CONSULTANT'S REPORT

Guidance:

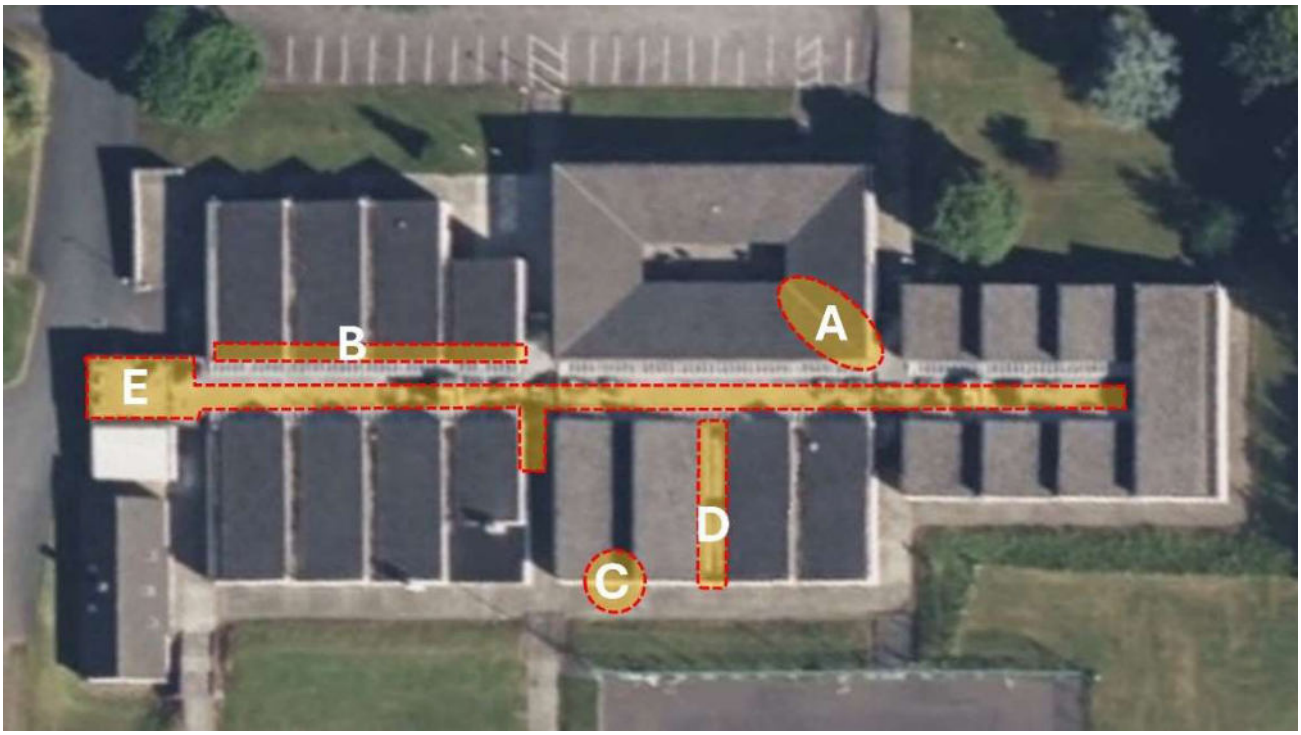
- Items 1 to 6 below must be addressed in any Consultant's Report.
- A full breakdown of all building costs, in sufficient detail that items can be identified and quantified, must be included in the consultant's report.
- Where the proposed works involve alterations/refurbishment within the existing building, the gross floor area of the portion of the building affected by the works must be stated.
- For applications in connection with mechanical, electrical and gas services the Consultant should consider all relevant building services Technical Guidance Documents (TGDs) and associated guidance documents and design notes as published on gov.ie. The report itself should comply with the guidance in TGD002, Sections 18.0, 18.1, 18.2 (Primary Schools) and TGD003, Sections 19.0, 19.1, 19.2 (Post Primary Schools).
- The Consultant's Report **must** be submitted in the format set out in the Template. Any variation may result in the school's on-line application being invalidated.
- The Consultant's Report **must** be provided to the school authority in word/PDF format in order to allow it to be downloaded as part of the on-line application.
- **Photographic evidence of the affected area is mandatory and must be included in the Consultant's report if applicable.**

1. **School Details – the following information must be provided:**

School Roll Number	72420E
School Name	Raheen College
School Address	CTI, Raheen Road, Clonmel, Co. Tipperary
Eircode	E91H9P7
Contact Name	John McCarthy
Contact Number	085-7283075
Contact E-mail	jmccarthy@tipperaryetb.ie

2. **Describe the part(s) of the building for which the proposed project is required. Include, if applicable, details of number of rooms affected and the gross floor area of the building or portion of the building affected.**

Category 2 – Climate Action and Roof Works -Roof is constantly leaking despite repairs. Roof described as chronic by DES inspector.



Area A - Mono pitched roofs around courtyard



A visual inspection, supported by the caretaker, identified signs of water ingress in the library on the northern side of the courtyard, likely due to a failure or weakness in the valley gutter above.

The existing concrete roof tiles are installed at a pitch of approximately 12 degrees, which is significantly below the recommended minimum pitch of 25 degrees for this type of roofing material. This insufficient pitch contributes to ongoing issues with water ingress into the building.

To address this, we recommend replacing the current roofing with an insulated metal roof system. These systems are specifically designed for low-pitch applications and can be effectively installed at pitches between 4 and 12 degrees, providing improved waterproofing performance and long-term durability.

Area B - Typical glazing over corridor area



A visual inspection of the flat roof revealed that the flashings around glazed sections—located on kerbs and abutting mono-pitch gable walls—are loose, damaged, or incorrectly installed. These issues increase the risk of water ingress from wind-driven rain, particularly into the corridor areas below. The flashings should be repaired or ideally replaced to prevent future leaks.

This problem is not limited to one area, and all glazing-related flashings across the roof should be fully replaced

Area C - End valley behind parapet



A visual inspection of the valley gutter above two affected classrooms revealed standing water, directly correlating with internal water damage. This detail is used in other roof sections and poses similar risks.

Damaged felt should be repaired, and valleys may need to be raised to ensure proper fall, as outlets are currently set too high, causing ponding.

Re-lining the valleys with a more durable membrane is recommended to prevent future cracking and water ingress

Area D - Valley between mono-pitched sections of roof



The valley gutter over the central space of the rear block shows signs of water ingress in the ceiling below. While the roof surface appears largely intact, stagnant water due to high outlet levels are present.

Rippling in the felt suggests damage from thermal movement, with likely failure where the valley meets the chute outlet.

Remedial works should include realigning, resealing around the outlet, improving the fall by slightly raising the valley, and replacing the felt with a more durable roof membrane.

Area G- Flat roof generally

The flat roof was fully accessible for inspection, allowing for a close examination of the membrane, outlets, flashings, and edge kerbs. Significant ponding was observed across various areas of the roof, and evidence of water ingress was confirmed through discussions with school staff and the caretaker.

The school has experienced water ingress during periods of heavy rainfall in multiple locations. Upon visual inspection, the low-level gully valleys appear to be the primary source of these leaks, as noted above. Additionally, the parapet cappings were found to be cracked, which may also contribute to the water ingress.

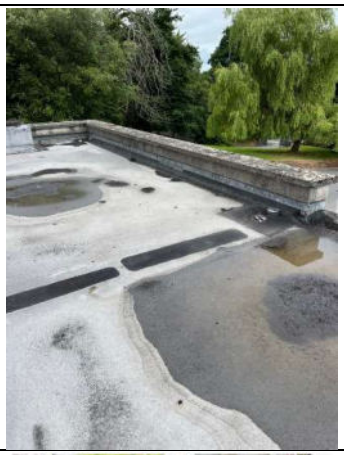
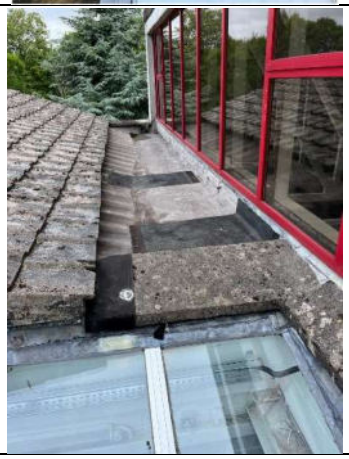
The roof membrane was noted to be brittle in several areas. While localised repairs have provided temporary relief from active leaks, it is our professional opinion that the flat roof membrane has reached the end of its serviceable life and should be full replaced



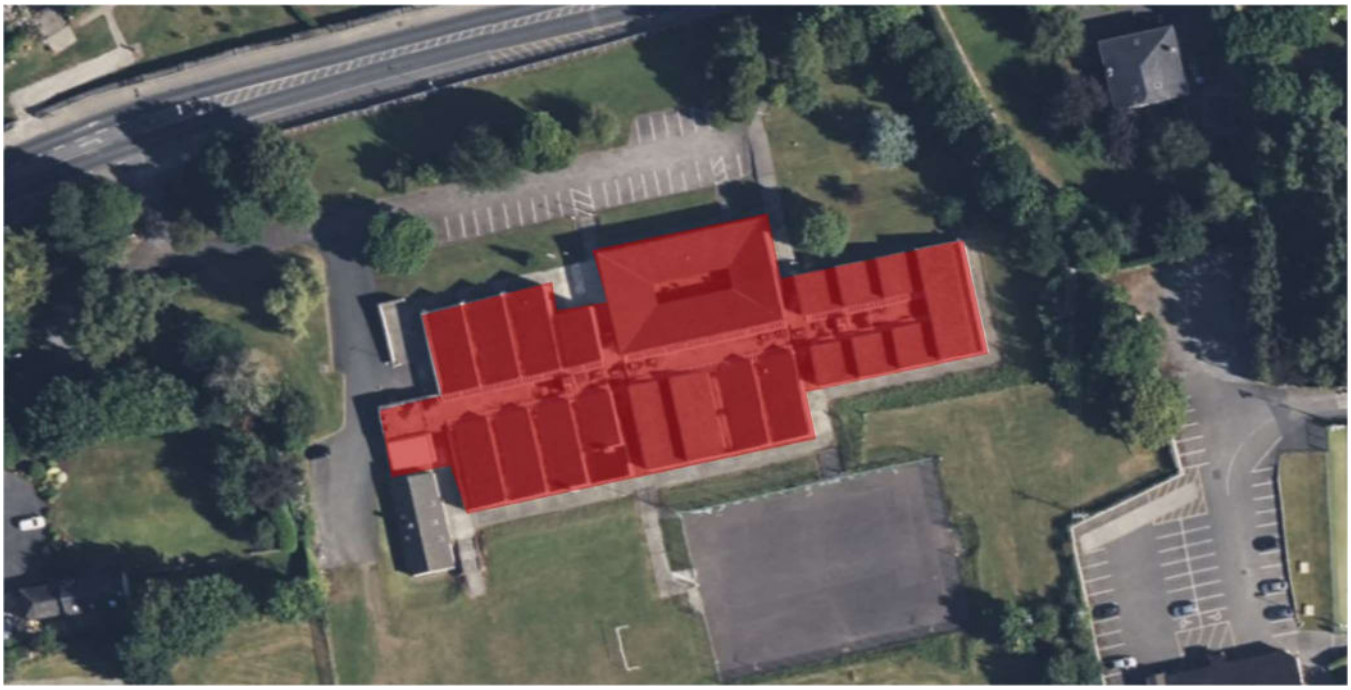
Pictures of existing flat roof during recent inspections

3. Provide a full explanation of the nature and extent of the defect(s) with supporting photographs, and floor plans (or site plan of school) with affected area highlighted. (See circular for more information)

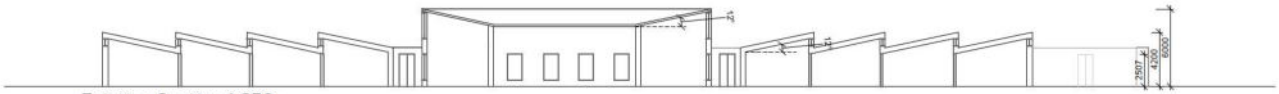
	Lead flashing has come displaced allowing wind driven rain beneath
	Breaks in the flashing have been joined using a proprietary tape or similar as a temporary solution to avoid water ingress
	Cracks in Concrete capping allowing for water ingress into school classrooms – some remidial works of flat roof felt fitted to parapets as a temporary measure.
	Valley area shows significant signs of water retention

	Rainwater retention on flat roof – localised remedial works temporary fix for water ingress - Visual inspection of flat roof membrane shown to be brittle – flat roof has reached the end of its serviceable life and should be full replaced
	Valley area shows water retention – temp works of relining of valley gully keeping water ingress at bay temporally
	Substantial water lying on the roof towards the road facing edge of the school
	Number of localised repairs can be seen throughout the flat roof section of the building. This suggests that the roof has reached its end of life.
	Rotten battens observe red under concrete tiles

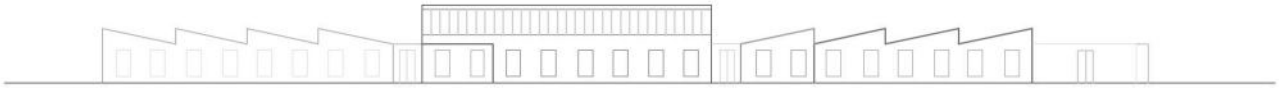
	Ponding of rainwater on flat roof
	No attic space to allow for attic insulation



Roof plan - Area of roof highlighted in red – recommended for Roof repair – total areas of all roofs = 3394.3m2



Existing Section 1:250



Existing Elevation 1:250

Recommendation :

Proposed roof repairs include :

- Remove the existing roof tiles, the damaged / rotten timber battens prepare roof for new battens – fit new 50x75mm timber battens at 1200mm centers on existing timber trusses

- Install a new insulated metal roof system, comprising 120mm thick composite panels with a thermal performance of 0.16 W/m²K. All associated flashings, upstands, and weathering components shall be fitted in accordance with the manufacturer's guidelines or to an equivalent standard compliant with industry best practice. Due to the absence of attic space, the roof structure cannot accommodate traditional insulation methods. Therefore, the installation of this high-performance insulated roofing system will significantly enhance the building's thermal envelope. This upgrade contributes directly to the school's overall climate action strategy

- Clean existing level valley gutter, prepare and fit new flat roof membrane with associated flashings – average 1m wide. Fit new flat roof membrane to the gully outlet.

- Fit new flat roof membrane to flat roof areas with associated upstands and flashings

- Pre-formed metal capping to replace existing concrete equivalent.

- Replacement flashing and counter flashing to existing flat roof glazing. (2 no. lengths of glazing)

4. When was the affected part(s) of the building last replaced and/or remedial works carried out? Where applicable, a description of previous remedial works should be included.

Remedial works were carried out 6–7 years ago by a local builder who replaced some outlets, leaving the caps off to prevent moss build-up.

5. What evidence is there of an effective maintenance programme for the affected area(s)?

Roof has been cleaned with moss removed on flat roof and valley gullies. Gutters are inspected regularly throughout the year and cleaned 2-3 times annually.

5a. Please indicate below by ticking the box(es) relevant to your project if including a climate action element of works in the proposed project:

Attic Insulation ☐	**Cavity Wall Insulation** ☐	**Bike Rack** ☐
Air Tightness works ☐	**LED lighting** ☐	**Heat Pumps** ☐
Electric Vehicle (EV) charging provision		



Internal Classrooms with no attic space for attic Insulation Due to the absence of attic space, the roof structure cannot accommodate traditional insulation methods. Therefore, the installation of this high-performance insulated roofing system will significantly enhance the building's thermal envelope. This upgrade contributes directly to the school’s overall climate action strategy

1. **All proposed projects should include a breakdown of, including costs per m² of building area affected by the proposed works.**

All proposed projects should be fully itemised and costs broken down, as follows: -

Item	Description	Quantity	Unit	Rate	Total €
1	Remove the existing roof tiles, the damaged / rotten timber battens prepare roof for new battens – fit new 50x75mm timber battens at 1200mm centers on existing timber trusses	2026	sqm	42.65	86,408.9
2	Fit new Insulated metal roof panel system,(0.16W/m²k), with proprietary flashing, upstands and weathering components fitted as per manufactures specifications.	2026	sqm	163.40	331,048.4
3	Clean existing level valley gutter, prepare and fit new flat roof membrane with associated flashings – average 1m wide. Fit new flat roof membrane to the gully outlet.	430	Sqm	97.50	41,925.00
4	Fit new flat roof membrane to flat roof areas with associated upstands and flashings	400	sqm	105.38	42,152.00
5	Pre-formed metal capping to replace existing concrete equivalent.	35	Linear meters	177.00	6,195.00
6	Replacement flashing and counter flashing to existing flat roof glazing. (2 no. lengths of glazing)	316	Linear meters	205.00	64,780
7	Temporary Weathering (Contractor Design)	1	Item	15,000	15,000
8	Preliminaries	1	Item	60,000	60,000
				Construction Sub Total	647,509.3
				VAT @ 13.5%	87413.76
				Total Construction Cost	734923.1
				Professional Fees	
				VAT @ 23%	
				Total Professional Fees	
				Overall Total (Construction & Fees)	

All proposed Climate action aspects of projects should be fully itemised and costs broken down, as follows: -

Item	Description	Quantity	Unit	Rate	Total €
1	Insulated Roof panel – (U-Value 0,16) Inc in roof works – no attic for Insulation				0
2					
3					
4					
5					
6					
7					
8					
9					
10					
				Construction Sub Total	
				VAT @ 13.5%	
				Total Climate Action Element Construction Cost	
				Professional Fees Relation to Climate Element of works	
				VAT @ 23%	
				Total Professional Fees for **Climate Element**	
				Climate Element Total (Construction & Fees)	

Consultants Details

IT IS IMPERATIVE THAT THIS SEGMENT IS COMPLETED. IF IT IS NOT COMPLETED CORRECTLY THE SCHOOL WILL NOT BE CONSIDERED FOR FUNDING.

Consultant Disciplines

The Consultant disciplines set out below are appropriate to the Climate Action Summer Works Scheme in respect of engaging professional advice to prepare a technical report. Consultants completing reports must be satisfied that they comply with the qualification requirements as set out below. Failure to comply with the qualification requirements, including the carrying of adequate Professional Indemnity Insurance and Employer's & Public Liability Insurance, will result in the application being invalidated and therefore not being considered for funding.

Please also refer to the Guidance on Procuring Consultants for Small Works (4th edition October 2021).

Consultant discipline	**Proposed scope of works >€500,000**	**Proposed scope of works <€500,000**
	Category	**Category**
Registered Architect	2, 5, 6, 7, 8, 9, 10	2, 5, 6, 7, 8, 9, 10
Chartered Civil/Structural Engineer	9, 10	2, 5, 6, 7, 8, 9, 10
Chartered Building Services (Electrical) Engineer	1, 3	1, 3
Chartered Building Services (Mechanical) Engineer	4	4
Registered Building Surveyor	2, 5, 6, 7, 8, 9, 10	2, 5, 6, 7, 8, 9, 10

In the case of multi-disciplinary practices the firm must have a principal (i.e. director or partner) who meets the qualification requirements for the category of works being applied for.

Consultant Details:

Consultants First Name:

Consultant's Surname:

Consultant discipline:
Firm Name:
Firm Address:

Firm Telephone:
Firm email address:

Professional Membership Body:

Membership No/Registration No:

Conflicts of Interest

The concept of conflicts of interest shall at least cover any situation where staff members of a contracting authority, or of a service provider acting on behalf of a contracting authority, who are involved in the conduct of a procurement procedure or may influence the outcome of that procedure have, directly or indirectly, a financial, economic or other personal interest which might be perceived to compromise their impartiality and independence in the context of the procurement procedure. In this context, a

shareholding, equity or financial interest in a construction industry related contracting or supply company by an Applicant must be disclosed as part of this submission and, unless the Applicant can demonstrate that no conflict of interest exists, will be grounds for exclusion. Failure to disclose a potential conflict of interest which subsequently becomes apparent may be grounds for exclusion from further competitions for the provision of services.

Declaration

I confirm that I understand that failure to comply with the Consultant qualification requirements, including having adequate Professional Indemnity Insurance and Employer's & Public Liability Insurance, will result in the school's application being invalidated and therefore being excluded from consideration for funding. Please also refer to the Guidance on Procuring Consultants for Small Works (4th edition October 2021).

Signature of Consultant	**Signature of Chairperson/Patron/ETB**

If you have any doubts in relation to the suitability of a proposed Consultant, please contact your school management body. The Department's decision will be final as to whether or not a Consultant is appropriately qualified for the purpose of this Scheme.

Consultant Insurance Details

IT IS IMPERATIVE THAT THIS SEGMENT IS COMPLETED. IF IT IS NOT COMPLETED CORRECTLY THE SCHOOL WILL NOT BE CONSIDERED FOR FUNDING.

Please Note:

Where you are a Consultant who is registered as a Sole Trader, you may not be able to complete the Employers Liability Limit insurance details above. Please ensure that you put 'N/A' in the Employers Liability Indemnity Limit.

Are you a Sole Trader*****
***Please see definition of Sole Trader below**

Definition of a Sole Trader

Sole Traders are perhaps the most straightforward group of business organisations under Irish law and, as such, are fairly lightly regulated. In contrast to the other forms of business, sole traders are not incorporated nor do they possess limited liability and makes the sole trader liable for all the assets and debts of their business. *The Registration of Business Names Ac*t 1963 requires Sole Traders to register their business name if it is different from their given name, with the Companies Registration Office and they must also register with the Revenue Commissioners as a self-employed person. A Sole Trader ceases to operate on the decision of the Sole Trader, although they remain liable for any liabilities that have been incurred when operating.

FOR SCHOOL PURPOSES

Where the Consultant states that he/she is a **Sole Trader** and has inserted 'N/A' for Employers Liability Indemnity Limit, you as the school authority, completing the application will need to do the following to be in a position to submit the application for consideration. This is ONLY where your Consultant is a **Sole Trader**, for the purposes of preparing the Consultant's Report only