Body Corporate 63906, 20 Manchester Street

Long-Term Maintenance Plan

Body Corporate Information

Body Corporate Number: 63906
Body Corporate Name: 20 Manchester Street
Street Address: 20 Manchester Street
Paraparaumu
Number of Units: 8
Body Corporate Type: Industrial

Long-Term Maintenance Plan Settings

Plan Status: Draft
Start Date: 1 April 2023
Plan Years: 10
Administrator: John Bradley

Long-Term Maintenance Fund Statement

This body corporate has opted out of the maintaining a long-term maintenance fund as provided for under the provisions of Section 117 (1) of the Unit Titles Act 2010.

Decision made: The Body Corporate has not instigated a LTMF.

Disclaimer

This long-term maintenance plan has been prepared by Plan Heaven and the Body Corporate for the sole purpose of assisting the Body Corporate with planning and funding its long-term maintenance. It is specifically not intended to be a survey or condition report in regard to the quality and performance of any building element, especially as it relates its weathertightness. In particular, the contents of this long-term maintenance plan should not be relied upon as a pre-purchase inspection and/or condition report.

A brief description of the development

History

Titles were issued in February 1988, indicating construction was completed around this time and there have been no significant changes to the development since then.

Form of the Development

The development consists of 8 commercial units on an approximately 2,500 square metre, roughly square parcel of flat land of the cul de sac at the end of Manchester Street in Paraparaumu.

The units are broadly arranged around the property's perimeter, with access to the central parking and service yard via gates on the northwesterly corner.

Each unit is in the form of a high-stud warehouse with a large roller door and a pedestrian entrance.

Construction

The primary construction method is a combination of pre-cast concrete tilt slab panels and steel portals clad with profiled pre-painted steel sheets on concrete foundations. The roof is clad with Zincalume in a trapezoidal profile with intermittent translucent natural lighting panels.

The roller doors are a mix of painted and galvanised steel and the windows are predominantly made from glazed powder-coated aluminium with some painted timber framed windows. There are painted timber pedestrian doors in each warehouse.

Infrastructure

The infrastructure in the development is consistent with this form of commercial development, with the essential services connected directly to each unit after passing under common land. There are no specified systems such as backflow preventers or fire systems therefore, the body corporate is not required to maintain a Building Warrant of Fitness (BWOF).

Common Property

There is no internal common property.

External common property includes the service yard, parking areas and fences.

Funding of Maintenance

The body corporate funds maintenance from a single operating account. Typically, the operating account is used for recurring and lower-value maintenance items such as minor repairs and maintenance with larger non-budgeted expenditures, including larger and one-off items typical of the long-term maintenance plan funded by a special levy.

GST

The body corporate is not registered for GST. Accordingly, all dollar amounts in this plan include GST unless otherwise stated.

DRAFT

Element descriptions and condition assessments

Item: 1 Name: Roofs Type: Building Element

Description

The roofs on units around the boundary are flat single low pitched, draining to edge gutters at the front of the buildings. Unit one also has a low-pitched roof with low gabled ends that drains to edge gutters on either side. There are internal gutters that drain to rainwater heads.

The roofs are understood to be clad with Zincalume in a trapezoidal profile. There are translucent panels above each warehouse to provide natural lighting.

The edge gutters are from Colorsteel or similar, with the rainwater heads from painted or galvanised steel. The downpipes are from painted PVC. The material of the internal gutters is unknown but most likely a butyl rubber membrane.

The roofs above units three and four were replaced in 2022, and unit one around 2017 with Zincalume cladding.

Condition Assessment

As of January 2023, the roofs were in mixed condition, with the recent roofs being replaced due to leaks. The guttering showed signs of early corrosion, and one of the rainwater heads was in poor condition and heavily rusted.

Maintenance Planned

The body corporate will carry out routine gutter cleaning and roof inspections.

Gutter cleaning, roof inspections and manual roof washes (if required) are all funded from the operating account.

The body corporate has provided for roof repairs and replacing any poor-condition edge or internal gutters, and corroded rainwater heads. A job and budget have been established in the plan for this work. The corporate body may consider recovering roof repair costs from the respective owners.

The body corporate has made provision to replace several more original roofs towards the end of the plan should repairs prove ineffective, or the condition of the roofs is identified as very poor during inspections or repairs. The body corporate may seek to recover the costs of the roof replacements from the respective unit owners.

No other maintenance is planned

Job Number 1 - Roof repairs and guttering replacements Item: Roofs

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Roof repairs and guttering replacements	5600	0	0	2000	0	0	2000	0	0	2000

Job Number 2 - Roof replacements Item: Roofs

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Roof replacements	0	0	0	0	0	0	0	0	90000	0

Item: 2 Name: Exterior walls and claddings Type: Building Element

Description

The exterior walls are from unpainted tilt-slab concrete at the rear and painted metal sheets in a trapezoidal profile over steel portals.

Condition Assessment

As of January 2023, the exterior tilt slab walls were understood to be in good condition; however, the toe of the metal cladding was significantly corroded at ground level.

DRAFT

The corrosion was likely caused by wetting due to a lack of clearance from the original service yard asphalt surface, which was reportedly lapped over the cladding in places. Since the service yard was concreted, the corrosion at the bottom of the cladding has not continued to spread quickly.

The cladding also showed signs of light corrosion, minor impact damage in many locations and more generally worn paint.

Maintenance Planned

The body corporate will arrange for routine building washes. These are funded from the operating account.

The body corporate had considered a recladding project in the past and reportedly received a quote of around $170,000 for this work around a year ago and decided not to proceed. The body corporate has subsequently adopted an active maintenance approach whilst providing a full reclad towards the end of the plan and aligned this with door and window replacements.

The active maintenance includes rust-treating the toe of the cladding and repainting the building's steel cladding while saving for the full reclad. If the bottom of the cladding that is corroded causes weather tightness issues, the recladding may be advanced. A job and budget have been established for this work in the plan.

No other maintenance is planned

Job Number 3 - Cladding rust treatment and painting   Item: Exterior walls and claddings

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Cladding rust treatment and painting	40000	0	0	0	0	0	0	0	0	0

Job Number 4 - Replace the cladding   Item: Exterior walls and claddings

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Replace the cladding	0	0	0	0	0	0	0	0	196000	0

Item: 3   Name: Exterior doors and windows   Type: Building Element

Description

The pedestrian doors to the units are from painted timber with windows being predominantly glazed powder-coated aluminium with some painted timber framed windows also.

The roller doors are a mix of original and replacement painted and galvanised metal roller doors. The roller doors have box tops from painted timber or steel and painted steel side jambs.

Condition Assessment

As of January 2023, the exterior doors and windows were generally in fair to very poor condition. The newer roller doors were however in better condition than the remaining original doors. The timber doors, windows and frames were in very poor condition with weathered bare timber on many.

Maintenance Planned

The exterior doors and windows will be washed as part of any building-wide cladding wash programme.

The body corporate has planned to replace the timber doors and windows and made a provisional allowance for replacing the remaining aluminium windows with the recladding project towards the end of the plan. The body corporate may consider recovering the costs of door and window replacement from the respective owners. A job and budget have been established for this work in the plan.

The body corporate has made provision to replace the original roller shutter doors towards the end of the plan. The body corporate may consider recovering the costs of roof repairs and replacement from the respective owners. A job and budget have been established for this work in the plan.

No other maintenance is planned

DRAFT

Job Number 5 - Replace the timber doors and windows. Item: Exterior doors and windows

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Replace the timber doors and windows.	0	26000	0	0	0	0	0	0	0	0

Job Number 6 - Replace windows during the reclad Item: Exterior doors and windows

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Replace windows during the reclad	0	0	0	0	0	0	0	0	19500	0

Job Number 7 - Replace the roller doors Item: Exterior doors and windows

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Replace the roller doors	0	0	0	0	0	0	0	0	17200	0

Item: 4 Name: Plumbing and drainage systems Type: Infrastructure

The plumbing and drainage systems in the development include mains water supply, wastewater discharge and stormwater removal.

Mains Water Supply

Mains water is fed from the Council supply in the street, under common land and up to the termination points adjacent to each unit.

Wastewater Discharge

Wastewater, including grey water and sewerage, is discharged from each unit into the common sewer pipes under common land and out into the Council sewer system in the street.

Stormwater Removal

Rainwater from the roofs is passed down through the downpipes into the common stormwater pipes under common ground and out into the Council stormwater system in the street.

Surface water from the car parks and service yard is collected via sumps at low points and discharged into the same network after passing through road sumps.

Condition Assessment

As at January 2023, the plumbing and drainage systems were understood to be in good condition.

Maintenance Planned

The sumps will be routinely cleaned out. Sump cleaning is funded from the operating budget.

No other maintenance is planned

There are no jobs for Plumbing and drainage systems

Item: 5 Name: Electrical systems Type: Infrastructure

Description

Electricity is fed from the transformer in the street, under common land, up to each unit's meter and circuit breakers.

The body corporate has a supply and meter to power the motorised gate.

Condition Assessment

As of January 2023, the electrical systems were understood to be in good condition.

DRAFT

Maintenance Planned

The body corporate has made provision to replace the motorised gate drive during the period of the plan. A job and budget have been established for this work in the plan.

No other maintenance is planned.

Job Number 8 - Replace motorised gate drive   Item: Electrical systems

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Replace motorised gate drive	0	0	0	0	0	0	0	3000	0	0

Item: 6   Name: Communication systems   Type: Infrastructure

Description

The development's communication systems include landline telephones, broadband connectivity, and television reception.

Landline telephone and broadband connectivity are provided over the old copper wiring supplemented with UFB (fibre).

Each owner manages their television reception.

Condition Assessment

As of January 2023, the communication systems were understood to be in good condition.

Maintenance Planned

No maintenance is planned

There are no jobs for Communication systems

Item: 7   Name: Service yard   Type: Common Property

Description

The service yard and car parking area in front of the units are laid in concrete bordered by the buildings and a low concrete block street frontage wall.

Surface water drains to sumps at low points in the service yard.

The area has painted car park markings.

Condition Assessment

As of January 2023, the service yard and car parking area were in good condition.

Maintenance Planned

The sumps will be routinely cleaned out. Sump cleaning is funded from the operating account.

No other maintenance is planned.

There are no jobs for Service yard

Item: 8   Name: Fences and walls   Type: Common Property

Description

There is a low concrete block wall, topped with a galvanised steel chain link fence, that runs along the street frontage and western boundary. The back walls of the units secure the balance of the property.

The entrance to the complex is via a pre-painted metal motorised security gate with keypad access.

DRAFT

Condition Assessment

As of January 2023, the fences were in good condition.

Maintenance Planned

No maintenance is planned.

There are no jobs for Fences and walls

DRAFT

Jobs list

Note: All job costs are provisional estimates only unless otherwise stated. Plan Heaven recommends that the Body Corporate obtains quotes as soon as possible and arranges for this plan to be updated, in order to provide more certainty in regard to the cost of the jobs scheduled and the Body Corporate's ability to fund them.

Job Number: 1 Job Name: Roof repairs and guttering replacements

The body corporate is planning to have the roofs inspected and any repair works scoped and prioritised. Because the scope and extent of any repairs have not been developed, it is not possible to accurately build a reasonable estimate of the total project using Quantity Surveyor tools. A provisional sum has been allowed in the budget as follows.

Provisional allowance for repairs to gutters and replacing rainwater heads (est 30m of guttering and 1 rainwater head) = $5,600

Provisional allowance for periodic roof repairs $2,000

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Roof repairs and guttering replacements	5600	0	0	2000	0	0	2000	0	0	2000

DRAFT

Job Number: 2 Job Name: Roof replacements

This job and budget have been established to provide the funds for the replacement of several roofs during the plan as required. A provisional allowance of $30,000 for 3 roofs has been made in the budget. The body corporate may seek to recover costs of the roof replacements from the respective units owners and a corresponding sum has been added to funds recovered in the funding table to offset this cost.

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Roof replacements	0	0	0	0	0	0	0	0	90000	0

Job Number: 3 Job Name: Cladding rust treatment and painting

The body corporate has planned to treat the rust and repaint the painted surfaces to prevent further deterioration and improve the aesthetics of the development prior to considering re-cladding later in the plan.

Estimated total area of units to be painted = 496 sq m

Painting 496 sq m @ $40.50 per sq m (QVCostbuilder) = $20,090 plus GST = $23,100 approx

Plus scaffolding (mix of fixed and mobile) est = $11,000 plus GST = $12,600

Additional allowance for timber frame preparation @ $1,500

Additional allowance for rust treatment @ $1,500

Total budget for repainting = $40,000 approx

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Cladding rust treatment and painting	40000	0	0	0	0	0	0	0	0	0

Job Number: 4 Job Name: Replace the cladding

The body corporate has planned to replace the external cladding of the building including removal and disposal of the existing cladding and installation of new like-for-like cladding.

The estimated total area of units to be painted = 496 sq m

Painting 496 sq m @ $195 per sq m (QVCostbuilder) = $96,720 plus GST = $112,000 approx

Est Labour 3 people for 3 weeks @ $80/hr (QV Costbuilder) = $28,800 plus GST = approx $33,200 approx

Plus mobile scaffolding est = $10,500 plus GST = $12,100

Allowance for disposal of old cladding = $1,500 plus GST = $1,800 approx

Add 23% for P&Gs, contractors margin etc. Total = approx $196,000 incl GST.

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Replace the cladding	0	0	0	0	0	0	0	0	196000	0

Job Number: 5 Job Name: Replace the timber doors and windows.

The body corporate has planned to replace the timber doors and windows. The body corporate has made provision, in a separate job, for replacing the existing aluminium windows with the recladding project towards the end of the plan.

Provisional allowance for replacing 9 timber doors and frames @ $2,190 each (QVCost builder) = $19,710 plus GST = $23,000

Provisional allowance for replacing timber windows = $2,000 plus GST = $2,300

Removal and disposal $700 Plus GST = $800 approx

Total budget allowance = $26,000

The body corporate may seek to recover costs of the door and window replacements from the respective unit owners and a corresponding sum has been added to funds recovered in the funding table to offset this cost.

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Replace the timber doors and windows.	0	26000	0	0	0	0	0	0	0	0

Job Number: 6 Job Name: Replace windows during the reclad

This job is to provide funds for the replacement of the windows during the recladding of the building. The decision to replace the windows will consider their age, function and condition at the time.

The estimated area of windows is 24 m2.

Replace 24 m2 of windows with commercial quality aluminum framed windows @ $700 per sq m (QVCost Builder) = $16,800 plus GST = $19,500 approx

The replacement would be undertaken during the recladding so no additional scaffolding costs have been allowed for this job. The body corporate may seek to recover costs of the roof replacements from the respective unit owners and a corresponding sum has been added to funds recovered in the funding table to offset this cost.

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Replace windows during the reclad	0	0	0	0	0	0	0	0	19500	0

DRAFT

Job Number: 7 Job Name: Replace the roller doors

This job and budget have been established to provide the funds for the replacement of the roller doors, including motorised drive units.

The estimated cost of replacing the door and drive unit with a commercial unit is $7,500 plus GST $8,600 approximately

The body corporate may seek to recover costs of roller door replacements from the respective unit owners and a corresponding sum has been added to funds recovered in the funding table to offset this cost.

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Replace the roller doors	0	0	0	0	0	0	0	0	17200	0

Job Number: 8 Job Name: Replace motorised gate drive

This job provides a budget for replacing the motorised gate drive should it fail during the period of the plan.

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Replace motorised gate drive	0	0	0	0	0	0	0	3000	0	0

DRAFT

Job cost table

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Roof repairs and guttering replacements	5600	0	0	2000	0	0	2000	0	0	2000
Roof replacements	0	0	0	0	0	0	0	0	90000	0
Cladding rust treatment and painting	40000	0	0	0	0	0	0	0	0	0
Replace the cladding	0	0	0	0	0	0	0	0	196000	0
Replace the timber doors and windows.	0	26000	0	0	0	0	0	0	0	0
Replace windows during the reclad	0	0	0	0	0	0	0	0	19500	0
Replace the roller doors	0	0	0	0	0	0	0	0	17200	0
Replace motorised gate drive	0	0	0	0	0	0	0	3000	0	0
Total	**$45,600**	**$26,000**	**$0**	**$2,000**	**$0**	**$0**	**$2,000**	**$3,000**	**$322,700**	**$2,000**

Funding required to pay for the cost of this LTMP $

* Denotes funds reimbursed for work carried out for others, including owners.

Financial year commencing	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Opening balance	0	400	30,400	60,400	88,400	118,400	148,400	176,400	203,400	37,400
Less cost of jobs	45,600	26,000	0	2,000	0	0	2,000	3,000	322,700	2,000
Subtotal	-45,600	-25,600	30,400	58,400	88,400	118,400	146,400	173,400	-119,300	35,400
Funding from levies	46,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
*Funding recovered	0	26,000	0	0	0	0	0	0	126,700	0
Closing balance	400	30,400	60,400	88,400	118,400	148,400	176,400	203,400	37,400	65,400

DRAFT

Age, life and replacement cost table

Item	Type	Name	Age (Years)	Life (Years remaining)	Replacement Cost
1	Building Element	Roofs	Mixed	10	>$180,000
2	Building Element	Exterior walls and claddings	35	Mixed	>$1,200,000
3	Building Element	Exterior doors and windows	35	Mixed	>$60,000
4	Infrastructure	Plumbing and drainage systems	35	35	Unknown
5	Infrastructure	Electrical systems	35	20	>$20,000
6	Infrastructure	Communication systems	35	20	>$10,000
7	Common Property	Service yard	35	35	>$200,000
8	Common Property	Fences and walls	35	20	>$10,000

Note: The inclusion of the age, life and cost of replacement values of all building elements, items of infrastructure and all common property is a mandatory requirement of LTMPs under the Unit Titles Act 2010 and accordingly is included. However, it is the view of Plan Heaven that while these values are useful for 30-year LTMPs they add little value to a well prepared 10-year LTMP.

DRAFT

About this Long-Term Maintenance Plan

Why have a long-term maintenance plan (LTMP)?

Section 116 of the Unit Titles Act 2010 requires that body corporate maintains an LTMP. This body corporate acknowledges its duty under the legislation but also believes that maintaining a carefully considered LTMP will also contribute towards savings in maintenance costs over the long term while maintaining the value of each owner's asset and eliminating the financial shocks to owners that come from the need to raise special levies.

About this LTMP

This LTMP has been prepared for the body corporate with the assistance of Plan Heaven Limited (Plan Heaven) and using the plan building template provided online by Plan Heaven. This report has been downloaded and printed from the Plan Heaven website where the body corporate's planning data is stored.

The data belongs to the body corporate and accordingly, can be downloaded, updated or deleted as the body corporate determines from time to time. The body corporate pays an annual subscription to Plan Heaven to maintain an account and gain ongoing access to the data.

Users in Plan Heaven

Any user approved by the body corporate can become a user in Plan Heaven and will then be able to access the data, reports, photographs and documents stored online using any web browser. Any users approved by the body corporate can also be appointed to administer the account and update or edit the LTMP data as required.

Accuracy of the data

Every attempt has been made to ensure the accuracy of the data and information in this LTMP. However, neither Plan Heaven nor any other person appointed by the body corporate to maintain the data accepts responsibility for any errors or omissions that might be present.

Status of this LTMP

The status of this document is recorded on the first page. It will be recorded either as a "draft" or "approved". The status is changed to "approved" once this document has been accepted by the body corporate.

Renewals

Then once it has been approved, an LTMP must be renewed at least once every three years. However, because of the low cost and ease of updating in Plan Heaven, this body corporate may update this LTMP more frequently. During updates, if there are no changes to the main body of the LTMP, owners may be asked to approve a summary document that will only include the jobs and funding tables.

Currency

All currency values in this LTMP are at today's values. There is no provision for inflation.

Plan Heaven terms and conditions

This LTMP and all matters relating to it and the Plan Heaven website, plan building template and database, are subject to the terms and conditions published on the website at planheaven.co.nz/terms

End of report for BC 63906, 20 Manchester Street

© 2023 Plan Heaven Ltd | 0800 109 327 | planheaven.co.nz

DRAFT

DISCLOSURE STATEMENT

1. The following information has been supplied to Capital Commercial (2013) Limited ("Bayleys") to be made available for distribution on the vendor's behalf to potential purchasers to assist purchasers with their due diligence and to use at the purchaser's discretion.
2. Bayleys and the Vendor do not warrant the accuracy or completeness of the information and recommends that all recipients undertake their own due diligence, obtain their own reports to their satisfaction and seek independent advice prior to committing to purchaser.