

Site Survey Questionnaire

Site location:Grid reference

Date:/...../.....

Name of company:

Address:.....

Name and position of respondent:

Type of business, including specialisations:

MCM land use code:.....

What is the *internal* ground floor footprint area of the premises (not including car parks etc.)?
NB this may include several separate building units.

Area in m²

Which floors does your premises have? (please tick boxes)

Below ground floor basement or cellar	<input type="checkbox"/>	First floor	<input type="checkbox"/>
Ground floor	<input type="checkbox"/>	Second floor and above	<input type="checkbox"/>

Premises at risk from:

River flooding	<input type="checkbox"/>	Both	<input type="checkbox"/>
Coastal flooding	<input type="checkbox"/>	Other	<input type="checkbox"/>

Additional Notes:

Potential cost of direct flood damage

The potential costs of direct damage to property, i.e. only the added value of the below ground floor level and the ground floor, can be used as an input in the depth damage calculation spreadsheet in Chapter 5 of MCM-Online.

Potential cost of direct flood damage to *building structure and fabric*

NB. See the table at the end of this questionnaire for example items within this damage category

What would be the approximate cost of re-instating just the structure and fabric of the property following flooding (excluding services and fixtures and fittings, and excluding VAT)?

£

Approximately, what proportion (%) of that cost would be apportioned to each if the following levels (where appropriate)?:

- a) below ground floor level (e.g. basement / cellar)
- b) ground floor
- c) upper floors

Additional notes:

Potential cost of *services installed*

NB. See the table at the end of this questionnaire for example items within this damage category

What services do you have in your premises? (Please tick)

- | | | | | | |
|----------|--------------------------|----------------|--------------------------|---------------------|--------------------------|
| Cabling | <input type="checkbox"/> | Power supplies | <input type="checkbox"/> | Lifts | <input type="checkbox"/> |
| Plumbing | <input type="checkbox"/> | Heating | <input type="checkbox"/> | Air conditioning | <input type="checkbox"/> |
| Water | <input type="checkbox"/> | Electrical | <input type="checkbox"/> | CCTV/security alarm | <input type="checkbox"/> |

Others (please specify)

What is the average capital cost of providing these services excluding VAT? £

What proportion (%) of that cost would be comprised by services at:

- a) below ground floor level (e.g. basement / cellar)
- b) ground floor
- c) upper floors

Additional notes:

Potential cost of *moveable equipment*

What would you include as moveable equipment in your premises (e.g. computers, furniture, vehicles, fork-lift trucks, etc). Please list them.

.....
.....
.....

What is the average capital cost of moveable equipment excluding VAT £

What proportion (%) of that cost would be comprised by equipment at:

- a) below ground level (e.g. basement / cellar)
- b) ground floor
- c) upper floors

Additional notes:

Potential cost of *fixtures and fittings*

NB. See the table at the end of this questionnaire for example items within this damage category

What would you describe as fixtures and fittings in your premises e.g. shelving, fridges, floor coverings?

.....
.....

What is the average capital cost of fixtures and fittings excluding VAT ? £

What proportion (%) of that cost would be comprised by fixtures and fittings at:

- a) below ground level (e.g. basement / cellar)
- b) ground floor
- c) upper floors

Additional notes:



Potential cost of *stock/raw materials*

What would you class as stock/materials (raw materials/work in progress/finished goods) in your premises?

.....
.....

What is the average value of stock over the year (raw materials etc.)?

£

What proportion (%) of that cost would be comprised by stock (raw materials etc) held at:

- a) below ground level (e.g. basement / cellar)%
- b) ground floor%
- c) upper floors%

Additional notes:

Potential costs of *clean-up*

NB: If you are unable to obtain this specialist information, we recommend using the standard clean-up data provided in the site survey spreadsheet available on MCM-Online. See the table at the end of this questionnaire for example items within this damage category

Please describe your likely clean up requirements following a flood ?

What proportion (%) of that cost would you expect to apply to each of the following levels (where appropriate) ?:

- a) below ground level (e.g. basement / cellar)%
- b) ground floor%

Additional notes:

Potential indirect costs

Calculating indirect damages and losses is not recommended unless a property is likely to contribute significantly to overall present value of damage (PVD) for an appraisal, e.g. over 10%. These costs only need to be determined if:

- *production within the premises is not transferable within the UK;*
- *other consumers of the finished product in the UK need to seek alternatives overseas;*
- *overseas consumers must seek alternatives away from the UK.*

Therefore the following questions should be asked of respondents:

a) Is production within the premises transferable within the UK? Yes No

If **Yes**, then no indirect losses apply and any costs will be the financial costs to the company rather than economic losses to the nation that impact upon the balance of trade. The survey is therefore completed.

If **No**, then ask the remaining questions.

b) Do other consumers of the finished product in the UK need to seek alternatives overseas? Yes No

c) Do overseas consumers need to seek alternatives away from the UK? Yes No

If the answer to either or both b) or c) is **Yes** then losses need to be determined by asking respondents to consider the following questions to calculate indirect losses:

d) For how long would your company be out of production?

e) What is the daily value-added on production?

f) What proportion of this would be lost during disruption?

If losses are likely to have a significant impact on the appraisal it may be necessary to seek further explanations from respondents to substantiate the figures, or to seek further expert advice.

Additional notes:

Typical items within four of the six damage components (building structure and fabric; building services; fixtures and fittings; and clean-up costs)

Building Structure and Fabric	Building Services (cont.)
Single Skin Wall With Piers	Repair/Replace Security Installations
Solid Brick/Concrete/Stone Wall Repair	Test And Certify Fire/Smoke Alarms
Rendering To Walls	Repair/Replace Fire/Smoke Alarms
Service Personnel Gate	Test And Certify Electrical External Lighting
Renew Personnel Gate	Repair/Replace External Lighting
Brick/Concrete Garage/Store	Fixtures and Fittings
Repair Refuse Area/Chamber	Replace Tea Point Facility
Dry And Treat Sub Floor	Replace Kitchen Facility
Check Dry Cables Sub Floor	Replace Catering Kitchen Facility
Overhaul/Repair Timber Gf	Repair Racking And Shelving
Replace Timber Ground Floor	Replace Racking And Shelving
Repair First Floor Area	Repair Furniture And Fittings
Replace First Floor Structure	Replace Furniture And Fittings - Medium Quality
Rake And Repoint Brickwork	Repair Specialist Joinery Fittings
External Render Paint	Replace Specialist Joinery Fittings
Replace Shop Front	Replace Vanity Units
Glaze & Paint Ww'S	Clean Up
Overhaul Ext Door And Frame	Clean Concrete Paving/Yard
Overhaul Glazed Entrance Doors	Clean Gullies Rod And Flush Drains
Repair/Paint Ext Door & Frame	Clean Personnel Gate
Repair/Paint Glazed Entrance Doors	Clean Refuse Area/Chamber
Replace Ext Door & Frame	Clean Sub Floor
Replace Glazed Entrance Doors	Clean Timber Gf
New Aluminium/Upvc Windows	Clean First Floor Area
Overhaul Internal Door - First Floor	Clean Stone Features
Replace Internal Door And Frame - First Floor	Clean Ext Door And Frame
Overhaul Veneered Door And Frame	Clean Ext Door And Frame; Basement Level
Replace Overhaul Veneered Door And Frame	Clean Ext Door And Frame; Glazed Entrance Doors
Block Plaster Remove & Redo	Clean; Specialist/Revolving Door
Stud Partitions Redo	Clean; Roller Shutter
First Floor Partitions Redo	Clean Internal Door
Take Down And Renew Dry Lining	Clean Internal Door - First Floor
Repair Plastered Ceiling	Clean Veneered Door And Frame
Replace Plastered Ceiling	Clean Plastered Ceiling
Repair Suspended Ceiling, Bulkheads	Clean Suspended Ceiling, Bulkheads

Table continued....

Building Structure and Fabric (cont.)	Clean Up (cont.)
Replace Suspended Ceiling, Bulkheads	Clean Hardwood Flooring
Replace Vinyl Tiling	Clean Wall Tiles
Replace Tiled Flooring	Clean Concrete Floor Areas
Skirtings Average	Clean Concrete Floor Areas; Basement Level
Emulsion Paint To Plaster	Clean Staircase/Handrail
Repair Wall Tiles	Clean Metal Stair/Balustrade
Replace Wall Tiles	Clean Concrete Upper Floor/Beams
Replace Sanitary Fittings	Clean Concrete Upper Floor/Beams; Mezzanine Floor Deck
Building Services	Clean Facing Brickwork
Check/Inspect And Repair Plumbing	Clean Internal Wall Faces
Service Boiler	Clean Curtain Walling And Framing
Thorough Overhaul Of Boiler And/Or Insulation	Clean Shop Front
Overhaul Major Mechanical Services Plant	Clean Walls; Basement Level
Replace Damaged Elements Of Mechanical Plant	Clean Windows, Sills Etc
Overhaul/Repair/Replace Specialist Equipment	Clean Internal Plaster Surfaces
Test And Certify Electrical Power Installations	Clean Vinyl/Tiled Flooring
Repair/Replace Power Installations	Clean Carpet Tiles
Test And Certify Electrical Lighting Installations	Thorough Clean Kitchen Facility
Repair/Replace Lighting Installations	Thoroughly Clean Commercial/Catering Kitchen
Test And Certify It/Bt/Tv Installations	Clean And Overhaul Sanitary Fittings
Repair/Replace It/Bt/Tv Installations	Clean/Overhaul Vanity Units Etc
Test And Certify Security Installations	Clean/Overhaul Tea Point Facility