

Utilities Management Report

Operational reference, asset
condition and forward
maintenance priorities

**A practical record of utilities across the estate,
designed to support safe maintenance,
contractor engagement and investment
decisions.**

Asset locations mapped

Known defects highlighted

2026–2036 plan aligned

Directors' summary

Mapped estate

4 rainwater drains
12 manhole drains
12 gas meters
2 water-meter locations

Lighting estate

23 external-lighting locations
9 solar lights in operation
6 bollards, 1 reported faulty

Control & safety

Fuse boxes and timers documented
Fire-protection features recorded
Intercom upgrade under consideration

Priority actions

- Remove dumped waste beneath the Flats 1–6 walkway and inspect the steel joists.
- Complete the planned drainage inspection and investigate reported gurgling / backflow symptoms.
- Appoint an electrical contractor to rectify the faulty bollard and Flats 9–12 sensor-light behaviour.
- Assess replacement garden-flat patio lights and a centralised lighting-control solution.

Management objective

Improve resident safety, simplify day-to-day site management and reduce avoidable energy and maintenance costs while protecting the appearance and long-term value of the estate.

Services overview

Electricity

- Distribution & meters
- Lighting controls
- Internal lighting
- External lighting

Gas

- Gas meters
- Heating & hot water
- Cooking supply status

Water & drainage

- Water meters
- Internal drainage
- Rainwater drainage
- Manholes
- Gutters & downpipes

Telecoms & safety

- Broadband
- Entry systems
- Fire alarms
- Fire / smoke protection
- CO alarms
- Television

The report records known locations and observed condition. Specialist inspection and statutory certification remain the responsibility of appropriately qualified contractors.

Priority issues and recommended actions

HIGH	Flats 1–6 walkway	Dumped waste beneath walkway; visible deterioration to painted steel joists.	Clear access, remove waste and arrange competent inspection.
HIGH	External lighting	One bollard reported faulty; Flats 9–12 entrance sensor operates day and night.	Electrical contractor to fault-find cabling / controls and confirm safe operation.
MED	Drainage	Reported gurgling / overflow symptoms; one rear manhole exposed to nearby bamboo-root risk.	Include in drainage survey, clean and investigate internal / external connections.
MED	Gas meters	Meters beneath Flats 1–6 walkway are difficult to access and not clearly identified by flat.	Improve access and introduce durable identification following verification.
MED	Lighting controls	Timers are dispersed and the bollard timer is difficult to reach.	Assess centralised, secure timer/control solution and energy-monitoring benefits.

Lighting and controls

Current position

9 solar lights operating since April 2026.
6 bollard lights; 1 reported faulty.
3 external sensor-light locations.
Garden-flat patio lights are individually switched.

Control challenges

Timers are split across risers / cupboards.
Flats 1–6 bollard timer is hard to access.
Flats 9–12 sensor operates during daytime.
Seasonal timer changes need manual intervention.

Recommended direction

Fix known faults first.
Standardise labelling and settings.
Assess secure central control.
Consider smart-meter data before investing in advanced automation.

Suggested decision sequence

1 Make safe & repair

2 Standardise controls

3 Measure consumption

4 Build business case

Future control features may include scheduling, daylight response, controlled “on duration”, remote access, fault alerts and consumption reporting.

Drainage overview

Known assets

4 rainwater drains
12 manhole drains
2 documented water-meter locations
Additional water valves / access points may exist and should be verified.

Observed concerns

Some residents report gurgling from sinks / basins and bath-water backflow.
Rear manhole near Museum Drive may be exposed to bamboo-root intrusion risk.

Next maintenance visit

Jet / clean accessible drainage.
Record chamber condition and flow route.
Investigate reported internal symptoms.
Confirm ownership / responsibility for off-boundary chamber.

Contractor handover note

Use the existing property-plan slides and photo gallery as the detailed location record. Update the plan after inspection so chamber status, access constraints and any remedial works remain current.

Meter locations and access

12 gas meters documented

Flats 1–6

6 meters
Under entrance walkway

Flats 7–8

2 meters
By storage cupboard / external stairs

Flats 9–12

4 meters
Either side of communal entrance

Access & identification actions

- Remove obstructions beneath the Flats 1–6 walkway.
- Verify which meter serves each flat before fitting durable labels.
- Keep meter areas clear for emergency and supplier access.
- Retain photographs as part of the asset register.

Important

Any work on gas installations or meter arrangements should be undertaken by the relevant supplier or appropriately qualified personnel.

Future investment options

Garden-flat lights

Replace 5 dated patio fittings, subject to contractor survey and compatibility of existing wiring.

Near term

Lighting controls

Explore a secure centralised solution for communal and cabled external lighting.

Business case

Video intercom

Evaluate camera-enabled entry system for Flats 1–6 and 9–12, with resident monitors.

Future

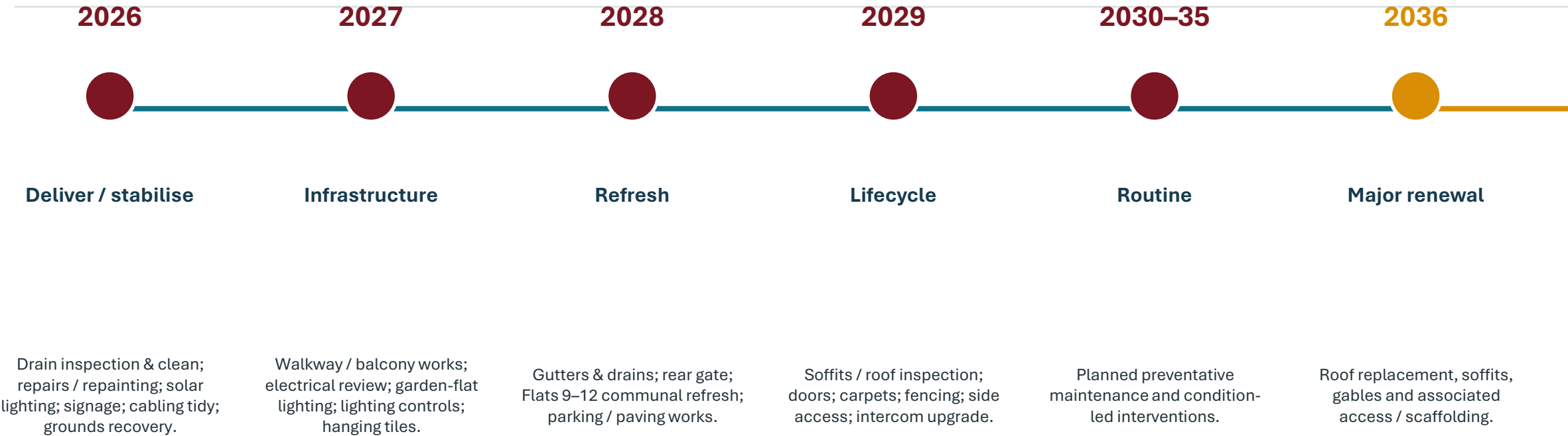
Smart metering

Ask the electricity supplier about upgrading communal meters and access to consumption data.

Enabler

All options remain subject to need, contractor advice, funding, reserve priorities and any unforeseen emergency maintenance.

Maintenance plan 2026–2036



Plan principle: priorities may move forward when opportunities arise or move back where emergency works take precedence. Decisions should remain condition-led and financially prudent.

Recommended next steps

- 1 Now** Clear walkway waste; confirm immediate safety / access concerns.
- 2 Next contractor visits** Drain survey and electrical fault-finding; update asset register.
- 3 2027 planning** Obtain comparable quotations for garden-flat lighting and controls.
- 4 Business case** Compare capital cost, maintenance access, energy savings and resident benefit.
- 5 Keep current** Record inspections, certificates, photos, defects and completed works in one controlled report.

Outcome A safer, easier-to-maintain estate with clearer records, fewer avoidable energy losses and better evidence for future spending decisions.

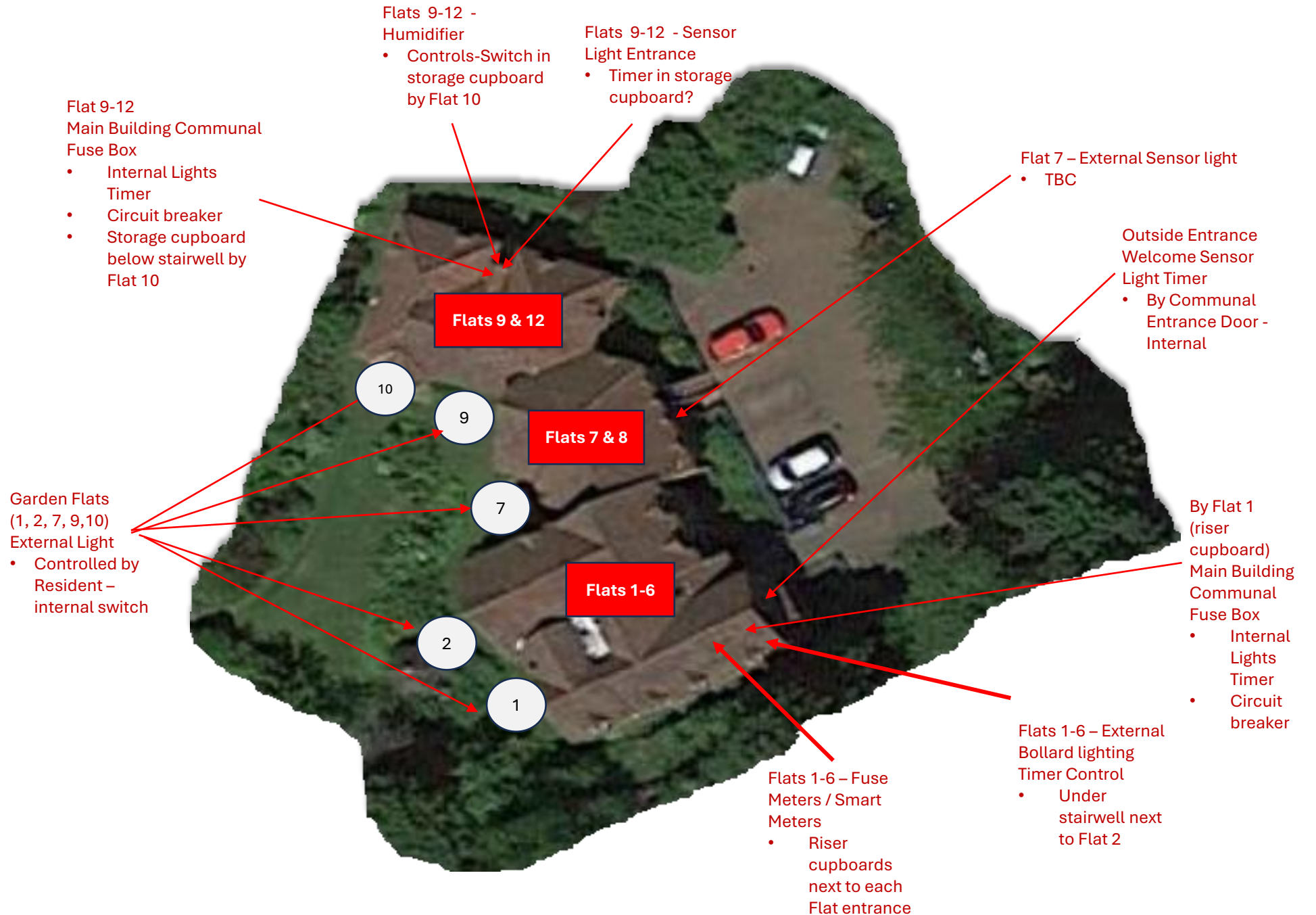
Appendix

Electricity

Fuse Boxes & Meters

Light Management

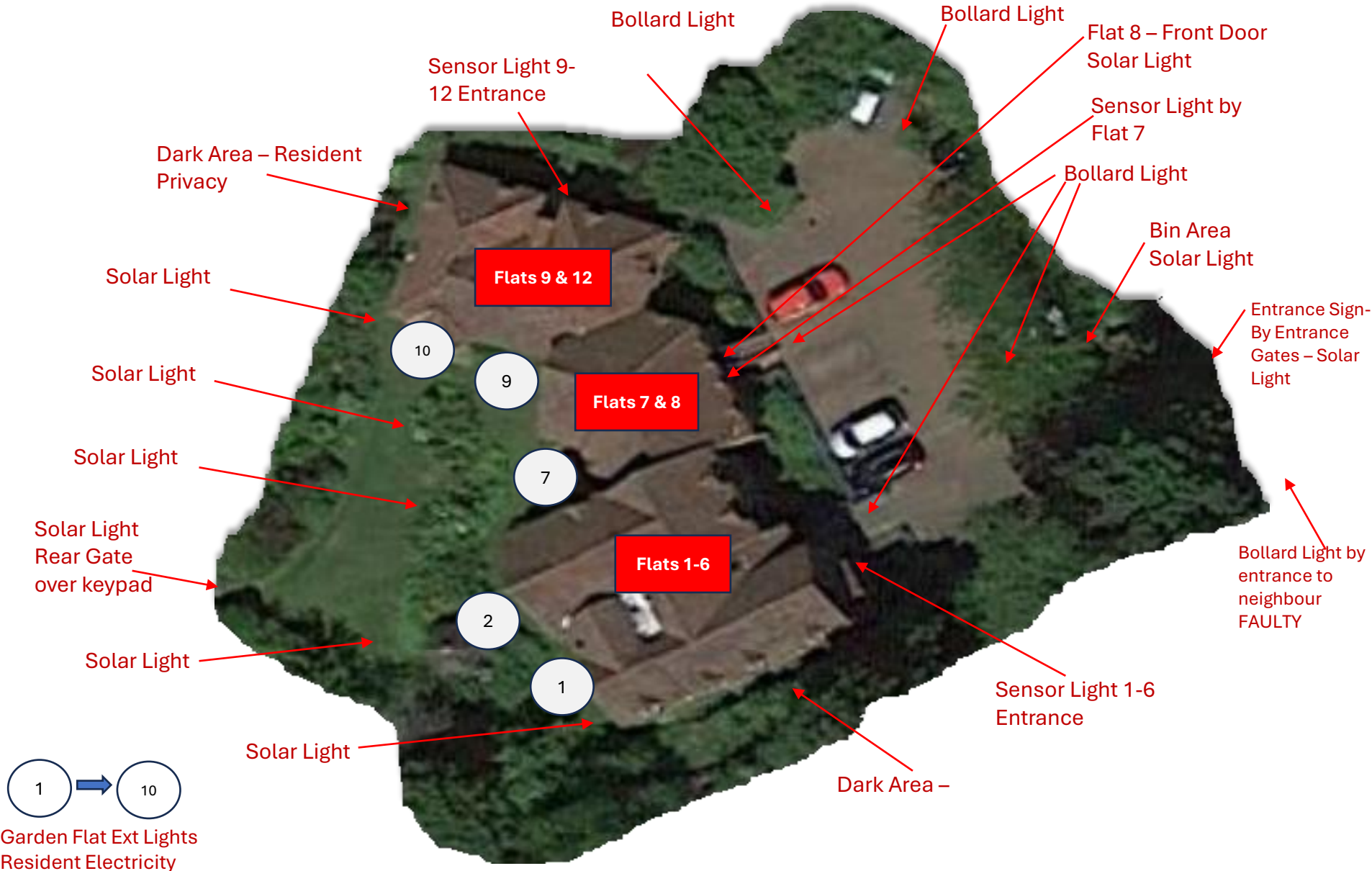
1. Flats 1, 2, 7, 9, & 10 internal light switch for external Patio Light
2. Flats 1-6 communal Fuse Box located in Flat 1 riser cupboard
3. Flats 1-6 internal communal lighting timer control located in Flat 1 riser cupboard
4. Flats 1-6 outside entrance welcome light sensor timer located by entrance door, believe there is a timer for this in storage cupboard under stairwell by Flat 10



Electricity

External Lighting

1. 9 Solar lights currently in operation around Beaufield Gate
2. Garden Flat external patio lights need upgrading (5 flats)
3. 6 bollard lights, 1 faulty
4. Sensor light by entrance to flats 9-12 comes on day or night
5. Timer switch for bollard lights could not be situated in a worse place
 1. *In the past bollard lighting has not been adjusted causing unnecessary waste of electricity and risking safety of residents*
6. 6.Timer switch for welcome light at entrance to Beaufield Gate is located inside by entrance door

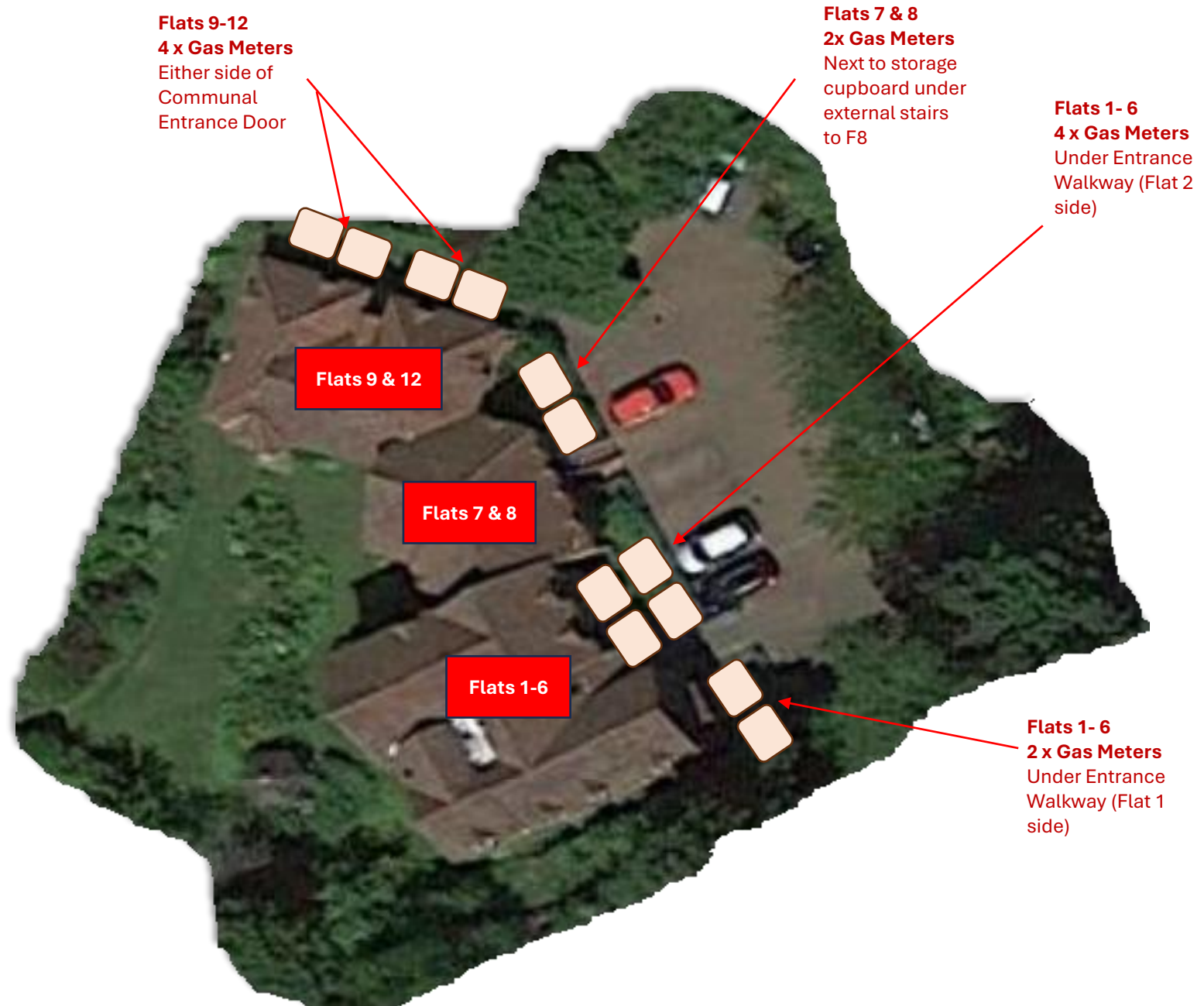


BEAUFIELD GATE

Gas

Gas Meters

1. Flats 1-6 Meters are challenging to reach as some under elevated walkway bridge
2. Waste has been disposed under walkway (old gas meter, ladder, cone, large pipe)
3. There is no identification visible to gas engineers on which meter belongs to which flat
4. Water & Home heating runs off Gas
5. Cookers and ovens are electric



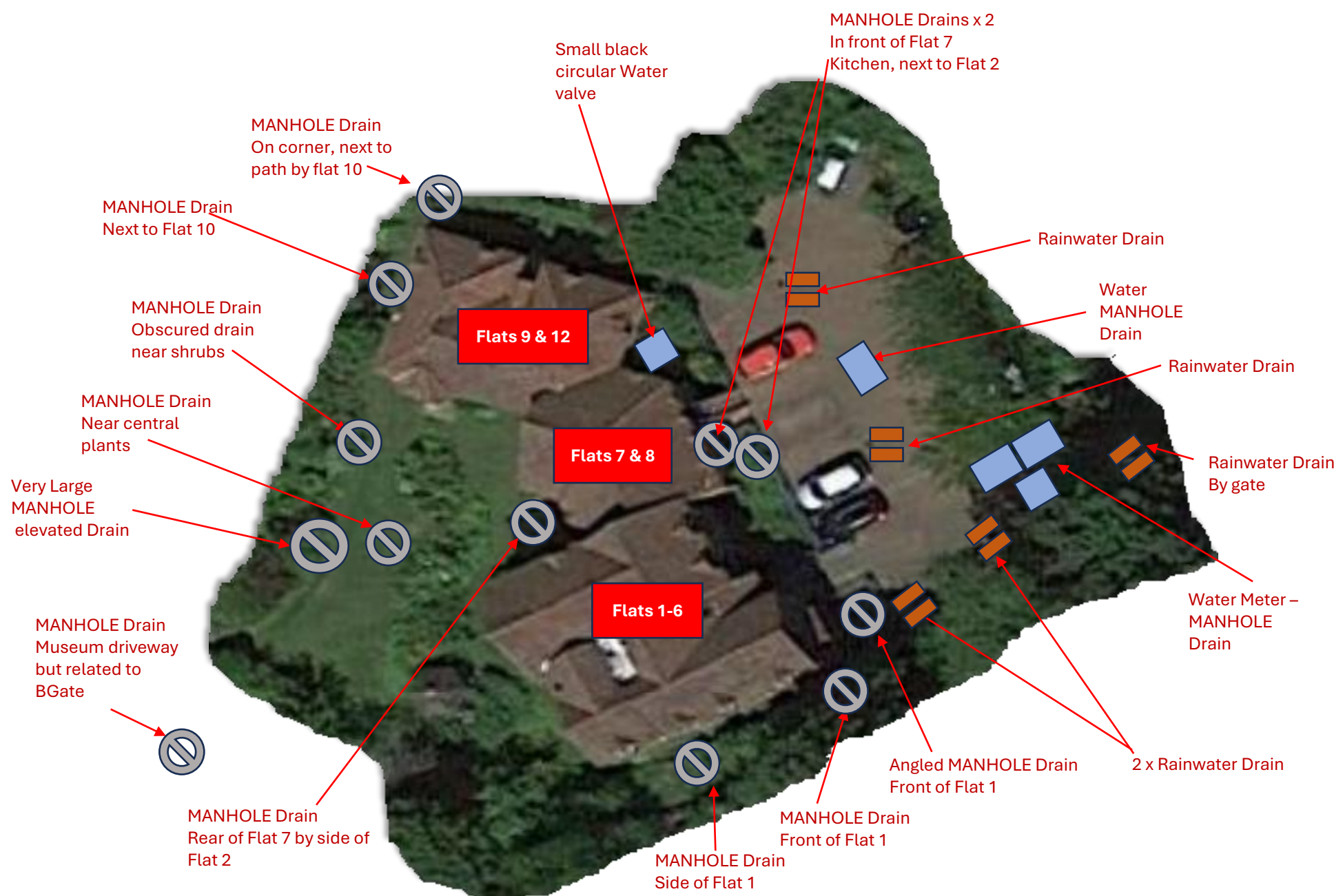
Water & Drainage

Water Meters

External Rainwater Drainage

External Drainage Manhole

1. All Flats are connected to water meters
2. There are 12 Manhole drains
3. There are 5 water manholes / valve pipes (2 seen, may be more)
4. There is no independent external tap, cost to install with Thames Water is prohibitive
5. Manhole drain situated on museum driveway is at risk from bamboo plants roots on Museum grounds
6. There is an issue with some flats hearing gurgling sounds from sinks/basins, and overflow of water from neighbour baths (this could be an internal drain issue)



Telecoms & Safety

Broadband

Entry Systems

Fire Alarms

Broadband is provided by BT and Vodafone currently, Openreach install cabling. Up to 900 Mbps

Entry systems for F1-6 & 9-12 are voice – Buzzer, **cutoff switch**, and **Entry Lock Delay timer in Riser next to Flat 1**

There is no CCTV at Beaufield Gate

Flats 1, 2, 3, 4 Communal areas have smoke and fire suppression doors /screens

F1-6 & 9-12 personal entrance doors are fire regulated

Management are exploring:

- Removing all satellite dishes
- Upgrading intercom systems

Fire alarms, communal smoke alarms are regularly tested and certified

NOTE Fire Assembly Points

