

SURVEY CONTRACT INFORMATION AND SCOPE

Quotation number / Project number **P-358070**

Client	SLQR Trustee No 1 Limited and SLQR Trustee No 2 Limited as Co Trustees of SLQR Unit Trust No 3
Site	Space House (Kingsway Building)
Site Address	Kingsway Building 1 Kemble Street London WC2B 4AN

Site description	One Kemble Street building and Kingsway building currently contains an existing property comprising 229,192ft ² . The site is located on Kingsway in the London Borough of Camden. The original development was completed in 1969 and received large-scale refurbishments in 1996 and 2003; it received Grade II listing by Historic England in 2015.
Type of survey	Refurbishment Survey
Area of refurbishment (if applicable)	
Mobile Tracker version	Standard Tracker - Room led data

Client specific requirements

Information obtained from client:	
How was information obtained	Site visit
Occupancy of the site	Vacant The building will become fully vacant from the 24th December 2020.
Existing asbestos reports / records?	Yes Asbestos registers & survey reports are available on-site - should Environmental Essentials be successful these will be shared electronically to facilitate a comprehensive desktop study.
Historical refurbishment / demolition records	Yes Asbestos registers detail ACMs that have been removed

Assessments required	Material assessment only
Method of reinstatement (if applicable)	No re-instatement required other than to make safe any inspection points N/A
Departures from recognised methods	No

Scope of works (including proposed refurbishment where applicable)

Refurbishment Survey of both 1 Kemble Street and 45-49 Kingsway ahead of the proposed refurbishment works. The full scale of the project was communicated by Clive Withers of Avison Young during the scoping visit. The scope of the refurbishment included a full strip out of internal wall structures (partition and blockwork) and ceilings (suspended/fixed) leaving the outer shell structure of the building. All existing Mechanical and Electrical Plant (MEP) is proposed to be removed apart from any services feeding the UKPN areas. All windows to the exterior of the properties are being replaced. Specified sections of the floor slab, particularly to the car park and ramp, are being re-constructed. Additional structures are being constructed to the roof of both buildings.

Elements to be inspected			
All surveys			
Element	Usual inspection method (if applicable)	Included?	Comments
All areas within site boundary	Inspection of all areas within the site boundaries, including exterior elements and surrounding gardens / land.	Yes	
Beneath carpet or floor coverings (except laminate floors)	Management surveys - to be lifted in discrete locations where to do so will not cause damage and where the flooring can be safely replaced Refurbishment / demolition surveys – full inspection to all relevant areas.	Yes	
Beneath or behind fixtures and fittings – e.g. bath panels / kitchen units	Management surveys – inspection only where the item is screw fixed or can be easily removed and replaced without causing damage. Refurbishment / demolition surveys - removal of cladding panels / units or inspection hole created with appropriate tools.	Yes	
Within boxings or risers (not constructed of a suspect ACM).	Management surveys – inspection only where the boxing / access panel is screw fixed or can be easily removed and replaced without causing damage. Refurbishment / demolition surveys – full inspection either by unscrewing, use of existing access panels or inspection holes made with appropriate tools of suitable size to allow for adequate inspection..	Yes	Boxing's can be removed in their entirety to facilitate a full inspection. Boxing's within the tower (1 Kemble Street Building) to the perimeter walls (adjacent the windows) will be representatively inspected given their uniform nature and amount of boxing's present (i.e. a boxing to either side of each window).
Roof voids	Inspection from the access hatch if no flooring or crawl boards available	Yes	No roof voids identified during the walkthrough
Refurbishment surveys / demolition surveys (elements to be included in areas affected by the scope of the proposed works)			
Element	Usual inspection method (if applicable)	Included?	Comments
Solid wall cavities	Removal of vent covers/window sills. May involve removal of individual bricks in some cases.	Yes	
Partition wall cavities	Inspection holes created with appropriate tools and of suitable size to allow for adequate inspection.	Yes	Large sections of the partitions can be removed to provide a greater level of inspection
Above fixed ceilings / ceiling voids	Inspection holes created with appropriate tools. Inspection may also be possible via the removal of light fittings or removal of flooring within areas above.	Yes	Large sections of the ceilings can be removed to provide a greater level of inspection
Floor voids	Removal of floorboards or use of existing access points.	Yes	
Beneath window sills	Removal of window sills or inspection holes created with appropriate tools.	Yes	
Within fire doors	Removal of door furniture or inspection hole created with appropriate tools.	Yes	
Beneath fixed flooring materials (e.g. laminate / ceramic tiles)	Removal of flooring material.	Yes	
Behind fixed wall cladding / coverings / tiles	Removal of cladding / coverings / tiles.	Yes	Listed features, including mosaic tiles, are to be excluded; these are present to external walls and stairwells
Behind skirting and door frames	Removal of skirting and door frames.	Yes	
Beneath non-asbestos insulation to pipework / calorifiers etc.	Removal of non-asbestos insulation materials.	Yes	
Behind non asbestos external soffits / fascias	Removal of soffit / fascia. Inspection hole created with appropriate tools. Suitable inspection may be possible form within roof voids	Yes	
Sealed off or locked areas	Access gained using intrusive methods.	No	

where no key is available			
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As part of the survey planning stage, the below elements were discussed with the client. Where the elements are indicated as not included, they are specifically excluded from the scope of the survey and should be presumed to contain asbestos until proven otherwise.

Element	Usual inspection method (if applicable)	Included?	Comments
Work at height requiring specialist access equipment	Inspection via MEWP or scaffold as appropriate.	Yes	MEWP requirement for external high level areas, i.e. canopies, link bridges, etc.
Within electric switchgear, fuse boxes, plant and other associated services	Only accessed if a suitably qualified electrician is provided otherwise these items will not be inspected and are specifically excluded from the scope of the survey.	Yes	Client to supply a suitably qualified electrician to locally isolate and open up any suspect electrical units. 2 days have been allowed for, at the end of the programme, to walkthrough the building with an electrician to complete these inspections.
Within operational plant and machinery including boilers / calorifiers etc.	Only accessed if a suitably qualified engineer is provided otherwise these items will not be inspected and are specifically excluded from the scope of the survey.	Yes	Client to supply a suitably qualified mechanic to locally isolate and open up any suspect mechanical units, i.e. boilers. 2 days have been allowed for, at the end of the programme, to walkthrough the building with a mechanic to complete these inspections.
Access behind / above existing ACMs which would require the use of an asbestos removal contractor	Inspection will only be carried out if a licensed asbestos removal is provided otherwise these areas are specifically excluded from the scope of the survey.	No	Not known at this stage where ACMs are present and whether inspection is required behind/above (i.e. AIB ceiling tiles)
Lifts, lift shafts and lift machinery	Unless agreed with the client and a lift engineer is provided, lifts and shafts are specifically excluded from the scope of the survey. Lift machinery will be inspected externally where possible	Yes	Client to supply a lift engineer to facilitate inspection to the lift shafts and lift carriages. 2 days have been allowed to complete this element of the survey.
Internal elements of safes	Where not included and if there are no client specific requirements, all safes will be recorded as a no access item which should be therefore presumed to contain asbestos.	No	Not applicable
Intrusion through solid ceiling slab, floor slabs or solid walls.	Only accessed if suitable specialist support services are provided otherwise these items will not be inspected and are specifically excluded from the scope of the survey.	Yes	Specified slab areas are to be intrusively inspected with the assistance of other trades, i.e. LARC, Drilling Contractor, etc. 2 days have been allowed on the programme to facilitate this element of the survey.
Below external ground level	Only accessed if suitable specialist support services are provided otherwise these items will not be inspected and are specifically excluded from the scope of the survey.	No	Not applicable

Additional information

Site specific inclusions - Windows - As the windows are being replaced, it has been recommended that at least 1 window from each building is removed during the survey to facilitate inspection where the frame meets the structure. There are also internal windows of a suspect age/type that have been recommended to be removed to facilitate inspection (i.e. to the light well areas). 4 windows have been allowed for with the cost of the refurbishment (2 external and 2 internal)

Roof - Core inspections of the roof membrane layers to the two flat roof areas are to be undertaken. Specialist roofing contractor (supplied by the client) to re-instate the roof for waterproofing purposes.

Site Specific exclusions - Access to the x2 light well areas within 1 Kemble Street Building is not possible due to no safe access points. No damage is to be caused to listed features of the building including the mosaic tiled surfaces to the interior and exterior of the building.

Scope prepared by: Clive Morgan

Scope agreed with: Clive Withers

