

Ref:	Location (as shown on plans as existing)	Work required	Comments
1.0	67 Upper Bognor Road		
1.01	Ground floor generally	Locally repair existing ground floor as per structural engineer's report	
1.02	Ground floor generally	Undertake repairs of timber first floor, including replacing members where necessary for structural integrity as per the structural engineer's report.	
1.03	Ground floor generally	Remove existing plaster to walls affected by damp . Walls to be recoated using specialist render	
1.04	Ground floor generally	Remove all existing electrical fittings	
1.05	Living room	Licensed contractor to remove asbestos insulating board panels to chimney breast and replace with non-asbestos lining board.	
1.06	Dining Room	Licensed contractor to remove asbestos insulating board panels to walls and chimney breast and replace with non-asbestos lining board.	
1.07	Kitchen	Licensed contractor to remove asbestos rope flash guard within old electrical unit	
1.08	Kitchen	Remove area of existing ceramic wall tiling	
1.09	Kitchen	Infill door to WC and firestop wall to underside of roof.	
1.10	Kitchen	Erect new partition to create bathroom.	
1.11	Ground floor generally	Construct new plasterboard ceilings throughout	
1.12	First floor generally	Undertake repairs of timber roof structure, including replacing members where necessary for structural integrity as per the structural engineer's report.	
1.13	Stairwell / landing	Licensed contractor to remove asbestos insulating board panels to wall and replace with non-asbestos lining board.	
1.14	Bedroom	Remove existing built in wardrobes	
1.15	Bedroom	Remove existing airing cupboard	
1.16	First floor generally	Remove existing plaster to walls affected by damp . Walls to be recoated using specialist render	
1.17	First floor generally	Remove all existing electrical fittings	
1.18	First floor generally	Construct new plasterboard ceilings throughout	
2.0	69 Upper Bognor Road		
2.01	Ground floor generally	Locally repair existing ground floor as per structural engineer's report	
2.02	Ground floor generally	Undertake repairs of timber first floor, including replacing members where necessary for structural integrity as per the structural engineer's report.	
2.03	Ground floor generally	Remove existing plaster to walls affected by damp . Walls to be recoated using specialist render	

Ref:	Location (as shown on plans as existing)	Work required	Comments
2.04	Ground floor generally	Remove all existing electrical fittings	
2.05	Entrance lobby	Asbestos containing vinyl floor tiles and adhesive to be removed and disposed of by a licensed contractor or	
2.06	Living room	Licensed contractor to remove asbestos insulating board panels to fire place and replace with non-asbestos lining board.	
2.07	Living room	Licensed contractor to remove asbestos rope flash guard within old electrical unit	
2.08	Living room	Asbestos containing vinyl floor tiles and adhesive to be removed and disposed of by a licensed contractor or encapsulated.	
2.09	Dining Room	Licensed contractor to remove asbestos insulating board panels to walls and fire place and replace with non-asbestos lining board.	
2.10	Dining Room	Asbestos containing vinyl floor tiles and adhesive to be removed and disposed of by a licensed contractor or encapsulated.	
2.11	Understairs cupboard	Asbestos containing vinyl floor tiles and adhesive to be removed and disposed of by a licensed contractor or encapsulated.	
2.12	Dining room store cupboard	Asbestos containing vinyl floor tiles and adhesive to be removed and disposed of by a licensed contractor or encapsulated.	
2.13	Kitchen	Demolish the wall that currently separates the WCs to 67 and 69 Upper Bognor Road (the existing wall to the WC in No. 67 becomes the new party wall).	
2.14	Kitchen	Reverse door hanging to WC so outward opening.	
2.15	Kitchen	Asbestos containing vinyl floor tiles and adhesive to be removed and disposed of by a licensed contractor or encapsulated.	
2.16	WC	Asbestos containing vinyl floor tiles and adhesive to be removed and disposed of by a licensed contractor or encapsulated.	
2.17	Rear lobby	Asbestos containing vinyl floor tiles and adhesive to be removed and disposed of by a licensed contractor or encapsulated.	
2.18	Ground floor generally	Construct new plasterboard ceilings throughout	
2.19	Airing cupboard	Asbestos cement panel door lining to be removed and disposed of by a licensed contractor.	
2.20	Bedroom	Remove existing airing cupboard	
2.21	First floor generally	Remove existing plaster to walls affected by damp . Walls to be recoated using specialist render	
2.22	First floor generally	Remove all existing electrical fittings	
2.23	First floor generally	Construct new plasterboard ceilings throughout	

Ref:	Location (as shown on plans as existing)	Work required	Comments
3.0	71 Upper Bognor Road		
3.01	Room 4	Remove section of internal wall to hall to allow room to be split	
3.02	Room 4	Build new partitions to form new WC	
3.03	Toilet	Remove partitions forming corner boxing	
3.04	Toilet	Rebuild partitions to create new bathroom	
3.05	Equipment store	Remove redundant asbestos cement flue pipe	
3.06	Equipment store	Licensed contractor to remove asbestos rope flash guard within old electrical unit	
3.07	Equipment store	Remove internal walls separating equipment store and store and forming rear lobby.	
3.08	Equipment store	Build new partitions to form new WC	
3.09	Equipment store	Remove existing boiler and redundant services	
3.10	Store	Infill opening between store and Room 3 and remove steps in doorway for change in level.	
3.11	Room 5	Create opening in wall between rooms 5 and 6	
3.12	Room 5	Infill existing door opening	
3.13	Room 6	Reposition door opening	
3.14	Room 9	Form new opening in wall to Room 8	
3.15	Room 9	Extend area of floor at higher level to relocate step up and create new bathroom lobby	
3.16	External walls	Redecorate external walls cream -white to match other listed buildings on the campus	
4.0	Charlotte House	Otherwise known as - 65 Upper Bognor Road	
4.01	North Elevation	Form two new window openings in the north elevation to Room 1 and Room 4. Window surrounds to be red brick soldier course to head and cill and stack bonded to jambs. Brick to match existing quoins. Windows to be timber sliding sashes, style to match existing. Window to Room 1 to match existing window to Lounge. Window to Room 4 to match existing window to Room 7.	
4.02	External store	Asbestos cement sheet roofing to be removed and disposed of by a licensed contractor.	
4.03	External store	Roof to be covered in natural slates abutments to existing building walls to be flashed with lead.	
4.04	Boiler	Construct raised timber floor over existing brick floor to bring floor level flush with adjoining kitchen.	
4.05	Boiler	Form new door opening in wall to Room 3	
4.06	Boiler	Remove existing boiler and redundant services	
4.07	Kitchen	Remove timber first floor construction to northern half of kitchen to allow for the insertion of a new staircase	

Ref:	Location (as shown on plans as existing)	Work required	Comments
4.08	Kitchen	Demolish wall between kitchen and boiler room and reinforce timber floor above as required.	
4.09	Kitchen	Infill opening between kitchen and lounge	
4.10	Kitchen	Construct partitions to enclose new WC.	
4.11	Lounge	Form new opening in wall to Room 3	
4.12	Lounge	Infill opening in wall to WC lobby	
4.13	Room 3	Infill existing door opening	
4.14	WC	Remove existing internal partition and door	
4.15	Bathrooms lobby	Licensed contractor to remove asbestos insulating board panels to walls and ceilings replace with non-asbestos lining board.	
4.16	Airing cupboard	All partitions forming airing cupboard are to be removed	
4.17	Corridor	Licensed contractor to remove asbestos insulating board panels to walls and ceiling and replace with non-asbestos lining board.	
4.18	Corridor	Construct new wall to separate the first floor into the two new dwellings and so create new bathroom	
4.19	Room 6	Form new door opening in wall to corridor	
4.20	Room 6	Infill existing door opening	
4.21	Room 7	Existing wall to corridor to be rebuilt to accommodate new door opening and new built in wardrobe	
4.22	Wc	Remove existing internal partition and door	
4.23	Landing	Partially infill existing opening to form doorway into new bathroom	
4.24	Room 5	Widen existing door opening and build new partitions to create new entrance into room.	
4.25	Room 6	Adjust door opening position in internal wall to landing	