SITE survey. APP

SITE SURVEY REPORT

Structural Inspection Checklist

Prepared for	Lowbury Estates Ltd
Date	6 Oct 2026
Site	Kennet House, Reading
Prepared by	J. Ferris

FORM

Structural Inspection Checklist

1. Inspection details

Project	Kennet House, Reading: structural inspection (completed example)
Site address	Kennet House, 18 Abbotsmead Road, Reading RG1 9ZQ
Client	Lowbury Estates Ltd
Location (GPS)	51.4552, -0.9712
Inspection date	6 Oct 2026
Inspected by	J. Ferris
Inspector role or qualification	Chartered structural engineer
Where is the building?	England
Reason for the inspection	Pre-purchase or sale
Brief from the client	Visual structural inspection before purchase; note anything needing repair or further investigation.
Units used on this inspection	Metric (mm, m)

> This is a record of a visual inspection: what was seen, measured and photographed, and the inspector's own assessment in their own words. Nothing was opened up or tested unless stated. The form gives no structural judgement, limits or causes of its own.

2. Building and information

Building use	Office
Storeys above ground	3
Basement?	No
Approximate age or build date	Early 1970s
Form of construction	Loadbearing masonry, Mixed
Roof structure	Flat roof, timber joists and deck with felt
Floor structure	Ground floor concrete slab; first and second floors suspended timber joists
Foundations, if known	Not known; no drawings of the foundations seen.

Is it a higher-risk building (at least 18 m or 7 storeys, with at least 2 residential units)?	No
Previous structural reports or surveys seen?	Yes
Which reports, by whom and when, and what they found	Building survey by Thameside Surveyors, March 2019: noted the W4 lintel staining as minor, no other structural items.
Structural drawings or calculations seen?	Yes
Which drawings	1998 fit-out floor plans (architectural only, no structural drawings)
Known alterations, extensions or repairs	Partitions removed on the first floor (date not known, after 1998). New reception added on the ground floor in 1998.
Limits of this inspection	Floor coverings not lifted, Linings and ceilings not opened, Foundations not exposed, Roof void not entered or only partly seen

3. Areas and observations

Areas 1: External elevations

Area	External elevations
Level or storey	Ground to second
Structural elements seen in this area	Wall, Lintel, Chimney or parapet
Access	Partly seen
What could not be seen and why	Second floor and parapet seen from the ground and with binoculars only.
Where is it?	51.4552, -0.9712

Photos of the area



Observations in this area 1: S1

Reference	S1
Element	Lintel
Material	Steel
What was seen	Corrosion
Location	Rear elevation, ground floor window W4 head
Position (GPS)	51.4551, -0.9713
Extent	One location
Description	Rust staining and flaking at the exposed toe of the steel lintel over W4. Horizontal crack along the bed joint above it, about 1.2 m long, with the brick course lifted at the right-hand end.

Photos



Recommendation	Repair
What should be done	Expose the lintel ends and toe, assess the section left, and replace or treat it. Rebuild the lifted course.

Observations in this area 2: S2

Reference	S2
Element	Wall
Material	Masonry (brick, block or stone)
What was seen	Cracking

Location	North gable, ground floor, 2 m from the front corner
Position (GPS)	51.4553, -0.9711
Extent	One location
Crack width at the widest point	1
Crack length	900
Description	Fine crack through the bricks and mortar, even width, no displacement across it. Pointing in the crack looks old.

Photos



Recommendation	Monitor
What should be done	Fit a tell-tale and read it monthly for six months.
Observations recorded	2
Needing investigation, repair or make-safe	1
Urgent make-safe	0
To monitor	1

Areas 2: Ground floor offices and reception

Area	Ground floor offices and reception
Level or storey	Ground
Structural elements seen in this area	Wall, Column or pier, Floor (joists, slab or deck), Stair
Access	Partly seen
What could not be seen and why	Carpet tiles not lifted.

Where is it?	51.4552, -0.9712
Observations recorded	0
Notes on this area	No structural defects seen. Concrete ground bearing slab level by eye; doors close freely.

Areas 3: First floor rear offices

Area	First floor rear offices
Level or storey	First
Structural elements seen in this area	Wall, Floor (joists, slab or deck)
Access	Partly seen
What could not be seen and why	Floorboards not lifted; ceiling below not opened.
Where is it?	51.4551, -0.9712

Photos of the area

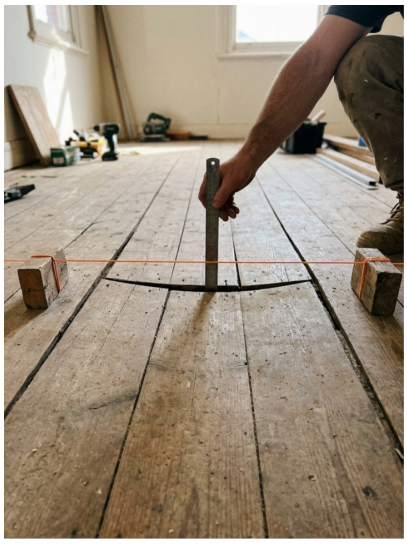


Observations in this area 1: S3

Reference	S3
Element	Floor (joists, slab or deck)
Material	Timber
What was seen	Deflection or sagging
Location	Rear office 1.04, middle of the room, under the former partition line
Position (GPS)	51.4551, -0.9713

Extent	One location
Span measured	4200
Deflection measured at the worst point	28
Span divided by deflection	150
Description	Floor dips towards the middle of the room and bounces when walked on. String line across the span shows 28 mm at the worst point. A partition shown on the 1998 plans has been removed above this floor.

Photos



Recommendation	Investigate further
What should be done	Lift boards along the dip to check joist size, notching for cables and the bearings, then decide on strengthening.
Observations recorded	1
Needing investigation, repair or make-safe	1
Urgent make-safe	0
To monitor	0

Areas 4: Roof void and flat roof

Area	Roof void and flat roof
Level or storey	Roof
Structural elements seen in this area	Roof structure, Chimney or parapet
Access	Partly seen
What could not be seen and why	Flat roof seen from the access hatch only; deck underside not visible.

Where is it?	51.4552, -0.9712
Observations recorded	0
Notes on this area	Felt surface ponding near the rear outlet. No sag seen in the deck from the hatch.
Areas inspected	4
Areas not fully seen	4
Observations recorded	3
Needing investigation, repair or make-safe	2
Urgent make-safe	0
To monitor	1

4. Assessment and recommendations

Inspector's assessment	The building is in fair structural condition for its age as far as could be seen. Two items need attention: the corroded steel lintel over W4, which has started to lift the brickwork above it, and the sagging first floor in rear office 1.04, where a partition above has been removed and the joists may be notched. The gable crack is fine and looks old; monitoring will show if it is moving. No signs of foundation movement were seen, but the foundations were not exposed.
Further investigations recommended	Opening up, Calculations or load assessment, Crack monitoring
What each investigation should find out	Open up the first floor in office 1.04 to record joist size, spacing, notches and bearings, then check the joists with the current layout. Tell-tale on the north gable crack S2.
Immediate make-safe measures taken or needed?	No

5. Result, actions and sign-off

Observations needing investigation, repair or make-safe	2
Result	Investigation or repair recommended

Actions 1: Open up the floor in office 1.04 and send joist sizes and photos to the engineer for a check.

Action	Open up the floor in office 1.04 and send joist sizes and photos to the engineer for a check.
Priority	Soon

Who will do it	Lowbury Estates (buyer's contractor)
Due by	6 Nov 2026
Status	Open

Actions 2: Expose and replace or treat the W4 lintel; rebuild the lifted brick course.

Action	Expose and replace or treat the W4 lintel; rebuild the lifted brick course.
Priority	Soon
Who will do it	Seller, as agreed in the purchase
Due by	4 Dec 2026
Status	Open

Actions 3: Fit a tell-tale on crack S2 and read it monthly for six months.

Action	Fit a tell-tale on crack S2 and read it monthly for six months.
Priority	Monitor
Who will do it	J. Ferris
Due by	20 Oct 2026
Status	In progress
Actions still open	3
Decision	Carry out the recommendations
Next check or re-inspection date	10 Nov 2026
Summary for the client	Visual structural inspection of Kennet House for Lowbury Estates before purchase. No urgent make-safe needed. Repair the corroded W4 lintel, open up and check the sagging first floor in office 1.04, and monitor the fine gable crack.
Inspector name	J. Ferris
Inspector signature	
Client or owner name	A. Lowbury

Client or owner signature

