

Job No. 997

ROOF RF7

PLANNING ISSUE

Job Title. Reading Town Hall
Project. Phase B: Roofs RF7-RF23
Sheet No. 997-SCH.RF7-PL00
Date: 20th March 2026
Co-ordinated Docs: 997-015-Existing Roof Plan, 997-057-Existing Individual Roof Plan RF7, 997-107-Photosheet Of Existing Roof RF7

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
• Double pitch roof. • Full hip to east end. • Gable to west end.	Plain clay tiles, clay saddleback crested ridge tiles, terracotta copings to gable with moulded finial to apex.	Lead flashings around rooflights, dormer windows, ridge vents, and service penetrations. Lead ridge and saddle flashing along dormers. Stepped lead flashings to RF13. Lead upstands to abutment with inside face of gable and valley gutters RF7-VGUT.01, RF7-VGUT.02, and RF7-VGUT.03.	3no. low level Georgian wired single glazed patent glazing. RF7-PG.01 and RF7-PG.02 located on roof slope RF7B, RF7.PG03 located on roof slope RF7C.	2no. metal circular vents with conical tops with iron finials along ridge to provide ventilation for internal plant. 5no. dormer windows to the north slope with timber framed windows and finials / ornament on the ridge. Existing lightning conductor tape across ridges, coped gables, metal ridge vents, and roof slopes of RF7.	No external plant machinery. Internal ducts for plant located in roof spaces below, connected to vents along ridge. 1no. service pipe running to RF8.	From RF6 (Accessed through uPVC door on roof).	2no. valley gutters with asphalt coverings. RF7-VGUT.01 between roof slope RF7A and RF8, and RF7-VGUT.02 between roof slope RF7B and RF13. 2no. intersecting pitched lead lined valley gutters to RF6. RF7-VGUT.03 to roof slope RF7C and RF7-VGUT.04 to roof slope RF7D. 2no. intersecting pitched lead lined valley gutters to each of the 5no. dormers. Lead lined secret gutters to abutment with inside face of gable. RF7-SGUT.01 to roof slope RF7A and RF7-SGUT.02 to roof slope RF7D.	1no. outlet RF7-OUT.01 in valley gutter RF7-VGUT.01. 1no. Outlet RF7-OUT.02 in valley gutter RF7-VGUT.03.	Roof Features and Chimneys • Cracks present on some panes of glass to patent glazing on RF7-PG.03. • Algae and lichen on all patent glazing, staining on associated leadwork coverings. • Discolouration /weathering in areas on RF7-VENT.01 and RF7-VENT.02. • Possible water ingress from RF7-VENT.01, TBC on site following further investigation. • Existing fall arrest lanyard system and register of previous inspections to be reviewed to ensure it complies with current regulations and is safe to operate. Dormer Windows • Damaged finish to all timber dormer window frames. • Some evidence of wood rot / decay to the exterior of all timber window frames. • Slipped and displaced tiles on all dormers, creating gaps between tiles. • Isolated / localised individual slipped or displaced hip tiles on all dormers, with gaps between tiles and moss in hip tile joints. Roof Coverings • Isolated / localised individual slipped, displaced, or damaged tiles on all roof slopes (particularly around patent glazing, vents along ridge, and by valley gutters), creating gaps between tiles. • Damaged and uneven ridge tiles along all of RF7, with open mortar joints and moss in most ridge tile joints. • Isolated / localised individual slipped or displaced hip tiles between roof slope RF7B and slopes RF7A & RF7C, with gaps between tiles and moss in hip tile joints. Parapet and Valley Gutters • Standing water in valley gutters RF7-VGUT.01 & RF7-VGUT.02. • Algae and signs of standing water in valley gutter RF7-VGUT.03. • Some lifting lead flashings and upstands along valley gutter RF7-VGUT.01. • Wrinkled and bubbling asphalt finish to all valley gutters. • Defects in intersecting pitched lead lined valley gutters to RF6. Rainwater Discharge Outlets and Eaves Gutters • Outlet RF7-OUT.01 appears to sit higher than the finish level of valley gutter RF7-VGUT.01, so the eaves gutter retains water. • Outlet size in valley gutter RF7-VGUT.03 is visually concealed, and therefore unknown. Parapet Walls and Coped Gables • Open / defective mortar joints between terracotta copings, moss in lower joints. • Some cracked / damaged terracotta coping stones along coped gables. • Delamination / spalling present on terracotta stones on finials. • Lifting / warped lead flashings along secret gutters. Plant and Services • Service duct RF7-PLANT.01 to RF8 has remedial waterproofing tape. Internal Features and Insulation • Loose insulation laid over floor, some rolls have become displaced / lifted.	1. Roof Features and Chimneys - Remove all existing leadwork dressings / flashings over existing patent glazing. - Remove all existing glass panes and associated metal frames to the existing patent glazing system. Inspect existing retained historic structure around structural opening. - Repair / replace existing structure to rooflight to SE specification. - Install new heritage style frames and new double or triple glazed patent glazing system in existing opening. - Install new lead waterproofing over new heritage style patent glazing system. - Inspect existing metal vents at high level to determine the nature of the discolouration. - Vents to be left in their natural state, check for surface level corrosion, weakening, and loose fixings. - Specialist to inspect existing lightning protection system and review installation / testing certificates to ensure it is in accordance with current standards and regulations. - Locally remove the existing lightning protection system where required to undertake works to the roof, and refix existing system / replace with new system when roof works are finished. Ensure there is a sufficient bond between lightning protection system and all metalwork on roof in accordance to specialists recommendations. - Review existing fall arrest system to ensure it complies with current British Standards. 2. Dormer Windows - Remove all existing flaking paint finish back to timber. - Remove areas of rotten timber sections back to sound timber. - Fill / piece in new timbers to match existing wood type on a like for like basis. - Apply stained / oiled finish to all new timbers and to existing exposed timbers, to match existing. - Remove loose, displaced, or damaged hip tiles on all dormers and set aside salvagable tiles for reuse. - Remove and relay salvagable slipped or displaced clay roof tiles, and replace damaged tiles with new clay hip tiles on a like for like basis. - Rebed existing salvagable hip tiles using lime mortar, and replace damaged tiles with new hip tiles on a like for like basis. 3. Roof Coverings - Remove all existing ridge tiles and associated mortar, set salvagable ridge tiles aside for reuse. - Remove loose, displaced, or damaged hip tiles and set aside salvagable tiles for reuse. - Remove and relay all salvagable slipped or displaced clay roof tiles, and replace damaged tiles with new clay tiles to match existing on a like for like basis. - Rebed existing salvagable hip tiles using lime mortar, and replace damaged tiles with new hip tiles to match existing on a like for like basis. - Rebed existing salvagable ridge tiles using lime mortar, and replace damaged tiles with new ridge tiles to match existing on a like for like basis. 4. Parapet and Valley Gutters - Remove all existing asphalt valley gutter coverings, asphalt upstands, and lead flashings to valley gutters RF7-VGUT.01 and RF7-VGUT.02. - Remove existing decking for valley gutters RF7-VGUT.01 and RF7-VGUT.02. Inspect structure and gutter detail below. - Repair / replace structure below to SE specification. Opportunity to install insulation between or over roof structure to assist with the decarbonisation of the building. - Reconfigure existing valley gutter formations for valley gutters RF7-VGUT.01 and RF7-VGUT.02 to improve drainage and to reduce the likelihood of standing water within the gutter. - Supply and fix new coverings over valley gutters RF7-VGUT.01 and RF7-VGUT.02. - Supply and install new upstands and flashings around valley gutters RF7-VGUT.01 and RF7-VGUT.02. - Remove and replace existing intersecting pitched lead lined valley gutters RF7-VGUT.03 and RF7-VGUT.04 to RF6. 5. Rainwater Discharge Outlets and Eaves Gutters - Confirm diameter of outlet RF7-OUT.01 in valley gutter RF7-VGUT.03 is sufficient. - Conduct CCTV survey of both outlets and associated discharge pipework to ground. - Ensure levels of the outlets are below the level of the new gutters to avoid standing water. - Investigate possibility of creating new additional outlets in valley gutters to increase rainwater drainage. 6. Parapet Walls and Coped Gables - Remove and replace individual damaged / defective bricks to match existing on a like for like basis, rebed and repoint. - Rebed and repoint all loose bricks. - Rake and repoint open / defective mortar joints for brickwork and terracotta along coped gables. - Remove and replace cracked / damaged / delaminated coping stones to match existing on a like for like basis, rebed and repoint. - Remove and replace all defective lead flashings to secret gutters RF7-SGUT.01 and RF7-SGUT.02. - Remove all moss / vegetation and clean existing brickwork and terracotta bricks. 7. Plant and Services - All existing plant and ducting to be temporarily removed to enable roof works. - Remove existing damaged waterproof sheathing and remedial waterproofing measures to plant ducting. - Install new waterproof sheathing systems to existing plant ducting. 8. Internal Features and Insulation - Relay existing displaced / lifted insulation rolls* * Decarbonisation - possible replacement of insulation (details TBC by others).

This conditions schedule is to be used to denote the current condition of the roof, and to provide an overview of the possible remedial works required. This schedule is not to be used as a specification for undertaking any works.

Hazardous materials survey will be required before works commence to determine the presence of materials such as asbestos, lead, and mould etc.

Job No. 997

ROOF RF8

PLANNING ISSUE

Job Title. Reading Town Hall
Project. Phase B: Roofs RF7-RF23
Sheet No. 997-SCH.RF7-PL00
Date: 20th March 2026
Co-ordinated Docs: 997-015-Existing Roof Plan, 997-058-Existing Individual Roof Plan RF8, 997-108-Photosheet Of Existing Roof RF8

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
• Double pitch roof to west end. • Gable to east end. • Flat roof to east end.	Plain clay tiles, clay saddleback crested ridge tiles (pitched roof). Mineral felt / single ply membrane (flat roof).	Lead flashings around roof lantern RF8-RFL.01, flat roof, access door, and service penetrations RF8-PLANT.01 and RF8-PLANT.02. Mineral felt / single ply membrane upstand around smoke vent RF8-RFL.02. Lead upstand from RF11 flat roof.	Pitched roof lantern RF8-RFL.01, consisting of single glazed Georgian wired glass and a modern aluminium frame with lead dressings / flashings over. Historic flat timber framed ceiling glazing below modern pitched / hipped roof lantern RF8-RFL.01. Modern glazed domed smoke vent RF8-RFL.02 in flat roof.	None.	No external plant machinery. Internal plant and ducting located in roof void for internal spaces below. 1no. service duct RF8-PLANT.01 along RF8 eaves gutter RF8-EGUT.01, 1no. service duct RF8-PLANT.02 to RF7, 1no. service duct RF8-PLANT.03 to RF10.	External uPVC door and lead surround with a 3 bay lead flat roof, accessed from RF11. Provides access to areas under tiled pitched roof and to historic flat rooflight under modern pitched roof lantern RF8-RFL.01. Additionally provides access to roof space below RF9.	2no. cast aluminium eaves gutters. RF8-EGUT.01 between roof slope RF8A & RF8C and RF11, RF8-EGUT.02 between roof slope RF8B & RF8D and RF7.	1no. outlet RF8-OUT.01 in eaves gutter RF8-EGUT.02 which drains to RF7-VGUT.01 valley gutter. 1no. outlet RF13-OUT.02 to eaves gutter RF8-EGUT.01, which drains to outlet RF11-OUT.02.	Roof Features and Chimneys • Single glazed roof lantern RF8-RFL.01 offering limited thermal insulation. • Some cracked glass panes to roof lantern slope RF8D. • Likely single or older double glazed smoke vent RF8-RFL.02, offering limited thermal insulation and showing signs of water ingress. • External access door hatch's leadwork generally good condition, flashings under tiles to be inspected. • Existing uPVC external access door likely offers limited thermal insulation. • Existing fall arrest lanyard system and register of previous inspections to be reviewed to ensure it complies with current regulations and is safe to operate. Roof Coverings • Isolated slipped, displaced, or damaged tiles (particularly around access doors, service penetrations, and eaves gutters), creating gaps between tiles. • Moss, algae, and lichen present on roof tiles, particularly around typical rainwater drainage routes. • Damaged and uneven ridge tiles with open mortar joints along all of RF8, with moss in majority of ridge tile joints. • Defective upstands with open joints to tiled roof slope RF8A from RF11, low height upstand to tiled roof slope RF8A. • Standing water across areas of the flat roof mineral felt covering. • Flat roof felt covering is lifting, particularly around upstands. Rainwater Discharge Outlets and Eaves Gutters • Standing rainwater along the full length of eaves gutters RF8-EGUT.01 and RF8-EGUT.02. • Eaves gutter outlets RF8-OUT.01 and RF13-OUT.01 appear to sit higher than the finish level of the eaves gutters, so the eaves gutters retain water. • Some algae growth on eaves gutter RF8-EGUT.01 around the external access door hatch. Plant and Services • Service duct RF8-PLANT.02 to RF7 has remedial waterproofing tape, condition to be confirmed. Internal Features and Insulation • Some loose insulation displaced from eaves and placed over boarded floor.	1 (Option A). Roof Features and Chimneys (Conservation Improvements) i. Locally remove existing leadwork dressings / flashings over existing roof lantern RF8-RFL.01 and leadwork cover flashings to flat roof. ii. Remove existing cracked / damaged glass panes. Inspect associated retained roof lantern structure. iii. Ensure kerb heights and associated upstands and waterproofing are min. 150mm above the finish level of the highest point of the flat roof and eaves gutters. iv. Repair / replace existing structure to SE specification and increase kerb heights if required. v. Install new glass panes in existing retained / repaired structure, to match existing on a like for like basis. vi. Refix existing / install new lead dressings / flashings over replaced glass panes and refix existing / install new leadwork cover flashings to flat roof. vii. Repair existing retained historic ceiling glazing located under roof lantern RF8-RFL.01 where necessary. viii. Ensure kerb heights and associated upstands and waterproofing to RF8-RFL.02 are min. 150mm above the finish level of the highest point of the flat roof. Increase kerb heights if required. ix. Review existing fall arrest system to ensure it complies with current British Standards. 1 (Option B). Roof Features and Chimneys (Fabric Improvements - Decarbonisation) i. Remove all existing leadwork dressings / flashings over existing roof lantern RF8-RFL.01 and leadwork cover flashings to flat roof. ii. Remove all existing glass panes and associated frames. Inspect existing retained roof lantern structure. iii. Ensure kerb heights and associated upstands and waterproofing are min. 150mm above the finish level of the highest point of the flat roof and eaves gutters. iv. Repair / replace existing structure to SE specification and increase kerb heights if required. v. Install new heritage style frames and a new double or triple glazed roof lantern system in existing retained / repaired structure. vi. Install new lead dressings / flashings over new heritage style roof lantern system and new leadwork cover flashings to flat roof. vii. Repair existing retained historic ceiling glazing located under roof lantern RF8-RFL.01 where necessary. viii. Remove existing single or older double glazed smoke vent RF8-RFL.02. Inspect existing retained structure. ix. Ensure kerb heights and associated upstands and waterproofing are min. 150mm above the finish level of the highest point of the flat roof. x. Repair / replace existing structure to SE specification and increase kerb heights if required. xi. Install new double or triple glazed smoke vent on existing retained / repaired structure. xii. Review existing fall arrest system to ensure it complies with current British Standards. 3. Roof Coverings i. Remove existing ridge tiles and associated mortar, set salvagable ridge tiles aside for reuse. ii. Remove and relay salvagable slipped or displaced clay roof tiles, and replace damaged tiles with new clay tiles to match existing on a like for like basis. iii. Rebed existing salvagable ridge tiles using lime mortar, and replace damaged tiles with new ridge tiles to match existing on a like for like basis. iv. Clean existing retained roof tiles to remove all moss and algae. v. Remove defective upstands and cover flashings below roof slopes RF8A and RF8B. Inspect existing structure below, repair / replace to SE specification following inspection. vi. Install new upstands and cover flashings below roof slopes RF8A and RF8B. vii. Remove all existing mineral felt flat roof covering and associated felt upstands and lead cover flashings. Inspect timber deck below. viii. Remove defective timber deck and inspect timber joists below. ix. Repair / replace timber joists to SE specification after inspection. x. Supply and install new insulation between and over timber joists to specialist's recommendation. xi. Supply and install new timber deck to SE specification, with an increased fall to reduce standing water on the flat roof. xii. Install new waterproof roof covering system over new timber deck. xiii. Install new upstands and cover flashings where existing have been removed. Refix existing retained upstands and cover flashings where required. 5. Rainwater Discharge Outlets and Eaves Gutters i. Confirm diameter of outlets RF8-OUT.01 in eaves gutter RF8-EGUT.02 and RF13-OUT.02 to eaves gutter RF8-EGUT.01 are sufficient. ii. Conduct CCTV survey of both outlets and associated discharge pipework to ground. iii. Remove and either replace or clean and refix existing eaves gutters, installed with greater falls to improve drainage and to reduce the likelihood of standing water within the gutter. iv. Ensure level of eaves gutter outlets RF8-OUT.01 and RF13-OUT.02 are below the level of the replaced/refixed gutters to avoid standing water. v. Investigate possibility of creating new additional outlets in eaves gutter RF8-EGUT.02 to drain to RF7-VGUT.01 to increase rainwater drainage. 7. Plant and Services i. All existing plant and ducting to be temporarily removed where necessary to enable roof works. ii. Remove existing damaged waterproof sheathing and remedial waterproofing measures to plant ducting. iii. Install new waterproof sheathing systems to existing plant ducting. 8. Internal Features and Insulation i. Relay existing displaced / lifted insulation rolls* * Decarbonisation - possible replacement of insulation (details TBC by others).

This conditions schedule is to be used to denote the current condition of the roof, and to provide an overview of the possible remedial works required. This schedule is not to be used as a specification for undertaking any works.

Hazardous materials survey will be required before works commence to determine the presence of materials such as asbestos, lead, and mould etc.

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Date: 20th March 2026
Co-ordinated Docs: 997-015-Existing Roof Plan, 997-059-Existing Individual Roof Plan RF9, 997-109-Photosheet Of Existing Roof RF9

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
• Pitched and hipped turret roof.	Plain clay tiles, mitred cut hips, terracotta copings to parapet RF9-PAR.01.	Asphalt upstands and associated lead cover flashings to valley gutter RF9-VGUT.01. Lead upstands and associated cover flashings to intersecting pitched valley gutters RF9-VGUT.02 and RF9-VGUT.03 to RF8. Lead upstands and associated cover flashings to parapet gutter RF9-PGUT.01. Lead upstand from RF11 flat roof.	None.	Iron finials and decorative copper apex capping. Existing lightning conductor tape across roof covering, eaves gutters, parapet wall, and bonded to iron finial.	None.	Accessed internally from roof void under RF8.	4no. cast aluminium eaves gutters. RF9-EGUT.01 serving roof slope RF9D, RF9-EGUT.02 serving roof slope RF9E, RF9-EGUT.03 serving roof slope RF9F, and RF9-EGUT.04 serving roof slope RF9G and parapet gutter RF9-PGUT.01. 1no. lead lined parapet gutter RF9-PGUT.01 between roof slope RF9G and parapet wall RF9-PAR.01. 2no. intersecting pitched lead lined valley gutters RF9-VGUT.01 and RF9-VGUT.02 to RF8. 1no. valley gutter with asphalt covering between parapet wall RF9-PAR.01 and RF10.	None.	Roof Features and Chimneys • Corrosion and discolouration to iron finial. Copper patination to ridge capping. Roof Coverings • Isolated slipped, displaced, or damaged clay tiles (particularly around eaves gutters and upper parts of the roof coverings), creating gaps between tiles. • Moss present on roof tiles, particularly around typical rainwater drainage routes. • Hip tiles to the lower part of hips are slipped and displaced, evident gaps between roof tiles. Parapet and Valley Gutters • Algae and signs of standing water in valley gutter RF9-VGUT.01 and parapet gutter RF9-PGUT.01. • Cracking, slumping, and wrinkled asphalt covering to valley gutter RF9-VGUT.01. Edges have become damaged and fragments of asphalt valley gutter covering are missing. • Gaps between valley gutter RF9-VGUT.01 and associated lead flashings. • Defects in intersecting pitched lead lined valley gutters to RF9-VGUT.02, and RF9-VGUT.03. • Minor moss and debris within valley gutters RF9-VGUT.01, RF9-VGUT.02, and RF9-VGUT.03, and parapet gutter RF9-PGUT.01. • Staining along all leadwork dressings associated with the valley and parapet gutters. Rainwater Discharge Outlets and Eaves Gutters • Major moss, debris, and vegetation growth in all eaves gutters. • Standing rainwater along the full length of all eaves gutters. • Isolated / localised individual roof tiles have slipped into eaves gutter RF9-EGUT.01 and may be restricting the discharge of water from the eaves gutters. • The falls of all eaves gutters for RF9 may be insufficient, the same for the associated RF8 eaves gutter RF8-EGUT.02, so they retain water. Parapet Walls and Coped Gables • Damaged / defective bricks to brickwork along parapet wall RF9-PAR.01, above parapet gutter RF9-PGUT.01. • Isolated open / defective mortar joints along brickwork section of parapet wall RF9-PAR.01. • Open / defective mortar joints between copings along parapet wall RF9-PAR.01, moss in joints. • Loose lead flashing on parapet wall RF9-PAR.01 to valley gutter RF9-due to failed mortar pointing. • Defective asphalt upstand to parapet wall RF9-PAR.01 from valley gutter RF9-VGUT.01, showing signs of slumping and splitting. Full condition of upstand is currently unknown as it is concealed by the associated lead flashings. Internal Features and Insulation • Loose insulation laid over floor, some rolls have become displaced / lifted. • Missing insulation between floor joists in roof space. • Loose debris across floor in roof space.	1. Roof Features and Chimneys i. Inspect existing iron finial and copper capping at high level to determine the extent of corrosion, patination, and general condition. ii. Specialist to inspect existing lightning protection system and review installation / testing certificates to ensure it is in accordance with current standards and regulations. iii. Locally remove the existing lightning protection system where required to undertake works to the roof, and refix existing system / replace with new system when roof works are finished. Ensure there is a sufficient bond between lightning protection system and all metalwork on roof in accordance to specialists recommendations. iv. Refix existing lightning conductor tape to roof covering. 3. Roof Coverings i. Remove and relay salvagable slipped or displaced clay roof tiles, and replace damaged tiles with new clay tiles to match existing on a like for like basis. ii. Remove and relay salvagable slipped or displaced hip tiles, and replace damaged hip tiles with new hip tiles to match existing on a like for like basis. iii. Check condition of mitred / cut hip tiles along with flashing below and report. iv. Clean existing retained roof tiles to remove heavy moss. 4. Parapet and Valley Gutters i. Remove existing asphalt valley gutter covering, asphalt upstands, and lead flashings to valley gutter RF9-VGUT.01. ii. Remove existing decking for valley gutter RF9-VGUT.01. Inspect structure and gutter details below. iii. Repair / replace structures below to SE specification. Opportunity to install insulation between or over roof structure to assist with the decarbonisation of the building. iv. Reconfigure existing valley gutter formation for valley gutter RF9-VGUT.01 to improve drainage and to reduce the likelihood of standing water within the gutter. v. Supply and fix new linings / coverings over valley gutter RF9-VGUT.01. vi. Supply and install new upstands and flashings around valley gutter RF9-VGUT.01. vii. Refix or remove and replace existing lead cover flashings to valley gutters RF9-VGUT.01 and RF9-VGUT.02. Locally repair any minor defects. viii. Remove all debris from valley gutters RF9-VGUT.01 and RF9-VGUT.02. ix. Clean all retained leadwork dressings. 5. Rainwater Discharge Outlets and Eaves Gutters i. Retain existing cast aluminium eaves gutters and inspect at high level to determine condition. ii. Undertake isolated repairs to ensure all joints are watertight. iii. Remove rust corrosion from all surfaces and treat. iv. Repaint all previously painted rainwater goods. 6. Parapet Walls and Coped Gables i. Remove and replace individual damaged / defective bricks along parapet wall RF9-PAR.01 to match existing on a like for like basis, rebed and repoint. ii. Rebed and repoint all loose bricks. iii. Rake and repoint open / defective mortar joints for brickwork and copings along parapet wall RF9-PAR.01. vi. Remove all moss and algae and clean existing brickwork. 8. Internal Features and Insulation i. Relay existing displaced / lifted insulation* ii. Supply and install new insulation between joists to replace missing insulation* * Decarbonisation - possible replacement of insulation (details TBC by others). iii. Remove and cart away loose debris in roof space.

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Job No. 997

ROOF RF10

PLANNING ISSUE

Job Title. Reading Town Hall
Project. Phase B: Roofs RF7-RF23
Sheet No. 997-SCH.RF7-PL00
Date: 20th March 2026
Co-ordinated Docs: 997-015-Existing Roof Plan, 997-060-Existing Individual Roof Plan RF10, 997-110-Photosheet Of Existing Roof RF10

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
• Pitched and hipped roof to tower.	Plain clay tiles, mitred cut hips, terracotta copings to gables with moulded finials to apex, loose rubber matting laid over asphalt flat roof covering.	Asphalt upstands and associated lead cover flashings to valley gutter and all patent glazing.	3no. Georgian wired single glazed patent glazing. RF10-PG.01 located on roof slope RF10G, RF10-PG.02 located on roof slope RF10H, and RF10-PG.03 located on roof slope RF10A.	Iron finials with decorative cresting and decorative lead ridge capping. Existing lightning conductor tape fed through lead rainwater channels and bonded to associated leadwork dressings. Not bonded to iron finials. Fall arrest bolt eyes installed along parapet wall RF11-PAR.01 and continue to roof slope RF10G.	Internal plant ducting from room below, ducting exiting through patent glazing RF10-PG.01. External ducting connecting to plant RF11-PLANT.01.	External uPVC door on roof slope RF10B (into roof void).	8no. intersecting pitched lead lined valley gutters between dormer roofs and the main roof. 3no. internal rainwater channels draining rainwater from spaces between dormer roofs.	None.	Roof Features and Chimneys • Corrosion and discolouration to iron finials and cresting. Lead patination to ridge capping. • Cracked and shattered glass panes to patent glazing RF10-PG.03. • Existing lightning protection system is not bonded to iron finials or the decorative ridge capping. • Existing fall arrest system bolt eyes and register of previous inspections to be reviewed to ensure they comply with current regulations and are safe to operate. Roof Coverings • Isolated slipped, displaced, or damaged clay tiles (particularly around eaves and hips), creating gaps between tiles. • Uneven eaves tiles and disconnected lead flashings below. • Lead flashings below mitred hip tiles is locally visible where roof tiles are slipped or missing. • Hip tiles to the lower part of hips are slipped and displaced, evident gaps between roof tiles. • Uneven crested ridge tiles with open mortar joints along all dormer roofs, with moss in majority of ridge tile joints. • Moss and algae present on roof tiles, particularly around typical rainwater drainage routes. • Displaced / uneven rubber matting along surface of flat roof, with splits in flat roof covering. • Cracked / slumped asphalt flat roof covering and upstands to patent glazing. • Moss growth on flat roof coverings. Parapet and Valley Gutters • Possible defects in all intersecting pitched lead lined valley gutters. Not evident from photographs, further high level inspections required. Rainwater Discharge Outlets and Eaves Gutters • Condition of internal rainwater channels is unknown, TBC on site. • Lead flashings surrounding all internal rainwater channels are defective and lifting, showing signs of possible water ingress. • Standing water and debris located on the leadwork dressings below the internal rainwater channel outlets. • Evident staining to the underside of the timber boxing located inside the roof space of RF10, possible leaks from internal rainwater channels. Parapet Walls and Coped Gables • Open / defective mortar joints between terracotta copings along all coped gables, moss between joints. • Lead flashings to inside face of coped gables are defective and lifting, evidence of remedial works. • Staining to all terracotta copings and finials. Internal Features and Insulation • Loose insulation laid over floor, some rolls have become displaced / lifted. • Missing insulation over floor joists in roof space, creating openings to void below. • Loose debris and spare materials across floor in roof space. • Damaged and missing timber panelling around structure. • Staining and wood rot to timber structure and panelling, showing signs of possible water ingress from defective intersecting pitched lead lined valley gutters directly above.	1. Roof Features and Chimneys i. Inspect existing iron finials and cresting along with lead capping to ridge at high level to determine the extent of corrosion, patination, and general condition. ii. Temporarily remove existing leadwork dressings / flashings around damaged glass panes in patent glazing RF10-PG.03. iii. Remove existing cracked / damaged glass panes to patent glazing RF10-PG.03 and replace to match existing on a like for like basis. iv. Refix retained leadwork dressings / flashings over new glass panes. v. Specialist to inspect existing lightning protection system and review installation / testing certificates to ensure it is in accordance with current standards and regulations. vi. Locally remove the existing lightning protection system where required to undertake works to the roof, and refix existing system / replace with new system when roof works are finished. Ensure there is a sufficient bond between lightning protection system and all metalwork on roof in accordance to specialists recommendations. vii. Review existing fall arrest system to ensure it complies with current British Standards. viii. Clean and inspect gablets at high level for defects. iv. Install additional bird prevention measures to gablets. 3. Roof Coverings i. Remove all existing ridge tiles and associated mortar, set salvagable ridge tiles aside for reuse. ii. Remove and relay salvagable slipped or displaced clay roof tiles, and replace damaged tiles with new clay tiles to match existing on a like for like basis. iii. Remove and relay salvagable slipped or displaced hip tiles, and replace damaged hip tiles with new hip tiles to match existing on a like for like basis. iv. Check condition of mitred / cut hip tiles at top of roof RF10 along with flashing below and report. v. Remove and replace lead tilt fillet, relay clay tiles along eaves and refix / replce loose lead flashings below. vi. Rebed existing salvagable ridge tiles using lime mortar, and replace damaged tiles with new ridge tiles to match existing on a like for like basis. vii. Clean existing retained roof tiles to remove heavy moss growth. viii. Remove all loose rubber matting and insulation to the flat roof. ix. Remove defective upstands and flashings. x. Remove all existing asphalt flat roof coverings and inspect timber deck below. xi. Remove defective timber deck and inspect timber joists below. xii. Repair / replace timber joists to SE specification after inspection. Opportunity to install insulation between or over roof structure to assist with the decarbonisation of the building. xiii. Supply and install new timber deck to SE specification. xiv. Install new flat roof covering over new timber deck. xv. Install new upstands and flashings where existing have been removed. Refix exisiting retained upstands and flashings where required. 4. Parapet and Valley Gutters i. Refix or remove and replace existing lead cover flashings to secret gutters RF18-SGUT.01 and RF18-SGUT.02. Locally repair any minor defects. ii. Clean all retained leadwork dressings. 5. Rainwater Discharge Outlets and Eaves Gutters i. Inspect condition of internal rainwater channels on site and remove all debris. Open up internal timber boxing located in RF10 roof space to access internal rainwater channels, and inspect external rainwater channels at high level. ii. Remove and replace defective / lifting lead flashings around internal rainwater channels, ensuring falls are suitable to allow for sufficient rainwater drainage. iii. Inspect the associated timber boxing inside the roof space of RF10 and investigate the possibility of internal leaks. iv. Repair any evident leaks and replace timber boxing to internal rainwater channels where required, refinish to match existing. 6. Parapet Walls and Coped Gables i. Remove heavy moss growth from all coped gables. ii. Rake and repoint open / defective mortar joints between terracotta copings along all coped gables. iii. Remove and replace all defective lead flashings to the inner face of all coped gables. iv. Remove staining from all terracotta copings and finials. 8. Internal Features and Insulation i. Relay existing displaced / lifted insulation* ii. Supply and install new insulation over joists to replace missing insulation* * Decarbonisation - possible replacement of insulation (details TBC by others). iii. Remove and cart away loose debris and spare materials in roof space. iv. Remove all damaged or rotting timber panels and inspect existing timber structure behind. v. Repair / replace timber joists to SE specification after inspection. vi. Install new timber panelling over repaired structure and finish to match existing.

This conditions schedule is to be used to denote the current condition of the roof, and to provide an overview of the possible remedial works required. This schedule is not to be used as a specification for undertaking any works.

Hazardous materials survey will be required before works commence to determine the presence of materials such as asbestos, lead, and mould etc.

Job No. 997

ROOF RF11

PLANNING ISSUE

Job Title. Reading Town Hall
Project. Phase B: Roofs RF7-RF23
Sheet No. 997-SCH.RF7-PL00
Date: 20th March 2026
Co-ordinated Docs: 997-015-Existing Roof Plan, 997-061-Existing Individual Roof Plan RF11, 997-111-Photosheet Of Existing Roof RF11

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
• Flat roof.	Loose rubber matting laid over asphalt flat roof covering.	Asphalt upstands to roof lantern, with lead cover flashings over. Asphalt upstands and associated lead cover flashings to parapet gutter.	Single glazed double pitched roof lantern RF11-RFL.01 with full hips on the east and west ends. RF11-RFL.01 consists of Georgian wired glass and a modern aluminium glazing systm supported on a historic roof lantern structure. Existing lightning conductor tape across all parapets and finials of RF11. • Glazed pitched / hipped roof lantern. Georgian wired single glazing.	Access steps from flat section of roof to high level walkway over RF13.	External plant / ducts located along the north parapet and spanning the length of the roof. Services connected to space below RF14. 1no. service duct running to RF11. 8no. Service ducts from flat roof into roof lantern and spaces below.	Accessed from external high level walkway, removable louvres to access roof lantern void.	Parapet gutter along north side of roof. Flat roof section providing rainwater runoff for the south side of roof.	1no. outlet (RF11-OUT.01) in north parapet gutter (east end) to drainage pipe through parapet / external wall, discharging into external rainwater downpipe on external elevation. 1no. outlet RF11-OUT.02 for flat roof section on the south side of the roof (east end) to internal rainwater downpipe in museum atrium TBC.	Roof Features and Chimneys • Single glazed roof lantern offering limited thermal insulation. • Many cracked glass panes to roof lantern (particuarily vertical panes), and loose louvres along the length of the roof lantern. • Possible asbestos material located within roof lantern, TBC by asbestos survey. • Cracked and slumping asphalt upstands to roof lantern, low upstand height above roof covering. • Existing fall arrest lanyard system and register of previous inspections to be reviewed to ensure it complies with current regulations and is safe to operate. Roof Coverings • Displaced / uneven rubber matting along surface of flat roof (particularly along ridge). • Cracked / slumped asphalt flat roof covering / gutter lining (particularly around roof lantern). • Exposed timber deck below displaying signs of damage due to water ingress. • Moss growth on roof coverings. Parapet and Valley Gutters • Standing water in north parapet gutter. • Defective asphalt covering to north parapet gutter. • Excess moss blocking the south valley gutter, some moss along the north parapet gutter. • Lead flashing to north parapet gutter has become detached from the parapet wall, with failed mortar joints along the length of the wall. Rainwater Discharge Outlets and Eaves Gutters • Minor debris over both the north parapet gutter outlet and the south valley gutter outlet. • North parapet gutter outlet appears to sit higher than the finish level of the parapet gutter. • Damaged / split roof covering around the south flat roof outlet. Parapet Walls and Coped Gables • Open / defective mortar joints along brickwork section of parapet wall. • Damaged / defective bricks along brickwork section of parapet wall. • Some open / defective mortar joints along terracotta section of parapet wall. • Open / defective mortar joints between terracotta coping stones. Some loose terracotta coping stones with open / defective mortar joints below. • Some cracked / damaged terracotta coping stones along parapet. Plant and Services • Damaged / warped plant cover with gaps throughout, standing water on plant cover. • No upstands or waterproofing between plant and roof lantern. • Minimal available drainage between plant and roof lantern. • Plant restricts rainwater drainage to outlets.	1. Roof Features and Chimneys i. Existing damaged singe glazed roof lantern to be fully removed. ii. Kerb height to be increased to ensure upstands and waterproofing are min. 150mm above the finish level of the highest point of the flat roof. iii. New double or triple glazed roof lantern with integrated solar and UV protection to be fitted, with sufficiently insulated access panel to gain access to the internal void. iv. New upstands and flashings installed to base of roof lantern. v. Review existing fall arrest system to ensure it complies with current British Standards. 3. Roof Coverings i. Remove all loose rubber matting to the flat roof. ii. Remove defective upstands and flashings. iii. Remove all existing bitumen / asphalt flat roof covering and inspect timber deck below. iv. Remove defective timber deck and inspect timber joists below. v. Repair / replace timber joists to SE specification after inspection. Opportunity to install insulation between or over roof structure to assist with the decarbonisation of the building. vi. Supply and install new timber deck to SE specification. vii. Install new waterproof roof covering over new timber deck. viii. Install new upstands and flashings where existing have been removed. Refix exsiting retained upstands and flashings where required. 4. Parapet and Valley Gutters i. Remove all existing valley gutter coverings, upstands, and flashings. ii. Remove existing decking for valley and parapet gutters. Inspect structure and gutter detail below. iii. Repair / replace structure below to SE specification after inspection. Opportunity to install insulation between or over roof structure to assist with the decarbonisation of the building. iv. Reconfigure existing parapet gutter formation to improve drainage and to reduce the likelihood of standing water within the gutter. v. Supply and fix new coverings over parapet gutters. vi. Supply and install new upstands and flashings around parapet and valley gutters. 5. Rainwater Discharge Outlets and Eaves Gutters i. Clear debris from both rainwater outlets, including associated discharge pipework. ii. Conduct CCTV survey of both outlets and associated discharge pipework to ground. iii. Ensure levels of the outlets are below the level of the new gutters to avoid standing water. iv. Invesitgate possibility of creating new outlets in parapet and valley gutters to enable sufficient rainwater drainage. 6. Parapet Walls and Coped Gables i. Remove and replace individual damaged / defective bricks to match existing on a like for like basis, rebed and repoint. ii. Rebed and repoint all loose bricks. iii. Rake and repoint open / defective mortar joints along brickwork and terracotta parapet walls. iv. Remove and replace cracked / damaged coping stones to match existing on a like for like basis, rebed and repoint. v. Rebed and repoint loose coping stones. vi. Remove all moss / vegetation and clean existing brickwork and terracotta bricks. 7. Plant and Services i. All existing plant and ducting to be temporarily removed to enable roof works. ii. Remove and replace damaged plant covers with new covers with appropriate falls, providing sufficient upstands to roof lantern. iii. Ensure roofs under plant have sufficient space to allow rainwater to drain to outlets.

This conditions schedule is to be used to denote the current condition of the roof, and to provide an overview of the possible remedial works required. This schedule is not to be used as a specification for undertaking any works.

Hazardous materials survey will be required before works commence to determine the presence of materials such as asbestos, lead, and mould etc.

Job No. 997

ROOF RF12

PLANNING ISSUE

Job Title. Reading Town Hall
Project. Phase B: Roofs RF7-RF23
Sheet No. 997-SCH.RF7-PL00
Date: 20th March 2026
Co-ordinated Docs: 997-015-Existing Roof Plan, 997-062-Existing Individual Roof Plan RF12, 997-112-Photosheet Of Existing Roof RF12

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
• Flat roof. • Modern replacement decking and timber flat roof joists.	Assumed asphalt / bitument felt flat roof covering.	Asphalt / bitument upstands and associated lead cover flashings to the crenelated parapet.	1no. polycarbonate domed access rooflight RF12-RFL.01 in centre of flat roof.	Terracotta merlon and crenel copings over brickwork parapet wall RF12-PAR.01. Existing lightning conductor tape across parapet of RF12.	None.	Access to flat roof from domed rooflight RF12-RFL.01. Internal ladder providing access to rooflight from base of tower.	None.	1no. outlet RF12-OUT.01 in northeast corner of flat roof, draining to internal rainwater downpipe through tower, discharging onto RF15 flat roof. Previous (assumed) original terracotta chute and associated outlet have been blocked and are disused. Location of previous outlet is unknown and may have been concealed by 'modern' roof structure and deck.	Roof Features and Chimneys • Minimal upstands / kerb height to domed access rooflight. • Existing fall arrest lanyard system and register of previous inspections to be reviewed to ensure it complies with current regulations and is safe to operate. Roof Coverings • Aggregate and vegetation over assumed asphalt / bitumen flat roof covering, obscuring it from view. Condition of existing flat roof covering has not been inspected, assumed to have defects. • Roof covering completely covered by debris, vegetation, and moss. • Water marks / staining to underside of roof structure due to water ingress. Rainwater Discharge Outlets and Eaves Gutters • Existing outlet RF12-OUT.01 in flat roof fully blocked by debris. • Existing outlet RF12-OUT.01 in flat roof previously obscured by severe vegetation growth. • Assumed drainage pipework associated with RF12-OUT.01 is also partially blocked by debris. • Existing rainwater chute and associated outlet now inactive and redundant. Parapet Walls and Coped Gables • Open / defective mortar joints along brickwork sections of parapet RF12-PAR.01, with moss in open mortar joints. • Damaged / defective bricks along brickwork sections of parapet RF12-PAR.01. • Some cracked / damaged terracotta coping stones along parapet RF12-PAR.01. • Open / defective mortar joints between terracotta copings. • Lichen present over surface of existing brickwork and terracotta parapet RF12-PAR.01. • Defective lead flashings along parapet RF12-PAR.01 with gaps where flashings overlap. • Loose lead flashings due to failed mortar in joints to parapet RF12-PAR.01.	1a. Roof Features and Chimneys (Conservation Improvements) - Inspect existing retained rooflight RF12-RFL.01 and associated structure below. - Ensure kerb heights and associated upstands and waterproofing are min. 150mm above the finish level of the highest point of the flat roof. - Repair / replace existing structure to SE specification and increase kerb heights if required. - Specialist to inspect existing lightning protection system and review installation / testing certificates to ensure it is in accordance with current standards and regulations. - Locally remove the existing lightning protection system where required to undertake works to the roof, and refix existing system / replace with new system when roof works are finished. Ensure there is a sufficient bond between lightning protection system and all metalwork on roof in accordance to specialists recommendations. - Review existing fall arrest system to ensure it complies with current British Standards. 1b. Roof Features and Chimneys (Fabric Improvements) - Remove existing single or older double glazed rooflight RF12-RFL.01. Inspect existing retained rooflight structure. - Ensure kerb heights and associated upstands and waterproofing are min. 150mm above the finish level of the highest point of the flat roof. - Repair / replace existing structure to SE specification and increase kerb heights if required. - Install new double or triple glazed rooflight on existing retained / repaired structure. - Specialist to inspect existing lightning protection system and review installation / testing certificates to ensure it is in accordance with current standards and regulations. - Locally remove the existing lightning protection system where required to undertake works to the roof, and refix existing system / replace with new system when roof works are finished. Ensure there is a sufficient bond between lightning protection system and all metalwork on roof in accordance to specialists recommendations. - Review existing fall arrest system to ensure it complies with current British Standards. 3. Roof Coverings - Remove all loose gravel and vegetation growth from flat roof. - Inspect existing assumed asphalt / bitumen flat roof covering for defects. - If no defects / minor defects are found, retain existing flat roof covering and carry out localised repairs to any existing defects where necessary. - If major defects are found, remove all existing asphalt / bitumen flat roof covering and inspect timber deck below. - If timber deck is defective, remove defective timber deck and inspect timber joists below. - Repair / replace timber joists to SE specification after inspection. Opportunity to install insulation between or over roof structure to assist with the decarbonisation of the building. - Supply and install new timber deck to SE specification, if required, to appropriate falls to improve drainage and to reduce the likelihood of standing water. - Install new roof covering system over new timber deck. 5. Rainwater Discharge Outlets and Eaves Gutters - Clear debris and vegetation growth from flat roof outlet, check associated rainwater discharge pipework for debris. - Confirm diameter of outlet RF12-OUT.01 is sufficient. - Conduct CCTV survey of outlet and associated discharge pipework to RF15. - Investigate possibility / need to create a new outlet on opposite side to flat roof to increase rainwater drainage. 6. Parapet Walls and Coped Gables - Remove and replace individual damaged / defective bricks to match existing on a like for like basis, rebed and repoint. - Rake and repoint open / defective mortar joints between brickwork and terracotta along the parapet walls. - Remove and replace cracked / damaged coping stones to match existing on a like for like basis, rebed and repoint. - Remove all moss and clean existing brickwork and terracotta stonework. - Remove all defective lead flashings and inspect upstands below. Repair / replace upstands where required. - Install new flashings where existing have been removed. Refix exsiting retained upstands and flashings where required.

This conditions schedule is to be used to denote the current condition of the roof, and to provide an overview of the possible remedial works required. This schedule is not to be used as a specification for undertaking any works.

Hazardous materials survey will be required before works commence to determine the presence of materials such as asbestos, lead, and mould etc.

Job No. 997

ROOF RF13

PLANNING ISSUE

Job Title. Reading Town Hall
Project. Phase B: Roofs RF7-RF23
Sheet No. 997-SCH.RF7-PL00
Date: 20th March 2026
Co-ordinated Docs: 997-015-Existing Roof Plan, 997-063-Existing Individual Roof Plan RF13, 997-113-Photosheet Of Existing Roof RF13

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
• Glazed pitched roof lantern. • Full hip on north and south ends.	Leadwork dressings / flashings to cover roof lantern RF13-RFL.01.	Lead ridge and hip flashings along roof lantern RF13-RFL.01. Lead flashings to base of roof lantern RF13-RFL.01. Asphalt upstands and lead cover flashings to valley gutters RF13-VGUT.01, RF13-VGUT.02, and RF13-VGUT.03.	Double glazed roof lantern RF13-RFL.01, consisting of Georgian wired glass with surface applied solar film in a 'modern' aluminium glazing system, supported on a historic lantern structure (TBC on site).	Historic roof lantern structure below roof lantern RF13-RFL.01 (TBC on site).	1no. service duct RF8-PLANT.01 continuing from RF8 eaves gutter RF8-EGUT.01, along the eaves of roof slope RF13A.	around roof slopes RF13B, RF13C, and RF13D. Ladder from access walkway by roof slope RF13B, providing access to RF16 and RF17. No direct access onto / into roof lantern RF13-RFL.01 from above. Roof lantern RF13-RFL.01 accessed from balcony / atrium below.	1no. partial valley gutters with asphalt coverings. RF13-VGUT.01 between roof slope RF13A and RF12. 2no. full length valley gutters with asphalt coverings. RF13-VGUT.02 between roof slope RF13B and RF16 & RF17, RF13-VGUT.03 between RF13C and RF24. 1no. cast aluminium eaves gutter. RF13-EGUT.01 between roof slope RF13D and RF7. Rainwater runoff into RF8 eaves gutter RF8-EGUT.01 from roof slope RF13A.	1no. outlet RF13-OUT.01 in RF13-EGUT.01 which drains to RF24-VGUT.01 valley gutter. 1no. outlet RF13-OUT.02 in eaves gutter RF8-EGUT.01 which drains to RF11-OUT.02.	Roof Features and Chimneys • Older double glazed roof lantern RF13-RFL.01 offering limited thermal insulation. • Isolated possibly cracked glass panes to RF13-RFL.01, particularly to roof lantern slope RF13C. • Damaged, flaking, and part-removed solar film on all glass panes. Some remaining film to the bottom panes of RF13-RFL.01 has since begun to crack and disintegrate. • Lifting lead waterproof coverings and flashings to roof lantern. • Upstand heights between RF13-RFL.01 and surrounding valley gutters RF13-VGUT.01, RF13-VGUT.02, and RF13-VGUT.03 is limited. • Algae growth and staining to lower lead dressings / flashings to roof lantern RF13-RFL.01. • Algae / black mould growth between the underside of the glazed panes and the roof lantern structure / frame. • Existing fall arrest lanyard system and register of previous inspections to be reviewed to ensure it complies with current regulations and is safe to operate. Parapet and Valley Gutters • Standing water in valley gutters RF13-VGUT.01, RF13-VGUT.02, and RF13-VGUT.03. • Defective asphalt covering to valley gutters RF13-VGUT.01, RF13-VGUT.02, and RF13-VGUT.03, showing creasing and bubbling. • Open cracks and splits in the covering of valley gutter RF13-VGUT.01. • Lead cover flashing to valley gutter RF13-VGUT.01 is defective and is lifting. • Failed mortar joints along the length of the wall above the lead cover flashing to valley gutter RF13-VGUT.01. • Evidence of lifting lead cover flashings to valley gutter RF13-VGUT.03, • Signs of defective asphalt upstand to RF13-VGUT.03, full condition of upstand is currently unknown as it is concealed by the associated lead flashing. Rainwater Discharge Outlets and Eaves Gutters • Minor debris in eaves gutter RF13-EGUT.01 and by eaves gutter outlet RF13-OUT.01. • Leadwork dressings / flashings to the base of the roof lantern RF13-RFL.01 partially obscures outlet RF13-OUT.01, restricting rainwater drainage. • Outlet RF13-OUT.01 does not discharge directly down into the outlet in the valley gutter RF24-VGUT.14 below.	1 (Option A). Roof Features and Chimneys (Conservation Improvements) i. Inspect existing roof lantern RF13-RFL.01 to determine condition. If RF13-RFL.01 is to be retained, remove existing damaged solar film from all glass panes. ii. Temporarily remove localised existing leadwork dressings / flashings around cracked / damaged glass panes. iii. Remove existing cracked / damaged glass panes and replace to match existing on a like for like basis. iv. Refix retained leadwork dressings / flashings over new glass panes. v. Clean all retained glass panes and leadwork dressings / flashings to remove algae growth and staining. vi. Apply new solar and UV film onto all glass panes of roof lantern RF13-RFL.01. vii. Review existing fall arrest system to ensure it complies with current British Standards. 1 (Option B). Roof Features and Chimneys (Fabric Improvements - Decarbonisation) i. Inspect existing roof lantern RF13-RFL.01 to determine condition. If RF13-RFL.01 is to be replaced, remove existing leadwork dressings / flashings over existing double glazed lantern RF13-RFL.01 and leadwork cover flashings to valley and eaves gutters. ii. Remove existing double glazed Georgian wired panes and associated frames. Inspect existing retained roof lantern structure. iii. Ensure kerb heights and associated upstands and waterproofing are min. 150mm above the finish level of the highest point of valley gutters RF13-VGUT.01, RF13-VGUT.02, and RF13-VGUT.03 and eaves gutter RF13-EGUT.01. iv. Repair / replace existing structure to SE specification and increase kerb heights if required. v. Install new heritage style frames and a new double or triple glazed roof lantern with integrated solar and UV protection on existing retained / repaired structure. vi. Install new leadwork dressings / flashings over new heritage style roof lantern system and new leadwork cover flashings to valley gutters RF13-VGUT.01, RF13-VGUT.02, and RF13-VGUT.03 and eaves gutter RF13-EGUT.01. vii. Ensure new leadwork dressings / flashings do not obscure outlets RF13-OUT.01 or RF13-OUT.02. viii. Review existing fall arrest system to ensure it complies with current British Standards. 4. Parapet and Valley Gutters i. Remove all existing coverings, upstands, and cover flashings to valley gutters RF13-VGUT.01, RF13-VGUT.02, and RF13-VGUT.03. ii. Inspect structure and gutter detail below all existing valley gutters. iii. Repair / replace structure below to SE specification after inspection. Opportunity to install insulation between or over roof structure to assist with the decarbonisation of the building. iv. Reconfigure all existing valley gutter formations to improve drainage and to reduce the likelihood of standing water within the gutters. v. Supply and fix new waterproof coverings over all valley gutters. vi. Refix / install new upstands and cover flashings around all valley gutters. Repoint brickwork above cover flashings, particularly to RF13-VGUT.01. 5. Rainwater Discharge Outlets and Eaves Gutters i. Clear debris from eaves gutter RF13-EGUT.01, check associated rainwater outlet RF13-OUT.01 and discharge pipework for debris. ii. Confirm diameters of outlet RF13-OUT.01 in eaves gutter RF13-EGUT.01 and RF13-OUT.02 in RF8-EGUT.01 are sufficient. ii. Conduct CCTV survey of associated outlets and discharge pipework to ground. iii. Invesitgate possibility of creating new outlets in valley gutters to enable sufficient rainwater drainage. iv. Rework existing downpipe from outlet RF13-OUT.01 in eaves gutter RF13-EGUT.01 to discharge directly into the existing outlet in valley gutter RF24-VGUT.01 below.

This conditions schedule is to be used to denote the current condition of the roof, and to provide an overview of the possible remedial works required. This schedule is not to be used as a specification for undertaking any works.

Hazardous materials survey will be required before works commence to determine the presence of materials such as asbestos, lead, and mould etc.

Job No. 997

ROOF RF14

PLANNING ISSUE

Job Title. Reading Town Hall
Project. Phase B: Roofs RF7-RF23
Sheet No. 997-SCH.RF7-PL00
Date: 20th March 2026
Co-ordinated Docs: 997-015-Existing Roof Plan, 997-064-Existing Individual Roof Plan RF14, 997-114-Photosheet Of Existing Roof RF14

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
• Flat roof.	Asphalt flat roof covering, loose stones over asphalt, new localised insulated flat roof covering over part of the flat roof. Terracotta copings to parapet wall and coped gables with moulded terracotta finial to apex.	Asphalt upstands and associated lead cover flashings to parapet walls and chimneys. Bitumen felt (TBC on site) upstands and associated lead cover flashings to plant plinths.	None.	2no. brickwork chimneys with projecting brick courses and mortar flaunching. RF14-CH.01 to the west and RF14-CH.02 to the east. Existing lightning conductor tape across RF14-CH.01 and RF14-CH.02 and all parapet walls of RF14.	Mechanical plant unit RF14-PLANT.01 located to north of flat roof. Mechanical ductwork RF14-PLANT.02 located to south of flat roof, connecting to RF15. Associated pipework and ducting. RF14-PLANT.03 and RF14-PLANT.04 running across the flat roof.	Accessed from flat roof on RF15 via an external metal staircase.	2no. parapet gutters with asphalt coverings. RF14-PGUT.01 to the north of RF14, and RF14-PGUT.02 to the east of RF14.	1no. outlet RF14-OUT.01 in northeast corner of flat roof, draining to external rainwater downpipe, discharging into RF18 parapet gutter RF18-PGUT.01.	Roof Features and Chimneys • Open / defective mortar joints with loose / missing mortar to CH.01 and CH.02. • Damaged / defective and loose bricks to CH.01 and CH.02. • Lichen present over brickwork, projecting brick courses, and mortar flaunching on chimneys CH.01 and CH.02 • Existing fall arrest lanyard system and register of previous inspections to be reviewed to ensure it complies with current regulations and is safe to operate. Roof Coverings • Cracked and slumped asphalt flat roof covering, with signs of previous localised repairs. • Gaps in new insulated flat roof covering laid over existing asphalt flat roof covering. • Loose stones and gravel over asphalt flat roof covering, partially obscuring it from view. Full condition of existing asphalt flat roof covering has not been inspected, assumed to have defects. • Standing water across areas of the asphalt flat roof covering. • Moss and vegetation growth across flat roof coverings, around parapet flashings and joints in flat roof covering. Parapet and Valley Gutters • Standing water in parapet gutters RF14-PGUT.01 and RF14-PGUT.02. • Defective asphalt covering to parapet gutters RF14-PGUT.01 and RF14-PGUT.02, showing creasing, slumping, and blistering. • Open cracks and splits in the covering of parapet gutters RF14-PGUT.01 and RF14-PGUT.02. • Lead cover flashing to parapet gutters RF14-PGUT.01 and RF14-PGUT.02 are defective and lifting. • Warped lead flashings along parapet gutters RF14-PGUT.01 and RF14-PGUT.02 with gaps where flashings overlap. • Failed mortar joints along the length of the parapet wall above the lead cover flashing to parapet gutters RF14-PGUT.01 and RF14-PGUT.02. • Defective asphalt upstands to RF14-PGUT.01 and RF14-PGUT.02, showing signs of slumping and splitting. Full condition of upstand is currently unknown as they are concealed by the associated lead flashings. Rainwater Discharge Outlets and Eaves Gutters • Existing outlet RF14-OUT.01 in flat roof partially blocked by debris. • Existing outlet RF14-OUT.01 in flat roof previously partially obscured by debris. • Assumed drainage pipework associated with RF14-OUT.01 is also partially blocked by debris. Parapet Walls and Coped Gables • Open / defective mortar joints along terracotta stonework section of parapet walls RF14-PAR.02, RF14-PAR.03, and RF14-PAR.04. • Algae growth along terracotta stonework section of parapet walls RF14-PAR.02, RF14-PAR.03, and RF14-PAR.04. • Open / defective mortar joints between terracotta coping stones along parapet walls RF14-PAR.02, RF14-PAR.03, and RF14-PAR.04, moss in open joints. • Algae, moss, and vegetation growth on terracotta coping stones along parapet walls RF14-PAR.02, RF14-PAR.03, and RF14-PAR.04, and coped gables RF14-CG.01 and RF14-CG.02. Severe vegetation growth to the lower parts of RF14-CG.01 and RF14-CG.02. • Open / defective mortar joints between terracotta coping stones to RF14-CG.01 and RF14-CG.02, moss in lower joints. • Damaged / defective bricks along brickwork section of parapet wall RF14-PAR.01. • Open / defective mortar joints along brickwork section of parapet walls RF14-PAR.01. • Isolated cracked / damaged / delaminating coping stones along parapet wall RF14-PAR.01. • Open / defective mortar joints between coping stones along parapet wall RF14-PAR.01, moss in open joints. • Algae and moss on coping stones along parapet wall RF14-PAR.01. Plant and Services • Isolated damaged / warped plant covers with gaps throughout, standing water on plant covers. • Minimal upstands or waterproofing measures between RF14-PLANT.02 and parapet wall RF14-PAR.01. Loose plant coverings stored on flat roof. • Service ducts RF14-PLANT.02 and RF14-PLANT.03 have remedial waterproofing tape, condition to be confirmed. • Plant RF14-PLANT.01 restricts rainwater drainage to outlet RF14-OUT.01. • Gaps in bitumen upstands to plant RF14-PLANT.01, and loose associated lead cover flashings.	1. Roof Features and Chimneys i. Remove and replace individual damaged / defective bricks to CH.01 and CH.02 to match existing on a like for like basis, rebed and repoint. ii. Rake and repoint open / defective mortar joints between brickwork to CH.01 and CH.02. iii. Clean existing brickwork and mortar flaunching to CH.01 and CH.02. vi. Specialist to inspect existing lightning protection system and review installation / testing certificates to ensure it is in accordance with current standards and regulations. vii. Locally remove the existing lightning protection system where required to undertake works to the roof, and refix existing system / replace with new system when roof works are finished. Ensure there is a sufficient bond between lightning protection system and all metalwork on roof in accordance to specialists recommendations. viii. Review existing fall arrest system to ensure it complies with current British Standards. 3. Roof Coverings i. Remove all loose gravel, debris, and vegetation growth from the flat roof. ii. Remove existing defective insulated flat roof covering laid over existing asphalt flat roof covering. iii. Inspect existing previously concealed asphalt flat roof covering for further defects. iv. Remove all existing asphalt flat roof covering and inspect timber deck below. v. If timber deck is defective, remove defective timber deck and inspect timber joists below. vi. Repair / replace timber joists to SE specification after inspection. Opportunity to install insulation between or over roof structure to assist with the decarbonisation of the building. vii. Supply and install new timber deck to SE specification, if required, to appropriate falls to achieve sufficient drainage and to reduce the likelihood of standing water. viii. Install new waterproof roof covering over new timber deck. 4. Parapet and Valley Gutters i. Remove all existing asphalt parapet gutter coverings, asphalt upstands, and lead flashings to parapet gutters RF14-PGUT.01 and RF14-PGUT.02. ii. Remove existing decking for parapet gutters RF14-PGUT.01 and RF14-PGUT.02. Inspect structure and gutter detail below. iii. Repair / replace structure below to SE specification. Opportunity to install insulation between or over roof structure to assist with the decarbonisation of the building. iv. Reconfigure existing parapet gutter formations for valley gutters RF14-PGUT.01 and RF14-PGUT.02 to improve drainage and to reduce the likelihood of standing water within the gutter. Investigate possibility to create recessed parapet gutter channels to further improve drainage. v. Supply and fix new coverings over parapet gutters RF14-PGUT.01 and RF14-PGUT.02. vi. Supply and install new upstands and flashings around parapet gutters RF14-PGUT.01 and RF14-PGUT.02. 5. Rainwater Discharge Outlets and Eaves Gutters i. Clear debris from flat roof outlet RF14-OUT.01, check associated rainwater discharge pipework for debris. ii. Confirm diameter of outlet RF14-OUT.01 is sufficient. iii. Conduct CCTV survey of associated outlet and discharge pipework. iv. Investigate possibility / need to create a new outlet on opposite side of flat roof to enable sufficient rainwater drainage. 6. Parapet Walls and Coped Gables i. Remove and replace individual damaged / defective bricks along parapet wall RF14-PAR.01 to match existing on a like for like basis, rebed and repoint. ii. Rake and repoint open / defective mortar joints along all parapet walls. iii. Remove and replace cracked / damaged coping stones along all parapet walls and all coped gables to match existing on a like for like basis, rebed and repoint. iv. Remove all moss and clean existing brickwork and terracotta stonework along all parapet walls and all coped gables, and remove all vegetation growths along all coped gables. v. Remove all defective lead flashings and inspect upstands below. Repair / replace upstands where required. vi. Install new flashings where existing have been removed. Refix exsiting retained upstands and flashings where required. 7. Plant and Services i. All existing plant and ducting to be temporarily removed to enable roof works. ii. Remove existing damaged waterproof sheathing and remedial waterproofing measures to all plant ducting. iii. Install new waterproof sheathing systems to all existing retained plant ducting. iv. Remove and replace damaged and warped plant covers to RF14-PLANT.01 and RF14-PLANT.02 with new covers with appropriate falls to improve drainage, providing sufficient upstands to adjacent parapet wall RF14-PAR.01. v. Ensure areas of roof under / around all plant has sufficient space to allow rainwater to drain to outlets. vi. Remove all loose plant coverings and associated plant debris currently stored on flat roof RF14. vii. Remove all defective lead flashings and inspect upstands below for RF14-PLANT.01. Repair / replace upstands where required. viii. Install new flashings to RF14-PLANT.01 where existing have been removed. Refix exsiting retained upstands and flashings where required.

This conditions schedule is to be used to denote the current condition of the roof, and to provide an overview of the possible remedial works required. This schedule is not to be used as a specification for undertaking any work:

Hazardous materials survey will be required before works commence to determine the presence of materials such as asbestos, lead, and mould etc

Job No. 997

ROOF RF15

PLANNING ISSUE

Job Title. Reading Town Hall
Project. Phase B: Roofs RF7-RF23
Sheet No. 997-SCH.RF7-PL00
Date: 20th March 2026
Co-ordinated Docs: 997-015-Existing Roof Plan, 997-065-Existing Individual Roof Plan RF15, 997-115-Photosheet Of Existing Roof RF15

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
• Flat roof.	Painted asphalt flat roof covering, loose pebbles over asphalt, new localised mineral felt flat roof covering over part of the flat roof. Natural stone copings to parapet.	Asphalt upstands and associated lead cover flashings to parapet walls, chimneys, patent glazing to RF16, and adjacent brickwork walls to RF12 and RF14. Mineral felt upstands and associated lead cover flashings to plant plinths.	None.	1no. brickwork chimney RF15-CH.01 located to the southwest of the flat roof, with projecting brick courses and mortar flaunching. Existing lightning conductor tape across RF15-CH.01 and parapet wall RF15-PAR.01. Fall arrest bolt eyes installed along parapet wall RF15-PAR.01.	Mechanical plant unit RF15-PLANT.01 located to north of flat roof connecting to roof RF14, passing through wall with coping stones over. Coping stones may be unsupported, TBC on site. Mechanical plant unit RF15-PLANT.02 located to south of flat roof. Associated pipework and ducting running across the flat roof.	Accessed from the ground floor of the tower below RF12, via a fixed internal metal ladder.	None.	1no. outlet RF15-OUT.01 in southeast corner of flat roof, draining to external rainwater downpipe to ground inlet.	Roof Features and Chimneys • Open / defective mortar joints with loose / missing mortar to RF15-CH.01. • Damaged / defective and loose bricks to RF15-CH.01. • Lichen present over brickwork, projecting brick courses, and mortar flaunching on chimneys RF15-CH.01. • Existing fall arrest system bolt eyes and register of previous inspections to be reviewed to ensure they comply with current regulations and are safe to operate. Roof Coverings • Gaps in later flat roof covering laid over existing asphalt flat roof covering, with signs of previous localised repairs. • Loose pebbles and gravel over asphalt flat roof covering, partially obscuring it from view. Full condition of existing asphalt flat roof covering has not been inspected, assumed to have defects or to be reaching end of life. • Standing water on later flat roof covering laid over existing asphalt flat roof covering, locally pooling under outlet RF12-OUT.01. • Signs of standing water / slowly draining water across areas of the asphalt flat roof covering. • Moss and debris across flat roof coverings, particularly around upstands and along typical drainage channels, restricting discharge of rainwater. • Possible gaps between flat roof covering and lead upstand and associated lead flashings to RF16 patent glazing to the south of flat roof RF15. • Dirt and algae along lead upstand and associated lead flashings to RF16. • Upstand height between upstand and associated lead flashings to RF16 and timber frame of north light RF16-NL.01 is minimal, underside of RF16-NL.01 to be raised to be min. 150mm above upstand on RF15. Rainwater Discharge Outlets and Eaves Gutters • Existing outlet RF15-OUT.01 in flat roof partially blocked and surrounded by debris. • Assumed drainage pipework associated with RF15-OUT.01 is also partially blocked by debris. Parapet Walls and Coped Gables • Damaged / defective bricks and staining to brickwork along parapet wall RF15-PAR.01. • Isolated open / defective mortar joints along brickwork section of parapet wall RF14-PAR.01. • Coping stones dropped / angled at each end along parapet wall RF15-PAR.01. • Open / defective mortar joints between coping stones along parapet wall RF15-PAR.01. • Lead cover flashing to parapet wall RF15-PAR.01 are defective and lifting. • Algae and moss on coping stones along parapet wall RF15-PAR.01. Plant and Services • Isolated damaged / warped plant covers with gaps to plant, standing water on plant covers. • Damaged and lifting lead flashing to RF15-PLANT.01 from north wall to RF14. • Service ducts and pipework have remedial waterproofing tape and damaged ducting covers, condition of ducting and pipework to be confirmed. • Plant RF15-PLANT.02 restricts rainwater drainage to outlet RF15-OUT.01. • Loose plant coverings, frames, and associated plant debris stored on the flat roof.	1. Roof Features and Chimneys - Remove and replace individual damaged / defective bricks to RF15-CH.01 to match existing on a like for like basis, rebed and repoint. - Rake and repoint open / defective mortar joints between brickwork to RF15-CH.01. - Clean existing brickwork and mortar flaunching to RF15-CH.01. - Specialist to inspect existing lightning protection system and review installation / testing certificates to ensure it is in accordance with current standards and regulations. - Locally remove the existing lightning protection system where required to undertake works to the roof, and refix existing system / replace with new system when roof works are finished. Ensure there is a sufficient bond between lightning protection system and all metalwork on roof in accordance to specialists recommendations. - Specialist to survey and report on existing fall arrest system bolt eyes. 3. Roof Coverings - Remove all loose stones and debris from the flat roof. - Remove existing defective mineral felt flat roof covering laid over existing asphalt flat roof covering. - Inspect existing previously concealed asphalt flat roof covering for further defects. - Remove all existing asphalt flat roof coverings and associated upstands and flashings to RF16 patent glazing, and inspect timber deck below. - If timber deck is defective, remove defective timber deck and inspect timber joists below. - Repair / replace timber joists to SE specification after inspection. Opportunity to install insulation between or over roof structure to assist with the decarbonisation of the building. - Supply and install new timber deck to SE specification, if required, to appropriate falls to achieve sufficient drainage and to reduce the likelihood of standing water. - Install new waterproof roof covering over new timber deck. - Repair / replace upstands and flashings to RF16 patent glazing, ensuring there are no gaps between the new flat roof covering and new upstands. - Ensure kerb heights and associated upstands and waterproofing to RF16 patent glazing are min. 150mm above the finish level of the highest point of the flashing and upstands to RF15 flat roof. Increase kerb heights if required. 5. Rainwater Discharge Outlets and Eaves Gutters - Clear debris from flat roof outlet RF15-OUT.01, check associated rainwater discharge pipework for debris. - Confirm diameter of outlet RF15-OUT.01 is sufficient. - Conduct CCTV survey of associated outlet and discharge pipework. - Investigate possibility / need to create a new outlet on opposite side of flat roof to enable sufficient rainwater drainage. 6. Parapet Walls and Coped Gables - Remove and replace individual damaged / defective bricks along parapet wall RF15-PAR.01 to match existing on a like for like basis, rebed and repoint. - Rake and repoint open / defective mortar joints along parapet wall RF15-PAR.01. - Remove existing dropped / angled coping stones at the ends of parapet wall RF15-PAR.01. Rebed existing coping stones to be level, and repoint to match existing on a like for like basis. - Remove all algae, moss, and staining, and clean existing brickwork and stonework along parapet wall RF15-PAR.01. - Remove all defective lead flashings to parapet wall RF15-PAR.01 and inspect upstands below. Repair / replace upstands where required. - Install new flashings to parapet wall RF15-PAR.01 where existing have been removed. Refix exsiting retained upstands and flashings where required. 7. Plant and Services - All existing plant and ducting to be temporarily removed to enable roof works. - Remove existing damaged ducting covers, damaged waterproof sheathing and remedial waterproofing measures to all plant ducting. - Install new ducting covers and waterproof sheathing systems to all existing retained plant ducting. - Remove and replace damaged and warped plant covers to RF15-PLANT.01 and RF15-PLANT.02 with new covers with appropriate falls to improve drainage. - Remove defective lead flashings over RF15-PLANT.01 to north wall to RF14 and install new flashings where existing have been removed. - Ensure areas of roof under / around all plant has sufficient space to allow rainwater to drain to outlets. - Remove all loose plant coverings, frames, and associated plant debris currently stored on flat roof RF15.

This conditions schedule is to be used to denote the current condition of the roof, and to provide an overview of the possible remedial works required. This schedule is not to be used as a specification for undertaking any works.

Hazardous materials survey will be required before works commence to determine the presence of materials such as asbestos, lead, and mould etc.

Job No. 997

ROOF RF16

PLANNING ISSUE

Job Title. Reading Town Hall
Project. Phase B: Roofs RF7-RF23
Sheet No. 997-SCH.RF7-PL00
Date: 20th March 2026
Co-ordinated Docs: 997-015-Existing Roof Plan, 997-066-Existing Individual Roof Plan RF16, 997-116-Photosheet Of Existing Roof RF16

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
• Asymetric double pitch roof. • Coped gables to east and west ends.	Natural slate roof covering (likely Welsh state), natural stone copings to gables.	Lead flashings around metal circular roof vents and patent glazing. Lead ridge cappings along RF16. Lead upstands and associated cover flashings to secret gutters at gable abutments. Asphalt upstands and associated lead cover flashings to abutment with inside face of parapet walls RF16-PAR.01 and RF16-PAR.02. Asphalt upstand and associated lead cover flashing to roof slope RF16A from valley gutter RF16-VGUT.01.	1no. Georgian wired single glazed patent glazing. RF16-PG.01 located on northern roof slope of RF16. 1no. timber framed single glazed north light. RF16-NL.01 located on northern elevation of RF16, below patent glazing RF16-PG.01.	2no. metal circular vents with conical tops with iron finials along roof slope RF16A, possibly previously used to provide passive ventilation to control the internal climate of the rooms below. Existing lightning conductor tape across ridge, bonded to metal circular roof vents and taken across coped gables and parapet walls of RF16.	None.	Accessed from RF13 walkway above roof slope RF13B, via an external metal ladder. Underside of RF16 accessed from room below.	2no. lead lined secret gutters to abutments with inside faces of coped gables. RF16-SGUT.01 to coped gable RF16-CG.02 and RF16-SGUT.02 to coped gable RF16-CG.04. 1no. valley gutter with asphalt coverings. RF16-VGUT.01 between roof slope RF16A and RF17. 1no. back gutter with lead coverings. RF16-BGUT.01 between patent glazing RF16-PG.01 and RF15 chimney RF15-CH.01.	1no. outlet RF16-OUT.01 in valley gutter RF16-VGUT.01, draining to external rainwater downpipe to ground inlet. 1no. outlet RF16-OUT.02 in eaves gutter RF16-EGUT.01, draining to outlet RF15-OUT.01.	Roof Features and Chimneys • Moss, algae and lichen on patent glazing RF16-PG.01, staining and algae on associated leadwork dressings / flashings. • Localised damage to timber frame finish for north light RF16-NL.01. • Failing sealant between north light RF16-NL.01 and adjacent chimney RF15-CH.01. • Discolouration /weathering in areas on RF16-VENT.01 and RF16-VENT.02. • Insufficient rainwater drainage and flashings behind roof vents RF16-VENT.01 and RF16-VENT.02, no lead back gutters or similar are present. • Existing fall arrest lanyard system and register of previous inspections to be reviewed to ensure it complies with current regulations and is safe to operate. Roof Coverings • Isolated / localised individual slipped, displaced, or damaged slates on roof slope RF16A (particularly around metal circular vents, along eaves, and by secret gutters), creating gaps between tiles. • Moss, algae, and lichen present on roof slates, particularly around typical rainwater drainage routes. • Lifting lead capping along RF16 ridge. • Defective upstands and minimal flashings to roof slope RF16A from valley gutter RF16-VGUT.01. Parapet and Valley Gutters • Algae and signs of standing water in valley gutter RF16-VGUT.01. • Cracking, slumping, and blistering asphalt covering to valley gutter RF16-VGUT.01. • Lifting and damaged lead upstands and associated lead cover flashing along secret gutters RF16-SGUT.01 and RF16-SGUT.02. • Detatched and failing mortar pointing along coped gable RF16-CG.04 to top of lead cover flashings to RF16-SGUT.02, creating loose flashings. • Debris within secret gutters RF16-SGUT.01 and RF16-SGUT.02. • Standing water and debris in back gutter RF16-BGUT.01 to chimney RF15-CH.01. • Algae growth in back gutter RF16-BGUT.01 to chimney RF15-CH.01. Rainwater Discharge Outlets and Eaves Gutters • Guard in outlet RF16-OUT.01 is not sufficient to effectively restrict debris from entering the outlet and associated downpipe. • Standing water and debris in eaves gutters RF16-EGUT.01. • Outlet RF16-OUT.02 appears to sit higher than the finish level of eaves gutter RF16-EGUT.01 so it retains water. • Eaves gutter RF16-EGUT.01 and associated downpipe is showing signs of cracking and damage. Parapet Walls and Coped Gables • Damaged / defective bricks and staining to brickwork along all parapet walls and all coped gables. • Isolated open / defective mortar joints along brickwork section of all parapet walls and all coped gables. • Open / defective mortar joints between coping stones along all parapet walls and all coped gables. • Previous remedial works to coping stone joints along coped gable RF16-CG.04 have begun to crack and fail. • Defective asphalt upstands to parapet walls RF16-PAR.01 and RF16-PAR.02, showing signs of slumping and splitting. Full condition of upstand is currently unknown as they are concealed by the associated lead flashings. • Some lifting lead flashings to parapet walls RF16-PAR.01 and RF16-PAR.02.	1 (Option A). Roof Features and Chimneys (Conservation Improvements) i. Inspect existing patent glazing RF16-PG.01 and north light RF16-NL.01 to determine condition. If RF16-PG.01 and RF16-NL.01 are to be retained, clean all retained glass panes and leadwork dressings / flashings to remove algae growth and staining. ii. Remove and replace defective sealant on patent glazing RF16-PG.01 between glazed panes and associated patent glazing frame. iii. Locally repair and redecorate existing timber frame to north light RF16-NL.01 to match existing finish on a like for like basis. iv. Refix or remove and replace defective / lifting stepped lead flashings to coped gable RF16-CG.01 and chimney RF15-CH.01. v. Inspect existing metal vents at high level to determine the nature of the discolouration. vi. Vents to be left in their natural state, check for surface level corrosion, weakening, and loose fixings. Install new back gutters to both roof vents to improve drainage behind roof vents. vii. Specialist to inspect existing lightning protection system and review installation / testing certificates to ensure it is in accordance with current standards and regulations. viii. Locally remove the existing lightning protection system where required to undertake works to the roof, and refix existing system / replace with new system when roof works are finished. Ensure there is a sufficient bond between lightning protection system and all metalwork on roof in accordance to specialists recommendations. viii. Review existing fall arrest system to ensure it complies with current British Standards. 1 (Option B). Roof Features and Chimneys (Fabric Improvements - Decarbonisation) i. Inspect existing patent glazing RF16-PG.01 and north light RF16-NL.01 to determine condition. If RF16-PG.01 and RF16-NL.01 are to be replaced, remove existing leadwork dressings / flashings over RF16-PG.01 and set aside eaves gutter RF16-EGUT.01 for possible reuse. ii. Remove existing single glazed panes and associated frames of RF16-PG.01 and RF16-NL.01 and inspect existing retained patent glazing and north light structures. iii. Repair / replace existing structures to SE specification and increase kerb heights if required. iv. Install new heritage style frames and new double or triple glazed patent glazing and north light systems with integrated solar and UV protection on existing retained / repaired structure. v. Install new leadwork dressings / flashings over new heritage style patent glazing system. vi. Inspect existing metal vents at high level to determine the nature of the discolouration. vii. Vents to be left in their natural state, check for surface level corrosion, weakening, and loose fixings. Install new back gutters to both roof vents to improve drainage behind roof vents. viii. Specialist to inspect existing lightning protection system and review installation / testing certificates to ensure it is in accordance with current standards and regulations. ix. Locally remove the existing lightning protection system where required to undertake works to the roof, and refix existing system / replace with new system when roof works are finished. Ensure there is a sufficient bond between lightning protection system and all metalwork on roof in accordance to specialists recommendations. x. Review existing fall arrest system to ensure it complies with current British Standards. 3. Roof Coverings i. Refix or remove and replace existing lifting lead capping along RF16 ridge. ii. Remove and relay all salvagable slipped or displaced slates on roof slope RF16A, and replace damaged slates with new slates to match existing on a like for like basis. iii. Clean existing slates to remove all moss and algae. iv. Remove existing defective asphalt upstand and associated lead cover flashing between valley gutter RF16-VGUT.01 to roof slope RF16A. 4. Parapet and Valley Gutters i. Remove existing asphalt valley gutter coverings, asphalt upstands, and lead flashings to valley gutter RF16-VGUT.01. ii. Remove existing decking for valley gutter RF16-VGUT.01. Inspect structure and gutter detail below. iii. Repair / replace structure below to SE specification. Opportunity to install insulation between or over roof structure to assist with the decarbonisation of the building. iv. Reconfigure existing valley gutter formation for valley gutter RF16-VGUT.01 to improve drainage and to reduce the likelihood of standing water within the gutter. v. Supply and fix new coverings over valley gutter RF16-VGUT.01. vi. Supply and install new upstands and flashings around valley gutter RF16-VGUT.01. vii. Refix or remove and replace existing lead cover flashings to secret gutters RF16-SGUT.01 and RF16-SGUT.02. viii. Remove all debris from secret gutters RF16-SGUT.01 and RF16-SGUT.02. ix. Remove existing lead coverings, upstands, and flashings to back gutter RF16-BGUT.01. x. Remove back gutter RF16-BGUT.01. Inspect structure and gutter detail below. xi. Repair / replace structure below to SE specification. xii. Reconfigure existing back gutter formation for back gutter RF16-BGUT.01 to improve drainage and to reduce the likelihood of standing water within the gutter. xiii. Apply new coverings over back gutter RF16-BGUT.01. xiv. Supply and fix new upstands and flashings around back gutter RF16-BGUT.01. 5. Rainwater Discharge Outlets and Eaves Gutters i. Inspect condition of existing eaves gutter RF16-EGUT.01 and associated downpipes. Either locally repair cracks or remove and replace damaged sections of gutter. ii. Clear debris and moss from outlet RF16-OUT.02 and eaves gutter RF16-EGUT.01, check associated rainwater discharge pipework for debris and moss. iii. Confirm diameters of outlets RF16-OUT.01 and RF16-OUT.02 are sufficient. iv. Conduct CCTV survey of both outlets and associated discharge pipework to ground. v. Ensure level of outlet RF16-OUT.02 is below the level of eaves gutter RF16-EGUT.01 to avoid standing water. 6. Parapet Walls and Coped Gables i. Remove and replace individual damaged / defective bricks along all parapet walls and coped gables to match existing on a like for like basis, rebed and repoint. ii. Rebed and repoint all loose bricks. iii. Rake and repoint open / defective mortar joints for brickwork and coping stones along all parapet walls and coped gables. iv. Remove previous damaged remedial works to coping stone joints along RF16-CG.04 and repoint joints using mortar. v. Remove and replace all defective asphalt upstands and lead cover flashings to parapet walls RF16-PAR.01 and RF16-PAR.02. Refix existing lead cover flashings. vi. Remove all moss / vegetation / staining and clean existing brickwork.

This conditions schedule is to be used to denote the current condition of the roof, and to provide an overview of the possible remedial works required. This schedule is not to be used as a specification for undertaking any works.

Hazardous materials survey will be required before works commence to determine the presence of materials such as asbestos, lead, and mould etc.

Job No.

997

Job Title.

Reading Town Hall

Project.

Phase B: Roofs RF7-RF23

Sheet No.

997-SCH.RF7-PL00

Date:

20th March 2026

Co-ordinated Docs:

997-015-Existing Roof Plan, 997-067-Existing Individual Roof Plan RF17, 997-117-Photosheet Of Existing Roof RF17

ROOF RF17

PLANNING ISSUE

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
• Asymetric double pitch roof. • Coped gables to east and west ends.	Natural slate roof covering (likely Welsh slate), natural stone copings to gables.	Lead flashings around metal circular roof vents and patent glazing. Lead ridge cappings. Lead upstands and associated cover flashings to secret gutters at gable abutments. Lead cover flashings to associated valley and parapet gutters.	1no. Georgian wired single glazed patent glazing. RF17-PG.01 located on northern roof slope.	2no. metal circular vents with conical tops with iron finials along roof slope RF17A to provide passive ventilation. 1no. metal vertical vent and associated ductwork with conical top affixed to the north elevation of chimney RF17-CH.01. 2no. metal / uPVC vents in patent glazing RF17-PG.01 providing ventilation to room below. 1no. brickwork chimney RF17-CH.01 located to the east of RF17, with projecting brick courses and mortar flaunching. Existing lightning conductor tape across RF15-CH.01 and ridge, bonded to metal circular roof vents RF17-VENT.01 and RF17-VENT.02 and metal vertical vent RF17-VENT.03. Taken across coped gables and parapet walls of RF17.	None.	Roof slope RF17A accessed from RF13 walkway above roof slope RF13C. Patent glazing RF17-PG.01 accessed from valley gutter RF16-VGUT.01, via an external metal ladder from RF13 walkway above roof slope RF13B. Underside of RF17 accessed from room below.	2no. lead lined secret gutters to abutments with inside faces of coped gables. RF17-SGUT.01 to coped gable RF17-CG.02 and RF17-SGUT.02 to coped gable RF17-CG.04. 2no. valley gutters with asphalt coverings, both valley gutters between roof slope RF17A and RF24. RF17-VGUT.01 located to the east and RF17-VGUT.02 located to the west.	1no. outlet RF17-OUT.01 in valley gutter RF17-VGUT.01, draining to internal rainwater downpipe, final inlet destination unnnown (TBC on site).	Roof Features and Chimneys • Staining and algae on patent glazing RF17-PG.01 and associated leadwork dressings / flashings. • Discolouration /weathering in areas on RF17-VENT.01 and RF17-VENT.02. • Insufficient rainwater drainage and flashings behind roof vents RF17-VENT.01 and RF17-VENT.02, no lead back gutters or similar are present. • Water ingress from RF17-VENT.04 and RF17-VENT.05 to room below has previously been identified. Previous remedial waterproofing measures have been put in place. • Open / defective mortar joints with loose / missing mortar to brickwork chimney RF17-CH.01. • Damaged / defective and loose bricks to RF17-CH.01. • Possibly redundant flue in chimney stack RF17-CH.01, TBC on site. • Existing fall arrest lanyard system and register of previous inspections to be reviewed to ensure it complies with current regulations and is safe to operate. Roof Coverings • Isolated / localised individual slipped, displaced, or damaged slates on roof slope RF17A (particularly around metal circular vents, along eaves, and by secret gutters), creating gaps between tiles. • Cracked / damaged lead capping along RF17 ridge. Parapet and Valley Gutters • Signs of standing water in valley gutters RF17-VGUT.01 and RF17-VGUT.02. • Cracking, slumping, and blistering asphalt covering to valley gutters RF17-VGUT.01 and RF17-VGUT.02. • Debris within valley gutter RF17-VGUT.01. • Lifting and damaged lead upstands and associated lead cover flashing along secret gutters RF17-SGUT.01 and RF17-SGUT.02. • Minor debris within secret gutters RF17-SGUT.01 and RF17-SGUT.02. Rainwater Discharge Outlets and Eaves Gutters • Outlet RF17-OUT.01 appears to be blocked by debris, as debris is surrounding and covering the outlet guard. • Valley gutter RF17-VGUT.01 and the internal rainwater downpipe associated with outlet RF17-OUT.01 may be damaged, as there are signs of water leaks internally. Parapet Walls and Coped Gables • Damaged / defective bricks and staining to brickwork along all parapet walls and all coped gables. • Isolated open / defective mortar joints along brickwork section of all parapet walls and all coped gables. • Open / defective mortar joints between coping stones along all parapet walls and all coped gables. • Lead coping to parapet wall RF17-PAR.01 is defective and is warping, slumped, and stained. • Standing water across lead coping to parapet wall RF17-PAR.01. • Loose lead flashing over parapet wall RF17-PAR.01 due to failed mortar in joints to RF24. Signs of remedial works and repointing of the failed mortar joint. • Defective asphalt upstand to parapet wall RF17-PAR.01 from valley gutter RF17-VGUT.01, showing signs of slumping and splitting. Full condition of upstand is currently unknown as it is concealed by the associated lead flashings. • Some lifting lead flashings to parapet wall RF17-PAR.01 from valley gutter RF17-VGUT.01.	1 (Option A). Roof Features and Chimneys (Conservation Improvements) i. Inspect existing patent glazing RF17-PG.01 to determine condition. If RF17-PG.01 is to be retained, clean all retained glass panes and leadwork dressings / flashings to remove algae growth and staining. ii. Refix or remove and replace defective / lifting stepped lead flashings to coped gables RF17-CG.01 and RF17-CG.02. iii. Inspect existing metal vents RF17-VENT.01 and RF17-VENT.02 at high level to determine the nature of the discolouration. iv. Vents to be left in their natural state, check for level of surface corrosion, weakening, and loose fixings. Install new back gutters to both roof vents to improve drainage behind roof vents. v. Inspect roof vents RF17-VENT.04 and RF17-VENT.05 to determine the cause of previous water ingress. Remove and replace previous remedial waterproofing measures if required. vi. Remove and replace individual damaged / defective bricks to RF17-CH.01 to match existing on a like for like basis, rebed and repoint. vii. Rake and repoint open / defective mortar joints between brickwork to RF17-CH.01. viii. Clean existing brickwork and mortar flaunching to RF17-CH.01. ix. Specialist to inspect existing lightning protection system and review installation / testing certificates to ensure it is in accordance with current standards and regulations. x. Locally remove the existing lightning protection system where required to undertake works to the roof, and refix existing system / replace with new system when roof works are finished. Ensure there is a sufficient bond between lightning protection system and all metalwork on roof in accordance to specialists recommendations. xi. Review existing fall arrest system to ensure it complies with current British Standards. 1 (Option B). Roof Features and Chimneys (Fabric Improvements - Decarbonisation) i. Remove existing single glazed panes and associated frames of RF17-PG.01 and inspect existing retained patent glazing structure. ii. Repair / replace existing structure to SE specification and increase kerb heights if required. iii. Install new double or triple glazed patent glazing system with integrated solar and UV protection on existing retained / repaired structure. iv. Install new leadwork dressings / flashings over new heritage style patent glazing system. v. Inspect existing metal vents at high level to determine the nature of the discolouration. vi. Vents to be left in their natural state, check for surface level corrosion, weakening, and loose fixings. Install new back gutters to both roof vents to improve drainage behind roof vents. vii. Remove and replace roof vents RF17-VENT.04 and RF17-VENT.05 with new vents. viii. Remove and replace individual damaged / defective bricks to RF17-CH.01 to match existing on a like for like basis, rebed and repoint. ix. Rake and repoint open / defective mortar joints between brickwork to RF17-CH.01. x. Clean existing brickwork and mortar flaunching to RF17-CH.01. xi. Specialist to inspect existing lightning protection system and review installation / testing certificates to ensure it is in accordance with current standards and regulations. xii. Locally remove the existing lightning protection system where required to undertake works to the roof, and refix existing system / replace with new system when roof works are finished. Ensure there is a sufficient bond between lightning protection system and all metalwork on roof in accordance to specialists recommendations. xiii. Review existing fall arrest system to ensure it complies with current British Standards. 3. Roof Coverings i. Refix or remove and replace existing cracked / damaged lead capping along RF17 ridge. ii. Remove and relay all salvagable slipped or displaced slates on roof slope RF17A, and replace damaged slates with new slates to match existing on a like for like basis. 4. Parapet and Valley Gutters i. Remove existing asphalt valley gutter coverings, asphalt upstands, and lead flashings to valley gutters RF17-VGUT.01 and RF17-VGUT.02. ii. Remove existing decking for valley gutters RF17-VGUT.01 and RF17-VGUT.02. Inspect structure and gutter details below. iii. Repair / replace structures below to SE specification. Opportunity to install insulation between or over roof structure to assist with the decarbonisation of the building. iv. Reconfigure existing valley gutter formation for valley gutters RF17-VGUT.01 and RF17-VGUT.02 to improve drainage and to reduce the likelihood of standing water within the gutters. v. Supply and fix new coverings over valley gutters RF17-VGUT.01 and RF17-VGUT.02. vi. Supply and install new upstands and flashings around valley gutters RF17-VGUT.01 and RF17-VGUT.02. vii. Refix or remove and replace existing lead cover flashings to secret gutters RF17-SGUT.01 and RF17-SGUT.02. viii. Remove all debris from secret gutters RF17-SGUT.01 and RF17-SGUT.02. 5. Rainwater Discharge Outlets and Eaves Gutters i. Inspect condition of existing outlet RF17-OUT.01 and associated internal rainwater downpipes. Either locally repair any damage or remove and replace damaged sections of internal rainwater downpipes. ii. Clear debris and moss from outlet RF17-OUT.01, check associated rainwater discharge pipework for debris. iii. Confirm diameter of outlet RF17-OUT.01 are sufficient. iv. Conduct CCTV survey of outlet RF17-OUT.01 and associated discharge pipework to ground. 6. Parapet Walls and Coped Gables i. Remove and replace individual damaged / defective bricks along all parapet walls and coped gables to match existing on a like for like basis, rebed and repoint. ii. Rebed and repoint all loose bricks. iii. Rake and repoint open / defective mortar joints for brickwork and coping stones along all parapet walls and coped gables. iv. Remove and replace existing damaged lead coping to parapet wall RF17-PAR.01. Ensure falls are sufficient to reduce the likelihood of standing water along the parapet wall's coping. v. Check security of all existing coping stones. Remove loose coping stones, rebed and repoint.

This conditions schedule is to be used to denote the current condition of the roof, and to provide an overview of the possible remedial works required. This schedule is not to be used as a specification for undertaking any works.

Hazardous materials survey will be required before works commence to determine the presence of materials such as asbestos, lead, and mould etc.

Job No. 997

ROOF RF18

PLANNING ISSUE

Job Title. Reading Town Hall
Project. Phase B: Roofs RF7-RF23
Sheet No. 997-SCH.RF7-PL00
Date: 20th March 2026
Co-ordinated Docs: 997-015-Existing Roof Plan, 997-068-Existing Individual Roof Plan RF18, 997-118-Photosheet Of Existing Roof RF18

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
• Double pitch roof. • Full hip to east end.	Plain clay tiles, clay saddleback crested ridge tiles, terracotta copings to parapet.	Asphalt upstands and associated lead cover flashings to parapet gutter RF18-PGUT.01 and valley gutters RF18-VGUT.01 and RF18-VGUT.02. Lead upstands and associated stepped lead flashings to secret gutters RF18-SGUT.01 and RF18-SGUT.02. Lead saddle flashing at junction between RF18 ridge and RF14 external wall.	Modern glazed rooflight RF18-RFL.01.	2no. metal circular vents with conical tops and iron finials along the ridge to provide passive ventilation. Existing lightning conductor tape across ridge, bonded to metal circular roof vents, and taken across hipped roof. Fall arrest bolt eyes installed along external walls of RF19 and RF20.	None.	Accessed externally from flat roof of RF20.	1no. parapet gutter RF18-PGUT.01 with an asphalt covering serving roof slope RF18A. 2no. valley gutters RF18-VGUT.01 and RF18-VGUT.02 with asphalt coverings abutting external wall below RF19. 2no. lead lined secret gutters RF18-SGUT.01 and RF18-SGUT.02. 1no. cast aluminium eaves gutter RF18-EGUT.01 serving roof slope RF18C.	1no. outlet RF18-OUT.01 in parapet gutter RF18-PGUT.01, draining to external rainwater downpipe to ground inlet. 2no. outlets RF18-OUT.02 and RF18-OUT.03 in eaves gutter RF18-EGUT.01, combining with other rainwater downpipes and draining to ground inlets.	Roof Features and Chimneys • Discolouration /weathering in areas on RF18-VENT.01 and RF18-VENT.02. • Existing fall arrest system bolt eyes and register of previous inspections to be reviewed to ensure they comply with current regulations and are safe to operate. Roof Coverings • Isolated slipped, displaced, or damaged clay tiles (particularly around eaves gutters, vents, and secret gutters), creating gaps between tiles. • Isolated / localised individual cracked / damaged or delaminating clay tiles. • Damaged and uneven crested ridge tiles with open mortar joints along all of RF18, with moss in majority of ridge tile joints. • Uneven hip tiles to hipped roof, with gaps between tiles and moss in hip tile joints. • Isolated cracked and damaged hip tiles. • Moss, algae, and lichen present on roof tiles, particularly around typical rainwater drainage routes. Parapet and Valley Gutters • Standing water in parapet gutter RF18-PGUT.01 and valley gutter RF18-VGUT.01. • Moss, debris, and vegetation growth in parapet gutter RF18-PGUT.01 and valley gutter RF18-VGUT.01. • Cracking, slumping, and wrinkled asphalt coverings to parapet gutter RF18-PGUT.01 and valley gutters RF18-VGUT.01 and RF18-VGUT.02. • Defective and damaged asphalt covering to valley gutter RF18-VGUT.02, with missing sections. • Gaps between roof coverings on valley gutters RF18-VGUT.01 and RF18-VGUT.02. • Possible defects in lead lined secret gutters RF18-SGUT.01 and RF18-SGUT.02. Not evident from photographs, further high level inspections required. • Moss and debris in secret gutters RF18-SGUT.01 and RF18-SGUT.02. Rainwater Discharge Outlets and Eaves Gutters • Existing outlet RF18-OUT.01 in parapet gutter RF18-PGUT.01 fully blocked and concealed by debris and vegetation. • Existing outlet RF18-OUT.02 disconnected from associated rainwater downpipe. • Staining on brickwork below RF18-OUT.03 suggests a leak caused by defective connection to rainwater downpipe. • Moss and debris in eaves gutter RF18-EGUT.01. • Standing rainwater along eaves gutter RF18-EGUT.01. Parapet Walls and Coped Gables • Efflorescence on tereracotta along parapet wall RF18-PAR.01. • Open / defective mortar joints between terracotta along parapet wall RF18-PAR.01, moss and vegetation in lower joints. • Open / defective mortar joints between terracotta copings along parapet wall RF18-PAR.01, moss and vegetation growth in joints.	1. Roof Features and Chimneys - Inspect existing metal vents RF17-VENT.01 and RF17-VENT.02 at high level to determine the colour and nature of the discolouration. - Vents to be left in their natural state, check for surface level corrosion, weakening, and loose fixings. Install new back gutters to both roof vents to improve drainage behind roof vents. - Specialist to inspect existing lightning protection system and review installation / testing certificates to ensure it is in accordance with current standards and regulations. - Locally remove the existing lightning protection system where required to undertake works to the roof, and refix existing system / replace with new system when roof works are finished. Ensure there is a sufficient bond between lightning protection system and all metalwork on roof in accordance to specialists recommendations. - Review existing fall arrest system to ensure it complies with current British Standards. 3. Roof Coverings - Remove all existing ridge tiles and associated mortar, set salvagable ridge tiles aside for reuse. - Remove loose, displaced, or damaged hip tiles and set aside salvagable tiles for reuse. - Remove and relay salvagable slipped or displaced clay roof tiles, and replace damaged tiles with new clay tiles to match existing on a like for like basis. - Rebed existing salvagable hip tiles using lime mortar, and replace damaged tiles with new hip tiles to match existing on a like for like basis. - Rebed existing salvagable ridge tiles using lime mortar, and replace damaged tiles with new ridge tiles to match existing on a like for like basis. - Clean existing retained roof tiles to remove heavy moss growth. 4. Parapet and Valley Gutters - Remove existing asphalt parapet and valley gutter coverings, asphalt upstands, and lead flashings to parapet gutter RF18-PGUT.01 and valley gutters RF18-VGUT.01 and RF18-VGUT.02. - Remove existing decking for all parapet and valley gutters. Inspect structure and gutter details below. - Repair / replace structures below to SE specification. Opportunity to install insulation between or over roof structure to assist with the decarbonisation of the building. - Reconfigure existing parapet and valley gutter formations to improve drainage and to reduce the likelihood of standing water within the gutters (TBC). - Supply and fix new coverings over all parapet and valley gutters. - Supply and install new upstands and flashings around all parapet and valley gutters. - Remove debris from secret gutters RF18-SGUT.01 and RF18-SGUT.02. - Refix or remove and replace existing lead cover flashings to secret gutters RF18-SGUT.01 and RF18-SGUT.02. Locally repair any minor defects. - Remove all debris from secret gutters RF18-SGUT.01 and RF18-SGUT.02. - Clean all retained leadwork dressings. 5. Rainwater Discharge Outlets and Eaves Gutters - Confirm diameter of outlets RF18-OUT.01 in parapet gutter RF18-PGUT.01, and outlets RF18-OUT.02 and RF18-OUT.03 in eaves gutter RF18-EGUT.01 are sufficient. - Clear debris and vegetation from outlet RF18-OUT.01, check associated rainwater discharge pipework for debris. - Conduct CCTV survey of all outlets and associated discharge pipework to ground. - Remove and either replace or clean and refix existing eaves gutter RF18-EGUT.01, refix with greater falls to improve drainage and to reduce the likelihood of standing water within the eaves gutter. - Replace fixings from outlets RF18-OUT.02 and RF18-OUT.03 to their associated rainwater downpipes to prevent rainwater leaks in the future. 6. Parapet Walls and Coped Gables - Remove all moss and vegetation from parapet wall RF18-PAR.01. - Rake and repoint open / defective mortar joints for terracotta stonework and coping stones along parapet wall RF18-PAR.01. - Remove algae and efflorescence.

This conditions schedule is to be used to denote the current condition of the roof, and to provide an overview of the possible remedial works required. This schedule is not to be used as a specification for undertaking any works.

Hazardous materials survey will be required before works commence to determine the presence of materials such as asbestos, lead, and mould etc.

Job No. 997

ROOF RF19

PLANNING ISSUE

Job Title. Reading Town Hall
Project. Phase B: Roofs RF7-RF23
Sheet No. 997-SCH.RF7-PL00
Date: 20th March 2026
Co-ordinated Docs: 997-015-Existing Roof Plan, 997-069-Existing Individual Roof Plan RF19, 997-119-Photosheet Of Existing Roof RF19

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
• Pitched and hipped roof to tower.	Plain clay tiles, mitred cut hips.	None.	None.	Iron finials and quatrefoil cresting to decorative copper ridge capping. Existing lightning conductor tape across roof covering and hips, bonded to iron finials. Fall arrest bolt eyes installed along external walls of RF19. Projecting brick and terracotta eaves courses below gutter.	None.	Accessed from the external door on the west external wall below RF19, or from the flat roof of RF20. Fall arrest system is to be used for all means of external access. High level access is restricted.	4no. cast aluminium eaves gutters. RF19-EGUT.01 serving roof slope RF19A, RF19-EGUT.02 serving roof slope RF19B, RF19-EGUT.03 serving roof slope RF19C, and RF19-EGUT.04 serving roof slope RF19D.	1no. outlet RF19-OUT.01 in eaves gutter RF19-EGUT.03, discharging onto RF15 flat roof.	Roof Features and Chimneys • Corrosion and discolouration to iron finials and cresting. Copper patination to ridge capping. • Open / defective mortar joints with loose / missing mortar to projecting brick course at eaves level. • Damaged / defective bricks to projecting brick course at eaves level. • Delaminated / spalling terracotta courses at eaves level. • Existing fall arrest system bolt eyes and register of previous inspections to be reviewed to ensure they comply with current regulations and are safe to operate. Roof Coverings • Isolated slipped, displaced, or damaged clay tiles (particularly around eaves and hips), creating gaps between tiles. • Lead flashings below mitred hip tiles is locally visible where roof tiles are slipped or missing. • Moss, algae, and lichen present on roof tiles, particularly around typical rainwater drainage routes. Rainwater Discharge Outlets and Eaves Gutters • Major moss, debris, and vegetation growth in all eaves gutters. • Standing rainwater along the full length of all eaves gutters. • Staining around the joint between eaves gutter sections, indicating possible rainwater leaks.	1. Roof Features and Chimneys - Inspect existing iron finial and cresting along with copper capping to ridge at high level to determine the extent of corrosion, patination, and general condition. - Remove and replace individual damaged / defective bricks to projecting brick eaves course to match existing on a like for like basis, rebed and repoint. - Rake and repoint open / defective mortar joints between brickwork to projecting brick eaves course. - Remove and replace damaged / delaminated terracotta eaves course to match existing on a like for like basis, rebed and repoint. - Specialist to inspect existing lightning protection system and review installation / testing certificates to ensure it is in accordance with current standards and regulations. - Locally remove the existing lightning protection system where required to undertake works to the roof, and refix existing system / replace with new system when roof works are finished. Ensure there is a sufficient bond between lightning protection system and all metalwork on roof in accordance to specialists recommendations. - Refix existing lightning conductor tape to roof covering. - Review existing fall arrest system to ensure it complies with current British Standards. 3. Roof Coverings - Remove and relay salvagable slipped or displaced clay roof tiles, and replace damaged tiles with new clay tiles to match existing on a like for like basis. - Check condition of mitred / cut hip tiles along with flashing below and report. 5. Rainwater Discharge Outlets and Eaves Gutters - Inspect at high level existing eaves gutters and associated outlets, brackets, and fixings, and report condition. Allow for carrying out localised repairs including remaking defective joints. Redecorate / paint internally and externally. - Remove and either replace or clean and refix all existing eaves gutters, installed with greater falls to improve drainage and to reduce the likelihood of standing water within the eaves gutters. - Ensure all connections between rainwater sections are secure and are not leaking. - Investigate possibility of creating new additional outlets in eaves gutters to increase rainwater drainage capacity.

This conditions schedule is to be used to denote the current condition of the roof, and to provide an overview of the possible remedial works required. This schedule is not to be used as a specification for undertaking any works.

Hazardous materials survey will be required before works commence to determine the presence of materials such as asbestos, lead, and mould etc.

Job No. 997

ROOF RF20

PLANNING ISSUE

Job Title. Reading Town Hall
Project. Phase B: Roofs RF7-RF23
Sheet No. 997-SCH.RF7-PL00
Date: 20th March 2026
Co-ordinated Docs: 997-015-Existing Roof Plan, 997-070-Existing Individual Roof Plan RF20, 997-120-Photosheet Of Existing Roof RF20

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
• Flat roof.	Mineral felt flat roof covering with loose paving slabs over mineral felt. Concrete copings to parapet.	Mineral felt upstands and associated lead cover flashings to parapet walls and chimneys and some plant equipment.	None.	2no. what are believed to be previous brickwork chimneys, capped and ventilated. RF20-CH.01 to the northeast of flat roof RF20.and RF20-CH.02 to the southeast of flat roof RF20. Existing lightning conductor tape across parapet wall RF20-PAR.04. No other lightning conductor tape on roof RF20.	Mechanical plant unit RF20-PLANT.01 located in the centre of flat roof RF20. Series of mechanical ductwork, cables, and insulated pipes located across the roof, connecting to RF19 and RF23. Metal containment screening to the north and east of plant RF20-PLANT.01.	Accessed externally from the external door from RF23. Access walkways to the east and west of plant RF20-PLANT.01, providing access to plant equipment and to the north section of RF20.	1no. Cast aluminium eaves gutter RF20-EGUT.01 to the west of flat roof RF20.	1no. outlet RF20-OUT.01 in eaves gutter RF20-EGUT.01, draining to external rainwater downpipe to ground inlet.	Roof Features and Chimneys • Open / defective mortar joints with loose / missing mortar to brickwork chimneys RF20-CH.01 and RF20-CH.02. • Severe vegetation growth to open mortar joints in RF20-CH.01, with minor vegetation and moss in open mortar joints in RF20-CH.01 and RF20-CH.02. • Damaged / defective / delaminated and loose / missing bricks to RF20-CH.01 and RF20-CH.02. • Algae growth on face of brickwork to RF20-CH.01 and RF20-CH.02. • Efflorescence on brickwork chimneystack of RF20-CH.02. • Loose vent grille to RF20-CH.01 and RF20-CH.02, with failed mortar joints. • Existing fall arrest system bolt eyes and register of previous inspections to be reviewed to ensure they comply with current regulations and are safe to operate. Roof Coverings • Splitting and damaged mineral felt flat roof covering, with signs of previous localised repairs. • Lifting / warped mineral felt flat roof covering, creating gaps around upstands to chimneys and parapet walls. • Loose stone paving slabs over mineral felt flat roof covering, partially obscuring the flat roof covering from view. Full condition of existing mineral felt flat roof covering has not been inspected, assumed to have defects. • Standing water across areas of the mineral felt flat roof covering. • Moss and severe vegetation growth across flat roof coverings, around parapet wall flashings and joints in flat roof covering. Parapet and Valley Gutters • Standing water and debris in parapet gutter RF20-PGUT.01. • Defective asphalt covering to parapet gutter RF20-PGUT.01, showing signs of creasing, slumping, and blistering. • Lifting and uneven lead flashings along parapet gutters RF20-PGUT.01 with gaps where flashings overlap. • Failed mortar joints along the length of the parapet wall above the lead cover flashing to parapet gutter RF20-PGUT.01. • Defective asphalt upstands to RF20-PGUT.01, showing signs of slumping and splitting. Full condition of upstand is currently unknown as they are concealed by the associated lead flashings. Rainwater Discharge Outlets and Eaves Gutters • Existing outlet RF20-OUT.01 in eaves gutter RF20-EGUT.01 partially blocked by debris. • Assumed drainage pipework associated with RF20-OUT.01 is partially blocked by debris. • Moss, debris, and vegetation growth in eaves gutter RF20-EGUT.01. • Standing rainwater along the full length of eaves gutter RF20-EGUT.01. • Cover flashings over eaves gutter RF20-EGUT.01 is cracked / damaged, with evident gaps. • Existing outlet RF20-OUT.02 in parapet gutter RF20-PGUT.01 is not draining. Outlet may be partially blocked by debris, have an insufficient diameter, or may sit above the internal level of the associated parapet gutter RF20-PGUT.01. Under ownership of adjoining building, to be addressed by others. • Assumed drainage pipework associated with RF20-OUT.02 is partially blocked by debris. Parapet Walls and Coped Gables • Damaged / defective bricks along brickwork sections of all parapet walls. • Open / defective mortar joints along brickwork section of all parapet walls. • Algae and moss on coping stones along all parapet walls. • Efflorescence on brickwork to parapet wall RF20-PAR.01. • Lead cover flashings to parapet wall RF20-PAR.01 are defective and lifting. • Failed mortar joints in parapet wall RF20-PAR.01 has resulted in loose lead cover flashing. Plant and Services • Loose plant coverings and frames stored on flat roof. • Service ducts have damaged waterproofing covers and corroded fixings, full condition of ducting to be confirmed. • Disconnected plant pipework and associated damaged waterproofing covers. • No upstands or flashings from flat roof RF20 to any plant, ducting, or walkway footings. • Some plant / walkway footings are insufficiently supported on loose paving slabs laid over the roof covering of flat roof RF20.	1. Roof Features and Chimneys i. Remove vegetation growth from top of RF20-CH.01 and open mortar joints in RF20-CH.01 and RF20-CH.02. ii. Remove and replace individual damaged / defective bricks to RF20-CH.01 and RF20-CH.02 to match existing on a like for like basis, rebed and repoint. iii. Supply and bed new bricks to replace individual missing bricks to RF20-CH.01, to match existing on a like for like basis, rebed and repoint. iv. Rake and repoint open / defective mortar joints between brickwork and vent grilles to RF20-CH.01 and RF20-CH.02, rebed existing loose vent grilles. v. Clean existing brickwork to RF20-CH.01 and RF20-CH.02, to remove algae and efflorescence. vi. Specialist to inspect existing lightning protection system and review installation / testing certificates to ensure it is in accordance with current standards and regulations. vii. Locally remove the existing lightning protection system where required to undertake works to the roof, and refix existing system / replace with new system when roof works are finished. Ensure there is a sufficient bond between lightning protection system and all metalwork on roof in accordance to specialists recommendations. viii. Specialist to confirm if existing lighting protection system needs to be revised to offer increased protection to roof RF20 and the associated external plant. ix. Review existing fall arrest system to ensure it complies with current British Standards. 3. Roof Coverings i. Remove all debris, vegetation growth, and loose stone paving slabs from the flat roof. ii. Inspect existing previously part-concealed mineral felt flat roof covering for further defects. iii. Remove all existing mineral felt flat roof covering and inspect timber deck below. iv. If timber deck is defective, remove defective timber deck and inspect timber joists below. v. Repair / replace timber joists to SE specification after inspection. Opportunity to install insulation between or over roof structure to assist with the decarbonisation of the building. vi. Supply and install new timber deck to SE specification, if required, to appropriate falls to achieve sufficient drainage and to reduce the likelihood of standing water. vii. Install new waterproof roof covering system over new timber deck. 4. Parapet and Valley Gutters i. Works associated with parapet gutter RF20-PGUT.01 are to be specified by others and undertaken by the building owner, as it is the property of the neighbouring building. 5. Rainwater Discharge Outlets and Eaves Gutters i. Clear any debris from outlet RF20-OUT.01, check associated rainwater discharge pipework for debris. ii. Confirm diameter of outlet RF20-OUT.01 is sufficient. iii. Conduct CCTV survey of outlet and associated discharge pipework. iv. Remove and either replace or clean and refix all existing eaves gutters, installed with greater falls to improve drainage and to reduce the likelihood of standing water within the eaves gutters. v. Investigate possibility / need to create a new outlet along eaves gutter RF20-EGUT.01 to enable sufficient rainwater drainage. vi. Remove and replace existing cover flashing to eaves gutter RF20-EGUT.01, ensuring there are no gaps. vii. Works associated with outlet RF20-OUT.02 are to be specified by others and undertaken by the building owner, as it is the property of the neighbouring building. 6. Parapet Walls and Coped Gables i. Remove and replace individual damaged / defective bricks along all parapet walls to match existing on a like for like basis, rebed and repoint. ii. Rake and repoint open / defective mortar joints along all parapet walls. iii. Remove heavy moss, vegetation growth, and efflorescence. Clean existing brickwork and coping stones along all parapet walls. iv. Remove all defective lead flashings and inspect upstands below. Repair / replace upstands where required. v. Install new flashings where existing have been removed, or refix existing retained lead flashings. 7. Plant and Services i. All existing plant and ducting to be temporarily removed to enable roof works. ii. Remove existing damaged waterproof sheathing and corroded fixings to all plant ducting. iii. Reconnect all disconnected pipework and ducting, and install new waterproof sheathing systems and fixings to all existing retained plant pipework and ducting. iv. Remove all loose plant coverings and associated plant debris currently stored on flat roof RF20. v. New upstands and flashings to all plant / ducting / walkway footings to be specified by MEP engineer. vi. Ensure all footings are located on stable surfaces that provide sufficient structural support.

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Hazardous materials survey will be required before works commence to determine the presence of materials such as asbestos, lead, and mould etc.

Job No. 997

ROOF RF21

PLANNING ISSUE

Job Title. Reading Town Hall
Project. Phase B: Roofs RF7-RF23
Sheet No. 997-SCH.RF7-PL00
Date: 20th March 2026
Co-ordinated Docs: 997-015-Existing Roof Plan, 997-071-Existing Individual Roof Plan RF21, 997-121-Photosheet Of Existing Roof RF21

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
- Flat roof. - Sloping projection above flat roof.	Assumed asphalt flat roof covering with bedded and pointed paving slabs over. Brick on edge copings with plain clay tile creasing below to both sides of parapet. Plain clay tiles to sloping projection above.	Assumed asphalt upstands and associated lead cover flashings to parapet walls and adjacent external brickwork walls. Stepped lead flashings to sloped projection above.	None.	1no. what is believed to be a previous brickwork chimney, capped and ventilated. RF21-CH.01 to the northeast of flat roof RF21. Existing lightning conductor tape across flat roof covering and parapet wall RF21-PAR.01.	None.	No direct access onto roof RF21 from above. Underside of roof RF21 accessed from room below.	1no. Cast aluminium eaves gutter RF21-EGUT.01 to the west of flat roof RF21.	1no. outlet RF21-OUT.01 in eaves gutter RF21-EGUT.01, draining to external rainwater downpipe to ground inlet located under RF21.	Roof Features and Chimneys - Open / defective mortar joints to brickwork chimney RF21-CH.01. - Damaged / defective bricks to RF21-CH.01. - Efflorescence and salts on brickwork and tiles of RF21-CH.01. - Isolated cracked / damaged roof tiles to top of RF21-CH.01. - Isolated slipped / displaced roof tiles to top of RF21-CH.01. - Missing lead flashing detail between external brickwork wall and roof tiles to top of RF21-CH.01, possible moisture ingress at open junction. Roof Coverings - Bedded and pointed stone paving slabs over assumed asphalt flat roof covering, totally obscuring the flat roof covering from view. Full condition of existing assumed asphalt flat roof covering has not been inspected. - Standing water across stone paving slab flat roof covering. - Open / defective mortar joints between paving slabs, vegetation growth between open joints. - Cracked / damaged stone paving slabs, with missing fragments along exposed edges. - Signs of previous localised repairs over paving slabs. - Debris, vegetation growth, and standing water against flat roof upstands to external brick walls. - Slumping and splitting asphalt upstands to external brick wall. - Damaged and lifting lead cover flashings, with open joints where lead flashings overlap. Rainwater Discharge Outlets and Eaves Gutters - Algae growth and staining in eaves gutter RF21-EGUT.01. - Standing rainwater along the full length of eaves gutter RF21-EGUT.01. Parapet Walls and Coped Gables - Damaged / defective brick copings along parapet wall RF21-PAR.01. - Open / defective mortar joints along brick copings to parapet wall RF21-PAR.01, moss between joints. - Cracked / damaged clay tile creasing along parapet wall RF21-PAR.01. - Lead cover flashings to parapet wall RF21-PAR.01 are defective and lifting.	1. Roof Features and Chimneys - Remove and replace individual damaged / defective bricks to RF21-CH.01 to match existing on a like for like basis, rebed and repoint. - Rake and repoint open / defective mortar joints between brickwork to RF21-CH.01. - Clean existing brickwork to RF21-CH.01, to remove efflorescence and salts. - Remove and relay salvagable slipped or displaced clay roof tiles to top of RF21-CH.01, and replace damaged tiles with new clay tiles to match existing on a like for like basis. - Supply and install new flashing to open junction between clay tiles and external brick wall at top of chimney RF21-CH.01. - Specialist to inspect existing lightning protection system and review installation / testing certificates to ensure it is in accordance with current standards and regulations. - Locally remove the existing lightning protection system where required to undertake works to the roof, and refix existing system / replace with new system when roof works are finished. Ensure there is a sufficient bond between lightning protection system and all metalwork on roof in accordance to specialists recommendations. - Install new fall arrest system which complies with current British Standards, to provide safe access to roof RF21 for maintenance purposes. 3. Roof Coverings - Remove all stone paving slabs, vegetation, and debris from the flat roof. - Remove all existing asphalt flat roof coverings and associated upstands and flashings to RF21 and inspect timber deck below. - Remove defective timber deck and inspect timber joists below. - Repair / replace timber joists to SE specification after inspection. SE to confirm that the timber joists can support the proposed lead roof system. Opportunity to install insulation between or over roof structure to assist with the decarbonisation of the building. - Where necessary, remove sections of existing tiled sloping projection above flat roof to enable a new timber decking system to be installed. - Supply and install new ventilated timber decking system to SE specification, to appropriate falls to achieve sufficient drainage and to reduce the likelihood of standing water. - Supply and fix new eaves and abutment ventilators to new ventilated flat roof system. - Install new rolled lead flat roof covering with traditional solid core rolls over new timber deck. Roof RF21 is visible from several rooms surrounding the courtyard, so the appearance of RF21 has influenced the specified roof covering. - Replace all upstands and flashings to external brick walls. 5. Rainwater Discharge Outlets and Eaves Gutters - Clear algae and staining from outlet RF21-OUT.01, check associated rainwater discharge pipework for debris. - Confirm diameter of outlet RF21-OUT.01 is sufficient. - Conduct CCTV survey of outlet and associated discharge pipework. - Remove and either replace or clean and refix existing eaves gutter RF21-EGUT.01, installed with greater falls to improve drainage and to reduce the likelihood of standing water within the eaves gutters. 6. Parapet Walls and Coped Gables - Remove all brick copings and tile creasing to parapet RF21-PAR.01 and cart away. - Remove all defective lead flashings and inspect upstands below. Repair / replace upstands where required. - Install new flashings where existing have been removed, or refix existing retained lead flashings. - Increase height of parapet wall RF21-PAR.01 to be min. 400mm above new flat roof covering. - Supply and install new horizontal DPC to top of brickwork parapet wall RF21-PAR.01. - Form new tile creasing using 2no. tiles over horizontal DPC to match existing detail. - Bed new bricks on edge on tile creasing to form new brick copings to parapet RF21-PAR.01, to match existing detail.

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Job No. 997

ROOF RF22

PLANNING ISSUE

Job Title. Reading Town Hall
Project. Phase B: Roofs RF7-RF23
Sheet No. 997-SCH.RF7-PL00
Date: 20th March 2026
Co-ordinated Docs: 997-015-Existing Roof Plan, 997-072-Existing Individual Roof Plan RF22, 997-122-Photosheet Of Existing Roof RF22

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
• Shallow double pitched roof with partial hips at the north and south ends.	Natural slate roof covering, concrete hogsback ridge and hip tiles. Asphalt dressed up roof slope.	Assumed asphalt upstands and associated lead cover flashings to adjacent external brickwork walls.	None.	None.	None.	No direct access onto roof RF22 from above. Underside of roof RF22 accessed from room below.	1no. cast aluminium eaves gutter RF22-EGUT.01 serving roof slope RF22C. 3no. valley gutters with asphalt coverings. RF22-VGUT.01 serving roof slope RF22D, RF22-VGUT.02 serving roof slope RF22A, and RF22-VGUT.03 serving roof slope RF22B.	2no. outlets in eaves gutter RF22-EGUT.01. RF22-OUT.01 to the east of the eaves gutter, draining to external rainwater downpipe to ground inlet located under RF21. RF22-OUT.02 to the west of the eaves gutter, draining to external rainwater downpipe to ground inlet.	Roof Coverings • Isolated / localised individual slipping, displaced, or damaged slates (particularly around eaves and ridge), creating gaps between slates. • Previously refixed / replaced slates held in place by tingles. • Ridge and hip tiles with open mortar joints, with moss in majority of ridge and hip tile joints. • Missing mortar verges to slates on roof slope RF22C, possible location for moisture ingress from the adjacent valley gutter RF22-VGUT.03. • Moss growth on slates, ridge tiles, and hip tiles. Parapet and Valley Gutters • Algae and staining in all valley gutters. • Standing water in all valley gutters. • Cracking, slumping, and blistering asphalt covering to all valley gutters. • Heavy moss growth along the upstands of all valley gutters. • Moss and algae growth at high level along valley gutter RF22-VGUT.01, indicating a high water level in this valley gutter. • Lifting and damaged lead cover flashings along valley gutters RF22-VGUT.02 and RF22-VGUT.03. • Detatched and failing mortar pointing along RF22-VGUT.02, creating loose flashings. • Minimal upstands from all valley gutters to slate roof covering and all adjacent external window sills around roof RF22. • Surface finish to upstands to slate roof covering is damaged and peeling. Rainwater Discharge Outlets and Eaves Gutters • Debris, moss growth, and staining in eaves gutter RF22-EGUT.01. • Standing rainwater along the full length of eaves gutter RF22-EGUT.01.	3. Roof Coverings i. Inspect ridge and hip tiles at high level and remove any loose ridge and hip tiles and associated defective mortar, set salvagable ridge tiles aside for reuse. ii. Remove loose, displaced, or damaged hip tiles and set aside salvagable tiles for reuse. iii. Remove and refix all salvagable slipped or displaced slates on roof RF22, and replace damaged slates with new slates to match existing on a like for like basis. iv. Rebed existing salvagable ridge and hip tiles using lime mortar, to match existing on a like for like basis. v. Clean existing retained roof tiles to remove heavy moss growth. 4. Parapet and Valley Gutters i. Remove existing asphalt valley gutter coverings, asphalt upstands, and lead flashings to all valley gutters. ii. Remove existing decking for all valley gutters. Inspect structure and gutter details below. iii. Repair / replace structures below to SE specification. Opportunity to install insulation between or over roof structure to assist with the decarbonisation of the building. iv. Reconfigure existing valley gutter formations to improve drainage and to reduce the likelihood of standing water within the gutters (TBC). Investigate possibility to reduce the finish level of all valley gutters, therefore increasing the upstand height to the slate roof covering and the adjacent external window sills. v. Supply and fix new coverings over all valley gutters. vi. Supply and install new upstands and flashings around all valley gutters. 5. Rainwater Discharge Outlets and Eaves Gutters i. Clear algae and staining from outlets RF22-OUT.01 and RF22-OUT.02, check associated rainwater discharge pipework for debris. ii. Confirm diameter of outlets RF22-OUT.01 and RF22-OUT.02 are sufficient. iii. Conduct CCTV survey of outlet and associated discharge pipework. iv. Remove and either replace or clean and refix existing eaves gutter RF22-EGUT.01, installed with greater falls to improve drainage and to reduce the likelihood of standing water within the eaves gutters.

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Job No. 997

ROOF RF23

PLANNING ISSUE

Job Title. Reading Town Hall
Project. Phase B: Roofs RF7-RF23
Sheet No. 997-SCH.RF7-PL00
Date: 20th March 2026
Co-ordinated Docs: 997-015-Existing Roof Plan, 997-073-Existing Individual Roof Plan RF23, 997-123-Photosheet Of Existing Roof RF23

Roof Form	Roof Coverings	Upstands & Flashings	Rooflights	Roof Features	Plant / Services	Access	Gutters	Outlets	Condition	Recommended Remedial Works
• Flat roof.	Modern sheet flat roof covering. Aluminium cappings to parapet.	Aluminium cappings and associated lead cover flashings to external adjacent brickwork walls and chimneys.	Patent glazing RF23-PG.01 located to the north of flat roof RF23.	1no. smoke vent RF23-VENT.01 with metal louvres and an associated lean-to canopy over. Fall arrest bolt eyes installed across external walls adjoining RF23.	None.	Accessed externally from the external door from RF23 plant room and from RF17 walkway. Underside of roof RF23 accessed from room below. Note: Access is very restricted, limiting maintenance to roof RF23.	1no. Aluminium lined secret gutter RF23-SGUT.01 to the north of flat roof RF23. Associated outlets unknown, TBC on site.	Unknown - assumed 1no. outlets at either end of the secret gutter RF23-SGUT.01.	Roof Features and Chimneys • Patent glazing RF23-PG.01 offering limited thermal insulation. • Staining and algae on patent glazing RF23-PG.01 and associated structural frames. • Open smoke vent RF23-VENT.01, metal louvres do not fully close so water ingress is possible. • Lean-to canony constructed over smoke vent RF23-VENT.01 has no waterproof covering and the sheet material is stained. • Existing fall arrest system bolt eyes and register of previous inspections to be reviewed to ensure they comply with current regulations and are safe to operate. Roof Coverings • Staining on upstands, indicating a high water level. • Algae and staining present on modern sheet flat roof finish, particularly around typical rainwater drainage routes. • Debris over flat roof covering. Parapet and Valley Gutters • Severe moss, debris, and vegetation growth in secret gutter RF23-SGUT.01. • Standing water in all valley gutters. • Full condition of secret gutter RF23-SGUT.01 is currently unknown as it is concealed by moss and debris internally, and copings and patent glazing RF23-PG.01. Rainwater Discharge Outlets and Eaves Gutters • Assumed 1no. outlets at either end of the secret gutter RF23-SGUT.01. • Existing outlets concealed by vegetation / moss and may be blocked by debris. Position and condition TBC on site following further high level investigation. Parapet Walls and Coped Gables • Standing water along aluminium copings on parapet wall RF23-PAR.01. • Standing water on top edge of lead flashing to chimney RF17-CH.01. • Previous localised remedial repairs to copings on all parapet walls, some of these repairs are lifting and detaching. • Asphalt upstands to parapet wall RF23-PAR.02 are defective and lifting. • Algae and moss on copings along all parapet walls. • Detached mastic sealant at junction between parapet walls RF23-PAR.01 and RF23-PAR.02. • Lead cover flashings to roof RF17 are defective and lifting, with open joints where lead flashings overlap.	1. Roof Features and Chimneys - Remove and replace smoke vent RF23-VENT.01 with a new smoke vent that includes a solid openable panel, to ensure water ingress cannot occur. - Remove existing lean-to canopy over smoke vent RF23-VENT.01. - Clean existing patent glazing RF23-PG.01 to remove algae and staining. - Review existing fall arrest system to ensure it complies with current British Standards. - Improve external roof access for future maintenance. 3. Roof Coverings - Remove all debris and algae from the flat roof. - Clean modern sheet flat roof covering to remove staining. 4. Parapet and Valley Gutters - Remove all moss, debris, and vegetation growth from secret gutter RF23-SGUT.01. Inspect RF23-SGUT.01 for defects. - If required, remove and replace existing secret gutter coverings and associated upstands and flashings to secret gutter RF23-SGUT.01. - Reconfigure existing secret gutter formations for secret gutter RF23-SGUT.01 to improve drainage and to reduce the likelihood of standing water within the gutter. - Install new mesh / guard over secret gutter RF23-SGUT.01 to reduce the volume of moss and debris that falls into the gutter. 5. Rainwater Discharge Outlets and Eaves Gutters - Locate existing outlets in secret gutter RF23-SGUT.01. Clear any debris from outlets and check associated rainwater discharge pipework for debris. - Confirm diameter of outlets are sufficient. - Conduct CCTV survey of outlets and associated discharge pipework. - Investigate possibility / need to create new outlets along secret gutter RF23-SGUT.01 to enable sufficient rainwater drainage. 6. Parapet Walls and Coped Gables - Remove previous localised remedial repairs to copings on all parapet walls. - Remove and replace existing aluminium cappings to parapet wall RF23-PAR.01. Ensure falls are sufficient to reduce the likelihood of standing water along the parapet wall's coping. - Remove all defective lead flashings and inspect upstands below. Repair / replace upstands where required. - Install new flashings where existing have been removed. Refix exsiting retained upstands and flashings where required. Ensure standing water cannot form on top edge of lead flashings. - Remove and replace defective modern sheet upstand to parapet wall RF23-PAR.02. - Remove detached mastic sealant and re-seal open joint if required.

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