JONES MELLING LIMITED

REFURBISHMENT / DEMOLITION ASBESTOS SURVEY REPORT

1 RANULF ROAD
HAMPSTEAD
LONDON

Reference:	14.879
Issuing Office:	London
Survey Date:	6 January 2015
Report Date:	12 January 2015
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Report Author:	Gary Melling BSc (Hons) MRICS
Report Check:	Ken Jones BSc (Hons) MRICS
Client:	David Lazarus
Address:	3 Rosemont Road Hampstead London NW3 6NG

For and on behalf of Jones Melling Limited

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REFURBISHMENT / DEMOLITION ASBESTOS SURVEY REPORT

EXECUTIVE SUMMARY

Client:
David Lazarus

Property Address:
1 Ranulf Road
Hampstead
London
NW2 2BT

Inspection Date:
6 January 2015

E1.0 PROPERTY DESCRIPTION

The property in question is a detached three storey plus basement residential property located to the western side of Ranulf Road to the west of Hampstead village centre.

The property is set in its own grounds and is of traditional cavity masonry construction built off assumed strip foundations. Upper floors are of suspended timber all below a cut timber roof covered in fire clay tiles. Fenestration consists of single and double glazed timber casement windows and matching doorsets to all elevations along with a powder coated metal up and over door. Further typical joinery details of the building's period can be found to fascia level and dormer windows to roof level.

Internally the property has been fitted out to suit the tastes of the previous owner including a mixture of wood, carpet, vinyl and ceramic tile floor coverings, decorated plaster walls and matching ceilings with a number of room incorporating dado rails, cornices and similar along with typical woodwork throughout.

A fitted kitchen, utility room, bathrooms and similar can be found throughout.

Typical services can be found throughout serving all rooms.

Externally the property is set in landscaped gardens to both front and rear whilst hugging the left and right hand side boundaries.

E2.0 EXTENT OF SURVEY

A Refurbishment / Demolition Asbestos Survey (formerly known as Type 3) was undertaken throughout the entire property with access being available to all areas.

This survey relates only to the areas demised to 1 Ranulf Road, Hampstead, London, NW2 2BT. We have not undertaken a survey of the adjoining properties or sites.

E3.0 SUMMARY OF ASBESTOS CONTAINING MATERIALS

1no. sample of suspected asbestos containing material was taken, however following laboratory assessment; this was determined not to contain asbestos fibres. The inspection revealed no uses of asbestos containing materials.

E4.0 FURTHER SURVEY WORK REQUIRED

No further works required.

E5.0 COMPLIANCE WITH THE CONTROL OF ASBESTOS REGULATIONS 2012

This survey and register is sufficient to comply with CAR 2012 for the entire property.

E6.0 CONCLUSIONS AND ACTIONS

Asbestos containing materials (ACMs) have not been identified during our survey. If however a suspected asbestos containing material is found during the refurbishment process, the Client / Contractor is advised to contact the author of this report immediately for further advice.

REFURBISHMENT / DEMOLITION ASBESTOS SURVEY REPORT

MAIN REPORT

1.0 INTRODUCTION

We refer to your instructions requesting us to undertake a Refurbishment / Demolition Asbestos Survey (formerly known as a Type 3 Survey) at 1 Ranulf Road, Hampstead, London, NW2 2BT in connection with your obligations with respect to the Control of Asbestos Regulations (CAR) 2012.

The scope of survey includes the full extent of the property that is demised to 1 Ranulf Road, Hampstead, London, NW2 2BT only. We have not undertaken any survey of the parts of the building demised to other adjoining premises.

A Refurbishment / Demolition Asbestos Survey was undertaken in accordance with HSE Document MDHS 100 and document HSG 264. The survey includes a visual and intrusive inspection supplemented by sampling and laboratory analysis of suspected asbestos containing materials (ACMs). A risk assessment in accordance with HSE guidance is provided for all identified and presumed ACMs.

An Asbestos Register is provided within this Asbestos Survey Report.

Our inspection was carried out on 6 January 2015 and the comments contained herein relate to our findings at that time. A summary of our observations and findings has been included at the front of this report.

During our inspection, the property was predominantly unfurnished and unoccupied with no fitted furniture, furnishings or fittings being disturbed with only readily accessible areas only being assessed.

This report is for the sole use of David Lazarus from which no responsibility whatsoever is undertaken or accepted to any third party for the whole or any part of its contents.

We would draw your attention to the extent of survey and limitations detailed in Section 3.0.

2.0 GENERAL DESCRIPTION

General Description

The property in question is a detached three storey plus basement residential property located to the western side of Ranulf Road to the west of Hampstead village centre.

The property is set in its own grounds and is of traditional cavity masonry construction built off assumed strip foundations. Upper floors are of suspended timber all below a cut timber roof covered in fire clay tiles. Fenestration consists of single and double glazed timber casement windows and matching doorsets to all elevations along with a powder coated metal up and over door. Further typical joinery details of the building's period can be found to fascia level and dormer windows to roof level.

Internally the property has been fitted out to suit the tastes of the previous owner including a mixture of wood, carpet, vinyl and ceramic tile floor coverings, decorated plaster walls and matching ceilings with a number of room incorporating dado rails, cornices and similar along with typical woodwork throughout.

A fitted kitchen, utility room, bathrooms and similar can be found throughout.

Typical services can be found throughout serving all rooms.

Externally the property is set in landscaped gardens to both front and rear whilst hugging the left and right hand side boundaries.

Access Restrictions

We were able to access all areas of the demise without restriction.

3.0 SURVEY METHOD

Methodology

A detailed visual and intrusive inspection of all accessible areas was undertaken internally and externally.

The survey is intrusive and includes an inspection within floor/wall/ceiling voids, inside boxing/risers and within all other voids noted as well as the more easily accessible areas of the building both internally and externally.

Each presumed ACM is allocated a 'location identification' (ID) number. At each Location ID, details of condition are recorded for subsequent risk assessment. An Asbestos Record Sheet is prepared for each Location ID as presented in Section 9.0.

Samples of suspect ACMs were taken where no disproportionate damage was envisaged. Sample locations were chosen where the appearance of the material sampled was considered to be representative of the whole. Samples were taken in a safe controlled manner creating minimal disturbance and were double-bagged before dispatch to the laboratory.

Analysis of samples was undertaken by a UKAS accredited laboratory in accordance with HSE Document MDHS 77 'Asbestos in Bulk Materials'.

Limitations

We cannot guarantee that all asbestos containing materials have been identified, despite the best endeavours of our surveyor.

Every effort has been made to remove representative samples however it is possible that indiscriminate uses of asbestos may be present between sample locations of otherwise visually similar materials.

Access to certain areas of the building, where prohibited by the Client or where not physically possible have been detailed in this report along with the reasons for no access and advice on further survey work or similar required.

4.0 INSPECTION SUMMARY

A summary of our inspection is detailed below:

We were able to access all areas of the demise without restriction.

5.0 LABORATORY ANALYSIS

The laboratory analysis was undertaken by Airborne Environmental Consultants Ltd. in accordance with UKAS accreditation reference 2054.

The results of the laboratory analysis is presented in the following table:

Sample No.:	Location	Material Description	Material Type	Asbestos Content
01	Basement Utility Room	Ceiling Lining	NAD	NAD

Material type:

AIB = Asbestos Insulation Board
AC = Asbestos Cement
INS = Insulation
SC = Sprayed Coating
MSC = Miscellaneous
GSK = Gasket
BIT = Bitumen Product
TC = Textured Coating

Asbestos Content:

NAD = No Asbestos Detected

6.0 MATERIAL RISK ASSESSMENT

Material Assessment

A Material Assessment has been undertaken for each presumed and confirmed ACM in accordance with the requirements of HSE Document MDHS 100. The Material Assessment is an assessment of the condition of the ACM and the likelihood of it releasing fibres should it be disturbed.

The MDHS 100 Algorithm used to numerically score the influence of several factors is presented in the following table:

Sample Variable	Score	Example of Score
Product Type	1	Asbestos-reinforced composites i.e. plastics, felts, floor tiles, asbestos-cement etc
	2	Asbestos insulation board, mill boards, gaskets, ropes, asbestos paper and felt.
	3	Thermal insulation (e.g. pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses and packing.
Extent of Damage / Deterioration	0	Good condition. No visible damage.
	1	Low damage. A few scratches or surface marks: broken edges on boards, tiles etc.
	2	Medium damage. Significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres.
	3	High damage. Delaminating of materials, sprays and thermal insulation. Visible asbestos debris.

Surface Treatment	0	Composite materials containing asbestos: reinforced plastics, resins, vinyl tiles.
	1	Enclosed sprays and lagging, AIB (with exposed face painted or encapsulated), asbestos cement sheets.
	2	Unsealed AIB, or encapsulated lagging and sprays.
	3	Unsealed lagging and sprays.
Asbestos Type	1	Chrysotile
	2	Amosite
	3	Crocidolite

TOTAL ASSESSMENT SCORE

Each of the factors are scored and the numeric total classified as follows:

- 10+ High risk
- 7 to 9 Medium risk
- 5 to 6 Low risk
- 4 or less Very low risk

Priority Assessment

In addition to the Material Assessment, and to assist with preparation of a Management Plan, it is necessary to undertake a Priority Assessment. HSE Guidance Book HSG 227 'Managing Asbestos in Premises' promotes the use of a priority assessment algorithm which considers various influencing factors. Some of these factors, namely 'Accessibility' and 'Location', are assessed below, however, most require input from those responsible for building management and are therefore outside the scope of this survey report. Please note if this survey has been undertaken prior to Demolition of the building or refurbishment of the building in the specific area that asbestos has been detected, the asbestos containing material has automatically been classed as a Priority 1 item, ie. immediate removal as asbestos containing materials need to be removed from the premises prior to demolition of the building or before refurbishment of the area that they are contained in.

Accessibility risk is assessed as follows:

LOW:	ACMs with a low potential for damage are those that are difficult to reach or are in a location that is not normally accessible, i.e. above a suspended ceiling, in a roof space or in a duct.
MEDIUM:	ACMs with a medium potential for damage are those where the general public would not normally have access but there is a greater risk to maintenance staff and contractors.
HIGH:	ACMs with a high potential for damage are those where the asbestos is vulnerable and in easy reach of the general public, staff and others.

Location risk is assessed as follows:

LOW:	ACMs located anywhere externally or either internally where they are concealed within the building fabric or above inaccessible suspended ceilings.
MEDIUM:	ACMs located within internal habitable accommodation.
HIGH:	ACMs located in confined spaces or within ventilation systems.

Priority Assessment is defined as follows:

Priority 1:	ACMs representing an immediate health and safety threat and immediate attention, i.e. badly damaged sprays or lagging, evidence of asbestos debris causing contamination. Areas where the accessibility and/or location risk is high and where the Material Assessment Score is 9 or greater.
Priority 2:	ACMs requiring remedial action, i.e. removal or encapsulation, but not as a matter or urgency. Areas where the accessibility and/or location risk is medium and where the Material Assessment Score is between 7 and 9. Following removal the ACM may be deleted from the register or following encapsulation the priority may be reduced to Priority 3.
Priority 3:	ACMs in a sealed and stable condition and in their present condition should not pose a risk to health and safety, provided the ACM remains undisturbed. Areas where the accessibility and/or location risk is low and where the Material Assessment Score is 6 or less. No remedial action is required other than labelling.

7.0 ASSET MANAGEMENT CONSIDERATIONS AND RECOMMENDATIONS

CAR Compliance

The survey is considered sufficient to discharge the Landlord's dutyholder responsibilities in accordance with the Control of Asbestos Regulations [CAR] 2012.

Remedial Work Required

Jones Melling Limited's recommendations are made based upon each materials assessment and its potential to release fibres as recommended by the Department of the Environment and the Health and Safety Executive (HSE), with regard to the management of asbestos in buildings. The recommendations are also based on whether the building as a whole or part is to be demolished or just refurbished.

A quantifiable assessment of the risk of fibre release is made using algorithms (see section 6.0) that take into account all relevant factors to the item and the normal activities of the areas occupants, so far as Jones Melling Limited have been able to establish. Recommended actions will normally involve removal, encapsulation or management as described below:

i). Removal of those items vulnerable to damage or in a degraded or damaged state such that removal is the only practicable option or where refurbishment, demolition or other works causing disturbance are planned, such that these works will impinge on the asbestos materials present and render such removal necessary.

ii). Enclosure or encapsulation (together with repair when necessary) where the material is in a poor but repairable condition or is vulnerable to damage such that these works are necessary. Some interim management, auditing etc. will also be required. (This item is not applicable if the asbestos containing material has been found in an area of the building to be demolished or refurbished)

iii). Management of the asbestos materials present, where these are not in poor condition or liable to damage, can be undertaken by assessing the condition and registering along with periodic inspection as necessary. Such management should be undertaken to comply with the Employers duty of care as required by the Health and Safety at Work etc. Act 1974 and the Control of Asbestos at Work Regulations. (This item is not applicable if the asbestos containing material has been found in an area of the building to be demolished or refurbished)

As a consequence of the Priority Assessment undertaken, the following Priority 1 remedial work is required immediately: No works required.

As a consequence of the Priority Assessment undertaken, the following Priority 2 remedial work is required as soon as practically possible: No works required.

As a consequence of the Priority Assessment undertaken, the following Priority 3 labelling work is required: No works required.

Jones Melling Limited suggest that all items recommended for removal are actioned as soon as possible to minimise potential health risks. These items are either damaged or susceptible (by virtue of their location or material condition and/or type) to damage in normal occupation or maintenance or are located in part of the building that is to be demolished or refurbished in the near future, and therefore pose significant health risk to any persons in the vicinity.

Works on the removal of asbestos cement items should be carried out using precautions in accordance with the guidelines within the Health and Safety Executive Guidance Note HSG 189/2 “Working with Asbestos Cement”.

Asbestos removal works (with the exception of asbestos cement items) should be carried out under controlled conditions by a contractor licensed to work with asbestos under all applicable regulations and codes of practice and in accordance with the Health and Safety Executive Guidance Note HSG 189/1.

All waste generated by asbestos removal works is to be disposed of as special waste.

8.0 RISK ASSESSMENTS FOR PREVENTING EXPOSURE

This section of the report should only be considered if asbestos containing materials have been found in part of the building that is not to be refurbished or demolished, or during management of the part of the building prior to refurbishment or demolition.

It has been established that there is no risk to human health from the presence of asbestos within buildings if it is undamaged, in good condition and will not be disturbed. A risk to human health only occurs when fibres are released due to it being in poor condition or disturbed.

In order to minimise the risk of exposure to asbestos fibres and to allay any fears that the building occupier may have, a strict management procedure needs to be established. Such a policy should include:

- Appointing a person to be responsible for the policy.
- Assess the risk of exposure from any asbestos identified
- Introduce measures to control the risk of exposure.
- Monitor arrangement of the policy so that it is effectively implemented.
- Set measures to be taken in the event of accidental release of asbestos fibres.

After a policy has been set up, a survey should be carried out to determine the presence and or locations of asbestos containing materials, as is the subject of this report.

Once the presence of asbestos containing materials has been identified a risk assessment should be undertaken to determine the risk of exposure to asbestos fibres during normal occupation. Such assessment is the responsibility of the duty-holder. This assessment should be recorded and reviewed regularly and ideally should be combined with the Asbestos Register. The method of determining risk is detailed in Section 6.0 of this report.

9.0 MANAGEMENT PROCEDURES

This section of the report should only be considered if asbestos containing materials have been found in part of the building that is not to be refurbished or demolished, or during management of the part of the building prior to refurbishment or demolition.

Basic measures need to be undertaken in premises that are being used for normal activities and where no major construction or maintenance works are being undertaken and where asbestos may be present.

The risk from asbestos can be controlled. The preferred and lowest option is to leave the asbestos in place and manage its presence in such a way that it will not pose a risk. However, if the risk assessment has determined that there is a risk of fibre release if left in place, then further action is required in the form of one of three options:

a) Encapsulation

b) Enclosing

c) Removal

Which of the three options should be selected will be mainly influenced by the condition and location of the material. There is generally only a small likelihood of disturbance during normal occupancy in a largely inaccessible location. However, its inaccessibility may make sealing difficult and may therefore pose a greater risk. Another factor is the extent of any damage and the friability of the material. The worse this is, the more difficult it will be to seal and consequently the only option will be removal.

Encapsulation and/or removal of asbestos containing products come under the Asbestos Licensing Regulations and must only be undertaken by a Licensed Contractor. Work in or around the material where no contact is made will not come under the regulations. Some exceptions exist where works do not have to be carried out by Licensed Contractors. However, the Health & Safety Executive recommends that Licensed Contractors are used for all removal of asbestos insulation; asbestos coatings and asbestos insulation board as they have the expertise, experience and should be more competent to carry out the work than unlicensed contractors or in-house maintenance personnel.

Asbestos that is left in place must be labelled to clearly identify its presence. This will alert persons working in the vicinity of the substance. Such work activities may include accessing cavity walls for modification or installation of electrical or data cabling. Labelling of non-asbestos materials can also be undertaken for easy identification so that no confusion will arise if the material needs to be disturbed at a later date.

Careful consideration should be taken on the positioning of labels. It may be deemed necessary to label points of entry as well as the asbestos containing material itself. This is particularly relevant for areas of restricted access where asbestos may be disturbed at a later date e.g. within roof spaces or within wall cavities that may be drilled for fixing etc. Indiscriminate positioning may however cause unnecessary concern and detract from the aesthetic appearance of the area. All signage must conform to Health and Safety (Safety Signs and Signals) Regulations 1996.

As with all safety policies, monitoring is necessary to ensure that the procedure and arrangements made are operating satisfactorily. The prime requirement for asbestos is to ensure that the Asbestos Register is maintained and kept up to date at all times. All the remaining asbestos within the property should be inspected at regular intervals. The intervals may vary due to circumstances such as maintenance being undertaken in the vicinity but should be no less often than annually. The inspection should be carried out with regards to the following:

- Whether any changes have occurred to the condition i.e. is it more friable.
- Whether any damage has occurred.
- Whether any protection has been removed or damaged.
- Whether labelling is present and in place.

Additional inspections should also be carried out when maintenance/construction works have been undertaken, if reports of damage or potential damage are received, if the use of the building/area is to be changed or if there is any reason to suspect that in-situ asbestos may give rise to a risk of fibre release.

The monitoring arrangements should also include consideration of the effectiveness of the policy.

These periodic inspections should be recorded.

10.0 UNDERTAKING BUILDING MAINTENANCE

This section of the report should only be considered if asbestos containing materials have been found in part of the building that is not to be refurbished or demolished, or during management of the part of the building prior to refurbishment or demolition.

The HSE considers that construction and maintenance workers are the category of persons most likely to be affected by asbestos related diseases in the future. This is due to repeated low level and small-scale exposure to asbestos.

Construction projects that come under the jurisdiction of the Construction (Design & Management) Regulations 2007 require information to be incorporated into the Health and Safety Plan, which must include details of the presence of asbestos. Some maintenance and construction work will not come under the jurisdiction of CDM and therefore no Health and Safety Plan will be prepared. However, the provision of the same information is equally relevant whether the work is:

a) CDM applicable

b) Non-CDM work undertaken by external contractors

c) Maintenance work carried out by in-house employees

Employers have a duty to inform any person involved in building, maintenance or other work on the premises that the building contains or may contain asbestos, its location, condition and the health risks involved if they disturb it. Such workers should be made aware of the Asbestos Register and the possibility of coming across asbestos not recorded on the register. It is therefore imperative that the register is kept updated at all times and is easily accessible to all persons to whom its information is relevant. Ideally, asbestos should form part of any site induction process or a ‘Permit to Work’ scheme instigated. All such instruction needs to be recorded in case verification is required at a later date that the workers received this information.

Any person working on asbestos containing materials should know what precautions to take. Advice in this regard can be found in the HSE publication “Asbestos Essentials: Task Manual. Task guidance sheets for the building maintenance and allied trades” (HSG210).

Any work other than very minor maintenance works, must be undertaken by a Licensed Contractor under controlled conditions in accordance with the relevant guidelines and legislation.

Prior to any works being carried out the contractor/employee should carry out a risk assessment posed by the presence of asbestos and method statements detailing how the risks will be controlled. Maintenance work is often carried out in occupied areas and the special risks posed by this should also be addressed.

It must therefore be stressed that all people who may potentially disturb or be exposed to asbestos must be aware of the serious risks to health that exposure creates. Training and use of experienced personnel is imperative.

A Refurbishment / Demolition Asbestos Survey (formerly known as a Type 3 Survey) is required before any major refurbishment or demolition work which may result in the discovery of ACMs which where hidden and unidentified by the Management Level Asbestos Survey, the subject of this report.

11.0 INCIDENT RECORDING

This section of the report should only be considered if asbestos containing materials have been found in part of the building that is not to be refurbished or demolished, or during management of the part of the building prior to refurbishment or demolition.

A procedure for recording any incident that affects asbestos containing materials should be set up and be updated when required. All incidents should be included even the most minor of incidents where no damage is visible as damage may occur afterwards.

The Incident Record should be kept with the Asbestos Register. All personnel who may work in the vicinity of the materials must be notified of their condition or the potential damaged condition so that appropriate risk assessments and method statements can be prepared prior to undertaking work.

The Incident Record should also act as a tool for carrying out an additional condition inspection of the element and if appropriate, undertaking remedial or removal works.

12.0 EMERGENCY PROCEDURES

This section of the report should only be considered if asbestos containing materials have been found in part of the building that is not to be refurbished or demolished, or during management of the part of the building prior to refurbishment or demolition.

The Control of Asbestos at Work Regulations requires employers to take action in the event of asbestos fibre release. An emergency plan should be prepared so that set procedures can be undertaken in the event of such an event. The procedures may include:

- Nomination of key personnel to be responsible throughout emergency
- Evacuating, isolating and prohibiting access to the area/room
- Relay information to all persons who may be affected
- Undertake risk assessment and prepare method statement for remedial work
- Contact details of Licensed Contractor(s) to decontaminate the area
- Keep area isolated until air monitoring has been undertaken
- Medical monitoring of persons exposed to asbestos fibres

13.0 ASBESTOS REGISTER

An Asbestos Register is presented providing details of identified and presumed ACM's at each Location ID. Areas where access was not available, and where asbestos may reasonably be present, are also included.

The Asbestos Register is presented in Appendix A. In the Asbestos Register the following nomenclature applies:

- MAS = Material Assessment Score
- Priority = Priority Assessment Category as defined in Section 6.0

A "Register of no Asbestos Detected" is also presented in Appendix A providing details of all Location ID's where laboratory analysis proved negative.

Location Plans identifying the exact location(s) of asbestos containing materials are located in Appendix C.

14.0 ASBESTOS RECORD SHEETS

Appendix B contains Asbestos Record Sheets for each Location ID where asbestos was presumed, confirmed or not detected. Location Plans identifying the exact location(s) of asbestos containing materials are located in Appendix C.

Each Asbestos Record Sheet provides details of the Material Assessment Score and Priority Assessment category for each presumed and confirmed ACM.

APPENDIX A

ASBESTOS REGISTER

ASBESTOS REGISTER

Location ID	Floor	Area	Element	Material	Quantity	Asbestos Type	MAS	Priority	Action
			No Asbestos Containing Materials Noted						

RECORD OF NO ASBESTOS DETECTED

Location ID	Floor	Area	Element	Material
01	Basement	Utility / Boiler Room	Ceiling Lining	Board

APPENDIX B

ASBESTOS RECORD SHEETS

ASBESTOS RECORD SHEET	
LOCATION: Boiler / Utility Room	LOCATION ID: 01

GENERAL INFORMATION	
Survey Date: 6 January 2015 Floor: Basement Area: Boiler / Utility Room	Element: Ceiling Lining Surface Treatment: Decorated Quantity: 8m^2

SAMPLING	
Sample Number: 01	Asbestos Type: NAD

MATERIAL ASSESSMENT SCORE		MAS
Product Type: N/A Extent of Damage: N/A	Surface Treatment: N/A Asbestos Type: N/A	N/A

PRIORITY ASSESSMENT RATING		PRIORITY
Accessibility: N/A	Location: N/A	N/A

RECOMMENDATIONS
No further works required.