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Window Schedule								
Level	Room Number	Room Name	Mark	Rough Height	Rough Width	Phase Created	Phase Demolished	Comments
B1	B.007	Store	0.007a-RL5			Existing	None	Fixed Shut Window. Rope to framing. Requires repair, clean and Touchup, removal of debris/vegetation externally
L0	B.009	Circ	C.001-WA			Existing	None	Fixed Shut. Requires repair, clean and touchup.
L0			C.002-WA			Existing	None	Opening light over entrance door C.002-EDA. Requires clean and touch-up.
L0		Circ	C.003-WA			Existing	None	Toplight to rear entrance door C.003-EDA. Requires clean and touch-up.
L0	4	Circ	C.004-WA			Existing	None	Openable, very stiff. Requires repair, touchup and clean
L0	G.001	Kitchen	G.001-WA			Existing	None	Double Glazed, Requires clean and touchup
L0	G.001	Kitchen	G.001-WB			Existing	None	Double Glazed, Requires clean and touchup
L0	G.007a	Hotdesk	G.007a-WA	2330	1175	Existing	None	Requires clean and touchup. Friction to be adjusted. Internal shutters to be unpicked, allow for decoration/repair as required
L0	G.007a	Hotdesk	G.007a-WB	2330	1175	Existing	None	Requires clean and touchup. Friction to be adjusted. Internal shutters to be unpicked, allow for decoration/repair as required
L0	G.014	Male WC	G.008-WA			Existing	None	Not openable. Mechanism, unknown. Requires repair, clean and touchup. Opaque glazing/manifestation.
L0	G.014	Male WC	G.008-WB			Existing	None	Openable. Mechanism rope working. Fitted with latches. Opaque glazing manifestation. Requires clean and touch-up.
L0	G.015	Female WC	G.009-WA			Existing	None	Not openable. Mechanism, unknown. Requires repair clean and touchup. Opaque glazing/manifestation.
L0	G.010	Cln. St.	G.010-WA	1500	910	Existing	None	Mechanism unknown, ropes in place, painted shut. To be unpicked,, repaired as required. Clean and touchup as required. (Assumed)
L0	G.011	Hybrid Meeting	G.011-WA			Existing	None	Mechanism operational, requires paint removal. Make good to frame, some rot/damage to window oill externally to be repaired. Single glazed. Requires clean and touch-up.
L0	G.012	Hybrid Meeting	G.012-WA	2625	860	Existing	None	Repair to mechanism, clean and touchup. New Blinds proposed
L0	G.012	Hybrid Meeting	G.012-WB	2625	1125	Existing	None	Requires clean and touchup. Friction to be adjusted following touchup. Security Latch requires repair. New blinds proposed
L0	G.012	Hybrid Meeting	G.012-WC	2625	860	Existing	None	Repair to mechsansim, clean and touchup. New Blinds proposed
L1	1.01	Office	1.01-WA	2705	1175	Existing	None	Requires clean and touchup, damage repair also. Mechanism/Friction needs repair. Locking mechanism to be fitted
L1	1.01	Office	1.01-WB	2800	800	Existing	None	Requires clean and touch. Mechanism/Friction needs adjusting. Locking mechanism to be fitted
L1	1.01	Office	1.01-WC	2800	1125	Existing	None	Requires clean and touch. Mechanism/Friction needs adjusting. Locking mechanism to be fitted
L1	1.01	Office	1.01-WD	2800	800	Existing	None	Requires clean and touch. Mechanism/Friction needs adjusting. Locking mechanism to be fitted
L1	1.02	Hybrid Meeting	1.02-WA	1875	775	Existing	None	Requires clean and touchup. Painted shutter element to be unpicked to restore functionality. Friction to be adjusted as required. Lock to be repaired/ensured to be working
L1	1.02	Hybrid Meeting	1.02-WB	1875	775	Existing	None	Requires clean and touchup. Painted shutter element to be unpicked to restore functionality. Friction to be adjusted as required. Lock to be repaired/ensured to be working
L1	1.03	Cln. St.	1.03-WA	1500	910	Existing	None	Rot to frame base to be repaired. Requires clean and touchup.
L1	1.03A	WC	1.03a-WA	1125	685	Existing	None	Requires clean and touchup. Check lock after redecoration for functionality
L1	1.05	Hybrid Meet/Office	1.05-WA	1650	1175	Existing	None	Frame base to be repaired. Requires clean and touchup.
L1	1.05A	Booth	1.05a-WA	1650	1175	Existing	None	Requires clean and touchup. Painted shutter element to be unpicked to restore functionality. Friction to be adjusted as required. Lock to be repaired/ensured to be working
L1	1.06	Office	1.06-WA	2705	1175	Existing	None	Locks not catching and require repair. Clean and touchup to paintwork as required. Friction needs adjusting
L1	1.06	Office	1.06-WB	2705	1175	Existing	None	Locks not catching and require repair. Clean and touchup to paintwork as required. Friction needs adjusting
L1	1.07	Hybrid Meeting	1.07-WA	2600	1175	Existing	None	Locks not catching and require repair. Clean and touchup to paintwork as required. Friction needs adjusting
L1	1.08	Unite Office	1.08-WA			Existing	None	No ropes. Painted shut. To be unpicked. Repair to mechanism, clean and touchup as required.
L1	1.09	Unite Office	1.09-WA			Existing	None	Openable, Friction needs adjusting. Lock not catching. Clean and touchup to paintwork. Fitted with seals
L1	1.12	WC	1.12-WA			Existing	None	Fixed Shut Window. Rope to framing. Requires repair, clean and Touchup. Fan fitted through window pane
L1	5.72	Circ	1.012-WA			Existing	None	Openable, very stiff. requires repair, touchup and clean
L1	1.13	Kitchenette	1.13-WA	1635	1215	Existing	None	Not openable, painted shut. No Ropes. Security fitted, touchup required and unpicking/repair to mechanism required.
L1	1.14	Unison Office	1.14-WA			Existing	None	Openable, balance needs adjusting. Locks cut into frame. Security Fitted Requires repair and touch up
L1	8.75	Stairs	1.020-WA			Existing	None	Requires clean and touchup
L1	G.008	Dining	G.006-RLA	250	2000	Existing	None	Rooflight above cafe to be cleaned and touched up as required.
L1	G.008	Dining	G.006-RLB	250	2000	Existing	None	Rooflight above cafe to be cleaned and touched up as required.
L2			0.007a-RL7			Existing	None	Mechanism operational. ropes painted and is stiff.Damage to putty. Single pane. film applied to windows
L2	2.01B	Meeting Room	2.01b-WA			Existing	None	Mechanism operational. ropes painted and is stiff.Damage to putty. Single pane. film applied to windows
L2	2.01B	Meeting Room	2.01b-WB			Existing	None	Painted shut, mechanism unknown, ropes in place but painted. To be unpicked and repaired as required.
L2	2.03	Office	2.03-WA	2185	800	Existing	None	Window Siliconed shut. mechanism unknown, handle in place. Cleaned and touched up, silicone unpicked and mechanism repaired if required. Blinds operational. 2 blown panes
L2	2.03	Office	2.03-WB	2185	1125	Existing	None	Mechanism operational. Fixings need tightening. Cleaned and touchedup as required. Unsympathetic draft excluders
L2	2.03	Office	2.03-WC	2185	800	Existing	None	Window Siliconed shut. mechanism unknown, handle in place. To be unpicked, repaired cleaned and touched up. Mechanism repaired if required. Blinds operational
L2	2.04	Office	2.04-WA	2145	1175	Existing	None	Mechanism working. Fitted blinds operational but block window opening. Mechanism needs fixings to be tightened. Unsympathetic draft excluder
L2	2.05	Office	2.05-WA	1690	1175	Existing	None	Mechanism working, fitted with handle and restrictor.Clean and touchup required. Unsympathetic draft excluders. Vertical blinds operational
L2	22	Circ	2.005-WA			Existing	None	Mechanism unknown, ropes in place, painted shut. To be unpicked, Mechanism repaired if required. Clean and touchup as required. Fitted with Film to 3 panes
L2	2.06	Office	2.06-WA	1690	1175	Existing	None	Working mechanism, fitted with restrictors. Clean and touchup required. Vertical blinds in working order. Fitted with unsympathetic draft excluders
L2	2.07	Meeting	2.07-WA	1690	1175	Existing	None	Requires clean and touchup, damage repair also. Mechanism/Friction needs adjusting. Fitted with blinds
L2	2.08A	Office	2.08a-WA			Existing	None	Ropes working but weights need adjusting to hold window. Latch painted closed. Damage to one side of frame. Fitted with Draft excluders. Film applied to some of the panes
L2	2.09	Tea Point	2.09-WA			Existing	None	Mechanism working. Fitted with latch. Rot/damage to external frame to be repaired. Draught excluder fitted. Vertical blinds in working order
L2	21	Circ	2.013-WA			Existing	None	Original external glazing. Damage to clasp. Requires clean and touchup
L2	21a	Circ	2.021-WA			Existing	None	Fire Rated Wire Glazing (assumed). Fixed. Clean and touchup to frame as required.
L2	2.07	Meeting	56			Existing	None	Non-original wire glas. Fixed. Painted white frame cleaned and touched up as required.
L2	M1.01	Shower/ WC	M1.01-WA			Existing	None	Ropes in working order. Clean required, touchup as required. Draft excluders replaced. Single Glazed
L2	M1.02	Meeting Room	M1.02-WA			Existing	None	Rope mechanism to be repaired.Clean and touchup to frame and latch. Draft excluders removed and replaced
L1M	M1.08	Unison Storage	M1.08-WA			Existing	None	Mechanism unknown, ropes in place, painted shut. To be unpicked. Clean and touchup as required. (Assumed)

NOTES

- Do not scale from this drawing.
- All measurements are in millimetres unless stated otherwise.
- This drawing is to be read in conjunction with the specification and all relevant Architectural, Electrical, Mechanical and Structural drawings.
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- Directorate of Estates and Facilities to be notified of any discrepancies.

NBS Ref:

L10/210 (Windows)
L10/460 (Rooflights)

T1	First Issue	30-05-25	CM	JL
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Drawing Status

STAGE 4

Project
William Kay House - 5807

Building Name
William Kay House

Building No.
016AA

Site Name
William Kay House

Sub Site Name
Oxford Road

Drawing Title
William Kay Window Schedule

PM

Drawn CB

Checked JL

Authorised JL

Scale @A1
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T1