

Our Ref: ML/sf/AL0797

Your Ref:



5 March 2024

113 NEW LONDON ROAD
CHELMSFORD • ESSEX • CM2 0QT

T: 01245 358988

property@kemsley.com
www.kemsley.com

To Whom It May Concern

Scout Hall, Park Drive, Romford, RM1 4LH

We thank you for your interest in the above property. Our Clients have instructed us to write to all interested parties requesting they submit their offer, subject to contract by:

12pm (Midday), Wednesday, 20th March 2024

In order for our Client to consider your offer, it should be in writing (by post or email), preferably using the enclosed proforma, and must give all relevant details as stated below:

- 1 Your full name(s) address and telephone numbers
- 2 The amount of your offer in figures and words in pounds sterling (no escalating bids)
- 3 The name and address of your solicitors
- 4 Confirmation of the basis of your offer i.e. cash, mortgage details, subject to the sale of another property etc. with supporting evidence of your funding and your ability to proceed expeditiously

We confirm this is not a binding contract to purchase but an invitation to agree the purchase price. We would also like to point out that our Client reserves the right not to accept the highest, nor indeed any bid. You should be aware that the Social, Economic and Environmental benefits/impacts to the local area of each offer may be considered when assessing value.

It is hoped that an early decision can be given as to acceptance or otherwise of any offer.

Your offer should be addressed to Tim Collins or Mike Lawrence by post to Kemsley LLP 113 New London Road, Chelmsford, CM2 0QT or by email to tim.collins@kemsley.com or mike.lawrence@kemsley.com and clearly marked "Romford Scout Hall Offer".

It is recommended that all purchasers seek their own independent professional advice in respect of the acquisition of this property.

Yours sincerely

M LAWRENCE BSc (HONS) MRICS

DIRECTOR

KEMSLEY LLP

Direct line: 01245 358988

Mobile: 07976 562922

E-mail: mike.lawrence@kemsley.com



Basildon, Chelmsford, London, Rainham, Wafford.

Kemsley LLP is a limited liability partnership registered in England number OC 326192
The registered office address is 113 New London Road, Chelmsford, Essex CM2 0QT

TENDER PROFORMA – Romford Scout Hall



BID DEADLINE	12 noon Wednesday 20th March 2024	KEMSLEY REF:	AL0797
PROPERTY:	Romford Scout Hall Park Drive Romford RM1 4LH		
PURCHASER:	Name Registered Address Correspondence Address F.A.O Tel Mobile Email		
TENURE:	Freehold		
YOUR OFFER PRICE:	£		
DEPOSIT:	£ / % purchase price Refundable / non-refundable / other		
EXCHANGE:	days/weeks/months Conditions:-		
COMPLETION:	days/weeks/months Conditions:-		

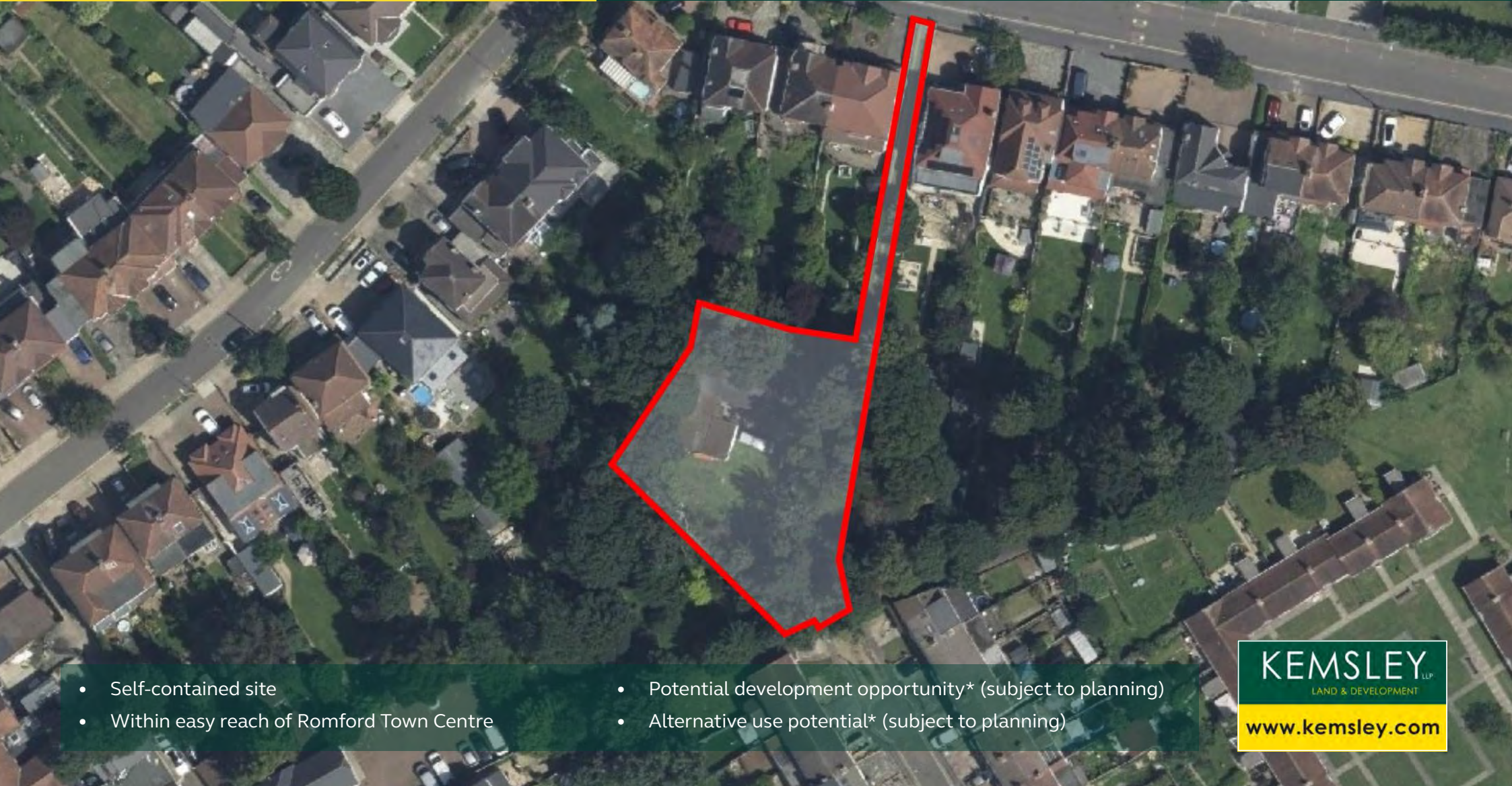
FUNDING:	<p>Cash / bank funding / pension fund (delete as appropriate)</p> <p>Details of bank / lenders</p> <p>Proof of funding attached Y/N</p>
PURCHASER AGENT:	<p>Company Address</p> <p>F.A.O Tel Mobile Email</p>
PURCHASERS SOLICITOR:	<p>Company Address</p> <p>F.A.O Tel Mobile Email</p>
CONDITIONS / OTHER:	<p>Please note the Vendors have a clear preference for sale of the Property to be unconditional in respect of planning. Should you wish to submit a subject to planning offer you must provide detail on your proposed use/scheme together with timescales to achieve planning in order for your offer to be considered.</p>

FOR SALE

Former Scout Premises With Development
And Alternative Use Potential*

2,126 SQ. FT. (198 M²) on a site of 0.38 Acres (0.15 Hectares).

Land and Buildings, Park Drive, Romford RM1 4LH



- Self-contained site
- Within easy reach of Romford Town Centre
- Potential development opportunity* (subject to planning)
- Alternative use potential* (subject to planning)

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LAND & DEVELOPMENT

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Kemsley LLP, 113 New London Rd, Chelmsford, Essex, CM2 0QT

Former Scout Hall, Park Drive, Romford, RM1 4LH

Location

The property is located to the rear of housing on the southern side of Park Drive. The area is residential in nature, a short distance from Romford Town Centre with its regional shopping, leisure facilities and mainline rail services (Greater Anglia) into London Liverpool Street and the West End via the Elizabeth Line. Park Drive is characterised by larger than average semi-detached and detached housing with good sized gardens. Two primary schools are located nearby. The subject site has a vehicular access way running between 24 & 26 Park Drive.

Description

The main building has most recently been used as a scout hut incorporating main hall, kitchen, 'shop' and offices together with stores and WC facilities. The property is of basic construction with timber clad elevations, double glazed windows, under a pitched roof. The property has been extended by a later addition building with rendered walls and double glazed windows under a flat roof.

There is a second timber clad building with pitched roof used as a hall/store, and a further two brick construction stores.

The external areas are predominantly covered in grass with a number of large mature trees around the perimeter of the site. There is an area of concrete hardstanding and a part concrete surfaced gated driveway to the property.

Services

We understand mains, electric, water and drainage are supplied to the property. We are advised that the buildings on site do not comply with current electrical regulations and do not have any certification. Prospective purchasers need to satisfy themselves in this respect as our clients will not be undertaking any electrical works as a condition of a sale.



Former Scout Hall, Park Drive, Romford, RM1 4LH

Accommodation

Main building	1,882 sq. ft. (175 m ²)
Ancillary hut/hall	244 sq. ft. (23 m ²)
2 No. Outbuildings	no access

The above floor areas are on a Gross Internal Area basis.

We have not had access to all outbuildings on site, therefore floor areas stated are indicative and for guidance only.

Planning Information*

Whilst we are of the opinion that the property/site would potentially suit redevelopment and has potential for alternative uses, interested parties are advised to make their own enquiries of London Borough of Havering council and indeed their own professional advisers.

Business Rates

Enquiries of the Valuation Office Agency indicate that the property has a current rateable value of £3,900 (1 April 2023). Interested parties are advised to make their own enquiries as regards to rates payable.

Tenure

The property is offered for sale freehold with vacant possession.

Price

Offers are sought **in excess of £300,000** on an unconditional basis.

Subject to planning offers may be considered if submitted with detailed supporting drawings and information.

VAT

We understand the property has not been elected for VAT.



Former Scout Hall, Park Drive, Romford, RM1 4LH



EPC

The property has an EPC rating of E

Viewings and contact

All enquiries to be directed to the sole agents:

Mike Lawrence

Tel: 01245 358988 / 07976 562922

Email: mike.lawrence@kemsley.com

Tim Collins

Tel: 01245 342042 / 07720 806194

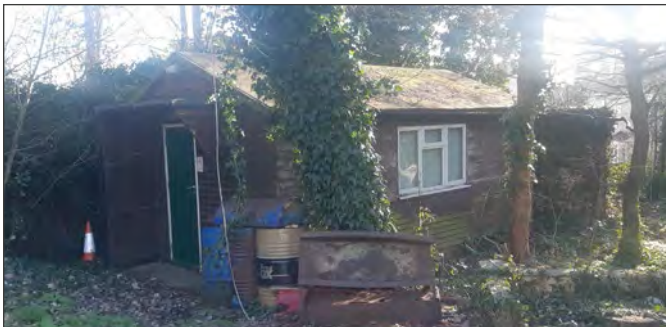
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Email: taylor.phillips@kemsley.com

Reference: AL0797



KEMSLEY
PROPERTY CONSULTANTS

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Kemsley LLP for themselves and for vendors or lessees of this property whose agents they are give notice that: (i) the particulars are produced in good faith, are set out as a general guide only (particularly in respect of site boundaries shown) and do not constitute any part of the contract (ii) no person in the employment of Kemsley LLP has any authority to make of give representation or warranty whatever in relation to this property.

Kemsley LLP is a limited liability partnership registered in England with registered number OC326192. All references to 'Kemsley' or 'the firm' should read as referring to Kemsley LLP (January 2024).



Official copy of register of title

Title number BGL120050

Edition date 02.06.2017

- This official copy shows the entries on the register of title on 07 JUL 2023 at 12:10:50.
- This date must be quoted as the "search from date" in any official search application based on this copy.
- The date at the beginning of an entry is the date on which the entry was made in the register.
- Issued on 07 Jul 2023.
- Under s.67 of the Land Registration Act 2002, this copy is admissible in evidence to the same extent as the original.
- This title is dealt with by HM Land Registry, Birkenhead Office.

A: Property Register

This register describes the land and estate comprised in the title.

HAVERING

- 1 (08.01.2016) The Freehold land shown edged with red on the plan of the above title filed at the Registry and being Land adjoining 24 Park Drive, Romford (RM1 4LH).
- 2 (08.01.2016) A Conveyance of the land in this title dated 11 September 1956 made between (1) G. F. Fenner (Builders) Limited (Vendor) (2) Frank Hay-Davies (Purchaser) and (3) The Boy Scouts Association Trust Corporation (Corporation) contains the following provision:-

"PROVIDED ALWAYS that the Corporation and its successors in title shall not be entitled to any right of access of light or air to buildings to be erected on the land hereby conveyed which would restrict or interfere with the free use of any part of the Marshalls Park estate of which the land hereby conveyed forms part for building or any other purpose."
- 3 (08.01.2016) The land has the benefit of the rights granted by a Deed dated 28 September 1960 made between (1) William Henry Kitteridge (Grantor) and (2) Boy Scout Association Trust Corporation (Grantee).

NOTE: Copy filed.

B: Proprietorship Register

This register specifies the class of title and identifies the owner. It contains any entries that affect the right of disposal.

Title absolute

- 1 (08.01.2016) PROPRIETOR: THE SCOUT ASSOCIATION TRUST CORPORATION of Gilwell Park, London E4 7QW the trustee of Romford And District Scout Council.
- 2 (08.01.2016) The value as at 8 January 2016 was stated to be under £100,000.
- 3 (08.01.2016) RESTRICTION: No disposition by the proprietor of the

B: Proprietorship Register continued

registered estate to which section 117-121 or section 124 of the Charities Act 2011 applies is to be registered unless the instrument contains a certificate complying with section 122(3) or section 125(2) of that Act as appropriate.

C: Charges Register

This register contains any charges and other matters that affect the land.

- 1 (08.01.2016) A Conveyance of the land tinted pink on the filed plan and other land dated 5 December 1927 made between (1) Marshalls Park (Romford) Limited (Vendor) and (2) Lilian Alice Annie Watford (Purchaser) contains covenants details of which are set out in the schedule of restrictive covenants hereto.
- 2 (08.01.2016) A Conveyance of the land tinted blue on the filed plan and other land dated 12 April 1932 made between (1) Charles Alfred Piper (Vendor) (2) Marshalls Park (Romford) Limited (Company) and (3) Clara Amelia Bristow (Purchaser) contains covenants identical with those contained in the Conveyance dated 5 December 1927 referred to above.

Schedule of restrictive covenants

- 1 (08.01.2016) The following are details of the covenants contained in the Conveyance dated 5 December 1927 referred to in the Charges Register:-

COVENANT by Purchaser to the intent and so as to bind (so far as practicable) the land thereby conveyed into whosoever hands the same might come and to benefit and protect the residue of the Marshalls Park Building Estate (but not so as to render the Purchaser personally liable in damages for any breach of covenant committed after she should have parted with all interest in the land in respect of which such breach should occur) with the Vendor that she the Purchaser would observe and perform the stipulations and restrictions contained in the Second Schedule thereto.

THE SECOND SCHEDULE thereinbefore referred to.

1. Each Purchaser shall (not later than two calendar months after having been called upon by the Vendor so to do) erect and afterwards maintain approved and suitable fences or enclosures as thereafter described next to the roads and back and side division fences on the side of his plot or plots marked T within the boundary of the plan hereto but no person owning two or more contiguous plots shall be bound to erect or maintain fences between such plots.
2. No house shall be so erected that its principal front shall face otherwise than towards the shortest road frontage of the plot on which the same shall be erected.
3. No house planned or adapted for use or occupation in more than one tenement shall be erected or allowed to remain on any plot or any portion of any plot.
4. The erection shall not be commenced of any house or other outbuilding on any plot until drawings showing the intended elevations thereof had been submitted to and approved by the Surveyor for the time being of the Vendor and copies deposited with him and his fee of £1. 1. 0d. paid in respect of each such house or other outbuilding and such Surveyor shall also fix the cost of such house or outbuildings and approve the specifications for same and his decision shall be final.
5. No tavern hotel inn public house beer house or club for the sale of excisable liquors by consumption on or off the premises shall be built or carried on upon any plot or plots part of the Marshalls Park Estate without the consent testified by deed under seal of the Vendor.
6. No trade asylum school manufacture or business shall be carried on upon any plot or plots or any part of any plot or plots nor shall any

Schedule of restrictive covenants continued

building upon any plot or plots be erected for or used for any other purpose than that of a private dwellinghouse or private dwellinghouses and appurtenances thereto but nothing herein contained shall be deemed to prevent the carrying on with the written consent of the Vendor testified by deed under seal at the expense of the Purchaser upon any plot or plots of the practice or profession of a duly qualified Physician Surgeon Dentist or Solicitor or other profession or the placing of a brass plate on the front of any house.

7. No earth clay or lime shall be burnt on any plot and no tree or hedge shall be cut down or lopped without the previous consent in writing of the Vendor.

8. No hut shed caravan house on wheels or other chattel adapted or intended for use as a sleeping apartment or any linen post flue shows booths swings roundabout or hoardings nor any advertisement or advertising station shall be erected made placed or used or be allowed to remain upon any plot or any part of any plot nor shall the same be used for the storage of rubbish or building material nor shall any fence or other enclosure be erected on any plot or any part of any plot and until the erection of the house to which such land is appurtenant shall have been commenced or unless and until the Surveyor for the time being of the Vendor shall in writing have required the Purchaser to erect such fence or enclosure and the Vendor may remove and dispose of any such erection fence rubbish building material or other thing and for that purpose may at any time within twenty-one years from the date hereof enter upon any plot or plots upon which a breach of this stipulation shall occur and shall not be responsible for the safe keeping of anything so removed or for the loss thereof or any damage thereto.

9. (1) No portion of any plot shall be used as a road or way or as part of a road or way from or to any land adjoining or adjacent to the Marshalls Park Estate.

(2) Until the road or roads and footpaths abutting on the plots shall be respectively taken over by the Local Authority no Purchaser shall allow the same to fall into disrepair.

10. No excavations shall be made on any plot except such excavations as may be necessary for future buildings and drains and appurtenances thereto nor shall any gravel flints sand or earth be removed therefrom without the written consent of the Vendor.

11. The Vendor may from time to time after the plotting or variations in plotting of any land which for the time being remains unsold or allow a variation in these conditions.

NOTE:- "T" marks do not affect the land in this title.

End of register

HM Land Registry Official copy of title plan

Title number **BGL120050**
Ordnance Survey map reference **TQ5189SW**
Scale **1:1250**
Administrative area **Havering**



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Asbestos Management Survey

Property address:

Park Drive

Romford

Essex

RM1 4LH



Angel Environmental Ltd ta 0800 Asbestos

Point North

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Cannock

Staffordshire WS12 2DF

Tel: 0800 272378

info@0800asbestos.com

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Company Reg No: 09944610

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APPENDICES - Survey Results

Appendix 1 - Asbestos Register - Results

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1.0 Executive summary:



Asbestos containing materials have been identified during the Management Survey and the specific areas are categorized below in order according to the initial Material Risk Assessment made by Angel Environmental Ltd ta 0800 Asbestos.

HIGH RISK MATERIALS - Material Score 10 and above or Priority Score of 18-24

Asbestos in poor condition, or asbestos debris/contamination has been identified within the following areas listed in the table below. It is recommended that risk assessment (s) are undertaken to ensure that Regulation 4, Regulation 10, Regulation 11, and Regulation 16 of the Control of Asbestos Regulations 2012 are complied with.

Building	Floor	Room	Item	Material	Risk assessment Score	Recommendations
There were no results found.						

MEDIUM RISK MATERIALS - Material Score Between 7 and 9 or Priority Score of 12-17

Asbestos containing materials, which are unsealed or damaged, have been identified within the following areas listed in the table below. It is recommended that remedial work to seal or remove these materials is undertaken as a priority and that air monitoring is carried out within adjacent areas in order to assess airborne fibre levels.

Building	Floor	Room	Item	Material	Risk assessment Score	Recommendations
There were no results found.						

1.0 Executive summary:



LOW RISK MATERIALS - Material Score 6 and below or Priority Score of less than 11

Asbestos Containing Materials have been identified which are in good condition, A management policy and plan need to be implemented to manage these materials safely. The materials require labelling and the condition of these materials re-inspected at 24 monthly intervals.

Building	Floor	Room	Item	Material	Risk assessment Score	Recommendations
Building 1-2	Ground Floor	B1 lobby 1 G05	Asbestos insulation board	Asbestos Insulating Board	LOW (5 / 9)	D - No Attention Required, Label
Building 1-2	Ground Floor	B1 lobby 2 G06	Asbestos insulation board	Asbestos Insulating Board	LOW (6 / 10)	D - No Attention Required, Label
Building 1-2	Ground Floor	B1 WC 1 G10	Toilet cistern	Reinforced Composite	VERY LOW (3 / 7)	D - No Attention Required, Label
Building 1-2	Ground Floor	B1 WC 1 G10	Green floor tiles	Reinforced Composite	VERY LOW (2 / 6)	D - No Attention Required, Label
Building 1-2	Ground Floor	B1 WC 2 G11	Green floor tiles	Reinforced Composite	VERY LOW (2 / 6)	D - No Attention Required, Label
Building 1-2	Ground Floor	B1 lobby 2 G06	Green floof tiles and adhesive	Reinforced Composite	VERY LOW (2 / 7)	D - No Attention Required, Label

1.0 Executive summary:



PRESUMED ASBESTOS/NO ACCESS AREA

Asbestos Containing Materials have been presumed as being present to the following areas where access could not be gained. A management policy and plan needs to identify that these areas require inspection once access can be provided. These areas require re-inspection for accessibility at 24 monthly intervals.

Building	Floor	Room/Area	Recommendation
Building 1-2	Ground Floor	B1 store 2 G08	E - Inspect Prior to Disturbance
Building 1-2	Ground Floor	B1 store 3 G09	E - Inspect Prior to Disturbance


Building Notes:

Internal notes: Surfaces only investigate further prior to refurbishment works

External notes: No scaffold at time of inspection investigate further prior to refurbishment works

2.0 Contract Review:



Name and address of site:	Park Drive, Romford, Essex		
Name and address of client:	Geoff Hutton, Park Drive, Romford, Essex		
Client contact:	Geoff Hutton		
Type of survey:	Management Survey (with MA and PA)		
Date of survey:	30 Nov 2021		
Report Revision Number:	1		
TEAMS internal job number:	J021186		
Lead surveyor[s]:	Wayne Gregory	Signature:	<input type="checkbox"/>
Technically reviewed by:	Rachael Cooper	Signature:	
Report issue date:	9 Dec 2021		

3.0 Introduction/Objectives:



Angel Environmental Ltd ta 0800 Asbestos received an order of confirmation to undertake a Management Survey from Geoff Hutton. This order has been accepted on the basis of the original quotation and our terms and conditions of business.

The order relates to an 'Asbestos Management Survey' of:

Park Drive
Romford
Essex
RM1 4LH

The survey was carried out by Wayne Gregory.

The Type of survey selected / requested by the client was a Management survey.

The reason for selecting this survey is to enable the client to manage the risks from retained asbestos in their premises.

The survey has included the completion of priority assessment in accordance with HSG227. This priority assessment was completed with input from the duty holder and his representatives.

This survey was carried out in accordance with documented in house procedures, which are based on the HSE Guidance document HSG 264.

3.1 Purpose of Survey

The purpose of this Management Survey is to help the duty holder manage asbestos in these premises. It provides sufficient information for an asbestos register to be generated in accordance with HSG 264 so that the duty holder can carry out a risk assessment and prepare a suitable management plan in accordance with regulation of the Control of Asbestos Regulations 2012 (CAR 2012).

3.2 Aim of Survey

The aim of the survey was to;

1. Locate and record the location, extent, and product type as far as reasonably practicable of known or presumed ACM's.
2. Inspect and record information on the accessibility, condition and surface treatment of know or presumed ACM's
3. Determine and record the asbestos type based on sampling or by making a presumption based on product type and appearance

3.0 Introduction/Objectives(Cont): - Type of Survey



3.3 Type of Survey – Management Survey

This management survey is required for the normal occupation and use of the building to ensure continued management of any ACM's in situ, and is the standard survey type.

Its purpose is to locate as far as is reasonably practicable, the presence and extent of any suspect ACM's in the building which could be damaged or disturbed during normal occupancy, including foreseeable maintenance and installation and to assess their condition.

All areas have been accessed as far as is reasonably practicable. Any areas that it was not possible to access have been presumed to contain asbestos and documented within this report. This survey involved sampling and analysis to confirm the presence or absence of asbestos containing materials, however presumptions may have also been used within this report to presume or strongly presume the presence of ACM's.

Management surveys will involve minor intrusive work and some disturbance. The extent of the intrusion will vary between premises and depend on what is reasonably practicable for individual properties eg type of building, nature of construction, etc.

The survey report can be used as a basis to start developing a management plan and prioritise actions, but in itself does not constitute a management plan as required under CAR 2012.

In order for the building occupier under regulation 4 of CAR 2012 they must implement a management policy and plan for confirmed or presumed asbestos containing materials.

This management survey includes a material assessment of the identified or presumed ACM's which relates to their condition and their potential to release fibres. This material assessment will provide the duty holder with an initial guide to the priority for managing ACM's as it will identify those ACM's which will most readily release fibres if they are disturbed.

4.0 Desk Top Review and Survey Planning:



Details of information requested from the Duty Holder by Angel Environmental Ltd to 0800 Asbestos in order to carry out a desk top review and plan the survey in accordance with HSG 264 were recorded on our pre-survey questionnaire, along with details of all the information that were provided by Geoff Hutton on behalf of the client.

The Information provided was assessed during the desktop review and a survey plan, and risk assessment was produced for the survey of:

Park Drive
Romford
Essex
RM1 4LH

The 'Asbestos Management Survey' was carried out to Building 1-2, Buildings 1 & 2 , B1 main hall, B1 kitchen, B1 shop, B1 change room 1-2, B1 lobby 1, B1 lobby 2, B1 Store 1, B1 store 2, B1 store 3, B1 WC 1, B1 WC 2, B2 meeting room, B1 All elevations, B2 All elevations, B 1 meeting room.

The following areas were excluded from the 'Asbestos Management Survey': None.

Where information was provided regarding the presence of known or presumed asbestos materials then this has been validated during the course of the survey, and recorded within this report.

Detailed drawing were not provided by the client at the time of the survey.

5.0 Survey Method



5.1 This survey has been undertaken in accordance with HSG264 and Angel Environmental Ltd ta 0800 Asbestos in house procedures.

5.2 Clients of Angel Environmental Ltd ta 0800 Asbestos that have signed our terms and conditions are deemed to have agreed, and accepted, our surveying approach, our sampling strategy, and our standard planning, surveying and reporting format unless they have made specific requests to the contrary.

5.3 The information provided by the client or their representative are recorded in the planning document and has been used to define the scope of the survey.

5.4 Photographs of suspected ACM's will be taken at the time of the survey unless the client expressly requests otherwise. Sampling points and suspected ACM's will not be identified with labels unless the client expressly requests otherwise.

5.5 All fibrous materials and item will be included in the survey unless, in the surveyors professional opinion, these items can be excluded (eg. Wood, wallpaper, man-made mineral fibre). Samples of all thermoplastic floor coverings will be taken unless, in the surveyors professional opinion, such items can be excluded. All textured coatings and novel bituminous will be sampled.

5.6 Areas that could not be accessed were presumed to have ACM's present until proven otherwise. Each area requiring further inspection is documented within the Executive summary (Inaccessible areas). Inaccessible areas are also shown on the plan drawings (Appendix 5)

5.7 Materials that could not be accessed and in the surveyors opinion can be dismissed will be presumed to be ACM unless proven otherwise. Materials that are not sampled but, in the surveyors opinion, have a similar appearance, location and function as a previously sampled material will be strongly presumed to be similar to the sampled material.

5.8 The quantity of samples taken may have been minimised by using 'strongly presumed' as defined above. Materials that are 'strongly presumed' to be similar to a material that has already been sampled will be recorded in the comments section of the survey and referenced against the original sampled material.

5.9 Our surveyor has made every attempt to avoid causing damage during the management surveys whilst attempting to identify possible ACM's. Minor repairs will be made and any areas accessed will be left in a safe condition.

5.10 Intrusive damage that is required to gain access to an area/location that is within the scope of the survey has been agreed with the client or the clients representative. Any remedial action will be put in place before such action is attempted. If remedial action cannot be arranged, no attempt to access the area will be made and the reasons recorded. The area/location will be presumed to have ACM's present until proven otherwise.

5.11 Non fibrous materials and item known not to contain asbestos (eg Breeze block, plaster, plasterboard plastics and non textured paints) will be excluded from the survey unless the surveyor suspects that these materials have been contaminated with asbestos from other sources or specifically requested by the client.

5.12 Older electrical equipment, which cannot be shown to contain ACM's, has been presumed to have ACM's present unless, in the surveyors professional opinion, such items can be excluded.

6.0 Exclusions and Caveats:



6.1 For safety reasons it is not possible to inspect internal areas of plant and machinery.

Access to internal wall linings and general cavities was restricted to avoid excessive damage to surface finishes.

Where areas have been designated as 'no access' or 'restricted access', unless further inspection/sampling proves otherwise, the presumption has been made that these structures/areas contain asbestos materials.

During the course of the survey it may not have been possible to access all areas of the site. Details of areas requiring further access are identified within the Data Sheets of this report. In accordance with HSG 264, asbestos is presumed to be present within these areas and should be treated accordingly until further inspection and analysis of building fabric and services proves otherwise.

It is recommended that further intrusive inspection and sampling be carried out where site refurbishment, maintenance, or similar may disturb Asbestos Containing Materials that have remained inaccessible during this survey, this should be a refurbishment/demolition survey as described in HSG 264.

Residual asbestos material may be present beneath re-lagged services and cannot be detected unless the re-lagging is systematically removed. Caution should therefore be taken when working on such materials for the potential presence of asbestos residue.

Textured Coatings such as "Artex" may contain a trace quantity of Chrysotile asbestos. Due to this low asbestos content, applications of this product may be non-homogenous and may elicit both positive and negative samples. Where both positive and negative samples are obtained the client should presume that the textured coating contains Chrysotile throughout even though a non-detected result has been obtained.

This report does not include investigations into land contamination associated with asbestos or any other contaminant.

6.2 Specific caveats

It was agreed with the client that access above or behind known ACM's was not required within the survey.

Underground services were not included in the survey.

It has been agreed with Geoff Hutton that there was not any unsafe structures on site.

7.0 Sampling and Analysis:



7.1 The object of bulk sampling is to identify the nature and extent of any visible ACM.

7.2 Bulk sampling is undertaken inline with the recognised safe procedures in order to cause minimal possible nuisance and potential risk to health of the building occupants and visitors. Bulk samples are taken in accordance with documented in house procedures, following guidelines detailed in HSG264 'The Survey Guide' and HSG248 'The Analyst Guide'. The quantity of samples taken will be minimised by using 'strongly presumed'. Materials that are 'strongly presumed' to be similar to a material that has already been sampled will be recorded in the comments section of the survey record and referenced against the original sampled material.

7.3 Bulk samples are returned to the appointed bulk analysis laboratory with the appropriate sample / report reference number. Where appropriate; a label will be left on site adjacent to the sample location.

7.4 The label will indicate the sample number and the date taken. This label can be used along with the report for cross reference purposes.

7.5 Bulk sample analysis is carried out in accordance with HSE document HSG 248 'The Analysts Guide' and Angel Environmental Ltd ta 0800 Asbestos documented in-house methods. Samples are examined under a low magnification stereomicroscope and the fibres teased apart. The fibres are then mounted in liquids of known refractive indices and examined under high magnification using polarised light and dispersion staining in accordance with HSG 248 'The Analysts Guide'.

7.6 The bulk sample description and analysis results can be found in Appendix 4 of this report – The analysis certificate.

Key to Analysis Results:

Chrysotile - White Asbestos

Amosite - Brown Asbestos

Crocidolite - Blue Asbestos

Tremolite - Rare Asbestos

Actinolite - Rare Asbestos

Anthophyllite - Rare Asbestos

8.0 Survey Results - Interpretation:



Survey Results

8.1 The results of the survey inspections and sampling undertaken are recorded on the enclosed Survey Data Sheets (appendix 2), Asbestos Register (appendix 1) and Non-Asbestos Material Register (appendix 3). Where asbestos containing material have been identified or presumed to be present then a Material Assessment Algorithm has been calculated as detailed in HSG 264 and reproduced in the table below:

8.2 Within the survey data sheets the individual scores in brackets, for each sample variable, are added together to form the final material/priority risk assessment algorithm score.

8.0 Survey Results - Interpretation (cont):



Material Risk Assessment Algorithm

Product type [or debris from product]

Score	Examples of scores
1	Asbestos reinforced composites [plastics, resins, mastics, roofing felts, vinyl floor tiles, semi- rigid paint, decorative finishes and asbestos cement etc]
2	Asbestos insulating board, mill boards, other low-density boards, textiles, gaskets, ropes and woven materials and asbestos paper.
3	Thermal insulation [e.g. pipe and boiler lagging], sprayed asbestos, loose asbestos, asbestos mattresses and packing.

Extent of damage/deterioration

Score	Examples of scores
0	Good condition: no visible damage
1	Low damage: a few scratches or surface marks, broken edges on boards or tiles, etc.
2	Moderate damage: significant breakage of materials or several small areas where material has been damaged exposing fibrous edges.
3	High damage or deterioration of materials, sprays and thermal insulation. Visible asbestos contamination by debris or residues.

Surface treatment

Score	Examples of scores
0	Composite materials containing asbestos, reinforced plastics, resins, vinyl tiles
1	Enclosed sprays or insulation, AIB [with exposed face encapsulated], cement sheets, etc.
2	Unsealed AIB, encapsulated insulation and sprays.
3	Unsealed insulation and sprays.

Asbestos Type

Score	Examples of scores
1	Chrysotile
2	Amphibole asbestos (excluding Crocidolite)
3	Crocidolite

Priority Risk Assessment Algorithm

Assessment Factor		Score	Examples of score variables		
Normal occupant activity	Main type of activity in area	0 1 2 3	Rare disturbance activity (e.g. little used store room) Low disturbance activities (e.g. office type activity) Periodic disturbance (e.g. industrial or vehicular activity which may contact ACMs) High levels of disturbance, (e.g. fire door with asbestos insulating board sheet in constant use)		
	Secondary activities for area	As above	As above		
Likelihood of disturbance	Location	0 1 2 3	Outdoors Large rooms or well ventilated areas Rooms up to 100m ² Confined spaces		
		Accessibility	0 1 2 3	Usually inaccessible or unlikely to be disturbed Occasionally likely to be disturbed Easily disturbed Routinely disturbed	
			Extent/amount	0 1 2 3	Small amounts or items (e.g. strings, gaskets) ≤10m ² or ≤10m pipe run >10m ² to ≤50m ² or >10m to ≤50m pipe run >50m ² or >50m pipe run
	Human exposure potential	Number of occupants		0 1 2 3	None 1 to 3 4 to 10 >10
				Frequency of use of area	0 1 2 3
			Average time area is in use		0 1 2 3
Maintenance activity		Type of maintenance activity			0 1 2 3
				Frequency of maintenance activity	0 1 2 3

Material Risk Assessment Score

Risk Category	Risk	Score Range	Fibre release potential
A	HIGH	Material Score 10 and above or Priority Score of 18-24	High risk with a high potential to release fibres if disturbed
B	MEDIUM	Material Score Between 7 and 9 or Priority Score of 12-17	Medium risk with a medium potential to release fibres if disturbed
C	LOW	Material Score Between 5 and 6 or Priority score of 9-11	Low risk with and having low potential to release fibres if disturbed
D	VERY LOW	Material Score 4 and below or Priority Score of less than 8	Very low risk with and having very low potential to release fibres if disturbed

9.0 Recommendations:



9.1 To comply with and ensure that the requirements of section 2 & 3 of the Health and Safety at Work Act (as amended) 1974, the Management of Health and Safety at Work Regulations 1999, the Control of Asbestos Regulations 2012 and the Control of Substances Hazardous to Health 2002 are met, the following recommendations should be implemented:

9.2 Undertake suitable and sufficient Risk Assessments of identified asbestos containing materials against normal occupation and maintenance operations, in compliance with Regulations 3 of the Management of Health & Safety at Work Regulations 1999 and Regulation 6 of the Control of Asbestos Regulations 2012.

9.3 The findings of the survey be brought to the attention of those persons who are likely to come in contact with asbestos, in compliance with Section 2 and 3 of the Health and Safety at Work Act (as amended) 1974 and Regulation 10 of the Control of Asbestos Regulations 2012.

9.4 Implement an Asbestos Management Policy, Plan and review process in compliance Regulation 4 of the Control of Asbestos Regulations 2012.

9.5 Instigate regular inspections, to record and update details of retained asbestos containing materials.

9.6 Review the arrangement under the management plan in accordance with regulation 4 of the CAR 2012.

9.7 During the course of the survey it may not have been possible to access all areas of the site. Details of areas requiring further access are identified within the Data Sheets of this report. In accordance with HSG 264, asbestos has been presumed to be present within these areas and should be treated accordingly until further inspection and analysis of building fabric and services proves otherwise.

9.8 Where asbestos debris or asbestos in poor condition has been found it is recommended that access is restricted and or controlled to these areas in accordance with Regulation 11 and Regulation 16 of the Control of Asbestos Regulations 2012.

9.9 If we have identified asbestos materials in poor condition, it is recommended that air monitoring is carried out within a number of areas where asbestos materials have been identified in order to assess airborne fibre levels within adjacent occupied areas in relation to the clearance indicator, as documented by HSG 248 the Analyst Guide.

9.10 All identified asbestos to be appropriately identified and subject to risk assessment, management, and re-inspection.

9.11 Site specific recommendations in respect to the location and condition of asbestos materials identified during the course of this inspection are detailed in the Survey Data Sheets and Asbestos register. In considering the management of asbestos materials identified to date, these recommendations should be taken into consideration.

9.12 In accordance with the Control of Asbestos Regulations 2012 the removal of ACM's fall into one of the three categories below:

Licensed Asbestos Removal

Is defined as any work, which is undertaken on a friable asbestos product or which is likely to exceed the control limit of 0.1f/cm³. A licensed asbestos removal contractor must undertake this work and a 14-day notice must be given to the HSE prior to the commencement of the work.

Notifiable Non Licensed Works

If work on an ACM causes the deterioration of the matrix material in which the asbestos fibres are firmly linked, then these works are Notifiable Non Licensed Work (NNLW). Work of this type does not require an asbestos removal licence, but the company undertaking the work must have the following:

- Notification of the work to the relevant enforcing authority prior to the work commencing.
- Medical examinations to assess each worker's state of health to be carried out, before any possible – exposure to asbestos. Then re-examinations every three years.
- Insurance for working with asbestos containing materials.
- A register of work to be kept by the employer for each employee exposed to asbestos.

Non Notifiable Non Licensed work

-Non-Licensed Works Is defined as any work, which involves short, non-continuous maintenance activities, during which only nonfriable materials are removed. It can also involve the removal of non-friable materials for refurbishment purposes. However, work of this type is only applicable where the matrix material in which the asbestos fibres are firmly linked remains intact.

-If a non-licensed contractor is appointed to undertake the removal works on the above materials, the following points must be adhered to:

-All operatives undertaking work on the material must have asbestos awareness training and practical asbestos training.

9.13 It is recommended that further intrusive investigations and sampling be carried out in accordance with HSG.264, where any major refurbishment, maintenance, installation or similar activity may expose asbestos materials that have remained inaccessible during the survey. This should be as a refurbishment/demolition survey as documented in HSG264.

9.14 The findings of this report should not be solely relied upon in obtaining costs for proposed asbestos abatement work. Any proposed abatement/removal of the asbestos should be undertaken against a detailed specification.

Appendix 1 - Asbestos Register



Building	Floor	Location /Room	S,P,SP,AS Sample No	Product Type	Condition	Surface Treatment	Asbestos Type	Quantity	Accessibility	Material Score	Priority Score	Total PA risk assessment score	Recommendation	Additional Comments
Building 1-2	Ground Floor	B1 lobby 1 G05, Asbestos insulation board Ceiling	S WG000086	Asbestos Insulating Board	Good Condition	Surface Sealed	Chrysotile + Amosite	05m ²	Usually inaccessible or unlikely to be disturbed	5	4	9	D - No Attention Required, Label	Investigate further prior to refurbishment works
Building 1-2	Ground Floor	B1 lobby 2 G06, Asbestos insulation board Ceiling	SP As WG000086	Asbestos Insulating Board	Low Damage	Surface Sealed	Chrysotile + Amosite	10	Usually inaccessible or unlikely to be disturbed	6	4	10	D - No Attention Required, Label	Investigate further prior to refurbishment works
Building 1-2	Ground Floor	B1 store 2 G08, Inaccessible	P Visual	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	E - Inspect Prior to Disturbance	No key at time of inspection
Building 1-2	Ground Floor	B1 store 3 G09, Inaccessible	P Visual	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	E - Inspect Prior to Disturbance	No key at time of inspection
Building 1-2	Ground Floor	B1 WC 1 G10, Toilet cistern Fixed to wall	S WG000089	Reinforced Composite	Good Condition	Completely Sealed	Amosite	1no.	Easily disturbed	3	4	7	D - No Attention Required, Label	N/A
Building 1-2	Ground Floor	B1 WC 1 G10, Green floor tiles Floor	S WG000090	Reinforced Composite	Good Condition	Completely Sealed	Chrysotile	3m ²	Easily disturbed	2	4	6	D - No Attention Required, Label	N/A
Building 1-2	Ground Floor	B1 WC 2 G11, Green floor tiles Floor	SP As WG000090	Reinforced Composite	Good Condition	Completely Sealed	Chrysotile	2m ²	Easily disturbed	2	4	6	D - No Attention Required, Label	N/A
Building 1-2	Ground Floor	B1 lobby 2 G06, Green floor tiles and adhesive Floor	SP As WG000090	Reinforced Composite	Good Condition	Completely Sealed	Chrysotile	1m ²	Easily disturbed	2	5	7	D - No Attention Required, Label	Investigate further prior to refurbishment works

KEY:

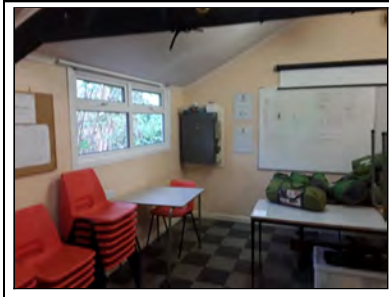
S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Appendix 2 – Survey Data Sheets



Service Type	Management Survey		
Report Revision Number	1	Surveyors	Wayne Gregory
TEAMS Job Number	J021186	Survey Date	30 Nov 2021
Site Address:	Park Drive Romford Essex RM1 4LH	Bulk Analysis Laboratory	N/A
		Sample Analysis Date	1 Dec 2021

Survey Data Sheets



Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
30 Nov 2021	Wayne Gregory	Management Survey	Ground Floor	No asbestos detected
Building	Room	Item	Quantity	
Building 1-2	B1 main hall G01	No suspect materials found Throughout	0	
Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
Visual (P)	N/A	N/A	N/A	N/A


Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	N/A	Location	N/A	Number of occupants	N/A	Type of Maintenance	N/A
Average Score		Accessibility	N/A	Frequency of use	N/A	Frequency of maintenance	N/A
		Amount	N/A	Average Time	N/A		
	N/A	Average Score	N/A	Average Score	N/A	Average Score	N/A
Average of Priority	N/A						
Material Assessment Score	N/A						
Recommendation	No further action required						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	30 Nov 2021	Wayne Gregory	Management Survey	Ground Floor	No asbestos detected
	Building	Room	Item	Quantity	
	Building 1-2	B1 kitchen G02	No suspect materials found Throughout	0	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
Visual (P)	N/A	N/A	N/A	N/A	


Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	N/A	Location	N/A	Number of occupants	N/A	Type of Maintenance	N/A
		Accessibility	N/A	Frequency of use	N/A	Frequency of maintenance	N/A
		Amount	N/A	Average Time	N/A		
Average Score	N/A	Average Score	N/A	Average Score	N/A	Average Score	N/A
Average of Priority	N/A						
Material Assessment Score	N/A						
Recommendation	No further action required						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



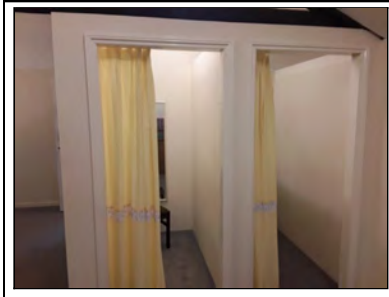
	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	30 Nov 2021	Wayne Gregory	Management Survey	Ground Floor	No asbestos detected
	Building	Room	Item	Quantity	
	Building 1-2	B1 shop G03	No suspect materials found Throughout	0	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
Visual (P)	N/A	N/A	N/A	N/A	

Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	N/A	Location	N/A	Number of occupants	N/A	Type of Maintenance	N/A
Average Score		Accessibility	N/A	Frequency of use	N/A	Frequency of maintenance	N/A
		Amount	N/A	Average Time	N/A		
	N/A	Average Score	N/A	Average Score	N/A	Average Score	N/A
Average of Priority	N/A						
Material Assessment Score	N/A						
Recommendation	No further action required						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
30 Nov 2021	Wayne Gregory	Management Survey	Ground Floor	No asbestos detected
Building	Room	Item	Quantity	
Building 1-2	B1 change room 1-2 G04	No suspect materials found Throughout	0	
Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
Visual (P)	N/A	N/A	N/A	N/A

Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	N/A	Location	N/A	Number of occupants	N/A	Type of Maintenance	N/A
Average Score		Accessibility	N/A	Frequency of use	N/A	Frequency of maintenance	N/A
		Amount	N/A	Average Time	N/A		
	N/A	Average Score	N/A	Average Score	N/A	Average Score	N/A
Average of Priority	N/A						
Material Assessment Score	N/A						
Recommendation	No further action required						

KEY:

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Survey Data Sheets (cont)



	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	30 Nov 2021	Wayne Gregory	Management Survey	Ground Floor	Chrysotile + Amosite (2)
	Building	Room	Item	Quantity	
	Building 1-2	B1 lobby 1 G05	Asbestos insulation board Ceiling	05m ²	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
WG000086 (S)	Asbestos Insulating Board (2)	Surface Sealed (1)	Good Condition (0)	Usually inaccessible or unlikely to be disturbed (0)	

Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	1	Location	1	Number of occupants	1	Type of Maintenance	0
		Accessibility		0		Frequency of use	
Average Score	1	Amount	1	Average Time	2	Average Score	0
		Average Score		1			
Average of Priority	4						
Material Assessment Score	5						
Recommendation	D - No Attention Required, Label						

KEY:

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Survey Data Sheets (cont)



Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
30 Nov 2021	Wayne Gregory	Management Survey	Ground Floor	No Asbestos Detected
Building	Room	Item	Quantity	
Building 1-2	B1 lobby 1 G05	Asbestos insulation board Walls	16m ²	
Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
WG000087 (S)	N/A	N/A	N/A	N/A

Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	N/A	Location	N/A	Number of occupants	N/A	Type of Maintenance	N/A
		Accessibility	N/A	Frequency of use	N/A	Frequency of maintenance	N/A
		Amount	N/A	Average Time	N/A		
Average Score	N/A	Average Score	N/A	Average Score	N/A	Average Score	N/A
Average of Priority	N/A						
Material Assessment Score	N/A						
Recommendation	No further action required						

KEY:

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Survey Data Sheets (cont)



	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	30 Nov 2021	Wayne Gregory	Management Survey	Ground Floor	Chrysotile + Amosite (2)
	Building	Room	Item	Quantity	
	Building 1-2	B1 lobby 2 G06	Asbestos insulation board Ceiling	10	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
As WG000086 (SP)	Asbestos Insulating Board (2)	Surface Sealed (1)	Low Damage (1)	Usually inaccessible or unlikely to be disturbed (0)	

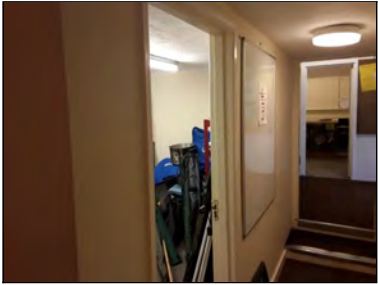
Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	1	Location	1	Number of occupants	1	Type of Maintenance	0
		Accessibility	0	Frequency of use	3	Frequency of maintenance	0
Average Score	1	Amount	1	Average Time	2	Average Score	0
		Average Score	1	Average Score	2		
Average of Priority	4						
Material Assessment Score	6						
Recommendation	D - No Attention Required, Label						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



	Survey Date:		Lead Surveyor		Survey Type		Floor		Analysis	
	30 Nov 2021		Wayne Gregory		Management Survey		Ground Floor		No Asbestos Detected	
	Building		Room		Item		Quantity			
	Building 1-2		B1 lobby 2 G06		Asbestos insulation board Walls		8m ²			
	Sample No (S,SP,P,As)		Product Type		Surface Treatment		Condition		Accessibility	
As WG000087 (SP)		N/A		N/A		N/A		N/A		


Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	N/A	Location	N/A	Number of occupants	N/A	Type of Maintenance	N/A
		Accessibility	N/A	Frequency of use	N/A	Frequency of maintenance	N/A
		Amount	N/A	Average Time	N/A		
Average Score	N/A	Average Score	N/A	Average Score	N/A	Average Score	N/A
Average of Priority	N/A						
Material Assessment Score	N/A						
Recommendation	No further action required						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



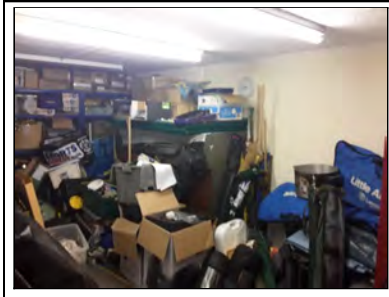
	Survey Date:		Lead Surveyor		Survey Type		Floor		Analysis	
	30 Nov 2021		Wayne Gregory		Management Survey		Ground Floor		No Asbestos Detected	
	Building		Room		Item		Quantity			
	Building 1-2		B1 Store 1 G07		Textured coating Ceiling		15m ²			
	Sample No (S,SP,P,As)		Product Type		Surface Treatment		Condition		Accessibility	
	WG000088 (S)		N/A		N/A		N/A		N/A	

Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	N/A	Location	N/A	Number of occupants	N/A	Type of Maintenance	N/A
Average Score		Accessibility	N/A	Frequency of use	N/A	Frequency of maintenance	N/A
		Amount	N/A	Average Time	N/A		
	N/A	Average Score	N/A	Average Score	N/A	Average Score	N/A
Average of Priority	N/A						
Material Assessment Score	N/A						
Recommendation	No further action required						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
30 Nov 2021	Wayne Gregory	Management Survey	Ground Floor	No Asbestos Detected
Building	Room	Item	Quantity	
Building 1-2	B1 Store 1 G07	Asbestos insulation board Walls	32m ²	
Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
As WG000087 (SP)	N/A	N/A	N/A	N/A

Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	N/A	Location	N/A	Number of occupants	N/A	Type of Maintenance	N/A
Average Score		Accessibility	N/A	Frequency of use	N/A	Frequency of maintenance	N/A
		Amount	N/A	Average Time	N/A		
Average of Priority	N/A						
Material Assessment Score	N/A						
Recommendation	No further action required						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



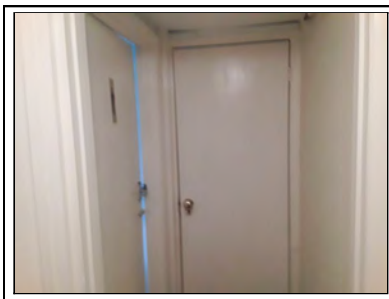
	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	30 Nov 2021	Wayne Gregory	Management Survey	Ground Floor	N/A
	Building	Room	Item	Quantity	
	Building 1-2	B1 store 2 G08	Inaccessible	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
Visual (P)	N/A	N/A	N/A	N/A	

Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	N/A	Location	N/A	Number of occupants	N/A	Type of Maintenance	N/A
		Accessibility	N/A	Frequency of use	N/A	Frequency of maintenance	N/A
		Amount	N/A	Average Time	N/A		
Average Score	N/A	Average Score	N/A	Average Score	N/A	Average Score	N/A
Average of Priority	N/A						
Material Assessment Score	N/A						
Recommendation	Inspection Required						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
30 Nov 2021	Wayne Gregory	Management Survey	Ground Floor	N/A
Building	Room	Item	Quantity	
Building 1-2	B1 store 3 G09	Inaccessible	N/A	
Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
Visual (P)	N/A	N/A	N/A	N/A

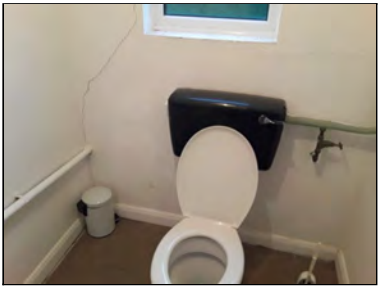
Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	N/A	Location	N/A	Number of occupants	N/A	Type of Maintenance	N/A
		Accessibility	N/A	Frequency of use	N/A	Frequency of maintenance	N/A
		Amount	N/A	Average Time	N/A		
Average Score	N/A	Average Score	N/A	Average Score	N/A	Average Score	N/A
Average of Priority	N/A						
Material Assessment Score	N/A						
Recommendation	Inspection Required						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



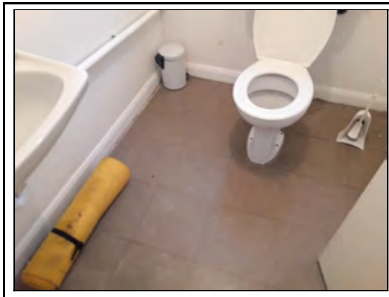
	Survey Date:		Lead Surveyor		Survey Type		Floor		Analysis	
	30 Nov 2021		Wayne Gregory		Management Survey		Ground Floor		Amosite (2)	
	Building		Room		Item		Quantity			
	Building 1-2		B1 WC 1 G10		Toilet cistern Fixed to wall		1no.			
	Sample No (S,SP,P,As)		Product Type		Surface Treatment		Condition		Accessibility	
	WG000089 (S)		Reinforced Composite (1)		Completely Sealed (0)		Good Condition (0)		Easily disturbed (2)	

Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	0	Location	1	Number of occupants	1	Type of Maintenance	0
		Accessibility	2	Frequency of use	3	Frequency of maintenance	0
		Amount	1	Average Time	0		
Average Score	0	Average Score	2	Average Score	2	Average Score	0
Average of Priority	4						
Material Assessment Score	3						
Recommendation	D - No Attention Required, Label						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
30 Nov 2021	Wayne Gregory	Management Survey	Ground Floor	Chrysotile (1)
Building	Room	Item	Quantity	
Building 1-2	B1 WC 1 G10	Green floor tiles Floor	3m ²	
Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
WG000090 (S)	Reinforced Composite (1)	Completely Sealed (0)	Good Condition (0)	Easily disturbed (2)


Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	0	Location	1	Number of occupants	1	Type of Maintenance	0
		Accessibility	2	Frequency of use	3	Frequency of maintenance	0
		Amount	2	Average Time	0		
Average Score	0	Average Score	2	Average Score	2	Average Score	0
Average of Priority	4						
Material Assessment Score	2						
Recommendation	D - No Attention Required, Label						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



	Survey Date:		Lead Surveyor		Survey Type		Floor		Analysis	
	30 Nov 2021		Wayne Gregory		Management Survey		Ground Floor		Chrysotile (1)	
	Building		Room		Item		Quantity			
	Building 1-2		B1 WC 2 G11		Green floor tiles Floor		2m ²			
	Sample No (S,SP,P,As)		Product Type		Surface Treatment		Condition		Accessibility	
	As WG000090 (SP)		Reinforced Composite (1)		Completely Sealed (0)		Good Condition (0)		Easily disturbed (2)	

Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	0	Location	1	Number of occupants	1	Type of Maintenance	0
		Accessibility	2	Frequency of use	3	Frequency of maintenance	0
		Amount	2	Average Time	0		
Average Score	0	Average Score	2	Average Score	2	Average Score	0
Average of Priority	4						
Material Assessment Score	2						
Recommendation	D - No Attention Required, Label						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



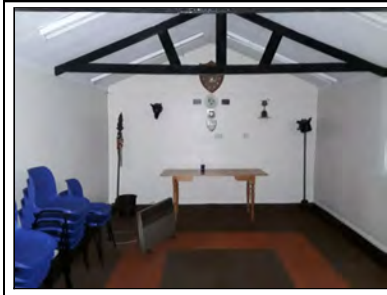
Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
30 Nov 2021	Wayne Gregory	Management Survey	External	No asbestos detected
Building	Room	Item	Quantity	
Building 1-2	B1 All elevations E01	No suspect materials found Surfaces only	0	
Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
Visual (P)	N/A	N/A	N/A	N/A

Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	N/A	Location	N/A	Number of occupants	N/A	Type of Maintenance	N/A
		Accessibility	N/A	Frequency of use	N/A	Frequency of maintenance	N/A
		Amount	N/A	Average Time	N/A		
Average Score	N/A	Average Score	N/A	Average Score	N/A	Average Score	N/A
Average of Priority	N/A						
Material Assessment Score	N/A						
Recommendation	No further action required						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
30 Nov 2021	Wayne Gregory	Management Survey	Ground Floor	No asbestos detected
Building	Room	Item	Quantity	
Building 1-2	B2 meeting room G02	No suspect materials found Surfaces only	0	
Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
Visual (P)	N/A	N/A	N/A	N/A

Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	N/A	Location	N/A	Number of occupants	N/A	Type of Maintenance	N/A
Average Score	N/A	Accessibility	N/A	Frequency of use	N/A	Frequency of maintenance	N/A
		Amount	N/A	Average Time	N/A		
Average of Priority	N/A						
Material Assessment Score	N/A						
Recommendation	No further action required						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	30 Nov 2021	Wayne Gregory	Management Survey	External	No asbestos detected
	Building	Room	Item	Quantity	
	Building 1-2	B2 All elevations E02	No suspect materials found Surfaces only	0	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
Visual (P)	N/A	N/A	N/A	N/A	

Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	N/A	Location	N/A	Number of occupants	N/A	Type of Maintenance	N/A
		Accessibility	N/A	Frequency of use	N/A	Frequency of maintenance	N/A
		Amount	N/A	Average Time	N/A		
Average Score	N/A	Average Score	N/A	Average Score	N/A	Average Score	N/A
Average of Priority	N/A						
Material Assessment Score	N/A						
Recommendation	No further action required						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	30 Nov 2021	Wayne Gregory	Management Survey	Ground Floor	Chrysotile (1)
	Building	Room	Item	Quantity	
	Building 1-2	B1 lobby 2 G06	Green floor tiles and adhesive Floor	1m ²	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
As WG000090 (SP)	Reinforced Composite (1)	Completely Sealed (0)	Good Condition (0)	Easily disturbed (2)	

Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	1	Location	1	Number of occupants	1	Type of Maintenance	0
Average Score		Accessibility	2	Frequency of use	3	Frequency of maintenance	0
		Amount	1	Average Time	2		
	1	Average Score	2	Average Score	2		Average Score
Average of Priority	5						
Material Assessment Score	2						
Recommendation	D - No Attention Required, Label						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Survey Data Sheets (cont)



	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	30 Nov 2021	Wayne Gregory	Management Survey	Ground Floor	No asbestos detected
	Building	Room	Item	Quantity	
	Buildings 1 & 2	B 1 meeting room G01	No suspect materials found Surfaces only	0	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
Visual (P)	N/A	N/A	N/A	N/A	

Normal Occupancy	Score	Likelihood of disturbance	Score	Exposure Potential	Score	Maintenance Activity	Score
Main type of activity	N/A	Location	N/A	Number of occupants	N/A	Type of Maintenance	N/A
		Accessibility	N/A	Frequency of use	N/A	Frequency of maintenance	N/A
		Amount	N/A	Average Time	N/A		
Average Score	N/A	Average Score	N/A	Average Score	N/A	Average Score	N/A
Average of Priority	N/A						
Material Assessment Score	N/A						
Recommendation	No further action required						

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Appendix 3 - Areas Surveyed



Building	Floor	Room No:	Room Type	Item
Building 1-2	External	E01	B1 All elevations	Flat and pitched mineral felt roof coverings solid and timber walls solid floor
Building 1-2	External	E02	B2 All elevations	Pitched mineral felt roof all timber construction
Building 1-2	Ground Floor	G01	B1 main hall	Fibre ceiling panels timber walls modern tiles to raised timber floor modern fuse box
Building 1-2	Ground Floor	G02	B1 kitchen	Papered Fibre ceiling panels timber walls modern covering to raised timber floor modern
Building 1-2	Ground Floor	G02	B2 meeting room	Plasterboard ceiling plasterboard wall linings raised timber floor
Building 1-2	Ground Floor	G03	B1 shop	Fibre ceiling panels timber walls modern tiles to raised timber floor fitted carpet
Building 1-2	Ground Floor	G04	B1 change room 1-2	Fibre ceiling panels timber and (Supa lux) partition walls modern tiles to raised timber floor fitted carpet
Building 1-2	Ground Floor	G05	B1 lobby 1	Fibre ceiling panels timber and (Supa lux) partition walls modern tiles to raised timber floor carpet tiles
Building 1-2	Ground Floor	G06	B1 lobby 2	Fibre ceiling panels timber and (Supa lux) partition walls modern tiles to raised timber floor carpet tiles
Building 1-2	Ground Floor	G07	B1 Store 1	Plasterboard ceiling solid and plasterboard partition walls solid floor fitted carpet
Building 1-2	Ground Floor	G08	B1 store 2	No access no key at time of inspection
Building 1-2	Ground Floor	G09	B1 store 3	No access no key at time of inspection
Building 1-2	Ground Floor	G10	B1 WC 1	Plasterboard ceiling solid walls solid floor
Building 1-2	Ground Floor	G11	B1 WC 2	Plasterboard ceiling solid walls solid floor
Buildings 1 & 2	Ground Floor	G01	B 1 meeting room	Plasterboard ceiling solid walls solid floor fitted carpet

Appendix 4 – Analysis Certificates



ASBESTOS FIBRE IDENTIFICATION REPORT.

Report/Job No: J120134

Final Issue Date: 01/12/2021



Private & Confidential:
 Angel Environmental Ltd
 Point North
 Park Plaza
 Hayes Heath
 Cannock
 Staffs
 WS12 2DF

Premises Of Sample Origin:
 Park Drive
 Romford
 Essex
 RM1 4LH
 J021186

Millers Barn
 The Warren Estate
 Lordship Road
 Writtle
 Chelmsford
 Essex
 CM1 3WT
 Tel: 01245 422800
 info@cavendishlaboratories.com

Name of analyst: Philip Mumford
 Date of sample receipt: 01/12/2021

Sampled by: Client
 Date of analysis: 01/12/2021

Results:

Laboratory Sample Ref.	Sample Location and Description	Asbestos Fibre Type	Presumptive Product Type
BS338605	WG000086 - Ground Floor, B1 lobby 1, Asbestos insulation board	Chrysotile Amosite	Board product
BS338606	WG000087 - Ground Floor, B1 lobby 1, Asbestos insulation board	No Asbestos Detected	Insulating Board
BS338607	WG000088 - Ground Floor, B1 Store 1, Textured coating	No Asbestos Detected	Insulating Board
BS338608	WG000089 - Ground Floor, B1 WC 1, Toilet cistern	Amosite	Resin composite
BS338609	WG000090 - Ground Floor, B1 WC 1, Green floor tiles	Chrysotile	Plastic product

Chrysotile= "White asbestos", Amosite= "Brown asbestos", Crocidolite = "Blue asbestos"
 Trace asbestos is as defined in HSG 248 and denotes that trace asbestos has been identified in the sample
 Refer to H.S.E. publication HSG 264, for the approximate percentage asbestos content within the presumptive product type.

Method Statement and Disclaimers:

The analysis of the sample(s) detailed on this report is U.K.A.S. accredited. Analysis was performed in accordance with our quality control manual in-house method and Health & Safety Executive publication HSG 248.

Any interpretations or opinions expressed in this report are outside the scope of U.K.A.S accreditation.

Cavendish Laboratories Ltd does not hold U.K.A.S. accreditation for on-site sampling of suspected asbestos materials.

The stated "presumptive product type" is a subjective assessment by our analyst, it is not determined by measurement and it is an opinion. Cavendish Laboratories Ltd. cannot accept responsibility for any discrepancy or inaccuracy arising from collection or labelling of samples by the client. U.K.A.S. stands for United Kingdom Accreditation Service. Where samples are provided by customers, the results apply to the samples as received.

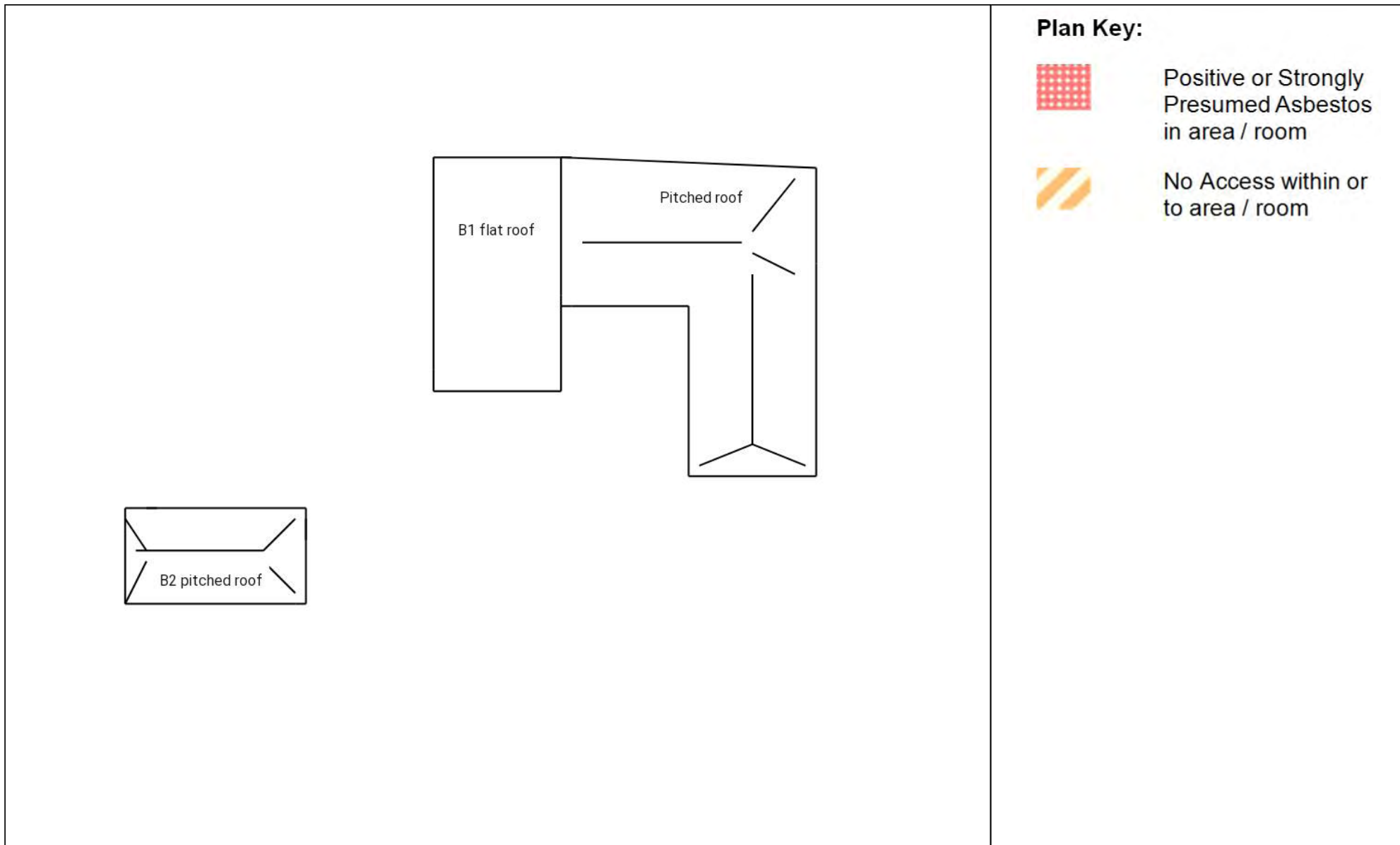
Authorised Signatory:

Paul Jarvis FA004-13 (18/11/21)



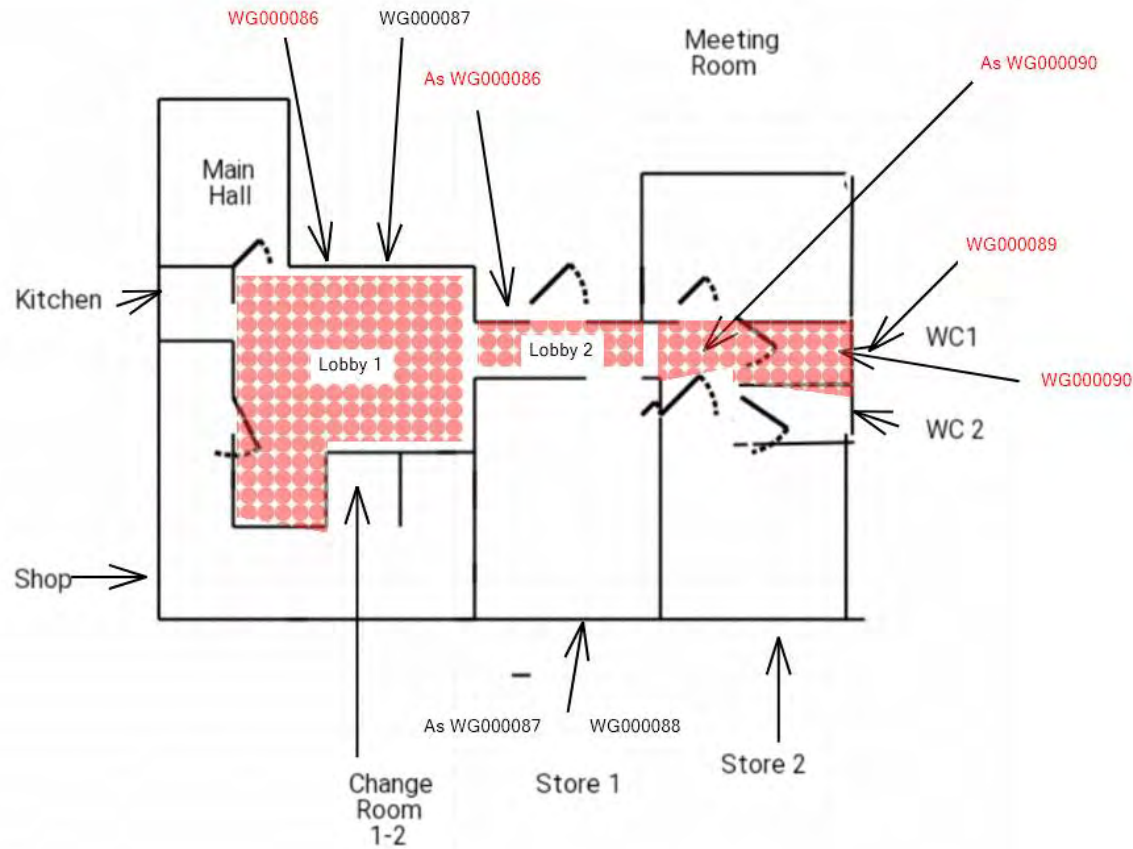
Appendix 5 – Plans





Client: Geoff Hutton
Site: Park Drive
Floor: External
UPRN No: N/A





Plan Key:



Positive or Strongly Presumed Asbestos in area / room



No Access within or to area / room

Client: Geoff Hutton
Site: Park Drive
Floor: Ground Floor
UPRN No: N/A



ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

PART 1 : DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION

DETAILS OF THE CONTRACTOR

Registration No: 607226000 Branch No: _____
 Trading Title: Motion Technology (UK) Ltd
 Address: 20 Crowlands Avenue, Romford, Essex
 Postcode: RM7 9JB Tel No: 07850348411

DETAILS OF THE CLIENT

Contractor Reference Number (CRN): _____
 Name: Romford District Scouts
 Address: Behind, 24 Park Drive, Romford, Essex
 Postcode: RM1 4LH Tel No: 01708 722565

DETAILS OF THE INSTALLATION

Occupier: Romford District Scouts
 Address: Behind, 24 Park Drive, Romford, Essex
 Postcode: RM1 4LH Tel No: 01708 722565

PART 2 : PURPOSE OF THE REPORT

Purpose for which this report is required:

Request from Romford District Scout to check the condition of the Electrical Installation

(see additional page No. N/A)

Date(s) when inspection and testing was carried out: (21/10/2021) Records available: (No) Previous inspection report available: (No) Previous report date: (N/A)

PART 3 : SUMMARY OF THE CONDITION OF THE INSTALLATION

General condition of the installation (in terms of electrical safety):

Unsatisfactory

(see additional page No. N/A)

Estimated age of electrical installation: (40) years Evidence of additions or alterations: (Yes) Overall assessment of the installation is: **Unsatisfactory***

PART 4 : DECLARATION

INSPECTION AND TESTING

I, being the person responsible for the inspection and testing of the electrical installation, particulars of which are described in PART 7, having exercised reasonable skill and care when carrying out the inspection and testing of the existing installation, hereby CERTIFY that the information in this report, including the observations (page 2) and the attached schedules, provides an accurate assessment of the condition of the electrical installation taking into account the stated extent of the installation and the limitations on the inspection and testing.

Name (capitals): MICHAEL HAYES Signature: _____ Date: 21/10/2021

REVIEWED BY THE REGISTERED QUALIFIED SUPERVISOR FOR THE APPROVED CONTRACTOR

Name (capitals): MICHAEL HAYES Signature: _____ Date: 22/10/2021

*An unsatisfactory assessment indicates that dangerous (CODE C1) and/or potentially dangerous (CODE C2) conditions have been identified in PART 6, or that Further Investigation (CODE F1) without delay is required.

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

PART 5 : NEXT INSPECTION

I/We (as indicated on page 1) recommend, subject to the necessary remedial work being taken, this installation should be further inspected and tested after an interval of not more than 5 years*

Give reason for recommendation: Use by Scout groups and hall is let out to other community groups (see additional page No. N/A)

PART 6 : OBSERVATIONS AND RECOMMENDATIONS FOR ACTIONS TO BE TAKEN

CODES: One of the following Codes, as appropriate, has been allocated to each of the observations made below to indicate to the person(s) responsible for the electrical installation the degree of urgency for remedial action

CODE C1 'Danger Present' Risk of injury. Immediate remedial action required	CODE C2 'Potentially Dangerous' Urgent remedial action required	CODE C3 'Improvement Recommended'	CODE F1 'Further Investigation Required'
---	---	---	--

Referring to the Schedule of Items Inspected (see PART 10), the attached Schedule of Circuit Details and Test Results (see PART 12), and subject to any agreed limitations listed in PART 7:

There are no items adversely affecting electrical safety , OR The following observations and recommendations for action are made:

Item No	Observation(s)	Code	Location Reference
1	Service cable shows signs of overheating	F1	Intake enclosure
2	Distributor earth connection appears to be under size	F1	Intake enclosure
3	The cross section of the meter tails do not meet the minimum requirement of 25mm	F1	Intake enclosure
4	The main earthing terminal has not been provided with a "Safety do not remove label"	C3	Intake enclosure
5	Earth Conductors not identified	C3	Intake enclosure
6	Main earthing Conductor incorrectly sized	C2	Intake enclosure
7	The DB/CU has restricted access due to storage of materials	C3	Store room
8	There is a blank missing access to live parts	C1	Intake enclosure
9	Circuit Breaker/protective device has not been identified for its purpose	F1	All consumer units
10	There is no two colour warning label at the DB/CU where mixed cable colours are present	C3	Main CU and Kitchen CU
11	There is no DB/CU ID label where more than one DB/CU is present	C3	All Consumer unit
12	Voltage warning labels where voltage exceeds 230v to earth has not been provided	C3	All Consumer Units
13	No RCD protection for socket outlet used for supplying equipment outdoors	C2	All Consumer Units
14	No RCD protection for socket outlet for internal use	C3	All Consumer units
15	Circuit protective incorrectly identified by colour code	C2	Supply to Rowan Hut
16	Cable not supported adequately - potential damage from their own weight	C2	Supply to Rowan Hut
17	Conductors undersize for circuit overcurrent protective device	C2	Main/Kitchen consumer Unit
18	Cable exposed to direct sunlight/external elements not of a suitable type sign of structural decay	C2	Supply to Rowan and external lighting
19	Socket outlets mounted to low - signs of mechanical damage	C2	Hall and passage way
20	No RCD protection for PVC/PVC cable in walls	C2	All
21	No provision of a circuit protective conductor a class 1 Light fitting	C2	Hall lighting and some outside lighting

Additional pages? (Yes.....) State page numbers: (13.....)

Immediate action required for items: (8.....) **Improvement recommended** for items: (4,5,7,10,11,12,14.....)

Urgent remedial action required for items: (6,13,15,16,17,18,19,20,21.....) **Further investigation required** for items: (N/A.....)

*The proposed date for the next inspection should take into consideration any legislative or licensing requirements and the frequency and quality of maintenance that the installation can reasonably be expected to receive during its intended life. The period should be agreed between relevant parties.

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

PART 7 : DETAILS AND LIMITATIONS OF THE INSPECTION AND TESTING

The inspection and testing has been carried out in accordance with BS 7671: 2018, as amended. Cables concealed within trunking and conduits, or cables and conduits concealed under floors, in inaccessible roof spaces and generally within the fabric of the building or underground, have not been visually inspected unless specifically agreed between the Client and the Inspector prior to inspection.

Details of the installation covered by this report:

The complete electrical installation as no previous records found

(see additional page No. N/A)

Agreed limitations including the reasons, if any, on the inspection and testing:

Condition of Cabling contain within the fabric of the building

(see additional page No. N/A)

Agreed with (print name):

Extent of sampling:

(see additional page No. N/A)

Operational limitations including the reasons:

(see additional page No. N/A)

PART 8 : SUPPLY CHARACTERISTICS AND EARTHING ARRANGEMENTS

System type and earthing arrangements

TN-C-S: TN-S: TT:

Other (state): N/A

Supply protective device

(BS (EN) 1361 Fuse HBC)

Type: (2) Rated current: (LIM) A

Number and type of live conductors

AC 1-phase, 2-wire: 2-phase, 3-wire:

3-phase, 3-wire: 3-phase, 4-wire:

DC 2-wire: 3-wire: Other: (.....)

Confirmation of supply polarity: (✓)

Other sources of supply: (as detailed on attached schedule) Page No: (.....)

Nature of supply parameters

Nominal line voltage, $U_l^{(1)}$: (230) V

Nominal line voltage to Earth, $U_0^{(1)}$: (230) V

Nominal frequency, $f^{(1)}$: (50) Hz

Prospective fault current, $I_{pf}^{(1)*}$: (0.256) kA

External loop impedance, $Z_e^{(1)*}$: (0.96) Ω

⁽¹⁾ By enquiry, measurement, or by calculation

PART 9 : PARTICULARS OF INSTALLATION REFERRED TO IN THIS CERTIFICATE

Means of Earthing

Distributor's facility: (✓)

Installation earth electrode: (N/A)

Where an earth electrode is used insert

Type - rod(s), tape, etc: (.....)

Location: (.....)

Electrode resistance to Earth: (.....) Ω

Main protective conductors

Earthing conductor: (material Copper) csa 10 mm²)

Connection / continuity verified:

Main protective bonding conductors: (material Copper) csa 10 mm²)

Connection / continuity verified:

Main protective bonding connections

Water installation pipes: (✓)

Gas installation pipes: (N/A)

Structural steel: (N/A)

Oil installation pipes: (N/A)

Lightning protection: (N/A)

Other (state):

Main switch / Switch-fuse / Circuit-breaker / RCD

Type: (BS (EN) B2 5149)

Location: (Intake enclosure in main hall)

No. of poles: (2) Rating / setting of device: (.....) A

Current rating: (100) A Voltage rating: (240) V

Where an RCD is used as the main switch

RCD rated residual operating current, $I_{\Delta n}$: (N/A) mA

Measured operating time: (N/A) ms Rated time delay: (N/A) ms

*Where the installation is supplied by more than one source, the higher or highest values of prospective fault current, I_{pf} , and external earth fault loop impedance, Z_e , must be recorded.

All fields must be completed. Enter either, as appropriate: '✓' if Acceptable condition; 'N/A' if Not applicable; 'LIM' if a Limitation exists; or Code appropriately - CODE 'C1', 'C2', 'C3' or 'FI' (codes to be recorded in PART 6, with additional comments (where appropriate) on attached numbered sheets)

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

PART 10 : SCHEDULE OF ITEMS INSPECTED

1. External condition of electrical intake equipment (visual inspection only) (If inadequacies are identified with the intake equipment, it is recommended the person ordering the report informs the appropriate authority.) 1.1 Service cable: (✓) 1.2 Service head: (FI) 1.3 Earthing arrangement: (FI) 1.4 Meter tails: (FI) 1.5 Metering equipment: (✓) 1.6 Isolator (where present): (N/A)	4. Other methods of protection (✓) Details should be provided on separate sheets: Page No. (.....)	5.24 Single-pole switching or protective devices in line conductors only: (✓) 5.25 Protection against mechanical damage where cables enter equipment: (✓) 5.26 Protection against electromagnetic effects where cables enter ferromagnetic enclosures: (✓)
2. Presence of adequate arrangements for parallel or switched alternative sources 2.1 Adequate arrangements where a generating set operates as a switched alternative to the public supply: (N/A) 2.2 Adequate arrangements where generating set operates in parallel with the public supply: (N/A) 2.3 Presence of alternative / additional supply arrangement warning notice(s) at or near equipment, where required: (N/A)	5. Distribution equipment 5.1 Adequacy of working space / accessibility of equipment: (C3) 5.2 Security of fixing: (✓) 5.3 Condition of insulation of live parts: (✓) 5.4 Adequacy / security of barriers: (✓) 5.5 Condition of enclosure(s) in terms of IP rating: (LIM) 5.6 Condition of enclosure(s) in terms of fire rating: (✓) 5.7 Enclosure not damaged / deteriorated so as to impair safety: (✓) 5.8 Presence and effectiveness of obstacles: (✓) 5.9 Presence of main switch(es), linked where required: (✓) 5.10 Operation of main switch(es) (functional check): (✓) 5.11 Correct identification of circuit protective devices: (C3) 5.12 Adequacy of protective devices for prospective fault current: (C2) 5.13 RCD(s) provided for fault protection – includes RCBOs: (C2) 5.14 RCD(s) provided for additional protection – includes RCBOs: (C2) 5.15 RCD(s) provided for protection against fire – includes RCBOs: (C2) 5.16 Manual operation of circuit-breakers and RCDs to prove disconnection: (N/A) 5.17 Confirmation that integral test button/switch causes RCD(s) to trip when operated (functional check) (N/A) 5.18 Presence of RCD six-monthly retest notice at or near equipment, where required: (C3) 5.19 Presence of diagrams, charts or schedules at or near equipment, where required: (FI) 5.20 Presence of non-standard (mixed) cable colour warning notices at or near equipment, where required: (C3) 5.21 Presence of next inspection recommendation label: (C3) 5.22 All other required labelling provided: (C3) 5.23 Compatibility of protective device(s), base(s) and other components: (✓)	6. Distribution / final circuits 6.1 Identification of conductors: (C2) 6.2 Cables correctly supported throughout their length: (C2) 6.3 Condition of insulation of live parts: (✓) 6.4 Non-sheathed cables protected by enclosures in conduit, ducting or trunking: (✓) 6.5 Suitability of containment systems for continued use (including flexible conduit): (✓) 6.6 Cables correctly terminated in enclosures (indicate extent of sampling in PART 7 of report): (✓) 6.7 Indication of SPD(s) continued functionality confirmed: (N/A) 6.8 Adequacy of AFDD(s), where specified: (N/A) 6.9 Confirmation that conductor connections, including connections to busbars are correctly located in terminals and are tight and secure: (✓) 6.10 Examination of cables for signs of unacceptable thermal and mechanical damage / deterioration: (C2) 6.11 Adequacy of cables for current-carrying capacity with regard to the type and nature of installation: (✓) 6.12 Adequacy of protective devices; type and rated current for fault protection: (C2) 6.13 Presence and adequacy of circuit protective conductors: (C2) 6.14 Co-ordination between conductors and overload protective devices: (C2) 6.15 Cable installation methods / practices appropriate to the type and nature of installation and external influences: (C2) 6.16 Cables where exposed to direct sunlight, of a suitable type or adequately protected against solar radiation: (C2) 6.17 Cables adequately protected against damage and abrasion: (✓)
3. Automatic disconnection of supply 3.1 Main earthing and bonding arrangements a) Presence and condition of distributor's earthing arrangement: (FI) b) Presence and condition of earth electrode arrangement, if present: (N/A) c) Adequacy of earthing conductor size: (FI) d) Adequacy of earthing conductor connections: (✓) e) Accessibility of earthing conductor connections: (✓) f) Adequacy of main protective bonding conductor size(s): (FI) g) Adequacy of main protective bonding conductor connections: (✓) h) Accessibility of main protective bonding connections: (LIM) i) Accessibility and condition of other protective bonding connections: (N/A) j) Provision of earthing / bonding labels at all appropriate locations: (C3) 3.2 FELV a) Source providing at least simple separation: (N/A) b) Plugs, socket-outlets and the like not interchangeable with those of other systems within the premises: (N/A)		

Original to the person ordering the work

All fields must be completed. Enter either, as appropriate: ' ✓ ' if Acceptable condition; ' N/A ' if Not applicable; ' LIM ' if a Limitation exists; or Code appropriately - CODE 'C1', 'C2', 'C3' or 'FI' (codes to be recorded in PART 6, with additional comments (where appropriate) on attached numbered sheets)

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

Original to the person ordering the work

PART 10 : SCHEDULE OF ITEMS INSPECTED

<p>6.18 Provision of additional protection by an RCD not exceeding 30 mA</p> <p>a) For all socket-outlets with a rated current not exceeding 32 A, unless exempt: (C3)</p> <p>b) Supplies for mobile equipment with a rated current not exceeding 32 A for use outdoors: (C2)</p> <p>c) For cables concealed in walls / partitions at a depth of less than 50 mm: (C2)</p> <p>d) For cables concealed in walls / partitions containing metal parts regardless of depth: (N/A)</p> <p>e) Circuits supplying luminaires within domestic (household) premises: (N/A)</p> <p><i>Note: Older installations designed prior to BS 7671: 2018 may not have been provided with RCDs for additional protection.</i></p> <p>6.19 Provision of fire barriers, sealing arrangements and protection against thermal effects: (N/A)</p> <p>6.20 Band II cables segregated / separated from Band I cables: (N/A)</p> <p>6.21 Cables segregated / separated from non-electrical services: ()</p> <p>6.22 Termination of cables at enclosures (indicate extent of sampling in PART 7 of report)</p> <p>a) Connections under no undue strain: (✓)</p> <p>b) No basic insulation of a conductor, visible outside an enclosure: (✓)</p> <p>c) Connections of live conductors adequately enclosed: (✓)</p> <p>d) Adequacy of connection at point of entry to enclosure: (✓)</p> <p>6.23 Temperature rating of cable insulation adequate: (✓)</p> <p>6.24 Condition of accessories including socket-outlets, switches and joint boxes satisfactory: (C2)</p> <p>6.25 Suitability of accessories for external influences: (✓)</p>	<p>6.26 Single-pole switching or protective devices in line conductors only: (✓)</p> <p>6.27 Adequacy of connections, including cpcs, within accessories and to fixed and stationary equipment: (C2)</p> <p>7. Isolation and switching</p> <p>7.1 Isolators</p> <p>a) Presence and condition of appropriate devices: (✓)</p> <p>b) Acceptable location (local / remote): ()</p> <p>c) Capable of being secured in the OFF position: (LIM)</p> <p>d) Correct operation verified: (✓)</p> <p>e) Clearly identified by position and / or durable markings: (C2)</p> <p>f) Warning label posted in situations where live parts cannot be isolated by the operation of a single device: (N/A)</p> <p>7.2 Switching off for mechanical maintenance</p> <p>a) Presence and condition of appropriate devices: (N/A)</p> <p>b) Acceptable location: (N/A)</p> <p>c) Capable of being secured in the OFF position: (N/A)</p> <p>d) Correct operation verified: (N/A)</p> <p>e) Clearly identified by position and / or durable marking(s): (N/A)</p> <p>7.3 Emergency switching off / stopping</p> <p>a) Presence and condition of appropriate devices: (N/A)</p> <p>b) Readily accessible for operation where danger might occur: (N/A)</p> <p>c) Correct operation verified: (N/A)</p> <p>7.4 Functional switching</p> <p>a) Presence and condition of appropriate devices: (✓)</p> <p>b) Correct operation (functionality) verified: (✓)</p>	<p>8. Current-using equipment (permanently connected)</p> <p>8.1 Condition of equipment in terms of IP rating: (✓)</p> <p>8.2 Equipment does not constitute a fire hazard: (✓)</p> <p>8.3 Enclosure not damaged / deteriorated so as to impair safety: (C1)</p> <p>8.4 Suitability for the environment and external influences: (✓)</p> <p>8.5 Security of fixing: (✓)</p> <p>8.6 Cable entry holes in ceiling above luminaires, sized or sealed so as to restrict the spread of fire: (N/A)</p> <p>List number and location of luminaires inspected on a separate page: Page No. (.....)</p> <p>8.7 Recessed luminaires (e.g. downlighters)</p> <p>a) Correct type of lamps fitted: (N/A)</p> <p>b) Installed to minimise build-up of heat: (N/A)</p> <p>c) No signs of overheating to surrounding building fabric: (N/A)</p> <p>d) No signs of overheating to conductors / terminations: (N/A)</p> <p>9. List all special installations or locations covered by this report:</p> <p>..... ()</p> <p>..... ()</p> <p>..... ()</p> <p>..... ()</p> <p><i>Indicate if the relevant requirements of Part 7 are satisfied and append results of inspection on a separate numbered page.</i></p> <p>SCHEDULE OF ITEMS INSPECTED BY</p> <p>Name (capitals): MICHAEL HAYES</p> <p>Signature: _____ Date: 21/10/2021</p>
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PART 11 : SCHEDULES AND ADDITIONAL PAGES

Schedule of Inspections	Schedule of Circuit Details and Test Results for the installation	Additional pages, including data sheets for additional sources	Special installations or locations (indicated in item 9. above)	Continuation sheets
Page No(s): (4 & 5)	Page No(s): (6)	Page No(s): (.....)	Page No(s): (.....)	Page No(s): (N/A.....)

The pages identified are an essential part of this report (see Regulation 653.2).

All fields must be completed. Enter either, as appropriate: ' ✓ ' if Acceptable condition; ' N/A ' if Not applicable; ' LIM ' if a Limitation exists; or Code appropriately - CODE 'C1', 'C2', 'C3' or 'FI' (codes to be recorded in PART 6, with additional comments (where appropriate) on attached numbered sheets)

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

PART 12 : SCHEDULE OF CIRCUIT DETAILS AND TEST RESULTS

Circuits/equipment vulnerable to damage when testing: Lighting

Circuit number	Circuit description	CODES For Type of wiring		Type of wiring (see Codes)	Reference Method (BS 7671)	Number of points served	Circuit conductor csa		Max. disconnection time (BS 7671) (s)	Protective device				RCD Operating current, I _{Δn} (mA)	Maximum permitted Z _s for installed protective device* (Ω)	Circuit impedances (Ω)					Insulation resistance			RCD operating time (ms)	Test buttons				
		(A) Thermoplastic insulated / sheathed cables	(B) Thermoplastic cables in metallic conduit				(C) Thermoplastic cables in non-metallic conduit	(D) Thermoplastic cables in metallic trunking		(E) Thermoplastic cables in non-metallic trunking	(F) Thermoplastic / SWA cables	(G) Thermosetting / SWA cables	(H) Mineral-insulated cables			(O) other - state	Ring final circuits only (measured end to end)			All circuits (complete at least one column)		Live / Live (MΩ)	Live / Earth (MΩ)		Test voltage DC (V)	Polarity	Max. measured earth fault loop impedance, Z _s (Ω)	RCD	AFDD
		Live (mm ²)	cpc (mm ²)				BS (EN)	Type		Rating (A)	Short-circuit capacity (kA)	(Line) r ₁	(Neutral) r _n			(cpc) r ₂	(R ₁ +R ₂)	R ₂											
1	Hall lights and Clock	A	B			7	1.5	1	5	LIM	LIM	15	LIM		N/A	N/A	N/A												
2	Shop, hallway and Toilet lights	A	B			7	1.5	1	5	LIM	LIM	15	LIM		N/A	N/A	N/A												
3	Outside Lights ???	A	B				1.5	1	5	LIM	LIM	15	LIM																
4	???	A	B				2.5	1.5	5	LIM	LIM	30	LIM																
5	Rowan Hall	A	B			1	2.5	2.5	5	LIM	LIM	30	LIM		N/A	N/A	N/A	1.34	N/A	900	900	500							
6	Cooker	A	B			1	6	2.5	5	LIM	LIM	30	LIM		N/A	N/A	N/A	0.82	N/A	900	999	500	0.81						
7	Main Hall Sockets	A	B			7	2.5	1.5	5	LIM	LIM	30	LIM		0.20	0.19	0.46	0.21	N/A	999	999	500			N/A				
8	Main Hall Heaters	F	B			4	2.5	1.5	5	LIM	LIM	30	LIM							999	999	500							
9	Outside Store (Disconnected)	A	B							LIM	LIM	15	LIM																
10	New extension Sockets	A	B			5	2.5	1.5	5	LIM	LIM	30	LIM		0.21	0.20	0.38	0.17	N/A	999	999	500	✓		N/A				

DISTRIBUTION BOARD (DB) DETAILS (to be completed in every case)

DB designation: DB001--
 Location of DB: Main hall Intake enclosure
TESTED BY Name (capitals): MICHAEL HAYES
 Signature: _____
 Position: Electrician
 Date: 19/10/2021

TO BE COMPLETED ONLY IF THE DB IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION

Supply to DB is from: () Nominal voltage: () V No. of phases: ()
Overcurrent protection device for the distribution circuit Type: (BS EN) Rating: () A
Associated RCD (if any) Type: (BS EN) No. of poles: () Δ_n () mA Operating time: () ms
Characteristics at this DB Confirmation of supply polarity: (Yes) Phase sequence confirmed (where appropriate): Z_s () Ω pf () kA

TEST INSTRUMENTS

(enter serial number against each instrument used)

Multi-function: (3198125) Continuity: (N/A)
 Insulation resistance: (N/A) Earth fault loop impedance: (N/A)
 Earth electrode resistance: (N/A) RCD: (N/A)

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

PART 12 : SCHEDULE OF CIRCUIT DETAILS AND TEST RESULTS

Circuits/equipment vulnerable to damage when testing:

Circuit number	Circuit description	CODES For Type of wiring		Type of wiring (see Codes)	Reference Method (BS 7671)	Number of points served	Circuit conductor csa		Max. disconnection time (BS 7671)	Protective device				RCD Operating current, I _{Δn} (mA)	Maximum permitted Z _s for installed protective device* (Ω)	Circuit impedances (Ω)					Insulation resistance			Polarity	Max. measured earth fault loop impedance, Z _s (Ω)	RCD operating time (ms)	Test buttons						
		(A) Thermoplastic insulated / sheathed cables	(B) Thermoplastic cables in metallic conduit				(C) Thermoplastic cables in non-metallic conduit	(D) Thermoplastic cables in metallic trunking		(E) Thermoplastic cables in non-metallic trunking	(F) Thermoplastic / SWA cables	(G) Thermosetting / SWA cables	(H) Mineral-insulated cables			(O) other - state	Ring final circuits only (measured end to end)			All circuits (complete at least one column)		Live / Live	Live / Earth				Test voltage DC	RCD	AFDD				
		Live (mm ²)	cpc (mm ²)				BS (EN)	Type		Rating (A)	Short-circuit capacity (kA)	(Line) r ₁	(Neutral) r _n			(cpc) r ₂	(R ₁ +R ₂)	R ₂	(MΩ)	(MΩ)	(V)												
1	Not Used																																
2	Lights in shop over badge desk																																
3	Heaters in shop + Sockets in office ?????																																
4	Heater in Shop + Sockets in office ????																																

DISTRIBUTION BOARD (DB) DETAILS (to be completed in every case)

DB designation: DB002--
 Location of DB: Kitchen
TESTED BY Name (capitals):
 Signature:
 Position:
 Date:

TO BE COMPLETED ONLY IF THE DB IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION

Supply to DB is from: (.....) Nominal voltage: (.....)V No. of phases: (.....)
 Overcurrent protection device for the distribution circuit Type: (BS EN) Rating: (.....)A
 Associated RCD (if any) Type: (BS EN) No. of poles: (.....) Δ_n (.....)mA Operating time: (.....)ms
 Characteristics at this DB Confirmation of supply polarity: (.....) Phase sequence confirmed (where appropriate): z_s (.....)Ω pf (.....)kA

TEST INSTRUMENTS

(enter serial number against each instrument used)

Multi-function: (.....) Continuity: (.....)
 Insulation resistance: (.....) Earth fault loop impedance: (.....)
 Earth electrode resistance: (.....) RCD: (.....)

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

PART 12 : SCHEDULE OF CIRCUIT DETAILS AND TEST RESULTS

Circuits/equipment vulnerable to damage when testing: None

Circuit number	Circuit description	CODES For Type of wiring		Type of wiring (see Codes)	Reference Method (BS 7671)	Number of points served	Circuit conductor csa		Max. disconnection time (BS 7671) (s)	Protective device				RCD Operating current, I _{Δn} (mA)	Maximum permitted Z _s for installed protective device* (Ω)	Circuit impedances (Ω)					Insulation resistance			Polarity	Max. measured earth fault loop impedance, Z _s (Ω)	RCD operating time (ms)	Test buttons							
		(A) Thermoplastic insulated / sheathed cables	(B) Thermoplastic cables in metallic conduit				(C) Thermoplastic cables in non-metallic conduit	(D) Thermoplastic cables in metallic trunking		(E) Thermoplastic cables in non-metallic trunking	(F) Thermoplastic / SWA cables	(G) Thermosetting / SWA cables	(H) Mineral-insulated cables			(O) other - state	Ring final circuits only (measured end to end)			All circuits (complete at least one column)		Live / Live (MΩ)	Live / Earth (MΩ)				Test voltage DC (V)	RCD	AFDD					
		Live (mm ²)	cpc (mm ²)				BS (EN)	Type		Rating (A)	Short-circuit capacity (kA)	(Line) r ₁	(Neutral) r _n			(cpc) r ₂	(R ₁ +R ₂)	R ₂	(MΩ)	(MΩ)	(V)	(Ω)	(ms)											
1	Not Used																																	
2	Not Used																																	
3	13 amp Twin socket on right hand wall	A	B			1	2.5	1.5	5	N/A		20	N/A		N/A	N/A	N/A	0.09		999	999	500	1.09	N/A										
4	13 amp twin socket on Left Hand wall	A	B			1	2.5	1.5	5	N/A		20	N/A		N/A	N/A	N/A	1.01		999	999	500	N/A	N/A										
5	Lights	A	B			6	1.5	1	5	N/A		5	N/A		N/A	N/A	N/A	2.34	N/A		999	500	1.73	N/A										

DISTRIBUTION BOARD (DB) DETAILS (to be completed in every case) DB designation: DB004-- **TESTED BY** Name (capitals): MICHAEL HAYES Position: Electrician
 Location of DB: Rowan Hall Signature: _____ Date: 21/10/2021

TO BE COMPLETED ONLY IF THE DB IS NOT CONNECTED DIRECTLY TO THE ORIGIN OF THE INSTALLATION
 Supply to DB is from: (DB No 1 circuit 5) Nominal voltage: (230) V No. of phases: (1)
Overcurrent protection device for the distribution circuit Type: (BS EN _____) Rating: (30) A
Associated RCD (if any) Type: (BS EN BS 1361 Fuse HBC Domestic Type 1) No. of poles: (_____) Δ_n (_____) mA Operating time: (_____) ms
Characteristics at this DB Confirmation of supply polarity: (Yes ___) Phase sequence confirmed (where appropriate): Z_s (1.61 _____) Ω (210 _____) kA

TEST INSTRUMENTS (enter serial number against each instrument used)
 Multi-function: (3198125) Continuity: (N/A)
 Insulation resistance: (N/A) Earth fault loop impedance: (N/A)
 Earth electrode resistance: (N/A) RCD: (N/A)

Original to the person ordering the work

ELECTRICAL INSTALLATION CONDITION REPORT

ADDITIONAL NOTES

(see additional page No. N/A)

NOTES FOR RECIPIENT

THIS CONDITION REPORT IS AN IMPORTANT AND VALUABLE DOCUMENT WHICH SHOULD BE RETAINED FOR FUTURE USE

The purpose of periodic inspection is to determine, so far as is reasonably practicable, whether an electrical installation is in a satisfactory condition for continued service. This report provides an assessment of the condition of the electrical installation identified overleaf at the time it was inspected and tested, taking into account the stated extent of the installation and the limitations of the inspection and testing.

This report has been issued in accordance with the national standard for the safety of electrical installations, BS 7671: 2018 – Requirements for Electrical Installations.

The report identifies any damage, deterioration, defects and/or conditions found by the inspector which may give rise to danger (see PART 6), together with any items for which improvement is recommended.

If you were the person ordering this report, but not the user of the installation, you should pass this report, or a full copy of it including these notes, the schedules and additional pages (if any), immediately to the user.

This report should be retained in a safe place and shown to any person inspecting or undertaking further work on the electrical installation in the future. If you later vacate the property, this report will provide the new user with an assessment of the condition of the electrical installation at the time the periodic inspection was carried out.

Where the installation incorporates a residual current device (RCD) there should be a notice at or near the device stating that it should be tested every six months. For safety reasons it is important that this instruction is followed.

For safety reasons, the electrical installation should be re-inspected at appropriate intervals by a skilled person or persons, competent in such work. NICEIC* recommends that you engage the services of an NICEIC Approved Contractor for the inspection.

The recommended date by which the next inspection should be carried out is stated in PART 5 of this report. There should also be a notice at or near the main switchboard or distribution board/consumer unit indicating when the next inspection of the installation is due.

Only an NICEIC Approved Contractor or Conforming Body is authorised to issue this NICEIC Electrical Installation Condition Report. You should have received the report marked 'Original' and the Approved Contractor should have retained the report marked 'Duplicate'.

This report form is intended to be issued only for the purpose of reporting on the condition of an existing electrical installation and must not be issued to certify new electrical installation work including the replacement of a distribution board or consumer unit.

The report consists of at least six numbered pages. Additional numbered pages may have been provided to permit further relevant information relating to the installation to be recorded. For installations having more than one distribution board or more circuits than can be recorded on PART 12, one or more additional Schedules of Circuit Details and Test Results should form part of the report. The report is invalid if any of the schedules identified in PART 10 are missing. The report has a printed seven-digit serial number, which is traceable to the Approved Contractor to which it was supplied by NICEIC.

PART 7 (Details and limitations) should identify fully the extent of the installation covered by this report and any limitations on the inspection and testing. The inspector should have agreed these aspects with the person ordering the report and with other interested parties (licensing authority, insurance company, mortgage provider and the like) before the inspection was carried out.

Operational limitations may have been encountered during the inspection such as inability to gain access to parts of the installation or to an item of equipment. The inspector should have noted any such limitations in PART 7. It should be noted that the greater the limitations applying to a report, the less its value from the safety aspect.

A declaration should have been given by the inspector in PART 4 of the report. The declaration must reflect the statement given in PART 3, which summarises the observations and recommendations made in PART 6. Where one or more observations have been made in PART 6, the Classification code given to each by the inspector indicates the degree of urgency with which remedial action needs to be taken to restore the installation to a safe working condition.

Where the inspector has indicated an observation as code C1 (danger present) the safety of those using the installation is at risk. Wherever practicable, items classified as (C1) should be made safe on discovery, and it is recommended that a skilled person(s) competent in electrical installation work undertakes the necessary remedial work immediately.

Where the inspector has indicated an observation as code C2 (potentially dangerous) the safety of those using the installation may be at risk, and it is recommended that a skilled person(s) competent in electrical installation work undertakes the necessary remedial work as a matter of urgency.

Where the inspector has indicated that an item requires further investigation (FI), the investigation should be carried out without delay to determine whether danger or potential danger exists. For further guidance on the Classification codes, please see the reverse of page 2.

Where the installation can be supplied by more than one source, such as the public supply and a standby generator or microgenerator, this should be identified in PART 8 Supply Characteristics and Earthing Arrangements, and the Schedules of Circuit Details and Test Results (PART 12) compiled accordingly.

Where inadequacies in the intake equipment have been observed (Item 1 of PART 10), the person ordering the inspection should inform the distributor and/or supplier as appropriate.

Should the person ordering this report have reason to believe that it does not reasonably reflect the condition of the electrical installation reported on, that person should in the first instance raise the specific concerns in writing with the Approved Contractor. If the concerns remain unresolved, the person ordering this report may make a formal complaint to NICEIC, for which purpose a complaint form is available on request.

The complaints procedure offered by NICEIC is subject to certain terms and conditions, full details of which are available upon application. NICEIC does not investigate complaints relating to the operational performance of electrical installations (such as lighting levels), or to contractual or commercial issues (such as time or cost).

** NICEIC is operated by Certsure LLP, a partnership between the Electrical Contractors' Association and the charity, Electrical Safety First. NICEIC maintains and publishes registers of electrical contractors that it has assessed against particular scheme requirements (including the technical standard of electrical work).*

For further information about electrical safety and how NICEIC can help you,
visit www.niceic.com

GUIDANCE FOR RECIPIENTS ON THE CLASSIFICATION CODES

Only one Classification code should be given for each recorded Observation

Classification code C1 (Danger present)

Where an observation has been given a Classification code C1, the safety of those using the installation is at risk and immediate remedial action is required.

The person responsible for the maintenance of the installation is advised to take action without delay to remedy the observed deficiency in the installation, or to take other appropriate action (such as switching off and isolating the affected part(s) of the installation) to remove the danger. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

NICEIC makes available 'Electrical Danger Notification' forms to enable inspectors to record, and then to communicate to the person ordering the report, any dangerous condition discovered.

Classification code C2 (Potentially dangerous)

Classification code C2 indicates that, whilst those using the installation may not be at immediate risk, urgent remedial action is required to remove potential danger. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

It is important to note that the recommendation given at PART 5 of this report (Next Inspection) for the maximum interval until the next inspection is conditional upon all items which have been given a Classification code C1 and code C2 being remedied immediately and as a matter of urgency, respectively.

It would not be reasonable for the inspector to indicate that the installation is in a satisfactory condition if any observation in this report has been given a code C1 or code C2 classification.

Classification code C3 (Improvement recommended)

Where an observation has been given a Classification code C3, the inspection and/or testing has revealed a non-compliance with the current safety standard which, whilst not presenting immediate or potential danger, would result in a significant safety improvement if remedied. Careful consideration should be given to the safety benefits of improving these aspects of the installation. The NICEIC Approved Contractor issuing this report will be able to provide further advice.

Code FI (Further investigation required without delay)

It should usually be possible for the inspector to attribute a Classification code to each observation without indicating a need for further investigation.

However, where 'FI' has been entered against an observation the inspector considers that further investigation of that observation is likely to reveal danger or potential danger that, due to the agreed extent or limitations of the inspection and/or testing, could not be fully identified at the time.

It would not be appropriate for the inspector to indicate that the installation is in a satisfactory condition if there is reasonable doubt as to whether danger or potential danger exists. Consequently, where the inspector has indicated 'Further investigation required without delay' (FI) the overall assessment of the installation (PART 3) should be marked as 'Unsatisfactory'.

If the inspector has indicated that an observation requires further investigation without delay, the person ordering this report is advised to arrange for the NICEIC Approved Contractor issuing the report (or another skilled person or persons competent in such work) to undertake further examination of that aspect of the installation as a matter of urgency, to determine whether or not danger or potential danger exists.

Further information

Further information on the application of Classification codes, primarily aimed at inspectors but of possible interest to persons ordering condition reports, can be found in Electrical Safety First's Best Practice Guide No 4 Electrical installation condition reporting: Classification Codes for domestic and similar electrical installations. The guide can be viewed or downloaded free of charge from www.electricalsafetyfirst.org.uk

For further information about electrical safety and how NICEIC can help you, visit www.niceic.com

CONTINUATION SHEET FOR PART 6: ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

OBSERVATIONS AND RECOMMENDATIONS FOR ACTIONS TO BE TAKEN

CODES: <i>One of the following Codes, as appropriate, has been allocated to each of the observations made below to indicate to the person(s) responsible for the electrical installation the degree of urgency for remedial action</i>	CODE C1 'Danger Present' Risk of injury. Immediate remedial action required	CODE C2 'Potentially Dangerous' Urgent remedial action required	CODE C3 'Improvement Recommended'	CODE FI 'Further Investigation Required'
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The following observations and recommendations for action are made:

Item No	Observation(s)	Code	Location Reference
22	Knock out missing from top of cooker switch- access to live parts	C1	Kitchen
23			
24			
25			
26			
27			
28			

Additional page numbers: (.....)

Immediate action required for items: (22.....) **Improvement recommended** for items: (N/A.....)

Urgent remedial action required for items: (N/A.....) **Further investigation required** for items: (N/A.....)