

# Design and Access Statement

Relating to:

Reinstatement of Existing Travel Agency  
Shop, Repair of Shop Front and Internal and  
External Repairs.

at

6 Castle Street  
Clitheroe  
Lancashire  
BB7 2BX  
United Kingdom

Watts.



# **Design and Access Statement for Internal and External Repairs.**

**Provided in Support of an Application for Listed Building  
Consent and Planning Permission**

**6 Castle Street, Clitheroe, Lancashire BB7 2BX**



December 2011

Compiled by Phil O'Brien

Reviewed by Mark Taylor

Job No: 115771

Date: 25.07.12

Version: 02



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## **1. Introduction**

A Design and Access Statement has been compiled to accompany the Application for listed Building Consent and Planning Permission and help explain how the design came about and set out what decisions have been taken and why.

Watts Group PLC on behalf of our clients TUI UK Retail Ltd are committed to a policy of equality, inclusion and accessibility in the delivery of its property services to its occupiers and ultimately members of the public, and in the employment opportunities afforded to existing and future employees. It is recognised that any potential sources of discrimination are addressed in both the physical attributes of the buildings it uses and in the management practices and procedures it adopts.

The submitted Application has taken into considerations the following standards and guidance documents that have been referred to in the design of this scheme

- Approved Document M 'Access to and Use of Buildings' of the Building Regulations 2000 series
- BS 8300:2009+A1:2010 – Design of buildings and their approaches to meet the needs of disabled people

The ground floor and basement shop unit and 1<sup>st</sup>/2<sup>nd</sup> floor maisonette are currently vacant and TUI UK Retail Ltd who currently lease the building are proposing to carry out internal and external repairs following a plumbing leak from the 2<sup>nd</sup> floor bathroom. Other more general repairs are required externally to include decoration and repairs to external joinery

The following statements have been written in accordance with the guidance set out by the Commission for Architecture and the Built Environment, and Section 6 of the Communities and Local Government document. 'Guidance on Information Requirements and Validation' Reference has also been made to Planning Policy Statement 5: Planning for the Historic Environment.

## **2. Amount**

The property will be repaired and will be reinstated for new retail potential. No increase in the size of the unit is proposed, only internal works to replace rotten timbers, damaged plaster/plasterboard and floorboards and stairs. Externally repairs will be undertaken to maintain the property in a sensitive manner appropriate for the status of the listed building

## **3. Layout**

No alterations to the layout of the property in the context of its surroundings are envisaged. The shop front will be repaired only, and external and internal replacement of finishes and materials. Numbers 2-12 (even) of Castle Street which form the listing group have been considered for their approach to recent renovations.

## **4. Scale**

No increase or decrease in the size of the existing building is proposed.

## **5. Landscaping**

There are no landscaping features to be formally considered within the proposal, only the removal of self-seeded weeds and brambles and the replacement of some fence panels to the rear yard.

## **6. Appearance**



The shop front will be repaired and painted to match the existing colours. The first and second storey hung sash windows will be repaired only if required, with proprietary filler or epoxy resin systems and painted to match the existing. The render is also to be repainted to both elevations to match the existing. The stone structure, moulded eaves cornices and band and stone surrounds around the windows which are currently an off-white colour will be repainted to match the existing and allow these features to stand out from the white render as is currently the case.

## **7. Appraising the Context of the Proposals**

The property sits within a block, numbers 2-12 Castle Street of Grade II listed buildings. The repairs seek to maintain the character of the building and the block as a whole.

## **8. Use**

The proposals are designed to bring the shop and maisonette above back into a state of repair. Adjacent and opposite there are also similarly sized shop units.

## **9. The proposal in the context of PP55 (formally PPG15 'Planning and the Historic Environment')**

In considering the options available for the repairs direct reference has been made to the listed description of the building and the block as a whole. Currently the building is vacant and in need of repair internally due to an extensive plumbing leak which is threatening the structure and fabric of the building. General external repairs and redecoration are also required, the repair of the shop unit will seek to attract new tenants and contribute to the economic regeneration of the area and block as a whole. The physical features of the building as listed are to be repaired and restored to a serviceable standard.



## **Appendix A – Photographs**





1. Front elevation showing 1<sup>st</sup> and 2<sup>nd</sup> floor windows

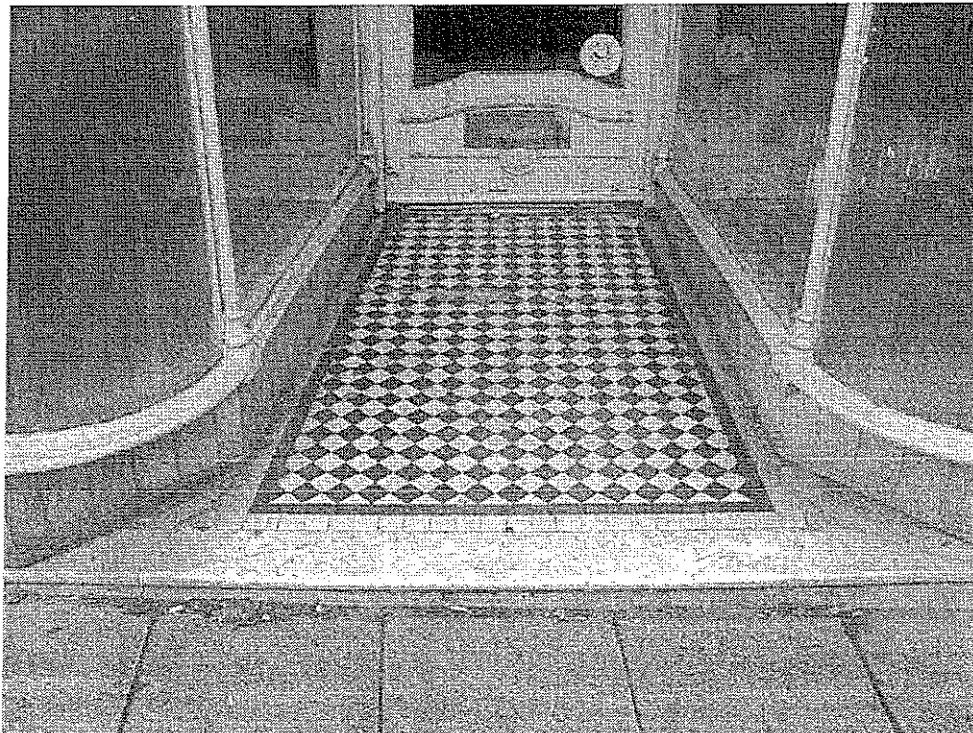


2. Condition of the existing pilaster and mullion detail





**3. Rear elevation of the building**

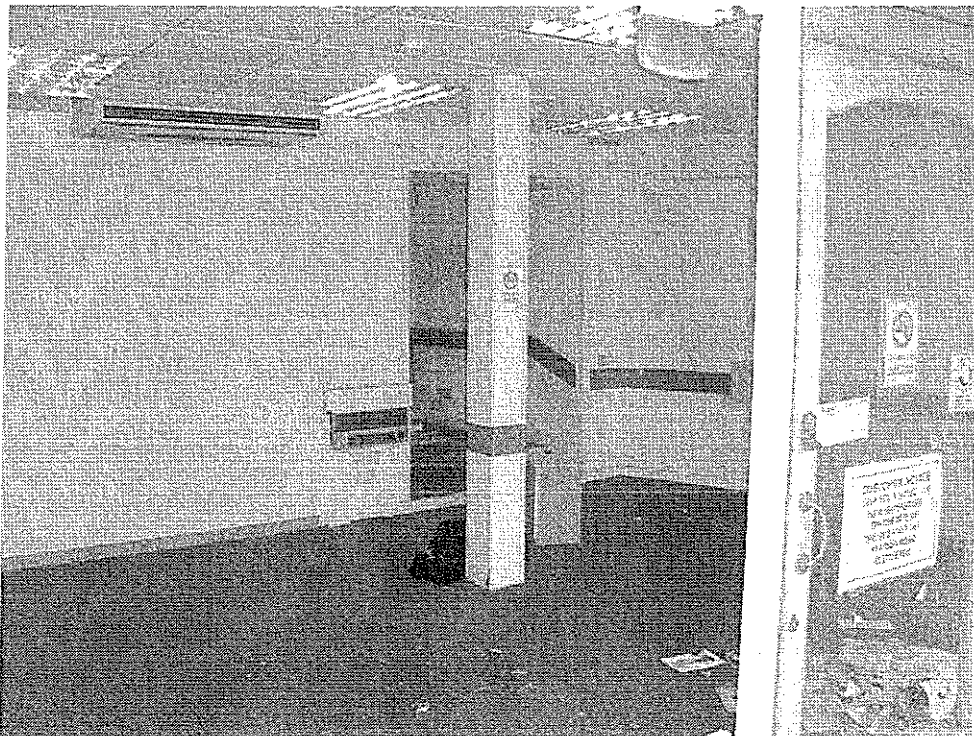


**4. Detail of alcove leading to door to shop front, note step.**





5. Internal view of front of house area

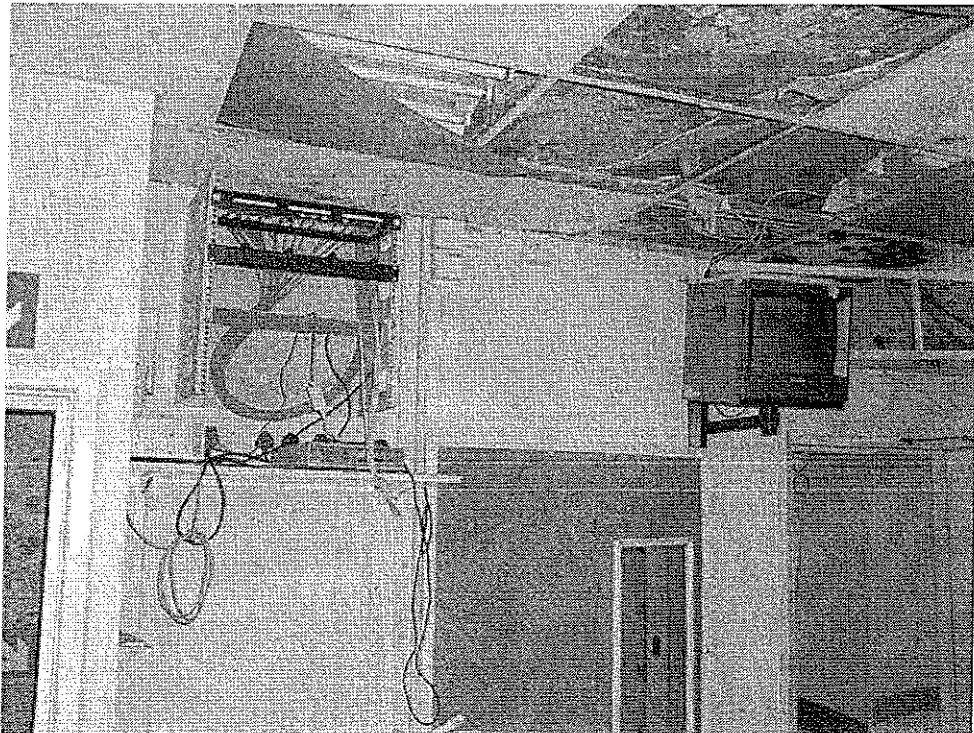


6. Internal view showing mid wall junction between the front and back of house areas.





7. View of second floor flat room

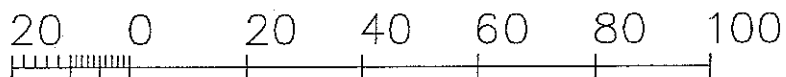
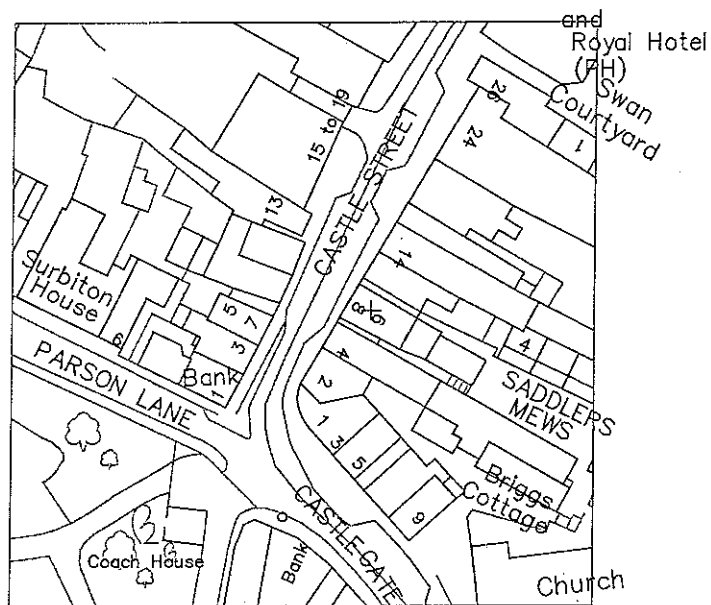


8. Back of house / admin area showing water damage from the flat above.

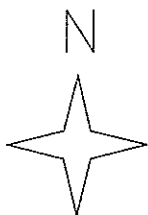


## **Appendix B – Site Plan**





Metres



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TITLE: SITE LOCATION PLAN

SCALE 1: 1250

|                                  |                                                       |                           |                     |                                                                                                                                                                                                                                                                                    |
|----------------------------------|-------------------------------------------------------|---------------------------|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Does not scale from this drawing | Client: TUI UK LTD                                    | Scale: 1:1250 @ A4        | Date: DECEMBER 2011 |  <p>Watts Group PLC<br/>60 Fountain Street<br/>Manchester M2 2FE</p> <p>T: +44 (0)161 831 6180<br/>F: +44 (0)161 834 7750</p> <p>Watts is a registered trademark of Watts &amp; Sons Ltd.</p> |
| Amendments:                      |                                                       | Drawn: POB                | Checked: MT         |                                                                                                                                                                                                                                                                                    |
|                                  | Project: REPAIRS & FIT OUT<br>THOMSON STORE CLITHEROE | Org.no: 115771 - 01P      | Rev:                |                                                                                                                                                                                                                                                                                    |
|                                  |                                                       | Title: SITE LOCATION PLAN |                     |                                                                                                                                                                                                                                                                                    |



# Heritage Statement

- Relating to:

Reinstatement of Existing Travel Agency  
Shop, Repair of Shop Front and Internal and  
External Repairs.

at

6 Castle Street  
Clitheroe  
Lancashire  
BB7 2BX  
United Kingdom

Watts.

## **Heritage Statement for Internal and External Repairs.**

**Provided in Support of an Application for Listed Building  
Consent and Planning Permission**

**6 Castle Street, Clitheroe, Lancashire BB7 2BX**



Job No: 115771

Compiled by Phil O'Brien

Reviewed by Dave Rawcliffe

Date: 30 07 12

Version: 01

## Table of contents

- 1 Introduction
- 2 Description of the Heritage Asset
- 3 Description of the surrounding area and properties
- 4 The Proposals in the context of the listing and conservation area
- 5 Conclusion

Appendix A – Photographs

## 1. Introduction

6 Castle Street is a small shop unit, with ground floor sales and rear admin area, basement storage with WC's and basic kitchen facilities, situated in the market town of Clitheroe. The shop was formally a 'Thomson' travel agency but more recently was sublet to the 'YMCA' charity, however the property has been empty for over 18 months. Above the shop unit to the first and second floors is 8 Castle Street, a maisonette with a separate rear entrance.

This heritage statement has been produced to accompany a combined Planning Application and Application for Listed Building Consent for this property. The proposals are to remove damaged plasterboard, structural timber and carcassing and other elements of the internal fabric following a water leak from the 2<sup>nd</sup> floor bathroom, replace the damaged elements and redecorate the property throughout. In addition to this basic maintenance is proposed to the external elevations to repair leaking pipework, gutters and carry out basic repairs and maintenance, including decoration.

In compiling this document reference has been made to the following publications:

1. *Communities and Local Government, 'Guidance on Information Requirements and Validation' March 2010*
2. *Communities and Local Government, 'National Planning Policy Framework' March 2020.*
3. *PPS5 Planning for the Historic Environment Practice Guide June 2012.*
4. *Clitheroe Conservation Area Appraisal 2005.*

## 2. Description of the Heritage Asset

6 Castle Street is an early to mid-18<sup>th</sup> Century property which occupies a terraced position at the South Western end of the street, close to the junction with Castle Gate. The property is within the Clitheroe conservation area boundary; the area was given such status in 1973, and upgraded to 'Outstanding Conservation Area Status' in 1979.

With reference to the Ribble Valley Borough council website, the property is listed as follows:

Reference: SD 7441 1/5 CASTLE STREET (South-East Side) Nos 4-12 (even)

Grade: II

Details: C18 Origins. 3 Storeys, rendered, band and moulded eaves cornice. 2 windows to 3 Occupancies, hung sashes with glazing bars, except for 1 to 1<sup>st</sup> floor. Modern and late C19 Shop fronts.

Nos 2 to 12 (even) form a group

### Front Elevation

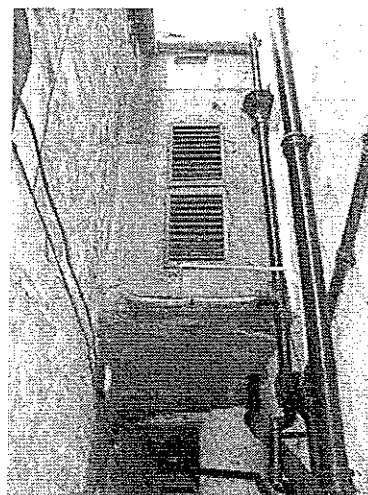
Viewed from Castle Street the ground floor shop unit is entered via a single timber entrance door, set back some 1.6m from the front building line. The entrance has a shallow graded ramp, consisting of black and white ceramic tile sets. The door is blue painted timber, with straight stiles and carved head and cill details, with single glazing between these elements. The glazed timber shop front, with light blue painted woodwork has plywood pilasters and circular section glazing bars both with planted on timber mouldings; at the junction of the mullions and frame head there are fan details. A similarly proportioned fascia continues across the whole shop front, again with a plywood infill and planted on timber mouldings. The glass then curves around and continues from another mullion to each side of the ramp up to the door frame. Below the moulded cills there are beige coloured ceramic tiles forming the shop stall riser which stretch from both pilasters, past the ramp and terminate at the door frame.

To first and second floor levels there is white painted render, and two windows to each storey. The windows have original square edged ashlar stone surrounds, also painted but in an off white making them stand out from the render. Windows are softwood sliding sashes, painted in white. At the head of the second floor windows there is a cornice band which projects slightly and runs through between the stone heads. At roof level there is a lead lined stone gutter and a natural slate roof above this, with clay interlocking ridge tiles.



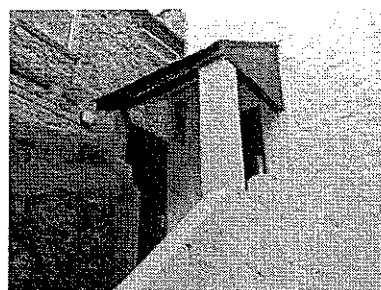
### Side Elevation

Adjoining the side elevations of the ground floor there are communal passageways leading to adjoining buildings. The upper levels of the adjoining buildings abut the side walls of the subject property and there is an exposed rear upper section of the right hand side elevation. The soffits of the suspended timber first floors of the adjoining buildings are visible within the two passageways. The walls are white painted rough set stone, forming a walkway leading the car park accessed from Lowergate.



### Rear Elevation

The rear elevation walls consist of random uncut and unfinished stone with a white painted render, in a similar style to the side elevation. Unlike the front elevation the windows are not bounded by stone surrounds, but have cill details in a more random fashion. One of the windows to the first floor kitchen is a more recent timber casement addition with a top opening light. The upper window continues through the eaves and forms an apex roof detail. A black painted timber door accessed from the passageway leads to the entrance to the maisonette above, with a monopitched slate canopy added recently. From this stairs lead down to a basement level yard to which basement occupants can egress via a ply faced softwood door.



### Internal Features

At ground floor level internally the shop has been extensively modernised over the years, consisting of plasterboard dry lined walls to the flanks, suspended ceilings and modern fixtures and fittings. These features extend into the shop back of house area to the rear. From the rear area steps lead down to the basement which again has been extensively modernised over the last few years, by fitting a modern basement tanking system and dry lined walls throughout. The area has a small kitchenette, storage areas, two WC's and a corridor leading to the basement egress door. Two modern timber windows allow a small amount of borrowed light in through the glass block basement pavement lights to the front elevation.

The first and second floor maisonette is accessed via a side entrance and stairs. Again the areas have been modernised with dry lined or plastered walls and new ceilings, painted with carpet or laminate floor finishes. Modern kitchen and bathroom fittings also exist.

### **3. Description of the surrounding areas and properties.**

Castle Street is in the heart of the conservation area and is prominent when viewed from the higher elevations of the castle grounds to the South. Number 6 is within a listed block, Nos 4-12, which is typical of the properties in the street, with traditional shop fronts and recessed entrance doors, rendered upper storeys and cut or rusticated stone surrounds to the windows. Opposite

number 6, number 11 has green painted stone surrounds and because of its proximity forward of the main building line and higher than adjacent properties either side, has noticeable cut stone quoins painted in dark green. Numbers one and three, linked to Castle Gate have un-rendered, rusticated stonework with ashlar stone surrounds and lower frontages in contrast. Further northwards this mix of rendered and un-rendered stonework facades continues. The properties in the immediate vicinity are retail, notably with a new 'Costa' coffee shop opened recently at number 9. Some local retailers exist, although brands such as 'Boots' and 'Hampsons' and some chain charity shops are present, with some attempts to provide heritage signage, but many have illuminated or acrylic/aluminium brand signage.

#### **4. The Proposals in the Context of the Listing and Conservation Area.**

Unlike many local applications for which a specific shop fit out or major re-branding are proposed, our intentions are simply to:

- Carry out essential internal repairs following an extensive internal plumbing leak from the 2<sup>nd</sup> floor bathroom
- To carry out routine external maintenance and repair

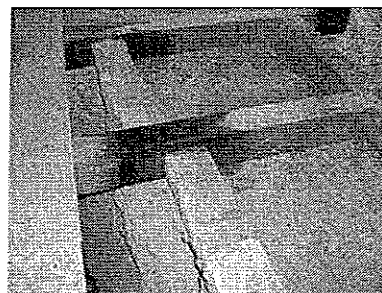
##### Internal repairs

Further to the reports issued within the main application, prepared by Trace Remedial Services, replacement of structural timber and carcassing is proposed due to the longstanding leak issues encountered and subsequent wet rot found. These repairs include:

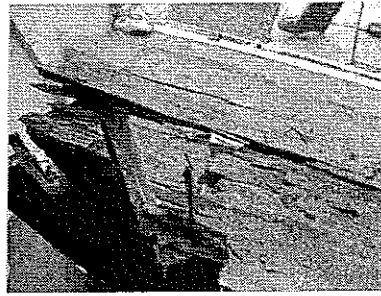
- a. Replacement of gable wall internal embedded timbers, notably to the first floor gable wall



- b. Auger drilling, impregnation and coating of ground or wall bearing timbers affected by wet rot



- c. Replacement of the rotten timber ground to first floor staircase; beyond repair due to historic wood boring insect attack and more current wet rot



- d. Replacement of the rotten basement joists due to wet rot



- e. Removal and replacement of water and mould affected plasterboard

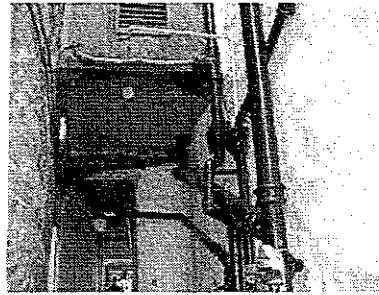


#### External Repairs

- a. Replacement or refixing of shop front timber mouldings to match the existing. Also filling, preparing and painting to match the existing colours and profiles.



- b. Repairs to plumbing and rainwater goods to prevent dampness to external walls



#### Measures to preserve and protect the character of the building

Where possible existing features are to be retained, for example by removing and repairing shop front mouldings, or if this is impossible due to the extent of damage, existing dimensions will be taken and matching timber sections provided. Particular care is to be taken on retaining the external character of the building. Fortunately many of the features which are described in the listing are in a reasonable state of repair and in many cases preparation and painting only are required to preserve the elements for future use.

Internally in particular the extent of water damage, and the period to which the internal timbers and finishes have been exposed to these high levels of humidity and water ingress have meant that repair of plasterboard or some internal timbers is impossible.

Currently the works are being undertaken to rectify the on-going disrepair and the plans for the future use of the shop or flats is unknown at this time.

#### **5. Conclusion**

The proposed repairs have been instigated by our client to prevent the property falling into further disrepair and causing potential for further irreparable damage to the structure, fabric and historic features of the building. To this end our proposals seek to maintain the building in its current form, but unfortunately do require at least internally replacement of some of the structural or other timbers which are beyond repair.

## **Appendix A – Photographs**



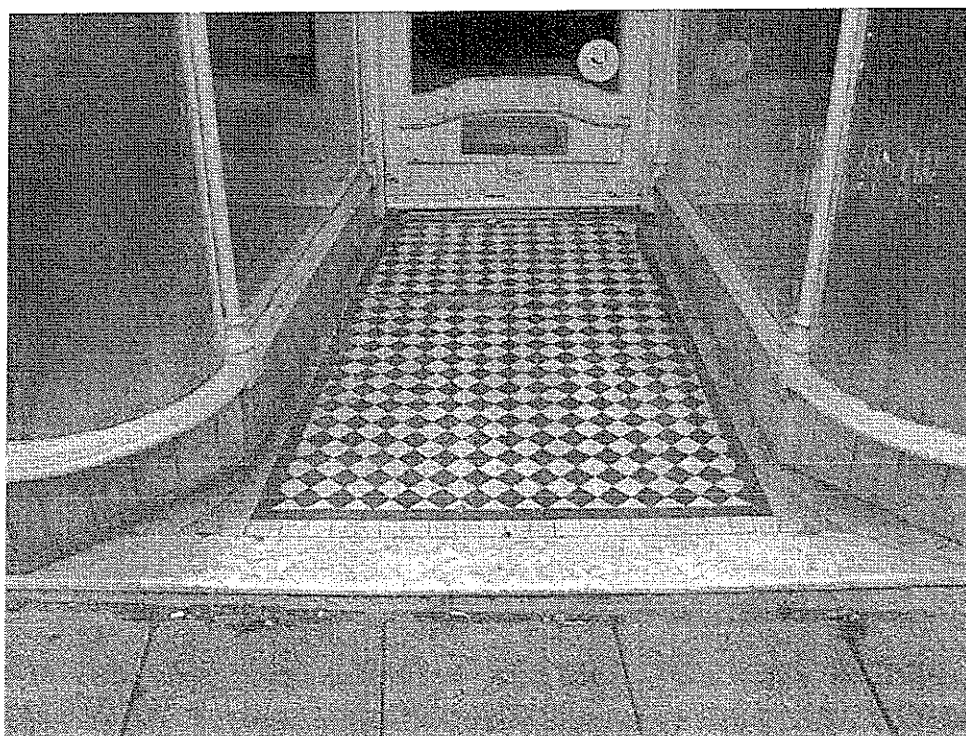
1. Front elevation showing 1<sup>st</sup> and 2<sup>nd</sup> floor windows



2. Condition of the existing pilaster and mullion detail



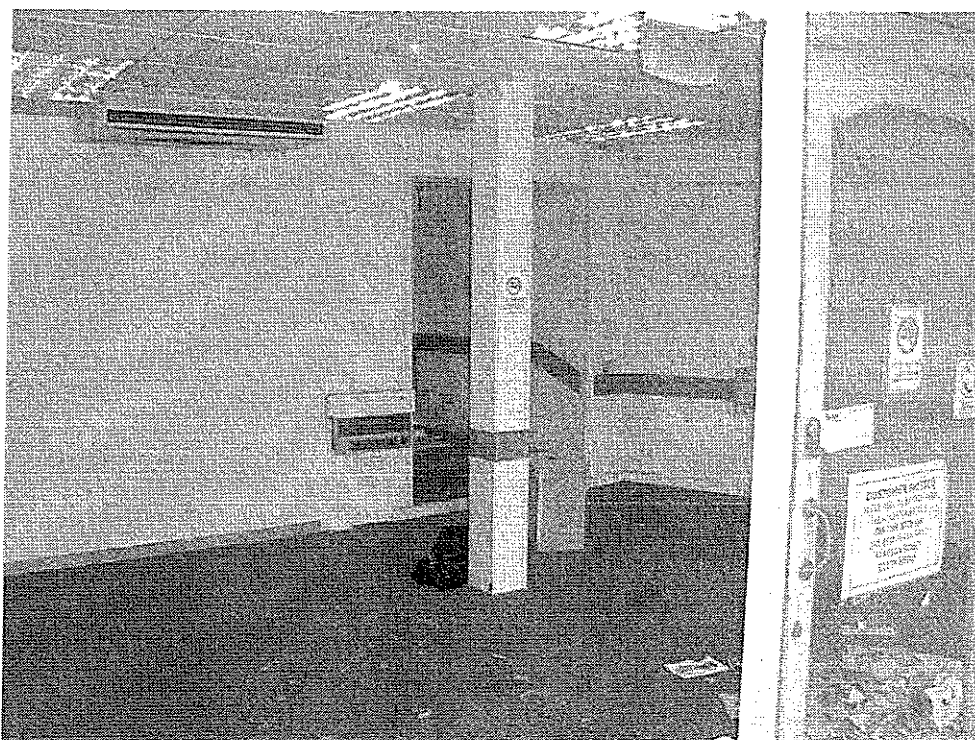
**3. Rear elevation of the building**



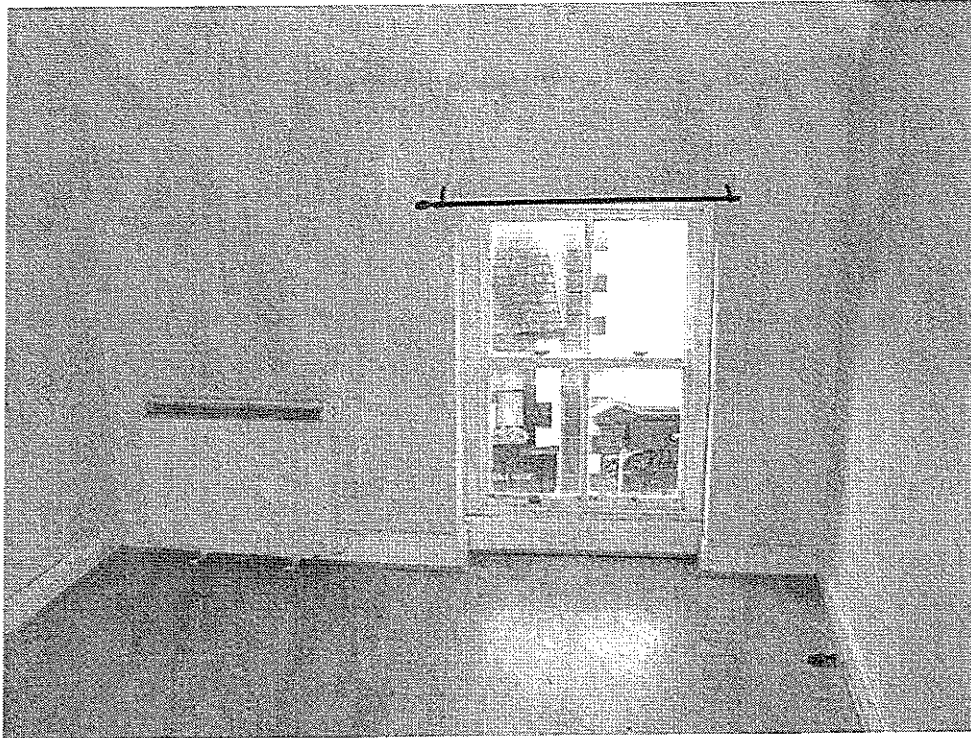
**4. Detail of alcove leading to door to shop front, note step.**



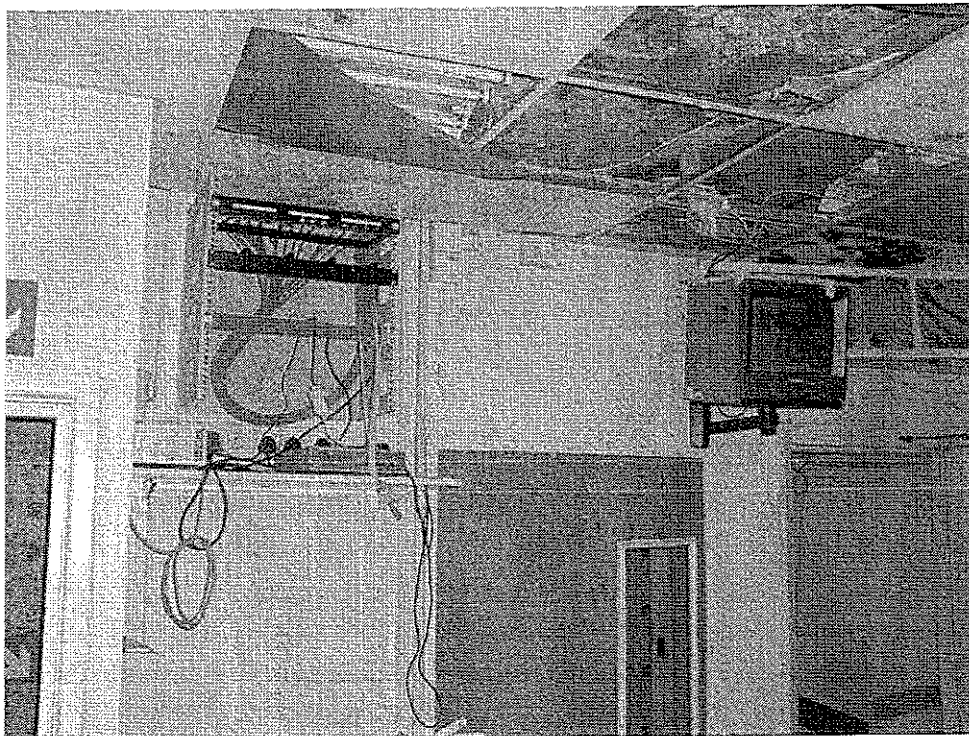
**5. Internal view of front of house area**



**6. Internal view showing mid wall junction between the front and back of house areas.**



**7. View of second floor flat room**



**8. Back of house / admin area showing water damage from the flat above.**



320120017P

# TRACE

REMEDIAL BUILDING SERVICES

September 30, 2011

Our Ref: DH/27730/01

Mr. Paul Fernley  
Watts Group Plc  
60 Fountain Street  
Manchester  
M2 2FE

By email: paul.fernley@watts-int.com

Dear Paul,

**Re: 6 Castle Street, Clitheroe - Damp Inspection**

Please find enclosed our report regarding the above.

If you have any queries, please do not hesitate to contact me.

Yours sincerely

David Hockey BSc (Hons) MRICS, C.S.R.I., C.S.S.W  
Chartered Building Surveyor  
Trace Remedial Building Services



Registered in England No. 1503809

VAI No. 298 6311 20

TRACE is a trading name of North West Damp Proof Services Ltd

Telephone: (01457) 865165 Fax: (01457) 866253

Unit 7 Graphite Way, Hadfield, Glossop SK13 1QH



TRACE Remedial Building Services  
DH/27730/01 - September 30, 2011  
Re: 6 Castle Street, Clitheroe

## SURVEY REPORT DAMP AND TIMBER

6 CASTLE STREET  
CLITHEROE

WATTS GROUP PLC

30<sup>th</sup> September 2011



## **CONTENTS**

- 1.0 SCOPE OF SURVEY
- 2.0 DESCRIPTION
- 3.0 CONDITION
  - Damp Issues caused by leaking pipework from Bathroom 2<sup>nd</sup> Floor
  - Damp Issues caused by other defects
- 4.0 RECOMMENDATIONS

|            |                           |
|------------|---------------------------|
| APPENDIX A | PHOTOGRAPHS               |
| APPENDIX B | SCHEDULE OF WORKS         |
| APPENDIX C | INDICATIVE WORKS DRAWINGS |



TRACE Remedial Building Services  
DH/27730/01 - September 30, 2011  
Re: 6 Castle Street, Clitheroe

**1.0 SCOPE OF SURVEY/LIMITATIONS**

- 1.1 Trace Remedial Building Services were instructed to undertake a Building Surveyors Inspection and defect analysis of general damp conditions at 6 Castle Street, Clitheroe.
- 1.2 Our survey was carried out on 25<sup>th</sup> August 2011 by David Hockey BSc. (Hons) MRICS, C.S.R.I, C.S.S.W.
- 1.3 The weather during the inspection was warm and dry.
- 1.4 The objective of the inspection was to ascertain the nature, design, general condition and state of repair while being limited to a visual inspection only. We did not generally have access behind lining/finishes. Defects identified are not an exhaustive list, but we did open up a section of chipboard at ground floor to access a floor joist.
- 1.5 We have not carried out an analysis of the whole building structure and consequently are unable to confirm the structural stability of neither property nor the load bearing capabilities of the roof, walls or floors.
- 1.6 This report is submitted in confidence for the sole use of Watts Group plc and their client. It shall not be disclosed nor copied to any third party to whom no responsibility is accepted, in respect of the whole or any part of the content. Our report shall not be referred to in any other document, circular or statement without our prior written consent as to the form and context in which it may appear.

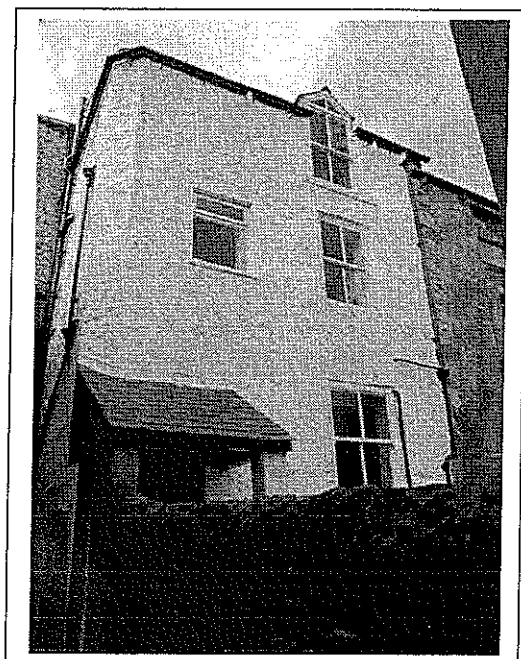
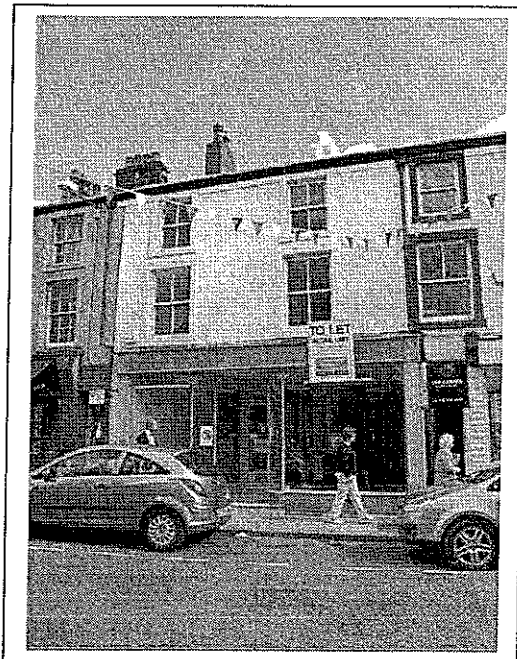
**Trace Basement Systems**

Trace Remedial Building Services  
trading names of  
North West Damp Proof Services Limited  
1974-2011

## 2.0 DESCRIPTION

- 2.1 The property is a terraced and is a retail unit and at ground floor, including basement accommodation, with residential flat accommodation to the upper two floors. The flat has separate access at the rear elevation. The site is stepped, with the front being 3 storey and the rear 4 storey, this providing ground retaining areas to the basement at the front and RHS elevation. The property adjoins a walkway at the RHS, with the accommodation above forming part of the neighboring demise.
- 2.2 The floors are noted to have a combination of timber floor boards, chipboard, carpet and timber laminate finishes and are considered to be of suspended timber construction. The walls are rendered externally and considered to be solid construction. The shop front has timber casements and full height glazing.
- 2.3 The roof is pitched, with timber purlins and rafters and includes a central brickwork wall. The roof includes a dormer window at the rear. Windows have timber sash casement.
- 2.4 The basement has an existing cavity drainage waterproofing system installed, this including membranes applied to the walls and floor and drainage channels with a sump and pump. Internal walls to the basement have a plaster or tanking medium with painted finish.

2.5



- 2.6 We will comment on the condition internally in further detail, but essentially there has been a previous pipe leak from the bathroom on the 2<sup>nd</sup> floor, which has caused water damage, with both directly wetted elements and environmental moisture issues down the building (rear half). Defects noted generally include (not exhaustive list):
- Severe mould growth
  - Damp staining
  - Moisture content of floor joists is high (risk of decay)
  - Wet rot (*conioophora puteana*)
  - Poor decorative conditions
  - Reported defective rainwater goods at walkway
  - Deterioration of ceiling/wall/floor finishes



**3.0      CONDITION**

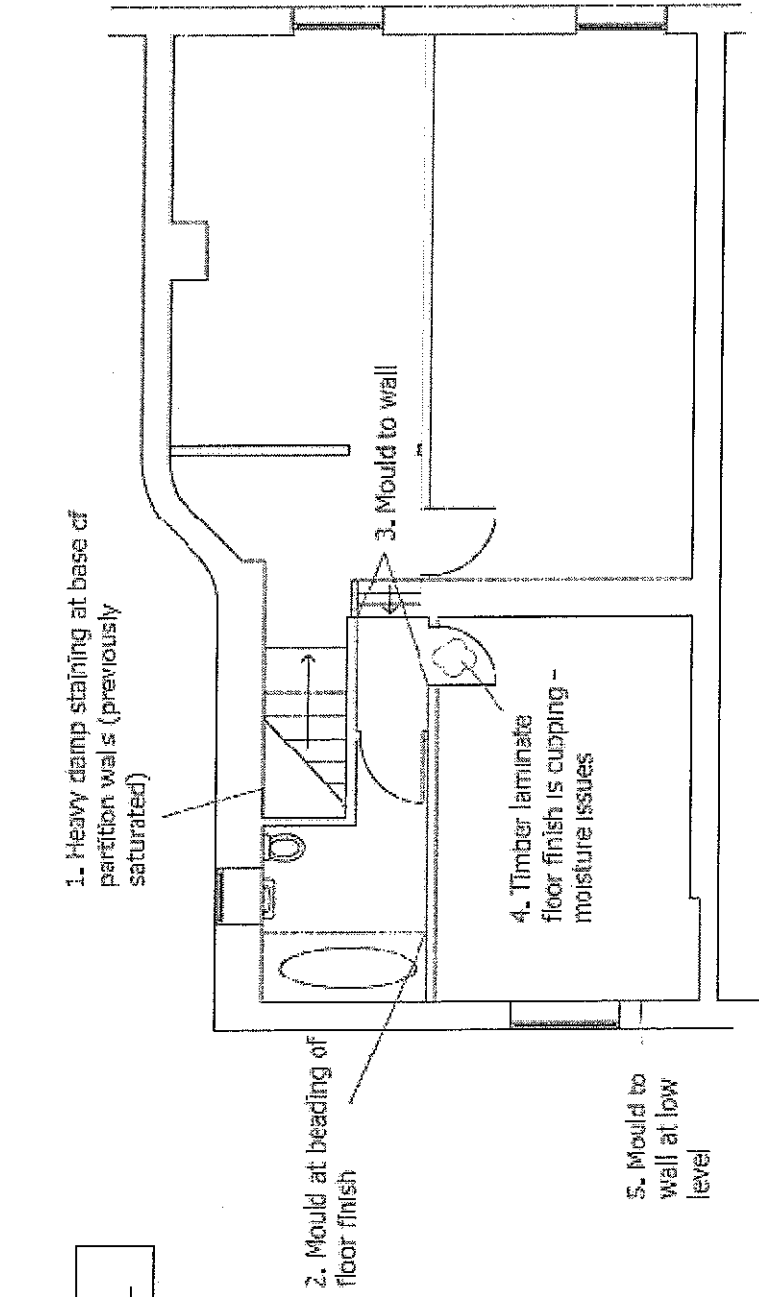
- 3.1      The damp issues noted for the purposes of this report can generally be split into the following two groups.
1. Damp Issues caused by the leaking pipework from the bathroom (2nd floor)
  2. Damp Issues caused by other defects (mainly at front elevation)
- 3.2      Please see the condition schedule on the following page for detail of damp issues noted during the inspection (not exhaustive list)



IRACE Remedial Building Services  
DH/27730/01 - September 30, 2011  
Re: 6 Castle Street, Clitheroe

**Damp Issues caused by the leaking  
pipework from bathroom (2nd floor)**

### 3.0 Condition – DAMP ISSUES CAUSED BY PIPE LEAK IN BATHROOM 2<sup>ND</sup> FLOOR



| ITEM | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | PHOTOGRAPHS |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 1    | <p>The partition walls in the bathroom and over the stairs are stained and visibly show water damage at low level where water has sat on the floor construction and migrated up the partitioning.</p> <p>If the walls have timber studwork, these will be at risk to decay and the substrates if contaminated will be restricted from completely drying down. The 'woodchip' wall paper can also provide organic materials (food source) for decay to germinate if ingress is ongoing.</p> | 1           |

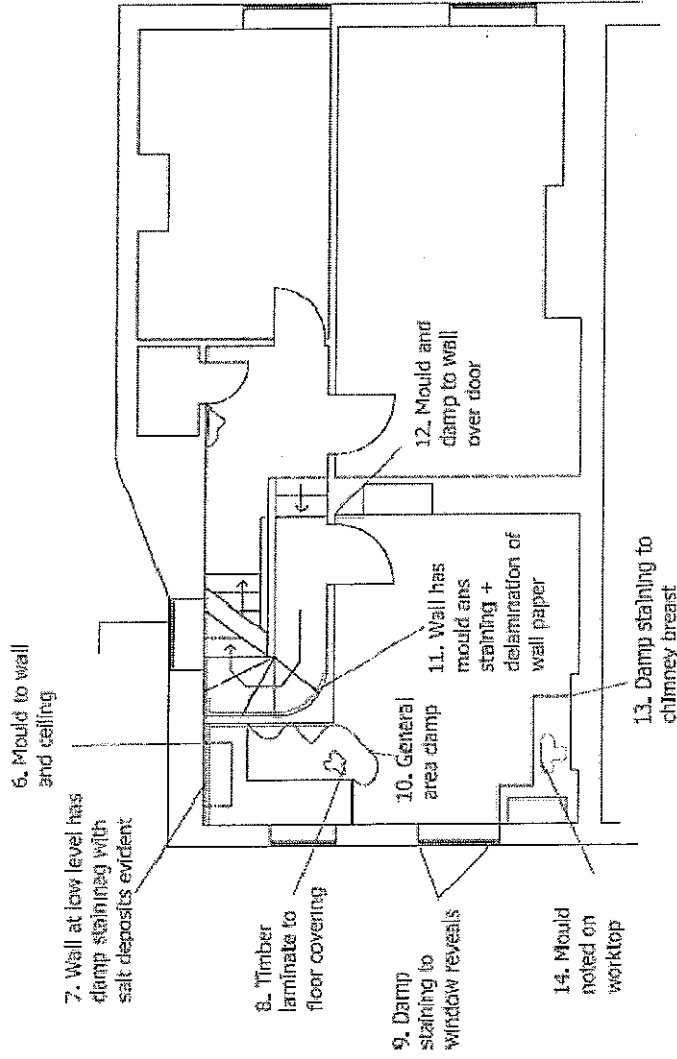
| ITEM | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                | PHOTOGRAPHS |
|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 2    | <p>Mould is noted at the beading to the timber laminate floor finish. This is relatively minor with damp staining and mould more visible to walls external of the bathroom itself.</p> <p>The extent of which water sat in the floor and the extent of decay to the floor joists is currently unknown</p>                                                                                                                  | 2           |
| 3    | <p>The mould is evident at low level to the walls and generally has affected the walls around the staircase. The mould is more severe on the bathroom landing directly outside the entrance door.</p>                                                                                                                                                                                                                      | 3           |
| 4    | <p>The timber laminate floor finish is warping, indicating moisture vapour issues locally. The floor joists in general should be checked to verify performance.</p>                                                                                                                                                                                                                                                        | 4           |
| 5    | <p>Minor mould at low level.</p> <p>Generally the bathroom area as the source of the leak does not have as much visible damage as areas below, with the finishes being mainly disturbed at the partition wall over the stairs. We know that the ingress/leak has spread down the building and therefore the floor construction may have acted to hold moisture in areas and therefore should be exposed and inspected.</p> |             |

# **Trace Rosement**

Trace Remedial Building Services  
trading names of  
North West Damp Proof Services Limited  
1974-2011

# 3.0 Condition – DAMP ISSUES CAUSED BY PIPE LEAK IN BATHROOM 2<sup>ND</sup> FLOOR

1<sup>ST</sup> FLOOR



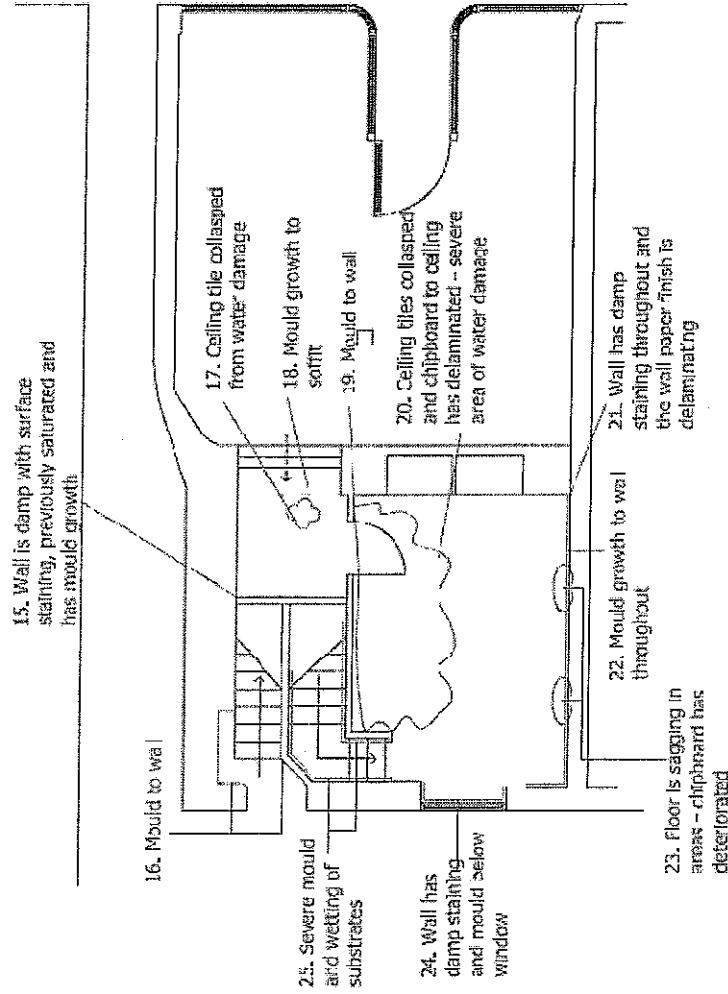
| ITEM | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                            | PHOTOGRAPHS |
|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 6    | The ceiling and wall over the wall mounted cupboard unit has severe mould growth where previously wetted. This area is directly below the bathroom and the plaster substrates are stained and salt contamination is visible, indicating the migration of moisture through the substrates, which will restrict drying down and exacerbating moisture vapour and the formation of mould. | 5           |

| ITEM | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                   | PHOTOGRAPHS |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 7    | The wall at low level in the base unit of the kitchen fittings is similar to item 6 and has staining and deterioration with salting noted to the plaster substrates. As above, this contamination will act to keep substrates damp and whilst salts are not conducive to mould growth, the wetted wall paper is likely aiding the mould growth.               | 6           |
| 8    | The timber laminate floor finish is sagging at the joints and has warped, this indicating where the water has ponded on the finish and migrated through to the floor construction below (if moisture vapour was rising from below, floor finish would be raised at the joints – 'cupping')                                                                    | 7           |
| 9    | The window reveals are stained. This is either caused from ingress at the window opening or from above. This is not directly below the bathroom leak and therefore we suspected that ingress has migrated from the external side of the wall. The external cill was noted to be cracked to its upper edge and decoratively poor.                              | 8           |
| 10   | The floor area below the leak appears to be generally damp, however is thought to be historic. (water is currently turned off at the property)                                                                                                                                                                                                                | 12          |
| 11   | The curved wall detail at the staircase is directly below the bathroom is consequently in a poor condition with delamination of the wall paper finish, damp staining and mould growth evident (including ceiling). If the partitioning includes timber studwork, this will be vulnerable to decay and should be checked to verify its condition.              | 7           |
| 12   | Wetting of the wall substrate is evident and some mould growth over the door locally. This is generally below areas of wetted walls on the floor above.                                                                                                                                                                                                       | 9-10        |
| 13   | Staining at the chimney breast is evident and not immediately thought to be directly related to the wetting from the leak above. However, because of high vapour levels in the air caused by the leak, long term burning of fossil fuels in the flue will have deposited hygroscopic that may have been encouraged to deliquesce and exacerbate the staining. | 11          |
| 14   | Mould growth noted on worktop.                                                                                                                                                                                                                                                                                                                                |             |

| ITEM | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | PHOTOGRAPHS |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
|      | <p>Generally the extent of damage from the leak is located at the rear corner and stairwell where the moisture has ran down the surface of the walls and sat on the floor finish where it has spread on top of the floor finish and migrated through into the floor construction. This floor finish will also have acted to 'sweat' the moisture in the floor construction, exacerbating moisture vapour issues in the floor and general area.</p> <p>The kitchen and stairwell have been affected more severely than the areas above and I suspect that the floor is at more risk, having been the first area that the water was able to collect in.</p> |             |

# 3.0 Condition – DAMP ISSUES CAUSED BY PIPE LEAK IN BATHROOM 2<sup>ND</sup> FLOOR

## GROUND FLOOR



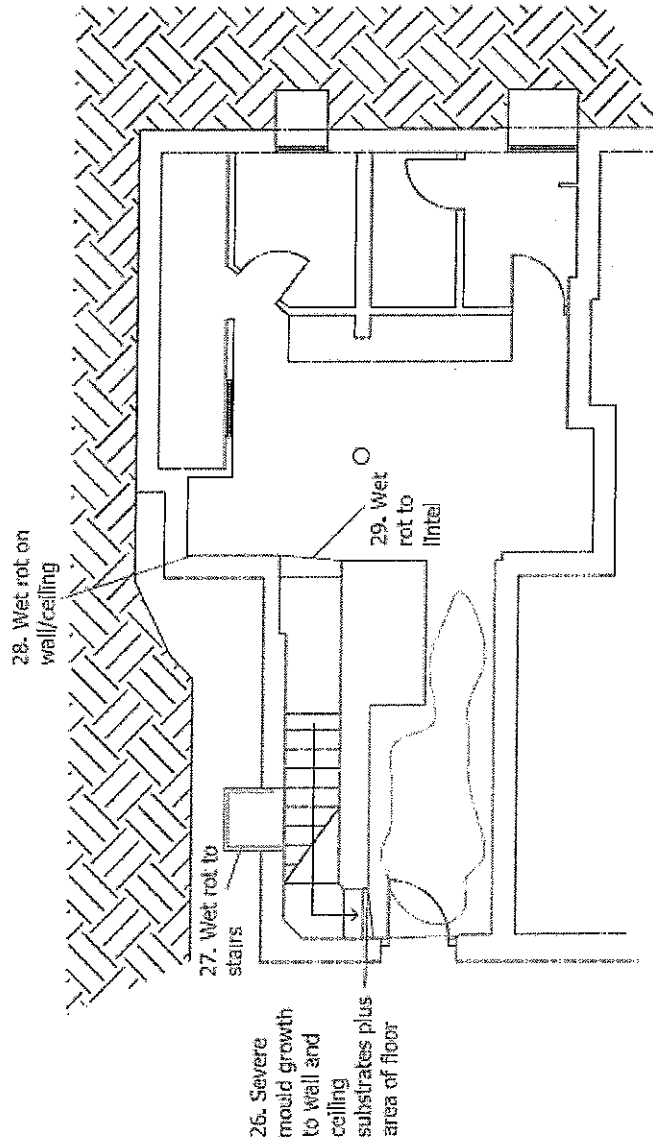
| ITEM | DESCRIPTION                                                                                                                                                                                                                                    | PHOTOGRAPHS |
|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 15   | Water runs are evident down face of the wall paper finish, with mould growth evident and staining from water damage on the plasterboard substrate. Water damage has spread and largely encompasses the rear half of the property in this area. | 13          |

| ITEM  | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                 | PHOTOGRAPHS |
|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 16    | At the entrance to the flat at ground floor, the walls have severe mould growth evident and the leak has previously wetted the wall surfaces.                                                                                                                                                                                                               | 14          |
|       | It should also be noted that externally, the rainwater goods over the walkway are introducing excessive water onto the wall and this will be causing or exacerbating the dampness at the external wall.                                                                                                                                                     | 15-16       |
| 17    | The ceiling tile has deteriorated and collapsed during the leak, which has spread over the floor/ceiling construction over this level at 1 <sup>st</sup> floor                                                                                                                                                                                              | 17          |
| 18    | Mould growth is evident to soffit where previous wetting has spread from above.                                                                                                                                                                                                                                                                             | 18          |
| 19    | Walls have severe mould growth and have been wetted from the pipe leak at 2 <sup>nd</sup> floor. Substrates are contaminated and drying down will be restricted. Wall construction to be exposed and checked for decay.                                                                                                                                     | 19          |
| 20    | The ceiling tiles are stained and have collapsed where moisture from the pipe leak has spread and migrated through the floor construction. The chipboard fixed to the ceiling over the suspended grid has also deteriorated and collapsed, this showing the most severe water damage in the room generally.                                                 | 20          |
| 21/22 | The walls are visibly stained and have mould growth throughout, with delamination of the wall paper. The damp symptoms are caused by both direct wetting and moisture vapour from the previous pipe leak. Moisture has either tracked across from above and run down the wall or accumulated in the floor construction and migrated up the wall from below. | 21          |
| 23    | The floor was noted to be sagging and the carpet tiles and chipboard was exposed in Ino. location. The sagging was located at the joints between the chipboard where the joint is positioned between the joists. The chipboard was saturated and losing its composition.                                                                                    | 22          |

| ITEM | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | PHOTOGRAPHS |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
|      | The moisture content % of the exposed joist was taken at 90.8%, this essentially showing the timber is saturated and the timbers are at risk to decay, especially during drying down periods. The moisture has sat within the floor void and where moisture has likely spread down into the basement areas, moisture vapour issues are still present.                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 23          |
| 24   | The walls are damp as above but below the window there is mould evident and delamination of the wall paper.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 24          |
| 25   | <p>The staircase leading to the basement is located below the bathroom leak and the general area, including walls, ceiling and floor is severely damp and has mould growth throughout. Wet rot strands are evident below the stair case to the flat accommodation. The walls have obviously been wetted and moisture vapour issues have caused further condensation to form on the wet substrates and further exacerbated mould growth.</p> <p>Generally the rear area to the ground floor has taken most of the moisture from the bathroom leak, whether it spread across the ceiling or accumulated in the floor void, the dampness is evident across the entire area. The damage is generally worse than at upper floors and all substrates are damp, requiring a full strip out to these areas.</p> | 25          |

# 3.0 Condition – DAMP ISSUES CAUSED BY PIPE LEAK IN BATHROOM 2<sup>ND</sup> FLOOR

## BASEMENT



| ITEM | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                      | PHOTOGRAPHS |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 26   | The rear half of the basement has severe mould growth to most substrates, including the dry lining to walls, the timber floating floor and ceiling. The moisture from the pipe leak will have spread down the building to the lowest point and acted to wet the substrates on the dry side of the waterproofing system. This will hold the moisture and further increase moisture vapour issues. | 26-28       |

| ITEM | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | PHOTOGRAPHS |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 27   | The stair case to the flat accommodation was exposed at the time of inspection and wet rot mycelium (coniophora puteana) is clearly visible across the timber and wall substrates. This is the most common cause of decay in woodwork which has been soaked by water leakage and the mycelium is usually only present in conditions of high humidity.                                                                                                                                                                                      | 29          |
| 28   | Wet rot as above to dry lining at ceiling                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 30          |
| 29   | Wet rot as above to lintel and bulk head                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 31          |
|      | The extent of wet rot should be established and all wall substrates should be stripped for further inspection. Whilst mould can be washed down, with ventilation and heating then encouraging drying out, the extent of wetting and deterioration to the substrates and the presence of wet rot means stripping out is required, initially involving the plaster linings but with a probability that if wet rot has spread behind the membranes, then unless it can be treated and starved, the waterproofing would need to be disturbed.. |             |



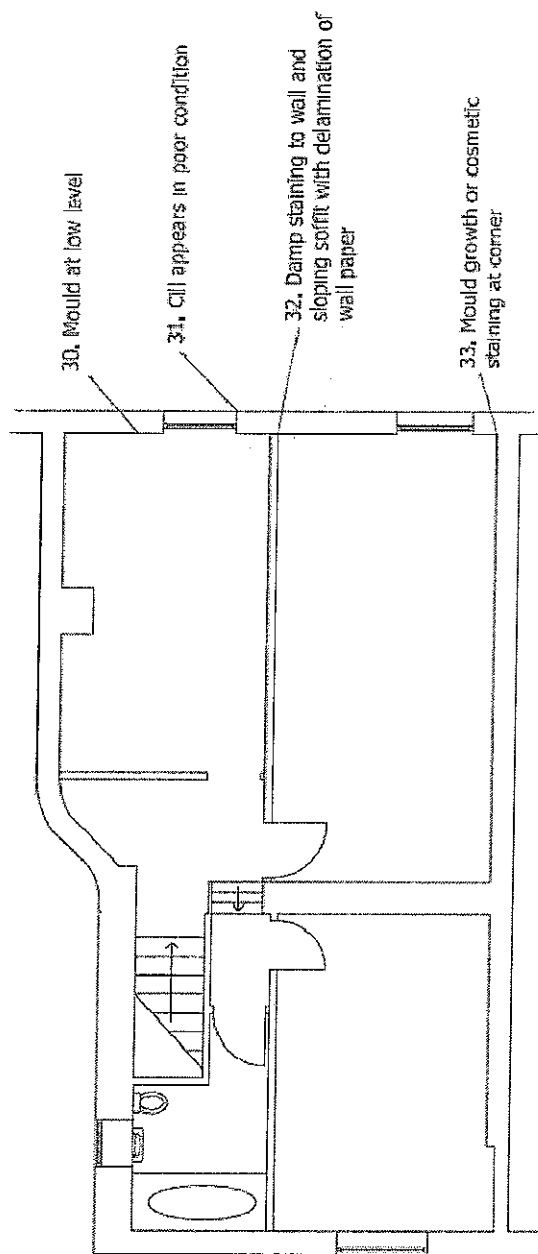
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**Damp Issues caused by  
other defects (mainly at front elevation)**

1

### 3.0 Condition – DAMP ISSUES CAUSED BY OTHER DEFECTS

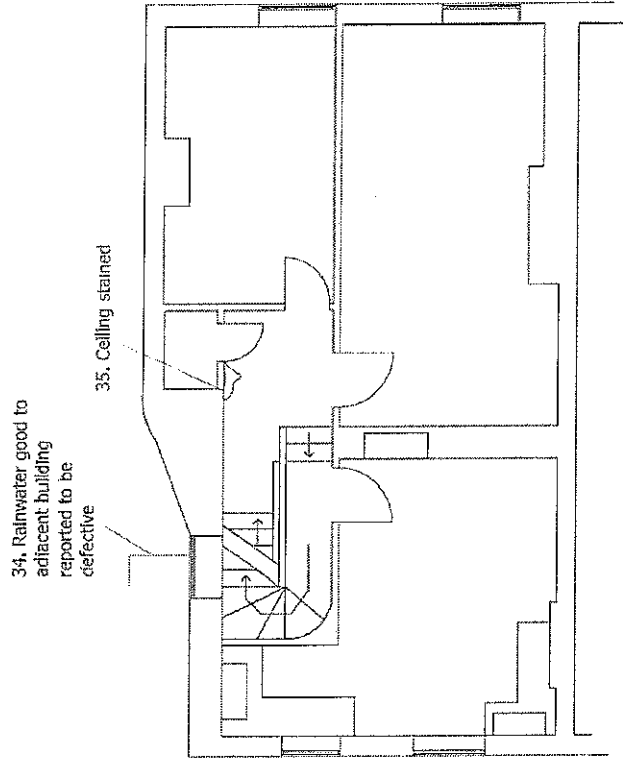
2<sup>ND</sup> FLOOR



| ITEM  | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                              | PHOTOGRAPHS |
|-------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 30/33 | Minor mould growth noted at low level. Property is unoccupied and unheated, with increased moisture vapour from previous leak, this exacerbating any mould growth in the property on cold surfaces. Item 33 has similarly minor mould growth to the corner.                                                                                                              | 32.<br>35   |
| 31    | Cill was noted to be in a poor condition.                                                                                                                                                                                                                                                                                                                                |             |
| 32    | Wall to corner below sloping soffit has damp staining noted, this generally looks historic, however it was not raining at the time of inspection. The wall paper is delaminating and is damaged. The rafter ends if previously wetted by ingress and are bearing onto a wet wall, they are at risk of decay and should be exposed and augered to verify their condition. | 33-34       |

### 3.0 Condition – DAMP ISSUES CAUSED BY OTHER DEFECTS

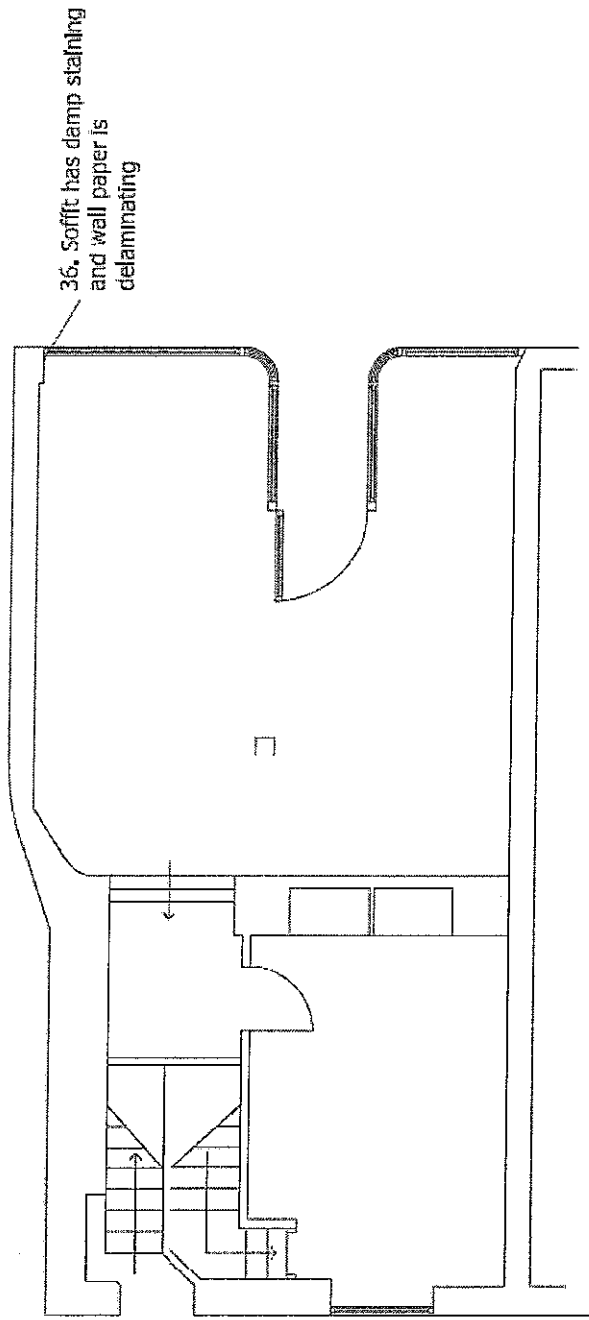
1<sup>ST</sup> FLOOR



| ITEM | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                         | PHOTOGRAPHS |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 34   | The adjoining building rainwater goods were noted to have sediment and vegetation growth to the guttering and it was reported (by public) that the pipework lower down over the entrance to the walkway leaks onto the path and the ground gully allow water to overflow. The wall externally is spalling at low level and will be causing or exacerbating any dampness at the staircase to the flat accommodation. | 15          |
| 32   | Some minor staining was noted to the ceiling. Further inspection required.                                                                                                                                                                                                                                                                                                                                          | 36          |

### 3.0 Condition -- DAMP ISSUES CAUSED BY OTHER DEFECTS

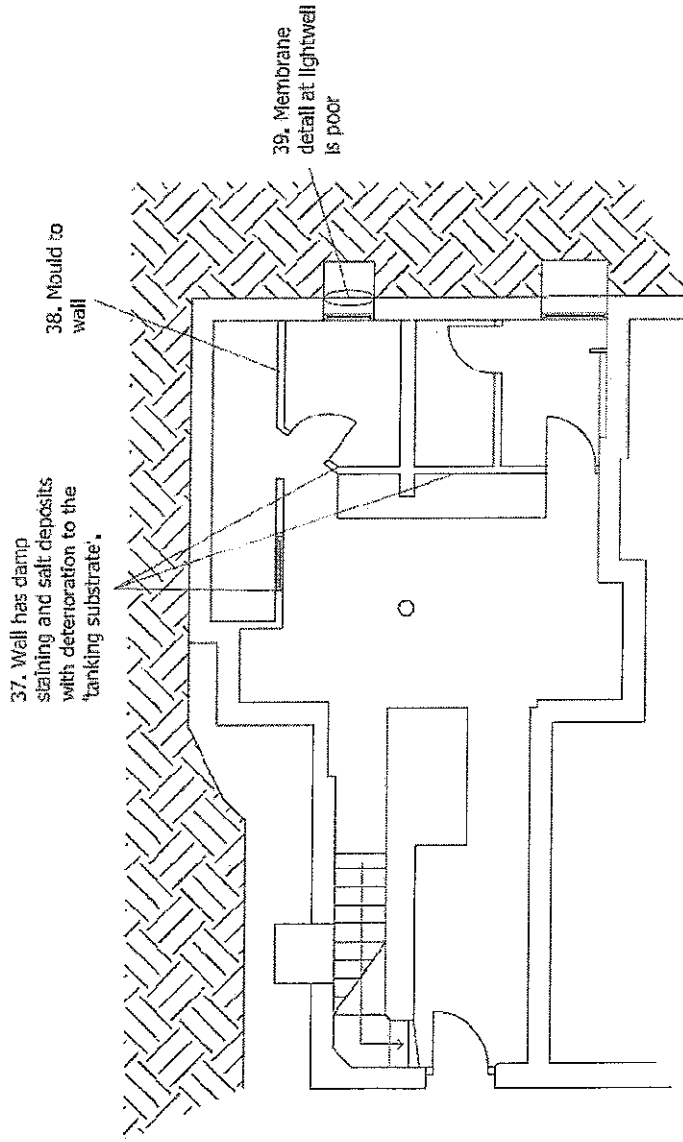
GROUND  
FLOOR



| ITEM | DESCRIPTION                                                                                                                                                                           | PHOTOGRAPHS |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 36   | Soffit at shop front has some staining noted and the wall paper finish is damaged and delaminating. It is currently unknown whether any ingress is historic or ongoing at this stage. | 37          |

### 3.0 Condition – DAMP ISSUES CAUSED BY OTHER DEFECTS

#### BASEMENT

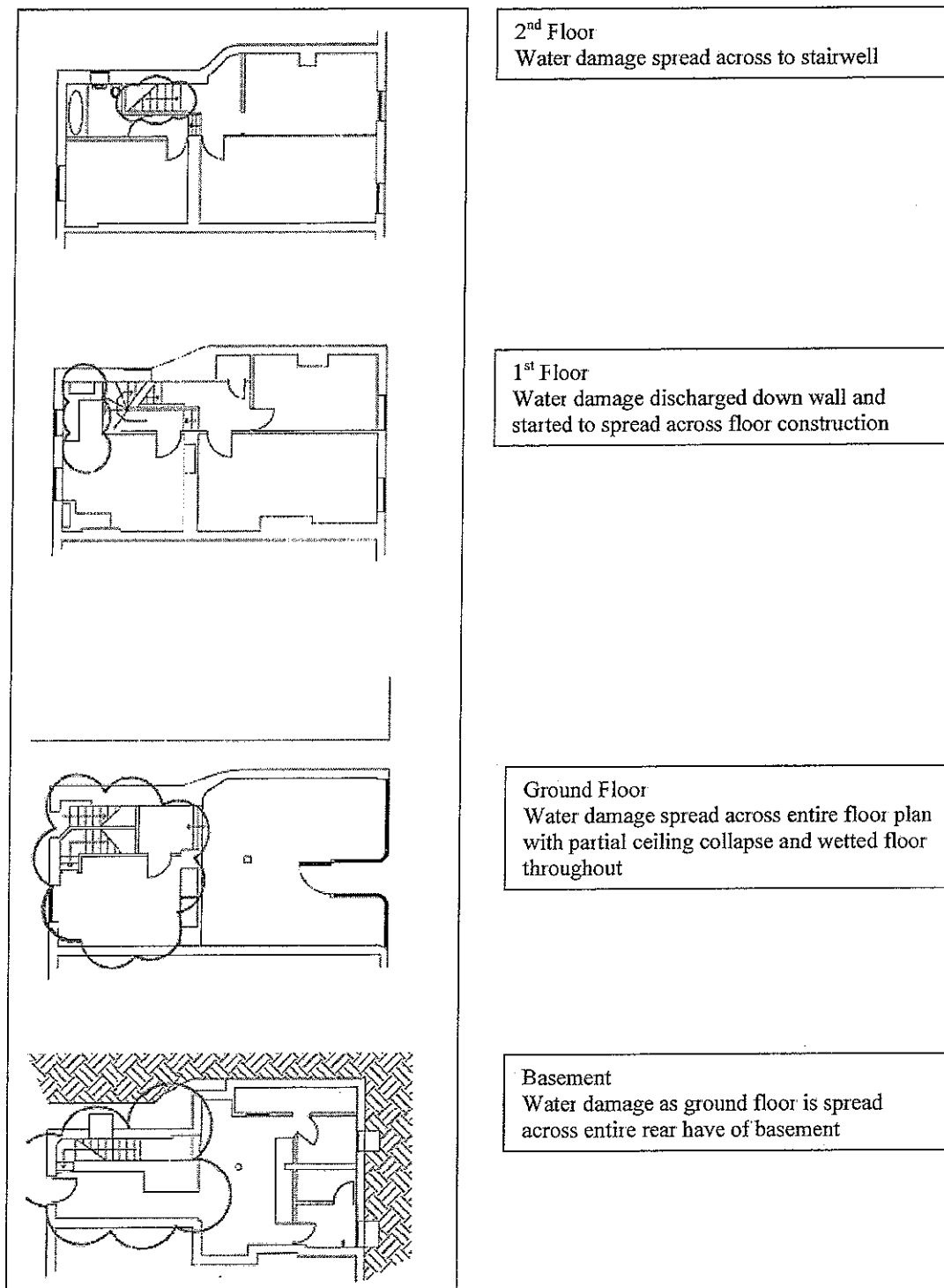


| ITEM | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | PHOTOGRAPHS |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 37   | <p>The walls that are internal and not ground retaining have not been lined as part of the waterproofing system. It was not established if the wall substrate is a tanking medium or normal plaster substrate. These walls are all damp at low level, suggesting that moisture has migrated up the wall either from ground water below or the pipe leak where water has sat on top of the water proofing membranes. Salt deposits are evident, this again indicating that the moisture has migrated through the wall rather than forming at its surface (not condensation).</p> | 38-40       |

| ITEM | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                  | PHOTOGRAPHS |
|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 38   | Mould is noted to the wall where increased levels of moisture vapour in the basement have exacerbated mould at cold surfaces.                                                                                                                                                                                                                                                                                                                | 41          |
| 39   | The light well detail was noted to be poor in the existing system where the membrane is exposed and debris could discharge down the back of the membrane and act to block drainage channel. If debris is sufficient to block water from discharging at the back of the membrane, moisture could also bridge over the top of the membrane and breach the system. It should be noted however that the wall below the lightwell is current dry. | 42          |

## 4.0 RECOMMENDATIONS

- 4.1 The indicative sketches below show the general spread of visible damage caused by the bathroom leak at the 2<sup>nd</sup> Floor, which illustrates the rear half of the property being the main areas of water damage, with visible water issues increasing in size as the water moves down the property and tracks across floor and ceiling constructions.



- 4.2 The main issue and cause of the damage is as discussed a previous leak at the 2<sup>nd</sup> floor bathroom. The water damage has generally spoiled finishes to walls and floors, contaminated plaster substrates, exacerbated mould growth severely, germinated fungal growth, destroyed ceilings tiles and possibly caused timber decay, and no doubt introduced moisture into the structure that will continue to 'sweat' and cause moisture vapour problems in the long term before it dries down. To address the water damage we recommend the following:

**Rectify Source of Water**

- 4.3 The main principle to remedy water damage and associated decay, is to rectify the source of water and it is our understanding that the bathroom leak that has caused the vast majority of issues is not ongoing. In terms of specific repairs in relation to the leak, Watts Group are to specify these works.

**4.4 Removal of Damp Substrates & Exposing Timber**

Whilst we can identify areas of visible dampness and mould, we cannot track the true extent of damage hidden behind linings. Where substrates are contaminated with salts as a result of moisture migrating through them, these will not dry down and can act to keep surfaces in a damp condition. The mould is also very severe in areas and cleaning down may not act to aid drying down.

On this basis we will recommend removal of all wall substrates and floor coverings/boarding to expose end bearing timbers that have been affected by the water damage to visible areas (as a minimum).

As the extent of opening up and hidden damage may increase during works we will also advise a provisional sum to extend these works if needed.

**4.5 Auger Timber & Treatment**

Once structural timbers are exposed we can auger drill them where bearing in the walls to verify their condition and check for decay in the floor construction. We will also allow to treat the timbers with preservative to the areas affected by the water damage. Floor voids should be cleaned out prior to treatment works.

As above we will allow a provisional sum for the extent of treatment to be increased once opening up works and augering have established the extent of any decay.

**4.6 Timber Repairs**

Following auger works, we will report on the scope and extent of repairs to confirm additional quotations for repair works identified up to that stage. The fuller extent of repairs cannot be quantified until that augering is complete, so we cannot provide an accurate cost at this stage, and even after initial auger work there could be instances where hidden decayed timber is only identified during the repair works that follow the auger works so an additional provision should be allowed.

**4.7 Basement**

The water damage to the basement is likely a result of the leak from above rather than a failure of the waterproofing system itself. The dry lining and floor boarding where affected by mould needs to be stripped off (at least) to assess the waterproofing system efficacy. Moisture is ponding on top of the membranes, this causing moisture vapour issues in the long term.



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It should be noted that works may jeopardize any existing guarantee on the waterproofing and we advise that the client may want to investigate who the waterproofing contractor is to establish if a guarantee exists

If a meaningful guarantee is required by Trace, work would have to involve stripping out the existing system completely and Trace installing a new as we cannot guarantee the competency of the design or workmanship of other contractors.

Once the substrates have been stripped, we can advise further, however we will advise a budget cost at this stage to replace the existing system with new for a worst case scenario.

**4.8 Front half of Property - General**

The front half of the property has been less visibly affected by the water damage and we will therefore restrict proposals to the damaged areas. The decorative finishes and general condition was noted to be poor to the front areas as a whole and would benefit from refurbishment, but at this stage do not consider that reactive remedial works are necessarily required where associated to the leak.

**4.9** In summary the scope works involve stripping out the finishes and substrates that have been affected by water damage, which is mainly the rear half of the property below the bathroom. Exposed timber will then be augered and inspected to identify any decay or repairs. The timbers will then be treated before making good works commence

This should be considered as an initial investigation as once opening up is complete, typically other decay will become apparent and further opening up works may be required.

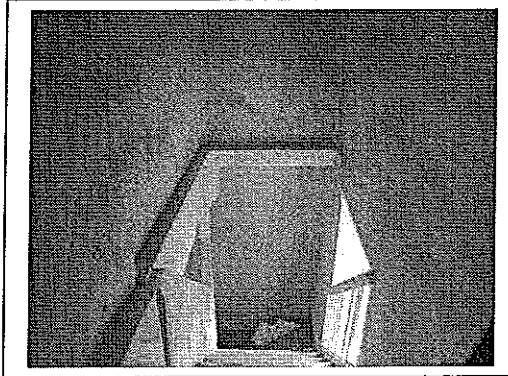
**4.10** Please see Appendix B Schedule of Works for costs.



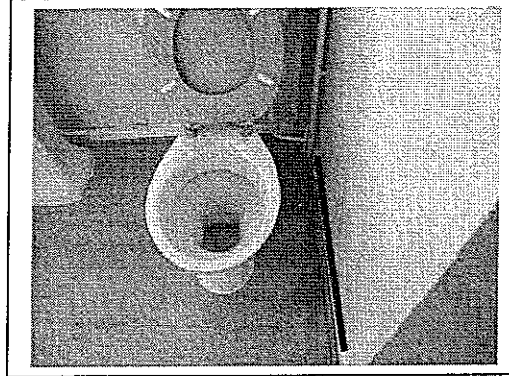
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APPENDIX A  
PHOTOGRAPHS

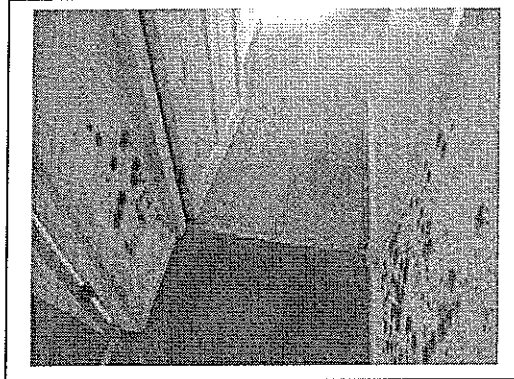
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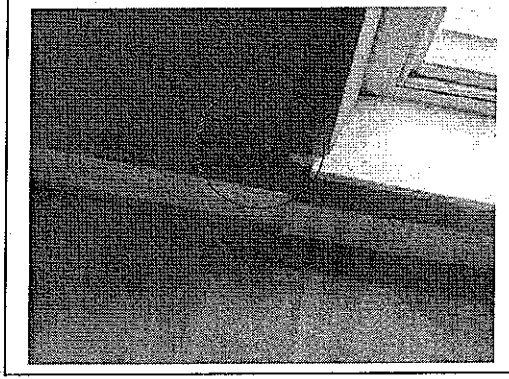
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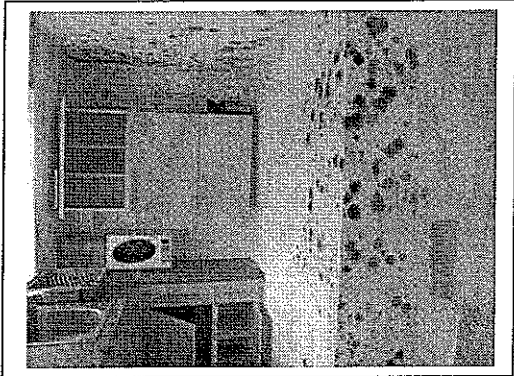
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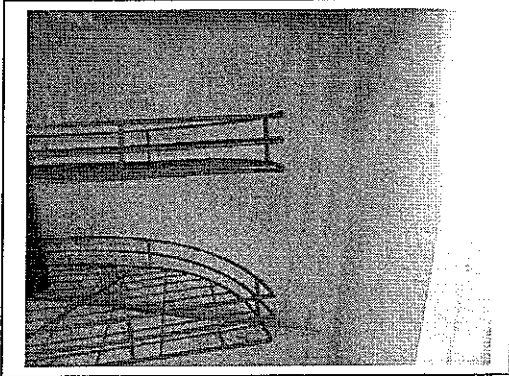
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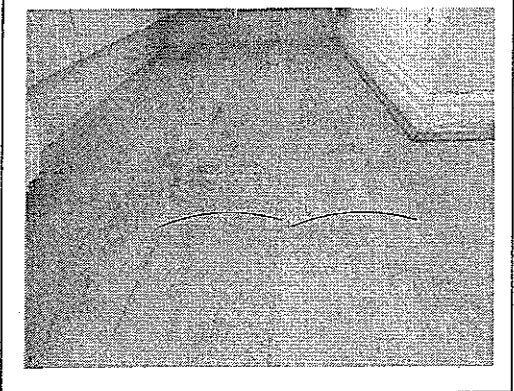
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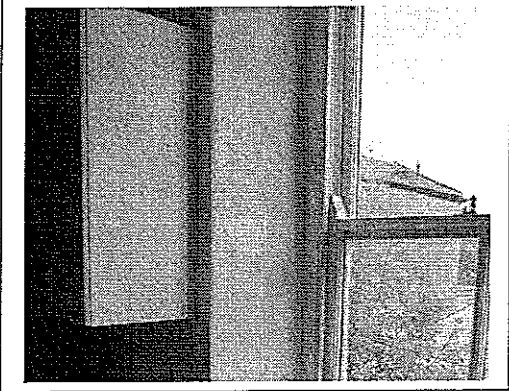
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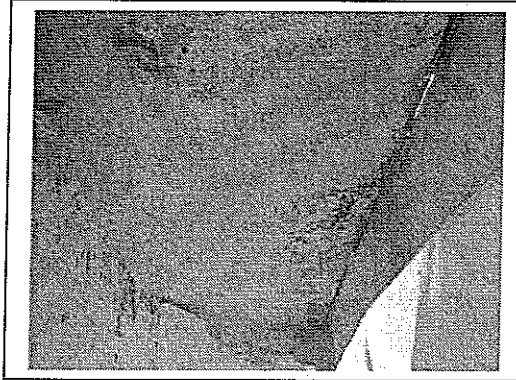
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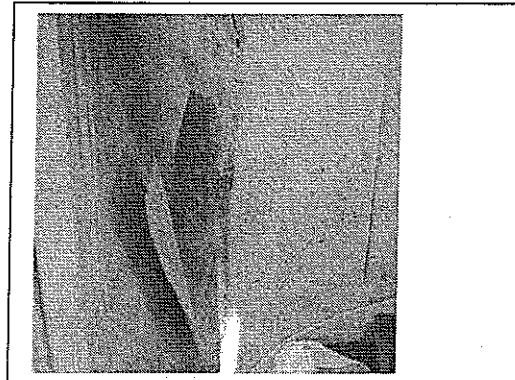
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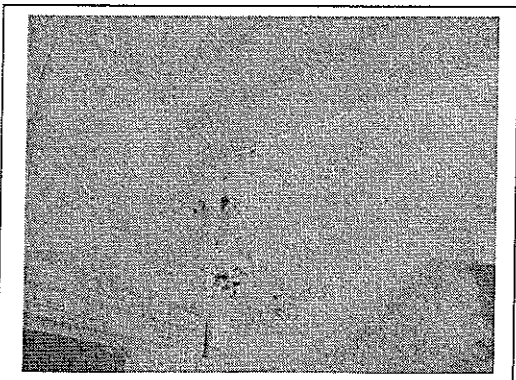
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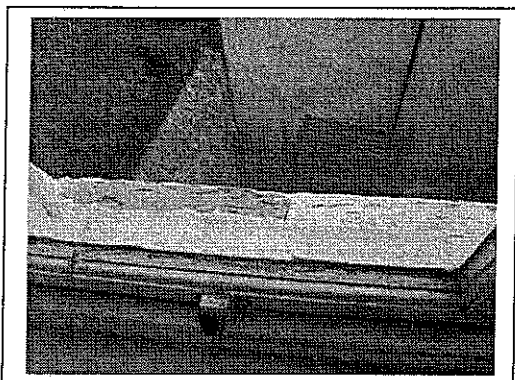
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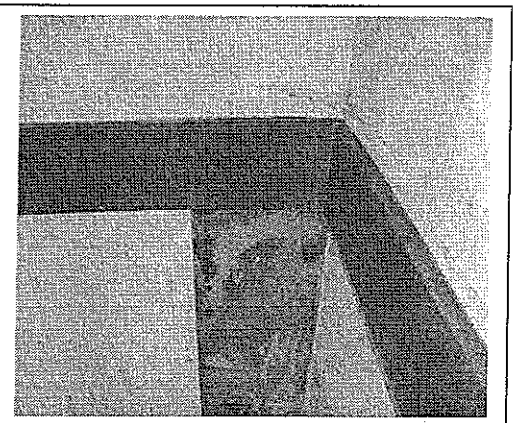
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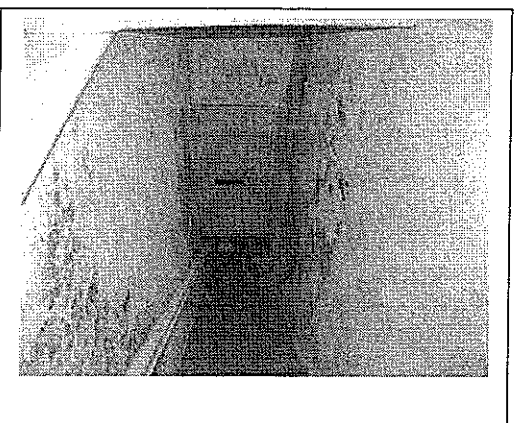
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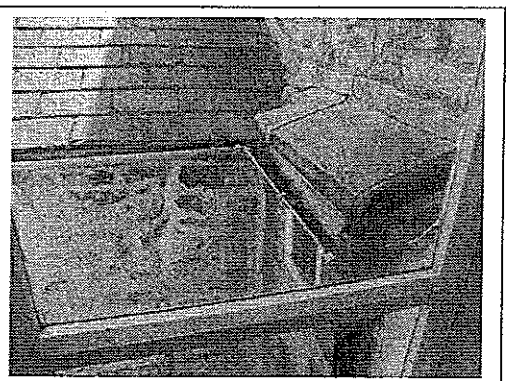
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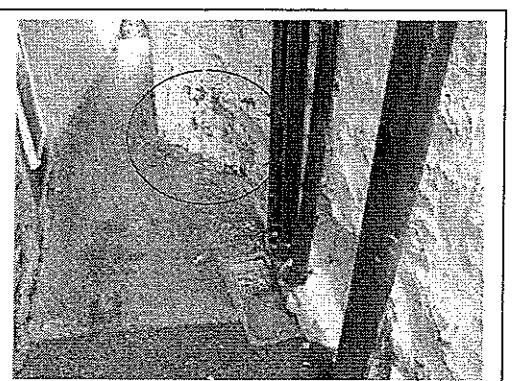
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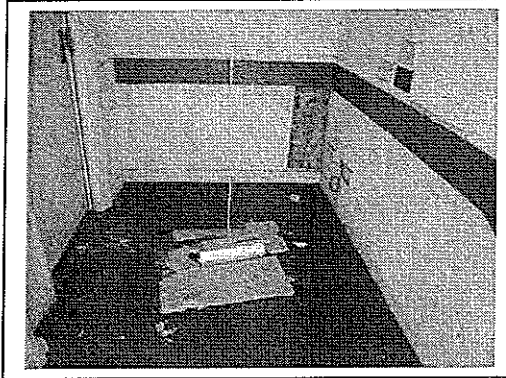
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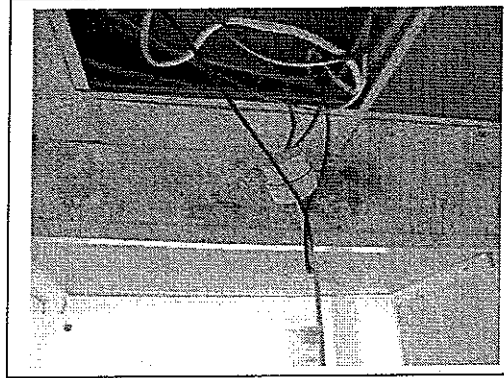
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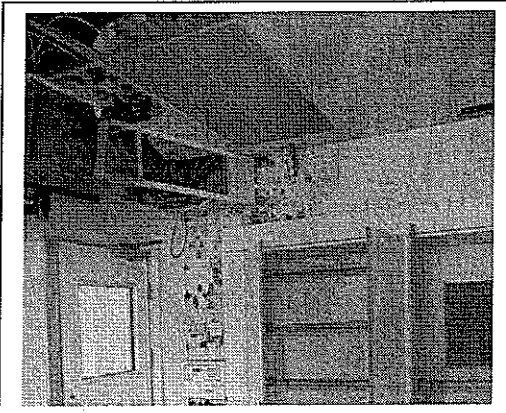
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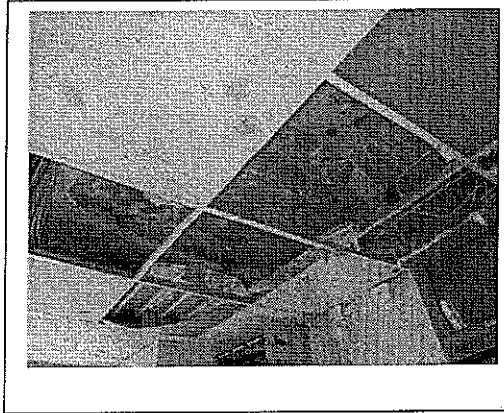
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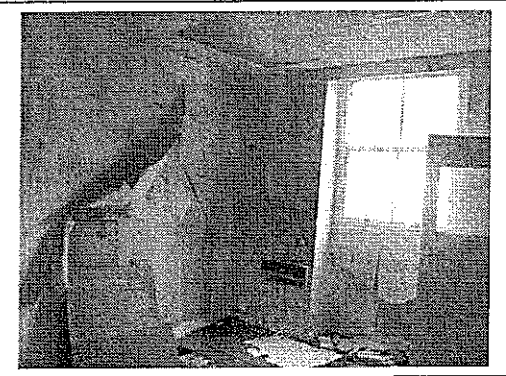
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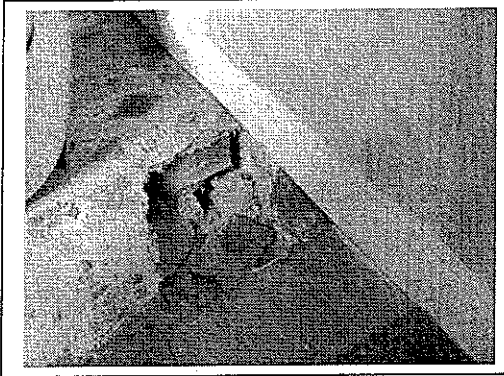
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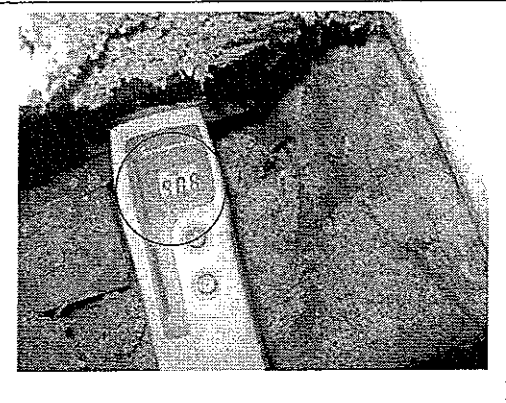
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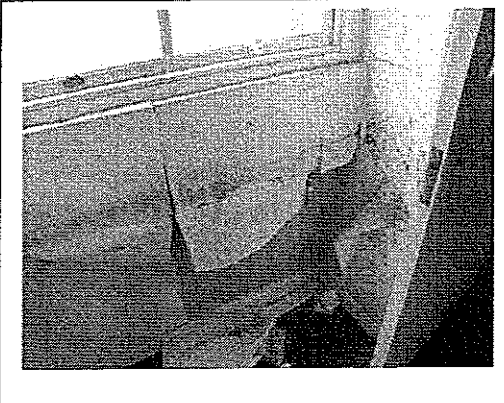
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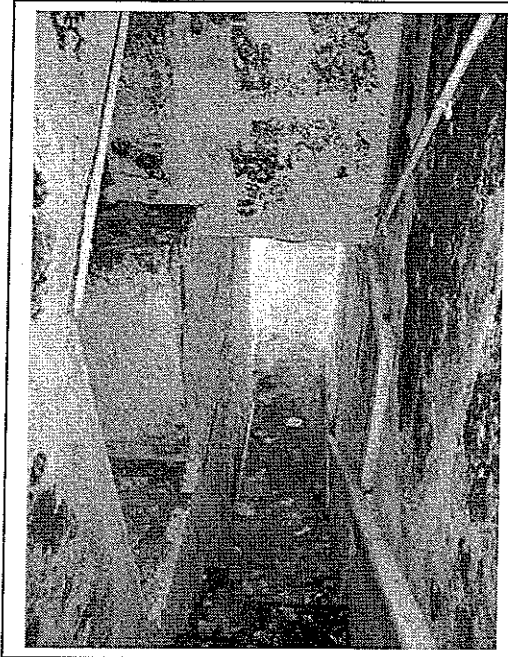
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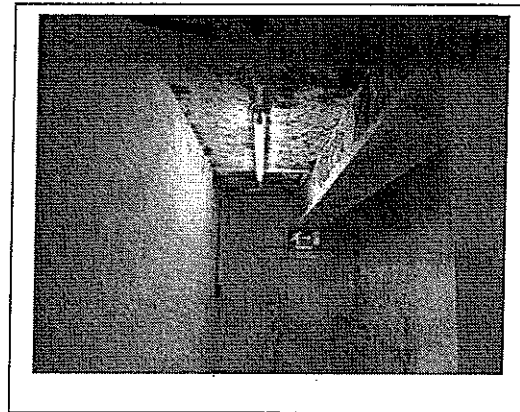
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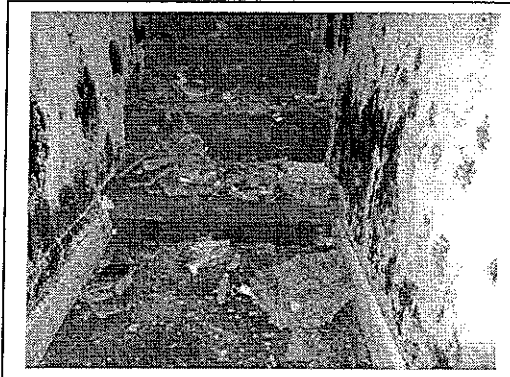
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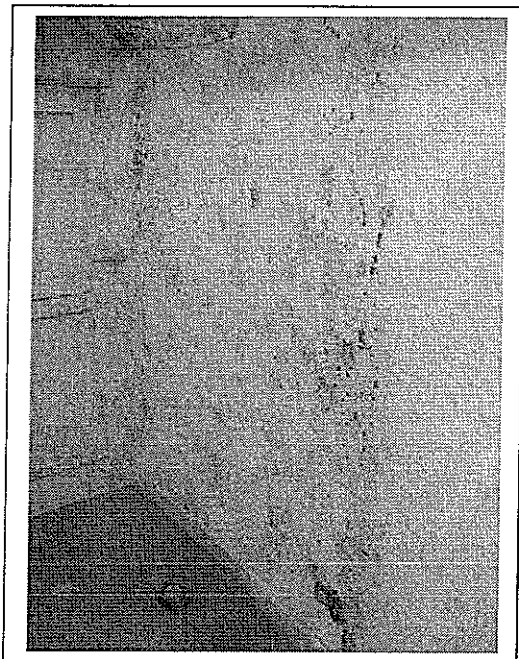
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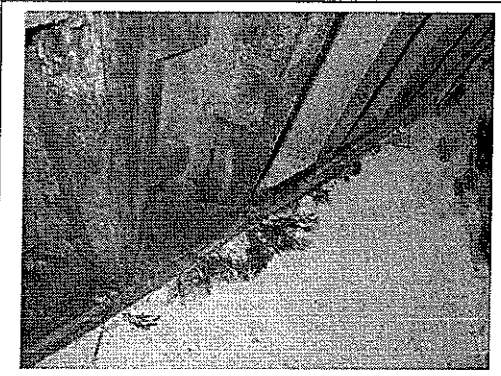
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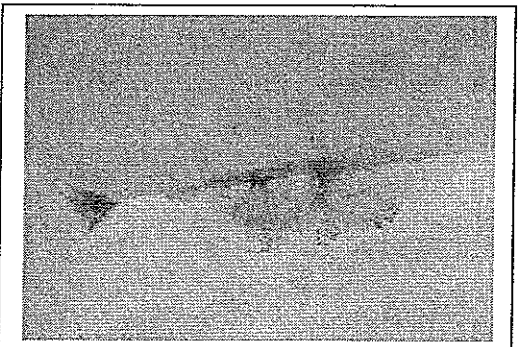
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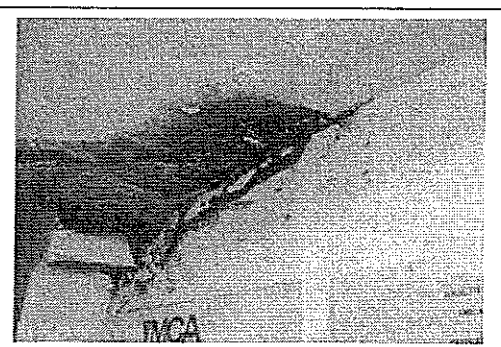
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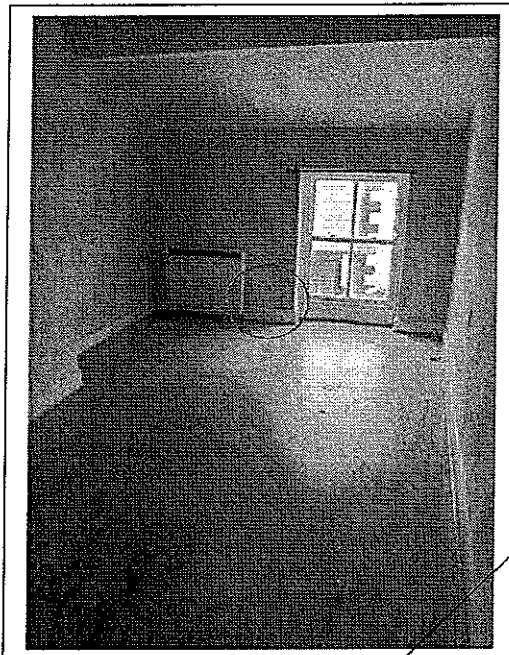
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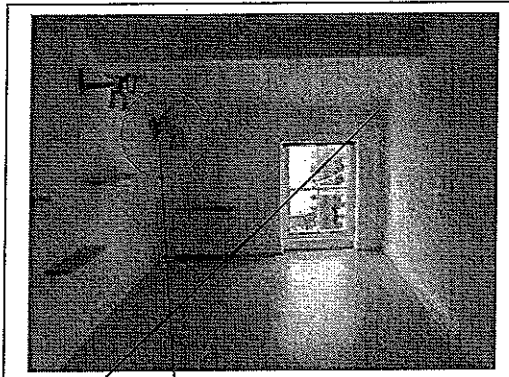
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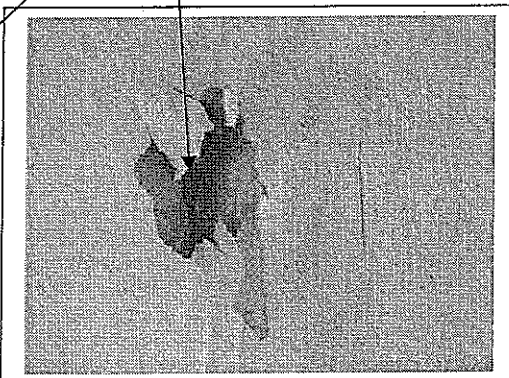
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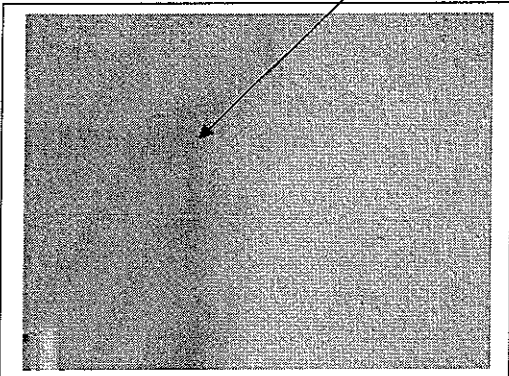
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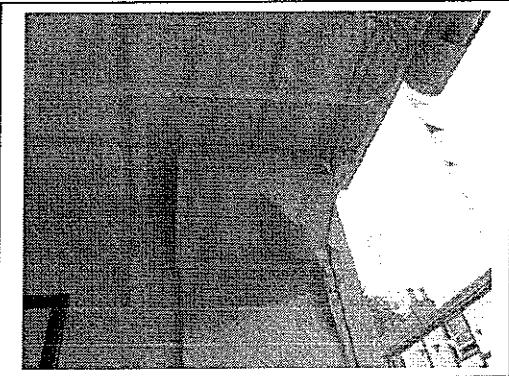
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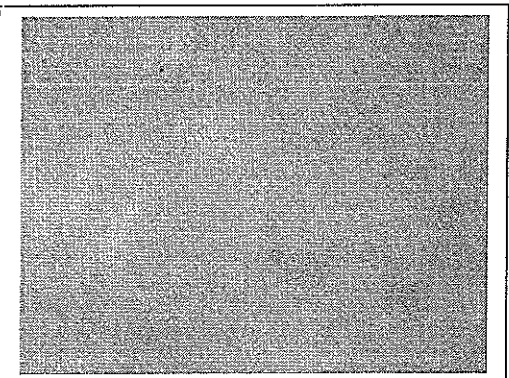
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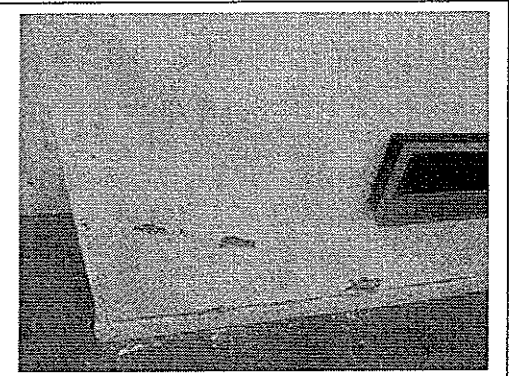
37.



36.

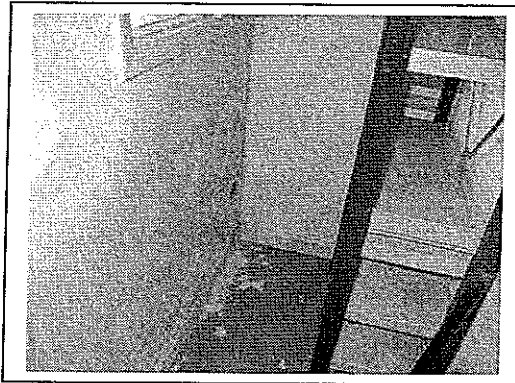


38.

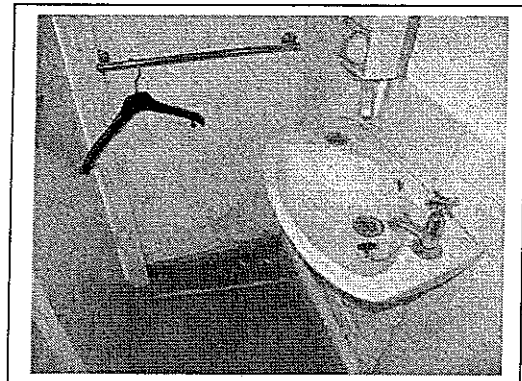


IRACE Remedial Building Services  
DH/27730/01 - September 30, 2011  
Re: 6 Castle Street, Clitheroe

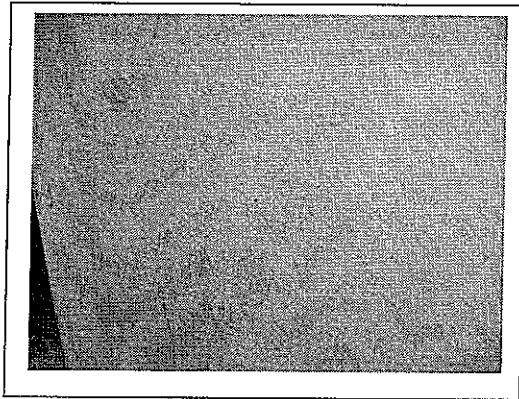
39.



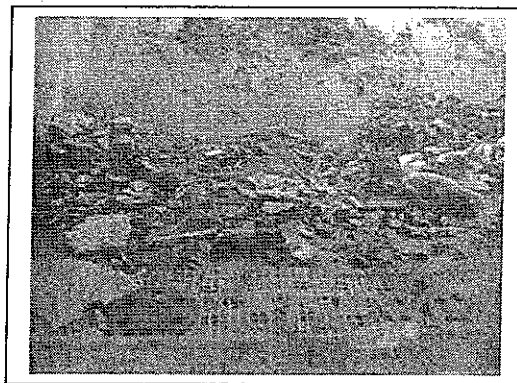
40.



41.



42.





IRACE Remedial Building Services  
DH/27730/01 - September 30, 2011  
Re: 6 Castle Street, Clitheroe

## APPENDIX B

### SCHEDULE OF WORKS

#### **Trace Basement Systems**

Trace Remedial Building Services  
trading names of  
North West Damp Proof Services Limited  
1974-2011

SCHEDULE OF WORKS

| ITEM NO | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | UNIT         | QTY | RATE | Sum |                    |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-----|------|-----|--------------------|
| 1 0     | <b>6 CASTLE ST. CLITHEROE</b><br><b>EXTERNALS</b><br>- Generally inspect roof coverings and repair/overhaul as necessary<br>- Generally inspect rainwatergoods and repair/overhaul as necessary<br>- Check all windows frames and cills externally replacing or repairing as necessary<br>- Undertake any necessary repair to mastic pointing around external joinery, or other as required<br>- Undertake any necessary repairs to render and stonework beds<br>Note: Ensure building is left wind and watertight and rainwatergoods are left free flowing and in good working order<br><b>2ND FLOOR</b> |              |     |      |     | by main contractor |
| 2 0     | <b>REMOVE DAMP SUBSTRATES</b><br>Allow to remove all damp substrates including plaster to expose studwork See extent of removal areas in report drawing (as a starting point)                                                                                                                                                                                                                                                                                                                                                                                                                             |              |     |      |     | by main contractor |
| 3 0     | <b>EXPOSE TIMBERS</b><br>Allow to strip floor covering and boarding for inspection of floor (bathroom fittings can be left in place at this stage) - Possible access from below<br>Allow to remove plaster at soffit to front elevation to expose rafter ends                                                                                                                                                                                                                                                                                                                                             |              |     |      |     | by main contractor |
| 4 0     | <b>CLEANING OF TIMBERS</b><br>Allow to clean down timber - brush down removing all debris and organic materials prior to any treatment works<br>- Front elevation roof timber<br>- Floor timbers to bathroom                                                                                                                                                                                                                                                                                                                                                                                              | sq m<br>sq m |     |      |     | by Itrace          |
| 5 0     | <b>AUGER DRILLING TIMBERS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |              |     |      |     |                    |
| 5 1     | Auger drill accessible timbers in contact with or where embedded in the walls<br>- Wall plate front elevation<br>- Rafters front elevation                                                                                                                                                                                                                                                                                                                                                                                                                                                                | m<br>sq m    |     |      |     | by Itrace          |
| 5 2     | Auger drill accessible timbers in contact with or where embedded in the walls<br>- Floor joists Bathroom                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | sq m         |     |      |     | by Itrace          |
| 5 3     | Allow to mark up and report on timber repairs and decay with additional quotation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |              |     |      |     |                    |

## SCHEDULE OF WORKS

| ITEM NO | DESCRIPTION                                                                                                                                                                                                         | UNIT      | QTY | RATE | Sum    |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----|------|--------|
|         | <b>2ND FLOOR CONT...</b>                                                                                                                                                                                            |           |     |      |        |
| 60      | <b>TIMBER TREATMENT</b>                                                                                                                                                                                             |           |     |      |        |
| 61      | Load the drilled auger holes (at bearing ends) with boron based preservative paste<br>- Wall plate front elevation<br>- Rafters front elevation                                                                     | m<br>sq m |     |      |        |
| 62      | Load the drilled auger holes (at bearing ends) with boron based preservative paste<br>- Floor joists Bathroom                                                                                                       | sq m      |     |      |        |
| 63      | Brush apply Boron based preservative gel over end bearing timber, extending this to fully cover timbers sat within masonry and areas affected by leak.<br>- Wall plate front elevation<br>- Rafters front elevation | m<br>sq m |     |      |        |
| 64      | Brush apply Boron based preservative gel over end bearing timber, extending this to fully cover timbers sat within masonry and areas affected by leak.<br>- Floor joists Bathroom                                   | sq m      |     |      |        |
| 65      | Allow to spray lower and upper surface (where accessible) of floorboards and other floor timbers with a waterbourne fungicide preservative spray<br>- Bathroom only                                                 | sq m      |     |      |        |
| 70      | <b>MAKING GOOD WORKS</b><br>Reinstate or replace fixtures fittings and finishes as required by strip out works - exact spec by Watts                                                                                |           |     |      |        |
|         | page total                                                                                                                                                                                                          |           |     |      | 330 40 |
|         | Total Trace Works                                                                                                                                                                                                   |           |     |      | 515 60 |

SCHEDULE OF WORKS

| ITEM NO | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                              | UNIT | QTY | RATE | Sum    |                    |
|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----|------|--------|--------------------|
|         | <b>1ST FLOOR</b>                                                                                                                                                                                                                                                                                                                                                                         |      |     |      |        |                    |
| 8 0     | <b>REMOVE DAMP SUBSTRATES</b><br>Allow to remove all damp substrates including fixtures and fitting See extent of removal areas in report drawing (as a starting point)<br>- Kitchen fittings<br>- skirting boards<br>- Wall plaster external walls inc. Window reveals<br>- Wall plaster at partition wall to stairs and landing<br>- Floor covering throughout<br>- Ceiling throughout |      |     |      |        | by main contractor |
| 9 0     | <b>EXPOSE TIMBERS</b><br>Allow to strip floor covering and boarding for inspection of floor                                                                                                                                                                                                                                                                                              |      |     |      |        | by main contractor |
| 10 0    | <b>CLEANING OF TIMBERS</b><br>Allow to clean down timber - brush down removing all debris and organic materials prior to any treatment works                                                                                                                                                                                                                                             | sq m |     |      |        | by Trace           |
| 11 0    | <b>AUGER DRILLING TIMBERS</b><br>Auger drill accessible timbers in contact with or where embedded in the walls<br><br>Allow to mark up and report on timber repairs and decay with additional quotation                                                                                                                                                                                  | sq m |     |      |        | by Trace           |
| 12 0    | <b>TIMBER TREATMENT</b>                                                                                                                                                                                                                                                                                                                                                                  |      |     |      |        |                    |
| 12 1    | Load the drilled auger holes (at bearing ends) with boron based preservative paste                                                                                                                                                                                                                                                                                                       | sq m |     |      |        | by Trace           |
| 12 2    | Brush apply Boron based preservative gel over end bearing timber, extending this to fully cover timbers sat within masonry and areas affected by leak.                                                                                                                                                                                                                                   | sq m |     |      |        | by Trace           |
| 12 3    | Allow to spray lower and upper surface (where accessible) of floorboards and other floor timbers with a waterbourne fungicide preservative spray.                                                                                                                                                                                                                                        | sq m |     |      |        | by Trace           |
| 13 0    | <b>MAKING GOOD WORKS</b><br>Reinstate or replace fixtures, fittings and finishes as required by strip out works - exact spec by Watts                                                                                                                                                                                                                                                    |      |     |      |        | by main contractor |
|         | Total Trace Works                                                                                                                                                                                                                                                                                                                                                                        |      |     |      | 702.00 |                    |
|         |                                                                                                                                                                                                                                                                                                                                                                                          |      |     |      |        |                    |

SCHEDULE OF WORKS

| ITEM NO | DESCRIPTION                                                                                                                                                                                                                                                                                                                                               | UNIT | QTY | RATE | Sum    |                    |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----|------|--------|--------------------|
| 14 0    | <b>GROUND FLOOR</b><br><b>REMOVE DAMP SUBSTRATES</b><br>Allow to remove all damp substrates including fixtures and fitting See extent of removal areas in report drawing (as a starting point)<br>- Suspended ceiling grid<br>- Chipboard to ceiling<br>- skirting boards<br>- Wall plaster back to substrates<br>- Floor covering throughout (saturated) |      |     |      |        | by main contractor |
| 15 0    | <b>EXPOSE TIMBERS</b><br>Allow to strip floor covering and boarding for inspection of floor                                                                                                                                                                                                                                                               |      |     |      |        | by main contractor |
| 16.0    | <b>CLEANING OF TIMBERS</b><br>Allow to clean down timber - brush down removing all debris and organic materials prior to any treatment works                                                                                                                                                                                                              | sq m |     |      |        | by Trace           |
| 17 0    | <b>AUGER DRILLING TIMBERS</b><br>Auger drill accessible timbers in contact with or where embedded in the walls<br><br>Allow to mark up and report on timber repairs and decay with additional quotation                                                                                                                                                   | sq m |     |      |        | by Trace           |
| 18 0    | <b>TIMBER TREATMENT</b>                                                                                                                                                                                                                                                                                                                                   |      |     |      |        |                    |
| 18 1    | Load the drilled auger holes (at bearing ends) with boron based preservative paste                                                                                                                                                                                                                                                                        | sq m |     |      |        | by Trace           |
| 18 2    | Brush apply Boron based preservative gel over end bearing timber, extending this to fully cover timbers sat within masonry and areas affected by leak                                                                                                                                                                                                     | sq m |     |      |        | by Trace           |
| 18 3    | Allow to spray lower and upper surface (where accessible) of floorboards and other floor timbers with a waterbourne fungicide preservative spray                                                                                                                                                                                                          | sq m |     |      |        | by Trace           |
| 19.0    | <b>MAKING GOOD WORKS</b><br>Reinstate or replace fixtures, fittings and finishes as required by strip out works - exact spec by Watts<br>- Floor will have to be disposed                                                                                                                                                                                 |      |     |      |        | by main contractor |
|         | Total Trace Works                                                                                                                                                                                                                                                                                                                                         |      |     |      | 702.00 |                    |

SCHEDULE OF WORKS

| ITEM NO | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                 | UNIT       | QTY | RATE | Sum |                    |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----|------|-----|--------------------|
| 20 0    | <b>BASEMENT</b><br><b>REMOVE DAMP SUBSTRATES</b><br>Allow to remove all damp substrates including fixtures and fitting See extent of removal areas in report drawing (as a starting point)<br>- Plaster board to walls<br>- Plaster/tanking to internal walls<br>- Ceiling board with mould<br>- Floor boarding to selected areas<br>- Kitchen fittings<br>- door fittings inc Architrave at internal walls |            |     |      |     | by main contractor |
| 21 0    | Allow to generally inspect exposed membrane to wall and floors                                                                                                                                                                                                                                                                                                                                              |            |     |      |     | by Trace           |
| 22 0    | If timber battens have decay allow to remove                                                                                                                                                                                                                                                                                                                                                                |            |     |      |     | by Trace           |
| 23 0    | <b>EXPOSE TIMBERS</b><br>Allow to expose timber to staircase fully and to bulk head around lintel at bootom of stairs                                                                                                                                                                                                                                                                                       |            |     |      |     | by main contractor |
| 24 0    | <b>CLEANING OF TIMBERS</b><br>Allow to clean down timber - brush down removing all debris and organic materials prior to any treatment works                                                                                                                                                                                                                                                                | sum        |     |      |     | by Trace           |
| 25 0    | <b>AUGER DRILLING TIMBERS</b><br>Auger drill accessible timbers in contact with or where embedded in the walls<br><br>Allow to mark up and report on timber repairs and decay with additional quotation                                                                                                                                                                                                     | sum        |     |      |     | by Trace           |
| 26 0    | <b>TIMBER TREATMENT</b>                                                                                                                                                                                                                                                                                                                                                                                     |            |     |      |     |                    |
| 26 1    | Load the drilled auger holes (at bearing ends) with boron based preservative paste<br>- Lintel at stairs                                                                                                                                                                                                                                                                                                    | sum        |     |      |     | by Trace           |
| 26 2    | Brush apply Boron based preservative gelover end bearing timber, extending this to fully cover timbers sat within masonry and areas affected by leak.<br>- Stair case to flat<br>- Lintel at stairs                                                                                                                                                                                                         | sum<br>sum |     |      |     | by Trace           |
| 26 3    | Allow to spray lower and upper surface (where accessible) of any expose timber with a waterbourne fungicide preservative spray.                                                                                                                                                                                                                                                                             | sum        |     |      |     | by Trace           |
|         |                                                                                                                                                                                                                                                                                                                                                                                                             |            |     |      |     |                    |

## SCHEDULE OF WORKS

| ITEM NO | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | UNIT        | QTY  | RATE     | Sum                                                                             |                    |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|------|----------|---------------------------------------------------------------------------------|--------------------|
| 27.0    | <b>BASEMENT CONT</b><br><b>MAKING GOOD WORKS</b><br>Reinstate or replace fixtures, fittings and finishes as required by strip out works - exact spec by Watts<br>- Trace to extend membrane to internal walls or apply tanking medium to Trace specification<br><br><div style="text-align: right;">Total Trace Works</div>                                                                                                                                                                                               | sum         |      |          | 2075 00                                                                         | by main contractor |
| 28.0    | <b>GENERAL WORK ITEMS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |             |      |          |                                                                                 |                    |
| 28.1    | <b>ACCESS</b><br>Allow for all access to strip out ceilings and provide working platforms                                                                                                                                                                                                                                                                                                                                                                                                                                 |             |      |          |                                                                                 | by main contractor |
| 28.2    | <b>ELECTRICAL AND PLUMBING</b><br>Allow to isolate and remove electrical and plumbing fittings necessary to strip substrates                                                                                                                                                                                                                                                                                                                                                                                              |             |      |          |                                                                                 | by main contractor |
| 28.3    | <b>WASTE DISPOSAL</b><br>Allow to bag up waste and debris to be removed regularly (skips may not be viable)                                                                                                                                                                                                                                                                                                                                                                                                               |             |      |          |                                                                                 | by main contractor |
|         | <div style="text-align: right;"><b>SUMMARY</b></div> <div style="text-align: right;">2nd Floor Trace works</div> <div style="text-align: right;">1st Floor Trace works</div> <div style="text-align: right;">Ground Floor Trace works</div> <div style="text-align: right;">Basement Trace works</div> <div style="text-align: right;">sub total</div> <div style="text-align: right;">VAT 20%</div> <div style="text-align: right;">GPI Guarantee Protection Insurance</div> <div style="text-align: right;">Total</div> |             |      |          | 703 10<br>889 50<br>889 50<br>2262 50<br>4744.60<br>948 92<br>103 88<br>5797 40 |                    |
| 29.0    | <b>PROVISIONAL SUMS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |             |      |          |                                                                                 |                    |
| 29.1    | General sum to extend opening up                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Prov. Sum   | 1.00 | 5000 00  | 5000 00                                                                         | by main contractor |
| 29.2    | General sum to extend Timber Treatments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Prov. Sum   | 1.00 | 5000 00  | 5000 00                                                                         | by Trace           |
| 29.3    | General sum for Timber Repairs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Prov. Sum   | 1.00 | IBC      |                                                                                 | by Trace           |
| 29.4    | General sum to extend refurbishment (if opening up and treatment works are extended)                                                                                                                                                                                                                                                                                                                                                                                                                                      | Prov. Sum   | 1.00 | IBC      |                                                                                 | by main contractor |
|         | <b>OPTIONAL COST</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |             |      |          |                                                                                 |                    |
| 30.0    | To fully strip out and replace the basement waterproofing system to provide a meaningful guarantee from Trace                                                                                                                                                                                                                                                                                                                                                                                                             | budget cost | 1.00 | 40000.00 | 40000 00                                                                        |                    |



TRACE Remedial Building Services  
DH/27730/01 - September 30, 2011  
Re: 6 Castle Street, Clitheroe

## APPENDIX C

## WORK DRAWINGS

**Trace Basement Systems**

Trace Remedial Building Services  
trading names of  
North West Damp Proof Services Limited  
1974-2011

#### EXPOSE TIMBERS -

##### Main Contractor

2. Allow to strip floor covering and boarding for inspection of floor - red hatch (bathroom fittings can be left in place at this stage) - Possible access from below

#### CLEANING OF

##### TIMBERS - Trace

5. Allow to clean down timber - brush down removing all debris and organic materials prior to any treatment works - red hatch:
  - Floor timbers to bathroom

#### AUGER DRILLING

##### TIMBERS - Trace

7. Auger drill accessible timbers in contact with or where embedded in the walls - red hatch:
  - Floor joists Bathroom

#### TIMBER

##### TREATMENT - Trace

9. Load the drilled auger holes (at bearing ends) with boron based preservative paste - red hatch:
  - Floor joists Bathroom

11. Brush apply Boron based preservative gelover end bearing timber, extending this to fully cover timbers sat within masonry and areas affected by leak.
  - Bathroom only

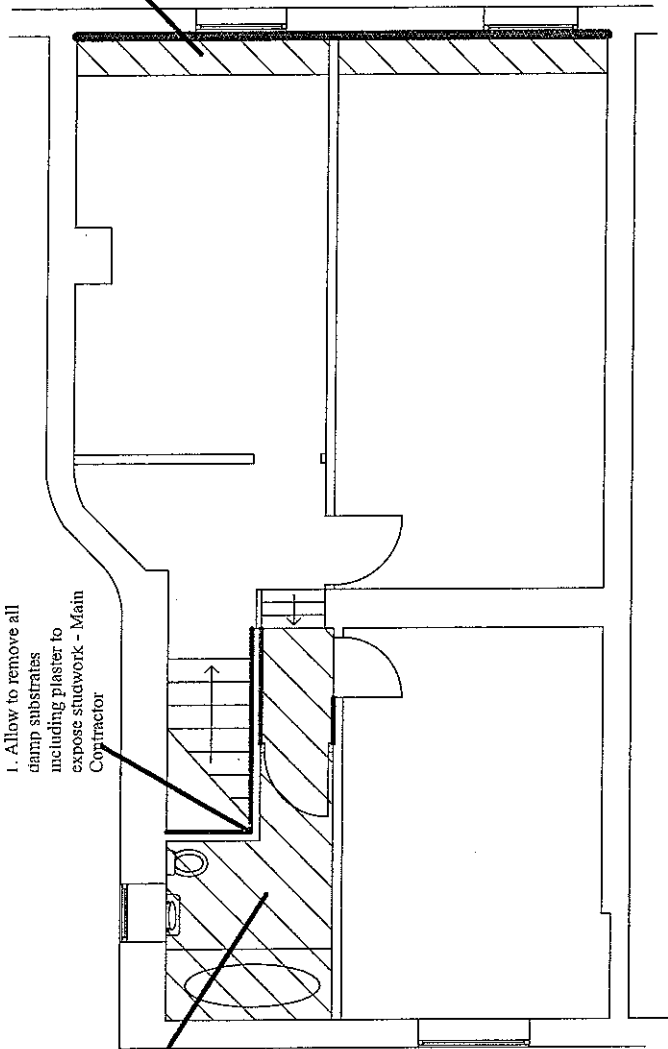
Allow to spray lower and upper surface (where accessible) of floorboards and other floor timbers with a waterborne fungicide preservative spray.

#### REMOVE DAMP

##### SUBSTRATES - Main

##### Contractor

1. Allow to remove all damp substrates including plaster to expose studwork - Main Contractor



#### 12. MAKING GOOD

##### WORKS - Main

##### Contractor

Reinstall or replace fixtures, fittings and finishes as required by strip out works - exact spec by Walls

#### General Notes

##### GENERAL WORK

##### ITEMS - Main

##### Contractor

##### ACCESS

Allow for all access to strip out ceilings and provide working platforms

##### ELECTRICAL AND PLUMBING

Allow to isolate and remove electrical and plumbing fittings necessary to strip substrates

##### WASTE DISPOSAL

Allow to bag up waste and debris to be removed regularly (skins may not be viable)



**TRACE**  
REMEDIAL BUILDING SERVICES

##### Trace Remedial Building Services

Unit 7 Capital Way  
Woolley Bridge Road  
Huddersfield, Glosop,  
West Yorkshire  
www.tracebuilding.co.uk  
enquiries@tracebuilding.co.uk  
Tel: 01484 669465 Fax: 01484 669433

5 Castle Street  
Chilworth

2ND FLOOR

##### STRIP OUT

WATER  
DAMAGE  
WORKS

DH/27730/01  
30.09.11  
NTS

# 1. REMOVE DAMP SUBSTRATES - Main Contractor

- Allow to remove all damp substrates including fixtures and fittings - red hatch
- Kitchen fittings
- skirting boards
- Wall plaster external walls inc. Window reveals
- Wall plaster at partition wall to stairs and landing
- Floor covering throughout
- Ceiling throughout

# 2. EXPOSE TIMBERS - Main Contractor

- Allow to strip floor covering and boarding for inspection of floor - red hatch

# 3. CLEANING OF TIMBERS - Trace

- Allow to clean down timber - brush down removing all debris and organic materials prior to any treatment works - red hatch

# 5. AUGER DRILLING TIMBERS - Trace

- Auger drill accessible timbers in contact with or where embedded in the walls - red hatch

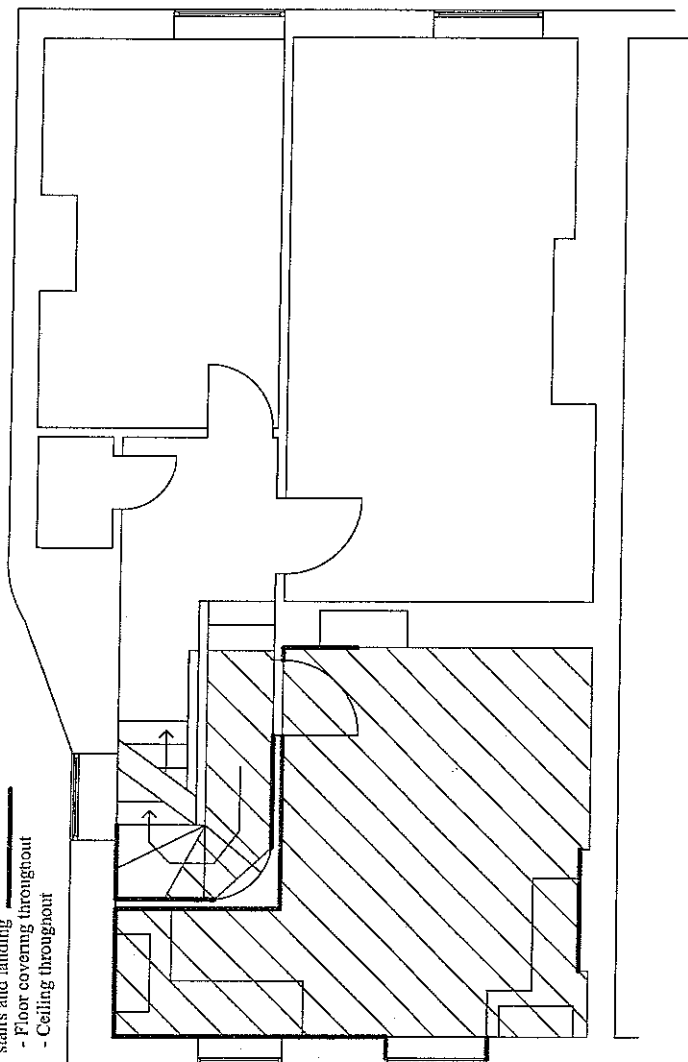
# 6. TIMBER TREATMENT - Trace

- Load the drilled auger holes (at bearing ends) with boron based preservative paste - red hatch

- Brush apply Boron based preservative get over end bearing timber, extending this to fully cover timbers sat within masonry and areas affected by leak. - red hatch

- 8. Allow to spray lower and upper surface (where accessible) of floorboards and other floor timbers with a waterborne fungicide preservative spray. - red hatch

- 9. MAKING GOOD WORKS - Main Contractor  
Renstate or replace fixtures, fittings and finishes as required by strip out works - exact spec by Walls



## General Notes

### GENERAL WORK ITEMS - Main Contractor

#### ACCESS

- Allow for all access to strip out ceilings and provide working platforms

#### ELECTRICAL AND PLUMBING

- Allow to isolate and remove electrical and plumbing fittings necessary to strip substrates

#### WASTE DISPOSAL

- Allow to bag up waste and debris to be removed regularly (skins may not be viable)



**TRACE**  
RESIDENTIAL BUILDING SERVICES

#### Trace Remedial Building Services

Unit 7, Equella Way  
Sutton Coldfield, Birmingham  
B40 1JH  
Tel: 0121 709 8585 Fax: 0121 709 8583

www.trace.co.uk  
enquiries@tracebuilding.com

6 Castle Street  
Chichester  
1ST FLOOR

DH/27730/02  
30.09.11  
NTS

STRIP OUT  
WATER  
DAMAGE  
WORKS

# 1. REMOVE DAMP SUBSTRATES - Main Contractor

- Allow to remove all damp substrates including fixtures and fittings - red hatch
- Suspended ceiling grid
- Chipboard to ceiling
- skirting boards
- Wall plaster back to substrates
- Floor covering throughout (saturated)

# 2. EXPOSE TIMBERS - Main Contractor

- Allow to strip floor covering and boarding for inspection of floor - red hatch

# 3. CLEANING OF TIMBERS - Trace

- Allow to clean down timber - brush down removing all debris and organic materials prior to any treatment works - red hatch

# 5. AUGER DRILLING TIMBERS - Trace

- Auger drill accessible timbers in contact with or where embedded in the walls - red hatch

# 6. TIMBER TREATMENT - Trace

- Load the drilled auger holes (at bearing ends) with boron based preservative paste - red hatch

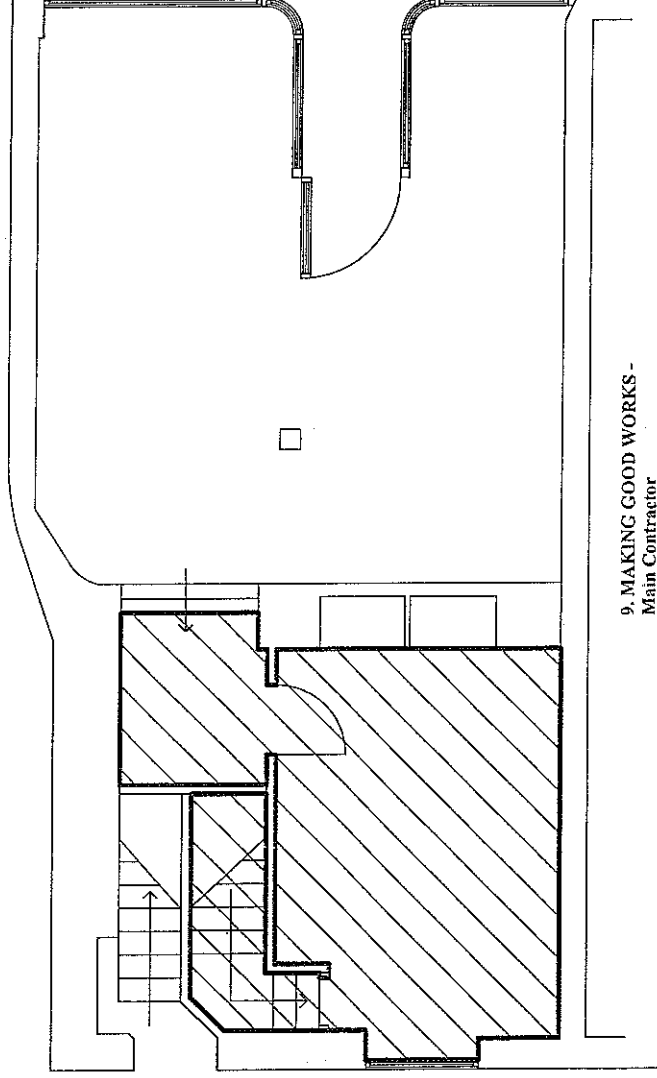
- 7. Brush apply Boron based preservative gel over end bearing timber, extending this to fully cover timbers set within masonry and areas affected by leak. - red hatch

- 8. Allow to spray lower and upper surface (where accessible) of floorboards and other floor timbers with a waterborne fungicide preservative spray. - red hatch

# 9. MAKING GOOD WORKS - Main Contractor

- Renstate or replace fixtures, fittings and finishes as required by strip out works - exact spec by Watts

Note: Floor boarding will have to be replaced



General Notes

## GENERAL WORK ITEMS - Main Contractor

### ACCESS

- Allow for all access to strip out ceilings and provide working platforms

### ELECTRICAL AND PLUMBING

- Allow to isolate and remove electrical and plumbing fittings necessary to strip substrates

### WASTE DISPOSAL

- Allow to bag up waste and debris to be removed regularly (skins may not be viable)



**TRACE**  
REMEDIAL BUILDING SERVICES

### Trace Remedial Building Services

Unit 2, Capella Way  
Woolley Bridge Road  
Leeds, LS15 7DT  
www.trace-remedial.co.uk  
enquiries@trace-remedial.co.uk  
Tel: 0113 277 3003 Fax: 0113 277 3003

6 Castle Street  
Calverton

GROUND FLOOR

|                              |            |
|------------------------------|------------|
| DATE                         | 01/27/2003 |
| STRIP OUT WATER DAMAGE WORKS | 30.09.11   |
| NTS                          |            |

File Name: P:\Surveys & Photos\Current Working Files\Surveys\001\01

# 5. TIMBER TREATMENT - Trace

Load the drilled auger holes (at bearing ends) with boron based preservative paste

- Lintel at stairs

6. Brush apply Boron based preservative gelover end bearing timber, extending this to fully cover timbers sat within masonry and areas affected by leak.

- Stair case to flat
- Lintel at stairs

7. Allow to spray lower and upper surface (where accessible) of any expose timber with a waterpoume fungicide preservative spray.

# 1. REMOVE DAMP SUBSTRATES - Main Contractor

Allow to remove all damp substrates including fixtures and fittings - red hatch

- Plaster board to walls
- Plaster/tanking to internal walls
- Ceiling board with mould
- Floor boarding to selected areas
- Kitchen fittings
- door fittings inc Architrave at internal walls

2. Allow to generally inspect exposed membrane to wall and floors

If timber battens have decay allow to remove - advise further after opening up

# 8. MAKING GOOD WORKS - Main Contractor

Renstate or replace fixtures, fittings and finishes as required by strip out works - exact spec by Walls

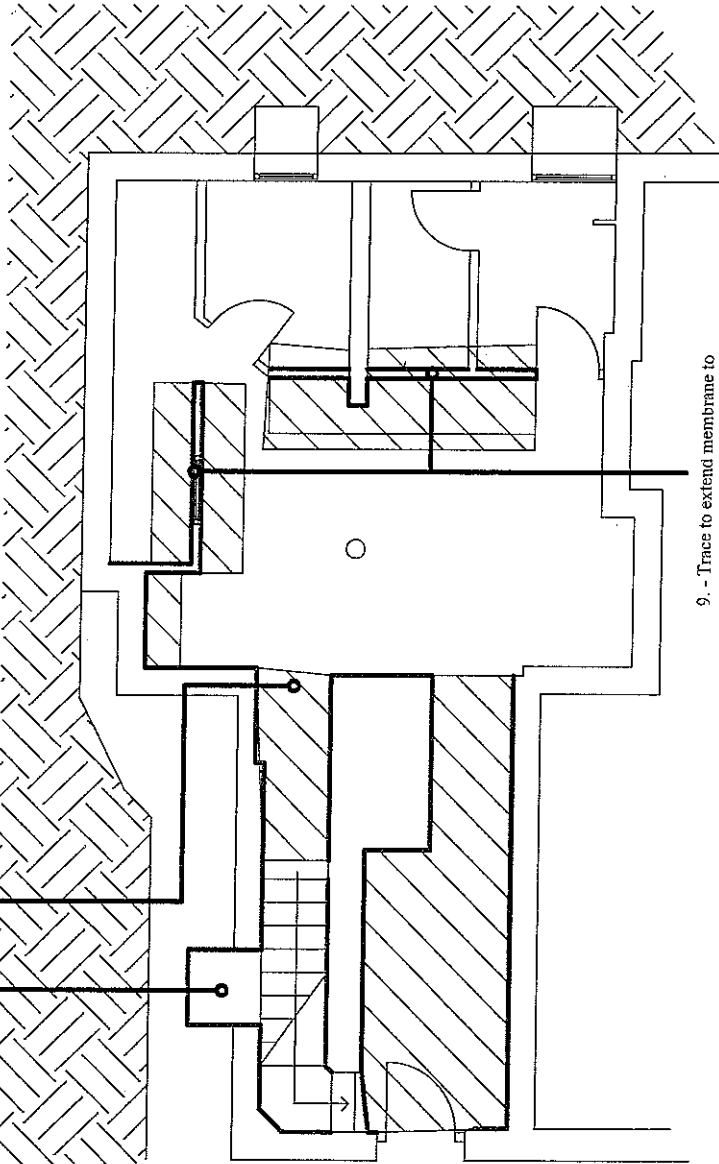
- Floor boards are 22mm Weyroc protect board

# 3. EXPOSE TIMBERS - Main Contractor

Allow to expose timber to staircase fully and to bulk head around lintel at bottom of stairs treatment works

# 4. CLEANING OF TIMBERS - Trace

Allow to clean down timber - brush down removing all debris and organic materials prior to any treatment works



9. - Trace to extend membrane to internal walls or apply tanking medium to Trace specification

## General Note

**GENERAL WORK ITEMS - Main Contractor**

**ACCESS**  
Allow for all access to strip out ceilings and provide working platforms

**ELECTRICAL AND PLUMBING**  
Allow to isolate and remove electrical and plumbing fittings necessary to strip substrates

**WASTE DISPOSAL**  
Allow to bag up waste and debris to be removed regularly (skins may not be viable)



**TRACE**  
RESIDENTIAL BUILDING SERVICES

Trace Residential Building Services  
Unit 2, The Old Mill  
Kensington Park  
Wooling Ridge Road  
Hemel Hempstead,  
Herts SG3 3DA  
www.tracebuilding.co.uk  
info@tracebuilding.co.uk  
Tel: 01462 460101 Fax: 01462 460103

6 Castle Street  
Clitheroe  
Basement

|             |           |
|-------------|-----------|
| DH/27730/04 | STRIP OUT |
| 30.09.11    | WATER     |
|             | DAMAGE    |
|             | WORKS     |
|             | NTS       |



TRACE Remedial Building Services  
DH/27730/01 - September 30, 2011  
Re: 6 Castle Street, Clitheroe

### Terms and Conditions.

**Diagnosis:** Unless specifically stated to the contrary, our offer to carry out works does not constitute a diagnosis. In any event 'free surveys' and 'quotations' do not purport to be a diagnosis of the problem. Diagnostic surveys and sample analysis are available on a fee basis

**Specification Amendment:** We reserve the right to amend specification and design details subject to factors which may come to light after the commencement of works. Where such changes affect the price of the work and/or if additional works are required, these will be subject to a further quotation.

**Extra Works:** Trace reserve the right to charge as an extra for any additional work necessary due to any instructions given by a client, or due to discovery of any structural defects of the building requiring attention during the Trace project.

**Payment:** Applications are made on a monthly basis (where projects span over such periods) or at practical project completion, where shorter. Invoices are due for payment upon receipt. Should payment become more than 30 days overdue, the total outstanding balance shall become immediately payable, together with a further administration fee of £50.00 under the terms of the late payments of Commercial Debts (interest) Act of 1998. We retain the right to charge interest at the rate of 6% above base rate.

In the event that completed work is not to client satisfaction, Trace must be informed immediately. Withholding payment while failing to advise Trace of dissatisfaction will result in the addition of the late payment penalties outlined above.

Payment may be made via cheque or electronic transfer to Acc. No. 39601803 Sort code: 010541.

**Acceptance periods:** We reserve the right to amend prices if instruction is not received within 30 days. Orders should be submitted in writing by fax/email/post.

**Provision of Services/Facilities:** The quotation assumes that the client will afford all necessary facilities to Trace including storage of materials, parking, welfare facilities (W.C., warm running water, drinking water), continuous 13amp 220/240v or 110v mains electricity as appropriate with sufficient number of points to suit programme

Where any such facilities will not be available, Trace must be made aware of this. In the event that access to such facilities is withdrawn after submission of the quotation, Trace reserves the right to submit extra costs to cover provision of these facilities.

Additionally any stored items must be removed from areas of work prior to Trace attending site. Any items/fixtures/fittings/finishes left within areas of work are at client risk unless otherwise expressly stated within the report.

**Working Times:** Our contract assumes that Trace will have access to be able to complete the work during a continuous working period, this being between 7am and 4pm (this partly including travelling time). Where working times outside of these hours are required they are subject to overtime or nightshift charges which would be submitted as an extra. Works such as breaking or hammer drilling which can create high levels of noise and vibration, are undertaken between 8am and 4pm.

**Delays/Minimum Day Charge/Abortive Visit:** Should the client or other occupant/stakeholder delay commencement or completion, any loss to Trace resulting from additional expenses must be paid for by the client as an extra. Furthermore agreed completion dates may be forfeit

Such delays outside of our control will be charged at the rate of £40.00 per hour per operative or £50.00 per hour for surveyors. The minimum day charge for an abortive visit is £200.00 per two man team.

Where issues outside of Trace control result in late practical project completion, Trace cannot be held responsible for any associated liquidated damages or penalties imposed in full or part thereof.



TRACE Remedial Building Services  
DH/27730/01 - September 30, 2011  
Re: 6 Castle Street, Clitheroe

### **Important Notes**

The following notes must be read in conjunction with the survey findings and recommendations, and followed where appropriate in all circumstances, otherwise the efficacy of both our work and other's associated work will be negated, or problems relating to the health and safety of our operatives, and other building workers, occupants and neighbours where present will occur.

- Always ensure that the specified plaster is removed completely, including residual backing plaster which may be contaminated with salts and other impurities, and following this brush the stripped areas to remove surface salts from the walls. Do not however brush off any fungus, otherwise important evidence will be removed. Unless stated otherwise such fungus will be wire brushed by TRACE Remedial Building Services, within the scope of recommended remedial works.
- Ensure that all redundant and or decayed embedded timber fixings and plates are removed, in all circumstances at all levels where such are exposed by the remedial works. This must include all existing skirting board fixing plugs, especially at ground floor level in association with a d.p.c. It is also especially important at any level or area where problems of decay within wood, or fungus on or within walls has occurred.
- Use no timber fixing plugs anywhere. Instead, use "Hilti" type "HPS" hammer fixing screws sheathed in plastic, direct into the walls. Timber fixing plugs, under site conditions do not generally receive adequate preservative, so this measure will help to avoid offering food to potential fungus and will discourage spread of existing incipient fungus.
- All new timber introduced to the property must be pressure impregnated with preservative. Where cut on site it must be treated again at the vulnerable grain end, otherwise wood decaying fungi can infest the body of the timber whilst leaving the treated surfaces sound. Where such timber is to be embedded in walls, i.e. joists etc., they must be wrapped fully at the ends with conventional d.p.c. prior to fitting.
- We have assessed the necessary works in relation to the building details and occupancy to comply with the Control of Substances Hazardous to Health (COSHH).
- The proposed refurbishment works may reduce the levels of ventilation within the occupied areas, and as a result condensation could occur. To combat this effect, every effort must be made to ensure there is fixed ventilation within the occupied areas, along with adequate heating and insulation, and that these are kept at a balance to discourage condensation during the future.
- **It is important that the external services and surfaces be repaired as necessary, and be kept in good condition in the future, otherwise dampness and it's consequences will occur.**
- For the recommended specialist treatment works to be effective it is imperative that the recommended Other Parties works be carried out; otherwise the effectiveness of the TRACE Remedial Building Services works will be negated.





# TRACE

REMEDIAL BUILDING SERVICES

March 16, 2012

Our Ref: DH/27730/02

Mr. P. O'Brien  
Watts Group Plc  
60 Fountain Street  
Manchester  
M2 2FE

By email: Phil.O'Brien@watts.co.uk

Dear Phil,

**Re: 6 Castle Street, Clitheroe – Isolated Opening up works**

Please find attached the schedule of works that illustrate the additional works we identified during the recent opening up works at the above. This schedule can simply be appended to the lat report and includes a summary of the costs from the original recommendation and these additional works.

If you have any queries, please do not hesitate to contact me.

Yours sincerely

David Hockey BSc (Hons) MRICS, C.S.R.I., C.S.S.W  
Chartered Building Surveyor  
Trace Remedial Building Services



SCHEDULE OF WORKS

| ITEM NO | DESCRIPTION                                                                                                                                                                                                                                                                           | UNIT      | QTY   | RATE | Sum     |                    |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-------|------|---------|--------------------|
|         | <b>6 CASTLE ST. CLITHEROE</b>                                                                                                                                                                                                                                                         |           |       |      |         |                    |
|         | <b>WORKS AFTER ISOLATED OPENING UP</b>                                                                                                                                                                                                                                                |           |       |      |         |                    |
|         | <b>2nd Floor</b>                                                                                                                                                                                                                                                                      |           |       |      |         |                    |
| 1.0     | <b>Roof Timber - Front elevation rafters decayed at bearing ends 60mm x 60mm x 2m long (to purlin):</b><br>Expose rafters cut back past extent of decay and attach 2no. Treated rafters up to the purlin fixed with threaded bar, bolts and oversized washers at equidistance (3no ). | no.       | 16.00 |      |         | by Trace           |
|         | Floor Timber - Access limited by kitchen units, but nothing identified                                                                                                                                                                                                                |           |       |      |         |                    |
|         | <b>1st Floor</b>                                                                                                                                                                                                                                                                      |           |       |      |         |                    |
| 2.0     | <b>Floor boards have warped below laminate to kitchen:</b><br>Lift and replace all floorboards (previous schedule only includes floor covering removal) - extent can be reviewed on site, allow for all at this stage                                                                 | sum       |       |      |         | by Main contractor |
| 3.0     | Extend removal of plaster substrate to wall over staircase to 1st floor flat                                                                                                                                                                                                          | sq m      |       |      |         | by Main contractor |
|         | <b>Ground Floor</b>                                                                                                                                                                                                                                                                   |           |       |      |         |                    |
| 4.0     | <b>Chipboard is severely decayed + mould and wet rot and debris is evident in floor void:</b> Floor joist would benefit from introduction of noggins and clean out<br>Note: main contractor to re-board                                                                               | sum       | 1.00  |      |         | by Trace           |
|         | <b>Basement</b>                                                                                                                                                                                                                                                                       |           |       |      |         |                    |
| 5.0     | <b>Stringer to stairs decayed:</b> Strip out staircase and replace with new                                                                                                                                                                                                           | sum       | 1.00  |      |         | by Trace           |
| 6.0     | <b>Lintels decayed at bottom of stairs at either side of soffit:</b> Strip out and replace with pre-treated timber wrapped at bearing ends                                                                                                                                            | no.       | 2.00  |      |         | by Trace           |
| 7.0     | <b>Weyroc floor board is stained + mould, possibly contaminated:</b> Strip up and replace                                                                                                                                                                                             | sq m      | 40.20 |      |         | by Trace           |
| 8.0     | <b>General sum for unknown repairs</b>                                                                                                                                                                                                                                                | Prov. Sum | 1.00  |      |         |                    |
|         | Total                                                                                                                                                                                                                                                                                 |           |       |      | 6917.00 |                    |

## 2

| ITEM NO | DESCRIPTION                                                                                                 | UNIT        | QTY  | RATE     | Sum |
|---------|-------------------------------------------------------------------------------------------------------------|-------------|------|----------|-----|
|         | <b>SUMMARY INC. TREATMENT SCHEDULE</b>                                                                      |             |      |          |     |
|         | 2nd Floor Trace Works                                                                                       |             |      | 703 10   |     |
|         | 1st Floor Trace Works                                                                                       |             |      | 889 50   |     |
|         | Ground Floor Trace Works                                                                                    |             |      | 889 50   |     |
|         | Basement Trace Works                                                                                        |             |      | 2262 50  |     |
|         | Repairs after opening up isolated areas                                                                     |             |      | 6917 00  |     |
|         | sub total                                                                                                   |             |      | 11661 60 |     |
|         | VAI 20%                                                                                                     |             |      | 2332 32  |     |
|         | GPI Protection Insurance                                                                                    |             |      | 156 88   |     |
|         | Total                                                                                                       |             |      | 14150 80 |     |
|         | <b>Provisional Sums</b>                                                                                     |             |      |          |     |
|         | General sum to extend opening up                                                                            | Prov Sum    | 1.00 | 2000 00  |     |
|         | General sum to extend Timber treatment                                                                      | Prov Sum    | 1.00 | 2000 00  |     |
|         | <b>OPTIONAL COST</b>                                                                                        |             |      |          |     |
|         | To fully strip out and replace the basement waterproofing system to provide meaningful guarantee from Trace | budget cost | 1 00 | 40000 00 |     |