

26 August 2014

John Parling  
Brentwood Borough Council  
Town Hall  
Ingrave Road,  
Brentwood,  
Essex  
CM15 8AY

Dear John

**Re: Hutton Community Centre, Brentwood CM13 1LP**

Further to my inspection on 1 August 2014, I outline below my findings and views in respect of the roofs at the above property:

### Introduction

We have been instructed by John Parling of Brentwood Council to inspect the roofs at Hutton Community Centre and provide commentary in respect of the general repair, condition and life expectancy of the roofs.

Hutton Community Centre lies approximately 2.5 miles north-east of Brentwood and comprises a single storey building which has been adapted and extended to provide general community facilities including halls, meeting rooms and welfare facilities. We anticipate the building was constructed in circa 1970 and has been adapted and extended on several occasions over the years, and with a programme of internal repair and refurbishment works (plus some minor external repairs) completed earlier this year.

Our inspection was carried out on 1 August 2014 at which time the weather was dry and bright. Access to the internal areas was provided by the Centre Manager and access to the roof areas gained via builder's ladders.

Intrusive investigations, samples and cores were not taken. Our report is based on a visual assessment only.

### General Description

The roofs are all of flat roof construction but with a combination of felt coverings, decks and a variety of details (roof lights, upstands, flashings etc) which are seen in varying conditions and with evidence of isolated repairs and reactive maintenance works undertaken at different times.



As a result of the original building being extended and adapted we can see that the roofs vary in age and condition with the majority of the coverings either original and/or 20+ years old. Detailing at abutments and junctions, as well as the configuration of rainwater goods, is a reflection of the way that the building has been adapted and extended over its life.

Broadly we have broken down the roofs into ten separate sections as indicated on the attached annotated plan which is for reference only.

Condition and Discussion

In line with the attached plan we have prepared the following table to discuss the general condition and our views in respect of the various roofs.

Roof	Discussion	Lifecycle Replacement
Roof 1	This roof weathers the large hall and comprises felt weatherings with a solar reflective coating. It appears to be formed on a prefabricated woodwool slab deck. The coverings themselves are in fair condition with some minor deterioration apparent and with evidence of a few isolated patch repairs undertaken to presumably resolve historic leaks. The roof is found in overall fair condition.	It is our opinion that this roof has a useful life of between 5-10 years before replacement will be necessary.
Roof 2	This roof has a felt covering with stone chippings, with sections of it overlaid with mineral felt. This roof covers the main entrance and central reception area primarily and is assumed to have a timber deck construction. This is an example where the general detailing to the adjoining roofs and previous repairs are questionable in terms of their longevity and ability to remain watertight. Patch repairs have been undertaken to address a recently reported leak, but we cannot be certain that these repairs have been successful and we very much doubt that they will come with any form of guarantee. The falls are deemed to be fair and the box gutter detail formed appears to be performing as required.	We anticipate reasonable expenditure will be necessary by way of an overlay or replacement to this roof area within the next five years on the basis the roof is at the end of its useful life.

Roof 3	This roof is similar to Roof 2 and weathers the café / lounge area at the rear of the building. Patch repairs are apparent to the weatherings, plus Acrypol type repairs to the roof lights and extract vent, which are in effect short term repair solutions. Detailing to the flashings and upstands are poor in areas, however the roof does appear to fall and drain adequately via an internal downpipe.	This roof is also at the end of its useful life and we would recommend an overlay or replacement to be considered within the short term, and ideally at the same term as works to Roof 2.
Roof 4	This roof appears to have been overlaid with a felt system and is seen in overall fair condition albeit detailing to the roof light is poor, and with evidence of some patch repairs also to a poor standard.	The main covering should have a life cycle of between 5-10 years; however some of the previous repairs and detailing will require attention in the short term and there is a benefit of including the overlay or replacement of this roof whilst doing the same to the immediately surrounding roofs.
Roof 5	This roof has a combination of felt with chippings and mineral felt overlay, and again with the detailing at upstands and abutments found to be poor. Roof lights are dressed with flashband which is a short term repair solution. Standing water is noted adjacent to Roof 4 and we suspect the drainage from this roof is limited.	We are of the opinion that the roof is towards the end of its useful life and should be subject to an overlay or perhaps replacement in the short term and certainly within the next five years.
Roof 6	The main roof area is felt with stone chippings but with mineral felt dressings formed to the perimeter and abutment of the roof area, which would appear to have been undertaken to resolve previous defects. Blisters and splits in the weatherings are noted and defects to the parapet and flashings developing. Flashband treatment to the roof lights is again noted. The roof lights themselves include Georgian wire and GRP units, with the GRPs solar degraded.	We are of the opinion that the roof is at the end of its useful life and that an overlay or replacement should be considered, together with repairs and replacement to parapets and roof lights. It would be beneficial to do such works at the same time as the others, as described above.
Roof 7	This is a felt weathered flat roof which is found in overall fair condition with some minor maintenance required, but otherwise no significant defects noted.	We would estimate this roof has a useful life of up to ten years.
Roof 8	This roof covers the football changing rooms and is the same as Roof 7, with the only minor defect noted to be the standing water within the rainwater goods, which can be overcome by way of minor adjustments.	Again we are of the opinion that this roof has a useful life of in the order of ten years.

Roof 9	This roof has felt weatherings which are found in overall fair condition, and with some patch repairs apparent that appear well detailed. GRP roof lights are solar degraded; otherwise no significant defects or shortcomings are noted.	We would expect this roof to have a useful life of up to ten years. However, replacing the roof lights or alternatively removing them and capping over in the short term would be beneficial.
Roof 10	This roof has felt weathering and covers the Small hall to the front left hand corner of the building. It appears in fair condition overall, however the perimeter upstands and parapets are untidy and present an opportunity for future failings.	We are of the opinion this roof will need to be overlaid in approximately five years when it will be at the end of its useful life.

### Summary and Recommendations

The roofs are seen in varying conditions ranging from fair to poor condition. This is representative of how the building has been adapted and extended during its life, and also a reflection of the lack of good and proper maintenance to the roof areas as a whole.

There was no evidence of any significant leaks during the time of our inspection and we anticipate that the roofs are generally watertight. That said, we are sceptical that the recent patch repair above the lounge area will have been successful and furthermore we would not be surprised if further leaks are experienced in the short term to the areas where the coverings were found to be in poor condition.

On the basis these roofs have not been subject to good maintenance and they have broadly reached the end of their useful life it is our opinion that there will be further failings by way of leaks. We therefore recommend that roofs 2, 3, 4, 5 & 6 should be overlaid (in a single phase of works) with insulation and a mineral felt system to provide a 20 year insurance backed guarantee and that these works are carried out as soon as possible. In doing so, we would strongly advise that upstands, parapets, rooflights and drainage is reviewed, improved and encapsulated to benefit from the guarantee. This will address a large amount of the overall roof area and provide a basis for a planned replacement of the remaining roofs over a 10 year period (as well as helping improve the buildings EPC rating).

Assuming the existing decks are sound a budget cost of £75,000 plus VAT and fees is suggested for the overlay to roofs 2, 3, 4, 5 & 6. If the decks are not sound and require replacement the budget cost should be increased to £100,000 plus VAT and fees.

The other roofs should then be subject to a planned maintenance programme with replacement anticipated in the mid to longer term. A planned maintenance programme would be beneficial to help manage and prolong these roofs.

We trust the above and attached meets your immediate requirements. Please do not hesitate to contact me if you have any queries.

Yours sincerely

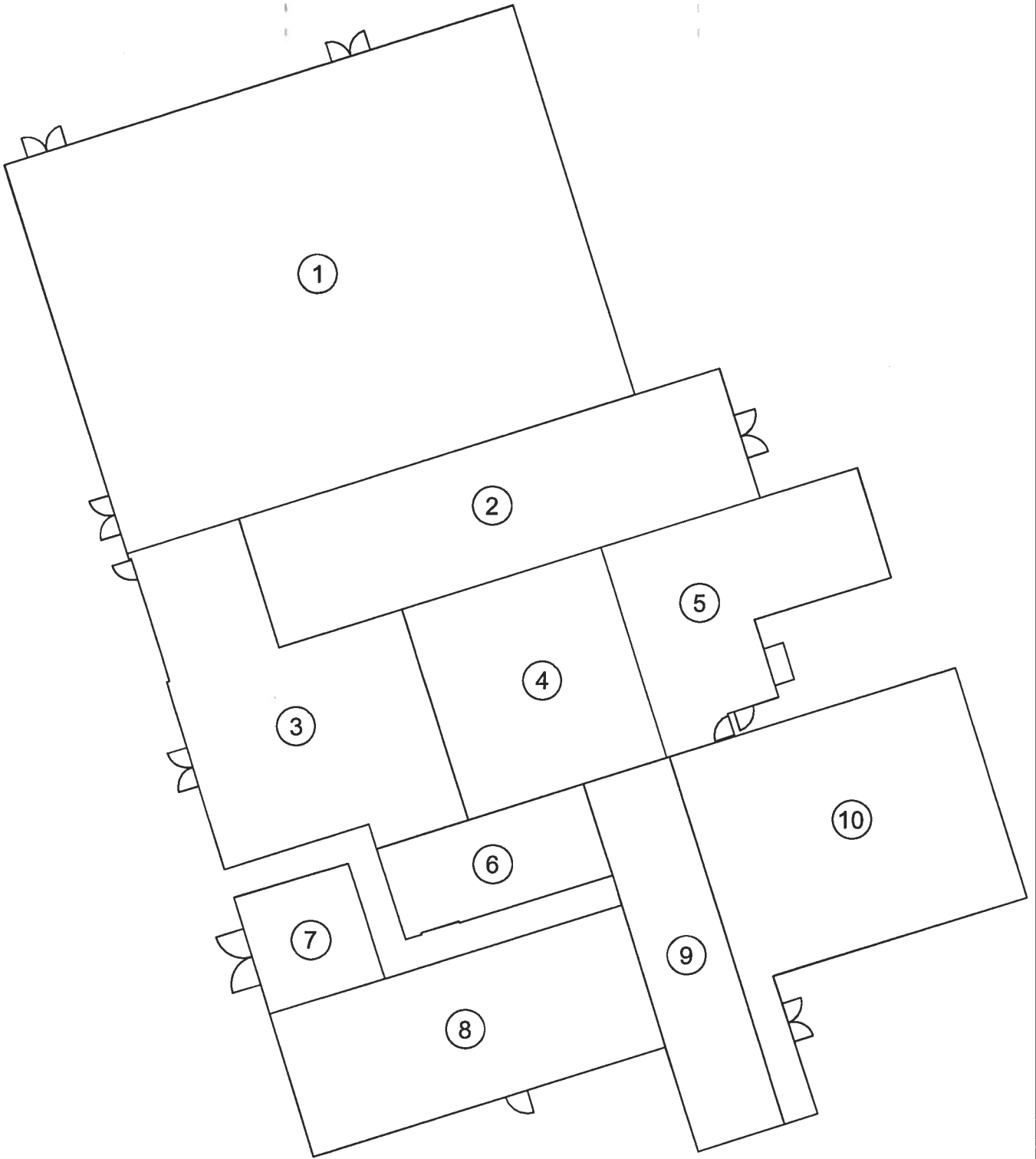
A handwritten signature in blue ink, appearing to read 'J. Helme', with a period at the end.

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Enc



**Helme & Partners**  
ARCHITECTS

Indicative Roof Plan

Hutton Community Centre

Drawing No **JHP RS64 - 001**

Scale NTS

Revision

Date Aug 2014



General view.jpg



Roof 1 patch.jpg



Roof 1.jpg



Roof 2.jpg





Roof 3.jpg



Roof 8.jpg



Roof 9.jpg



Roof 10.jpg



View from roof 5.jpg