium colour restorer.								
3.2	Windows East	Powder coated aluminium framed, double glazed window units.	Allow for cleaning and polishing the windows with aluminium colour restorer.								

Planned Maintenance Schedule - Sheaf 3 Apartments

Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026
3.3	Windows South	All windows are powder coated aluminium, which is prone to fading over time.	Allow for cleaning and polishing the windows with aluminium colour restorer.								
3.4	Windows West	Powder coated aluminium framed double glazed awning window units. Generally soiled.	Allow for cleaning and polishing the windows with aluminium colour restorer.								
4.0	Doors										
4.1	Doors South	2No. Powder coated aluminium doors to communal areas with 2 glass panels in each. Each door has glazed infill panels around the sides at top. The door to communal 1 is tied incorrectly to the building and the frame is detaching. We assume the windows are secured to the art stone rather than the stone behind, which has caused the art stone to move.	Allow for redecoration periodically. Take out the door to Communal 1 and resecure the frame. Point up the art stone jambs.	£150.00							£2,000.00
4.2	Lighting	2No. LED floodlights, 4No. Circular lights next to entrance doors and 2No. Intruder alarm bell boxes.	Allowed a provisional sum for ad hoc replacement over 10 years							£1,000.00	
5.0	INTERNALS - COMMUNAL AREAS										
5.1	Decoration	Painted plaster finish and joinery in good condition.	Redecorate periodically.					£942.93			
5.2	Flooring	Small section of barrier matting at the entrance is in good condition, carpet to other areas is in fair condition throughout, showing minor signs of wear.	Replace periodically.						£2,000.00		
5.3	Joinery	Timber veneered fire doors with stainless steel handles.	We advise that a fire door inspection survey is undertaken periodically to capture repairs required.		£500.00						
		Fire doors remedial works					£917.00				
		2023 deficit					£54.00				
		Fire doors remedial works							£923.00		

Planned Maintenance Schedule - Sheaf 3 Apartments											
Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026
		Bees nest							£500.00		
TOTALS:				£200.00	£500.00	£0.00	£971.00	£942.93	£3,423.00	£1,000.00	£2,000.00

Planned Maintenance Schedule - Sheaf 3 Buildings

Item Ref.	Element / Location	Description and Defect Analysis	Defect Solution	2022	2023	2024	2025	2026
	EXTERNALLY							
1.0	ROOF							
1.1	Roof	Natural slate roof covering. Generally in fair condition but tiles are excessively soiled.	Allow for hoist access to undertake periodic isolated repairs.			£1,500.00		£1,500.00
1.2	Roof	Concrete ridge tiles bedded on cement mortar. Generally in a fair condition, yet isolated repairs have been undertaken.	We expect ridge pointing and general maintenance over the reporting period and given the costs to scaffold the building, we recommend the ridge is replaced with a dry ridge system.					
1.3	Roof	Lead valleys and dormers. Satisfactory condition throughout.	No works anticipated.					
1.4	Roof	Stone coping & kneeler stones. The coping stones in parts have been over clad with leadwork, not clear if this is original or repairs undertaken in recent years.	Cracking noted in the some coping stones to east elevation, appears minor and no works anticipated.					

1.5	Rainwater goods	Powder coated pressed aluminium gutters, hoppers and downpipes. Gutter leak noted to the south elevation. Foliage growth noted to the middle section of the elevation facing the roadside.	Allow for repairing the gutter with jointing and sealing compound. Allow for wholesale sealing works in future years. Clean gutters in year 1.					
1.6	Fascia's & Soffits	Painted timber soffits and fascia, rotting in a small section .	Allow for cyclical decorations, starting in year 1 to prevent further deterioration.			£2,000.00		
1.7	Skylights	4no. Fixed glazed roof lights. The material used can not be confirmed by drone footage.	Debris trapped at the head of the window requires removal when access is available.					
2.0	WALLS							
2.1	Walls North	Pitched face natural stone with art stone window cills and lintels, kneelers and copings to the gables of the projecting roofs.	Allowance for undertaking isolated pointing over the reporting period. Mastic to lintels and cills could be undertaken to limit future maintenance.			£500		
2.2	Walls East	Pitched face natural stone with art stone window cills and lintels, kneelers and copings to the gables of the projecting roofs.	Allowance for undertaking isolated pointing over the reporting period. Mastic to lintels and cills could be undertaken to limit future maintenance.	Incl		£500		

2.3	Walls South	Pitched face natural stone with art stone window cills and lintels, kneelers and copings to the gables of the projecting roofs.	Allowance for undertaking isolated pointing over the reporting period. Mastic to lintels and cills could be undertaken to limit future maintenance.	Incl		£500		
2.4	Walls West	Pitched face natural stone with art stone window cills and lintels, kneelers and copings to the gables of the projecting roofs.	Allowance for undertaking isolated pointing over the reporting period. Mastic to lintels and cills could be undertaken to limit future maintenance.	Incl		£500		
3.0	WINDOWS							
3.1	Windows North	Powder coated aluminium, double glazed window units. Window frame and glass are slightly soiled.	Allow for cleaning and polishing the windows with aluminium colour restorer.					
3.2	Windows East	Powder coated aluminium framed, double glazed window units.	Allow for cleaning and polishing the windows with aluminium colour restorer.					
3.3	Windows South	All windows are powder coated aluminium, which is prone to fading over time.	Allow for cleaning and polishing the windows with aluminium colour restorer.					

3.4	Windows West	Powder coated aluminium framed double glazed awning window units. Generally soiled.	Allow for cleaning and polishing the windows with aluminium colour restorer.					
4.0	Doors							
4.2	Doors South	4No. Timber veneered external doors, with timber frame and glass infill panels to the top and both sides. Doors are fading especially around the bottom rail. Also the timber frames around the doors are beginning to rot and the paint is flaking away.	Redecoration required in year 1 and cyclical thereafter.					
4.3	Lighting	2No. LED floodlights, 4No. Circular lights next to entrance doors and 2No. Intruder alarm bell boxes.	Allowed a provisional sum for ad hoc replacement over 10 years				£1,000.00	
		Lighting sensors		£25.00				
		Lead work roof repair			£210.00			
TOTALS:				£25.00	£210.00	£5,500.00	£1,000.00	£1,500.00

Planned Maintenance Schedule - Victoria

Item Ref.	Element / Location	Condition and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026
1.0	EXTERNALLY ROOF										
1.1	Roof	Natural slate roof covering. Generally in fair condition with several slipped and damaged slates noted. The tiles are generally soiled.	Allow for safe access to undertake repairs to slipped slates and carry out a general roof inspection.		£1,500.00				£1,500.00		£1,500.00
1.2	Roof	2no flat roof sections to the turret elevations. Assumed bituminous mineral felt covering. East elevation currently undergoing repair works and weatherproofing. West elevation appears to be in fair condition.	Felt covering will experience solar degradation over the coming 10 year term. Reactive works will be required.	Review 2024					£1,500.00		
1.3	Roof	Concrete ridge tiles have been repaired using a dry ridge system. Appear in good order.	Slight algae growth. No works anticipated within the reporting years								
1.4	Roof	Lead valleys are in fair condition and commensurate with age.	Reactive works estimated for repairs over the term.						£1,500.00		
1.5	Roof	Stone coping and kneeler stones. Appear in fair condition.	No defects identified from aerial footage. Recommend pull test when safe access equipment is available.	Completed 2021							
1.6	Skylights	12No Velux type rooflights across all roof pitches. Appear aluminium from drone footage. No visible defects from footage.	No works anticipated during the reporting years.								
1.7	Chimneys	4no coursed stone chimneys with dressed crowns and clay pots. Generally in satisfactory condition through out. Chimney repair Aug 22	Undertake regular review with access imagery. Monitoring of the chimney pots should be regularly undertaken.	S20 in process awaiting quotes							
							£5,300.00				
1.8	Rainwater goods	Powder coated pressed aluminium gutters and steel downpipes. Satisfactory condition.	Allow for all joints to downpipes to be re sealed.	Review in 2024					£1,500.00		

Planned Maintenance Schedule - Victoria

Item Ref.	Element / Location	Condition and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026
1.9	Facias and Soffits	Painted Timber fascia's. In poor condition paint flaking.	Allow for cyclical decorations.								
				Work Completed		£6,240.00					£7,488.00
2.0	WALLS										
2.1	Walls (all elevations)	Stone walling. In fair condition. Sporadic missing pointing. Some staining noted to stonework.	Allow for circa 10sqm of re-pointing.	Review needed 2024					£1,500.00		
2.2	Walls	Stone walling with stone copings forming external staircase to the ground floor.	Allow for cyclical re-pointing and repairs.		£100.00				£500.00		
3.0	WINDOWS AND DOORS										
3.1	Windows	Painted timber sliding sash window casements with trickle vents. In fair condition.	Allow for cleaning and cyclical redecoration.			Inc					
3.2	Door	2no Painted timber doors with brass handles.	Allow for cleaning and cyclical redecoration.			Inc					
4.0	INTERNALLY										
4.1	Decoration	Painted plaster generally in good condition. Timber work also in good condition.	Allow for cyclical decoration.	In House			£975.00		£1,200.00		
4.2	Flooring	Small section of barrier matting at the entrance is in good condition, carpet to other areas is in fair condition throughout, showing minor signs of wear.	Replace periodically and allow for regular cleaning.	Review 2024					£1,000.00		
		Lighting sensors					£25.00				
4.3	Joinery	Timber fire door to meter cupboard. Satisfactory condition.	Undertake cyclical decoration. We advise that a fire door inspection survey is undertaken periodically to capture repairs required.		£500.00	Incl					
		Roof repair					£975.00				

Planned Maintenance Schedule - Victoria

Item Ref.	Element / Location	Condition and Defect Analysis	Defect Solution	Backlog (2019)	2020	2021	2022	2023	2024	2025	2026
		Fire door remedial work					£60.00				
		2023 surplus					-£163.00				
		Interior repaint inc paint						-£331.07			
		Fire door remedial work							£1,385.00		
		Aerial TV test						£40.00			
			TOTALS:	£0.00	£2,100.00	£6,240.00	£7,172.00	-£291.07	£11,585.00	£0.00	£8,988.00