

7. AREAS OF NO ACCESS

Please Note: Access to these areas MUST be achieved prior to any demolition/ refurbishment works being carried out on site. This may involve the employment of a licensed asbestos contractor.

Building	Floor	Location	Comments
Leeds Methodist Mission	-1 (Basement)	011 - Store	We were unable to gain access in to this room at the time of the survey as the door was locked and no keys were made available to us. We could not forcibly gain access as in doing so, damage would have been caused, which is beyond the scope of this non-intrusive survey. The possibility that asbestos containing materials may be present in this location should not be overlooked. In the future should any works be planned that will affect this area, access will need to be gained to allow for further investigations to take place.
Leeds Methodist Mission	-1 (Basement)	013 - Store	We were unable to gain access in to this room at the time of the survey as the door was locked and no keys were made available to us. We could not forcibly gain access as in doing so, damage would have been caused, which is beyond the scope of this non-intrusive survey. The possibility that asbestos containing materials may be present in this location should not be overlooked. In the future should any works be planned that will affect this area, access will need to be gained to allow for further investigations to take place.

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8. COMMENTS AND RECOMMENDATIONS SUMMARY

During the course of the Management Asbestos Survey forty-six samples have been taken and analysed by a UKAS accredited laboratory. Asbestos was positively identified or presumed to be present in the following forms and locations:-

Building / Unit	Floor	Location	Item Description	Recommendations
Leeds Methodist Mission	-1 (Basement)	002 - Circulation	Floor Tiles & Adhesive - Vinyl Tiles	MANAGE (FLOOR TILES & ADHESIVE) - The asbestos containing floor tiles and bitumen adhesive do not represent a hazard whilst they remain undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the floor tiles and the adhesive regularly monitored for any signs of deterioration or damage. Should any damage occur, then removal by suitably trained persons using H.S.E guidelines should be considered.
Leeds Methodist Mission	-1 (Basement)	006 - Meeting Room	Floor Tiles & Adhesive - Vinyl Tiles	MANAGE (FLOOR TILES & ADHESIVE) - The asbestos containing floor tiles and bitumen adhesive do not represent a hazard whilst they remain undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the floor tiles and the adhesive regularly monitored for any signs of deterioration or damage. Should any damage occur, then removal by suitably trained persons using H.S.E guidelines should be considered.
Leeds Methodist Mission	-1 (Basement)	007 - Office	Floor Tiles & Adhesive - Vinyl Tiles	MANAGE (FLOOR TILES & ADHESIVE) - The asbestos containing floor tiles and bitumen adhesive do not represent a hazard whilst they remain undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the floor tiles and the adhesive regularly monitored for any signs of deterioration or damage. Should any damage occur, then removal by suitably trained persons using H.S.E guidelines should be considered.

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Leeds Methodist Mission	-1 (Basement)	010 - Circulation	Floor Tiles & Adhesive - Vinyl Tiles	MANAGE (FLOOR TILES & ADHESIVE) - The asbestos containing floor tiles and bitumen adhesive do not represent a hazard whilst they remain undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the floor tiles and the adhesive regularly monitored for any signs of deterioration or damage. Should any damage occur, then removal by suitably trained persons using H.S.E guidelines should be considered.
Leeds Methodist Mission	-1 (Basement)	012 - Boiler Room	Fuse Boxes - Internal Asbestos Materials	MANAGE (FUSE BOXES) - The fuse boxes appear to be in good condition and can remain in-situ if required. A management plan needs to be put in place to monitor the fuse boxes on a regular basis for any signs of deterioration or damage. Should any damage occur, then the fuse boxes should be removed complete without any disturbance to the internal materials by suitably trained persons under controlled conditions using HSE Guidelines, and be disposed of at a licensed disposal facility.
Leeds Methodist Mission	-1 (Basement)	012 - Boiler Room	Lining around Motor to Venting - Insulating Board	ENCAPSULATE/ MANAGE/ LABEL (AIB) - The asbestos insulation board lining is in a damaged condition. It needs to be repaired and encapsulated by a licensed removal company. A management plan should then be put in place to monitor the lining on a regular basis for any signs of further deterioration or damage. Should any further damage occur then the lining will need to be repaired or removed by a licensed removal company as a priority. Labelling of the lining around motor to venting is also recommended.
Leeds Methodist Mission	-1 (Basement)	012 - Boiler Room	Sealant to Venting - Bituminous Product	MANAGE (SEALANT TO VENTING) - The asbestos containing sealant does not represent a hazard whilst it remains undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the sealant regularly monitored for any signs of deterioration or damage. Should any damage occur, then repair or removal by suitably trained persons using H.S.E guidelines should be considered.

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Leeds Methodist Mission	-1 (Basement)	012 - Boiler Room	Boilers - Internal Asbestos Materials	MANAGE (BOILER PRESUMED) - The boilers should be assumed to contain asbestos materials until proven otherwise by either intrusive sampling or contacting the manufacturer. Any future works must be carried out under controlled conditions by suitably trained persons using HSE guidelines. A management plan should be put in place to monitor the boilers for any signs of damage on a regular basis. Should any internal damage occur, then the removal of the boilers should be considered.
Leeds Methodist Mission	-1 (Basement)	012 - Boiler Room	Paper to Front of Boilers - Paper Product	MANAGE - The asbestos containing paper does not represent a hazard whilst it remains undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the paper regularly monitored for any signs of deterioration or damage. Should any damage occur, then repair or removal by suitably trained persons using H.S.E guidelines should be considered.
Leeds Methodist Mission	-1 (Basement)	015 - Circulation	Floor Tiles & Adhesive - Vinyl Tiles	MANAGE (FLOOR TILES & ADHESIVE) - The asbestos containing floor tiles and bitumen adhesive do not represent a hazard whilst they remain undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the floor tiles and the adhesive regularly monitored for any signs of deterioration or damage. Should any damage occur, then removal by suitably trained persons using H.S.E guidelines should be considered.
Leeds Methodist Mission	-1 (Basement)	021 - Circulation	Floor Tiles & Adhesive - Vinyl Tiles	MANAGE (FLOOR TILES & ADHESIVE) - The asbestos containing floor tiles and bitumen adhesive do not represent a hazard whilst they remain undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the floor tiles and the adhesive regularly monitored for any signs of deterioration or damage. Should any damage occur, then removal by suitably trained persons using H.S.E guidelines should be considered.

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Leeds Methodist Mission	0 (Ground)	110 - Meeting Room 1	Bitumen Adhesive - Bituminous Product	MANAGE (BITUMEN ADHESIVE) - The asbestos containing bitumen adhesive does not represent a hazard whilst it remains undisturbed, and can remain in-situ if required. A management plan needs to be put in place and the adhesive regularly monitored for any signs of deterioration or damage. Should any damage occur then removal should be considered by suitably trained persons using H.S.E guidelines and disposed of at a licensed disposal facility.
Leeds Methodist Mission	0 (Ground)	111 - Meeting Room 1 Store	Floor Tiles & Adhesive - Vinyl Tiles	MANAGE (FLOOR TILES & ADHESIVE) - The asbestos containing floor tiles and bitumen adhesive do not represent a hazard whilst they remain undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the floor tiles and the adhesive regularly monitored for any signs of deterioration or damage. Should any damage occur, then removal by suitably trained persons using H.S.E guidelines should be considered.
Leeds Methodist Mission	0 (Ground)	124 - Store	Floor Tiles & Adhesive - Vinyl Tiles	MANAGE (FLOOR TILES & ADHESIVE) - The asbestos containing floor tiles and bitumen adhesive do not represent a hazard whilst they remain undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the floor tiles and the adhesive regularly monitored for any signs of deterioration or damage. Should any damage occur, then removal by suitably trained persons using H.S.E guidelines should be considered.
Leeds Methodist Mission	0 (Ground)	125 - Void	Sealant to Venting - Bituminous Product	MANAGE (SEALANT TO VENTING) - The asbestos containing sealant does not represent a hazard whilst it remains undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the sealant regularly monitored for any signs of deterioration or damage. Should any damage occur, then repair or removal by suitably trained persons using H.S.E guidelines should be considered.

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Building / Unit	Floor	Location	Item Description	Recommendations
Leeds Methodist Mission	0 (Ground)	128 - Ceiling Void	Sealant to Venting - Bituminous Product	MANAGE (SEALANT TO VENTING) - The asbestos containing sealant does not represent a hazard whilst it remains undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the sealant regularly monitored for any signs of deterioration or damage. Should any damage occur, then repair or removal by suitably trained persons using H.S.E guidelines should be considered.
Leeds Methodist Mission	2 (2nd Floor)	225 - Roof Void	Sealant to Venting - Bituminous Product	MANAGE (SEALANT TO VENTING) - The asbestos containing sealant does not represent a hazard whilst it remains undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the sealant regularly monitored for any signs of deterioration or damage. Should any damage occur, then repair or removal by suitably trained persons using H.S.E guidelines should be considered.
Oxford Chambers	-1 (Basement)	301 - Lobby/Stairs	Floor Tiles & Adhesive - Vinyl Tiles	MANAGE (FLOOR TILES & ADHESIVE) - The asbestos containing floor tiles and bitumen adhesive do not represent a hazard whilst they remain undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the floor tiles and the adhesive regularly monitored for any signs of deterioration or damage. Should any damage occur, then removal by suitably trained persons using H.S.E guidelines should be considered.
Oxford Chambers	-1 (Basement)	302 - Lobby	Floor Tiles & Adhesive - Vinyl Tiles	MANAGE (FLOOR TILES & ADHESIVE) - The asbestos containing floor tiles and bitumen adhesive do not represent a hazard whilst they remain undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the floor tiles and the adhesive regularly monitored for any signs of deterioration or damage. Should any damage occur, then removal by suitably trained persons using H.S.E guidelines should be considered.

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Oxford Chambers	-1 (Basement)	305 - Circulation	Floor Tiles & Adhesive - Vinyl Tiles	MANAGE (FLOOR TILES & ADHESIVE) - The asbestos containing floor tiles and bitumen adhesive do not represent a hazard whilst they remain undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the floor tiles and the adhesive regularly monitored for any signs of deterioration or damage. Should any damage occur, then removal by suitably trained persons using H.S.E guidelines should be considered.
Oxford Chambers	-1 (Basement)	309 - Boiler Room	Gaskets to Pipes - Gaskets (Compressed)	MANAGE (GASK TO PIPE) - The gaskets to the pipework are in good condition and can remain in-situ if required. A management plan needs to be put in place to monitor the gaskets on a regular basis for any signs of deterioration or damage. Should any damage occur then the gaskets need to be repaired or removed by suitably trained persons under controlled conditions using HSE Guidelines.
Oxford Chambers	-1 (Basement)	309 - Boiler Room	Boiler - Internal Asbestos Materials	MANAGE (BOILER PRESUMED) - The boiler should be assumed to contain asbestos materials until proven otherwise by either intrusive sampling or contacting the manufacturer. Any future works must be carried out under controlled conditions by suitably trained persons using HSE guidelines. A management plan should be put in place to monitor for any signs of damage on a regular basis. Should any internal damage occur, then the removal of the boiler should be considered.
Oxford Chambers	-1 (Basement)	310 - Store	Ceiling Boards - Insulating Board	ENCAPSULATE/ MANAGE/ LABEL (AIB) - The asbestos boards are in a damaged condition. They need to be repaired and encapsulated by a licensed removal company. A management plan should then be put in place to monitor the boards on a regular basis for any signs of further deterioration or damage. Should any further damage occur then the boards will need to be repaired or removed by a licensed removal company as a priority. Labelling of the boards is also recommended.

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Oxford Chambers	0 (Ground)	404 - Reception	Boards above Doors - Insulating Board	MANAGE (AIB - GOOD) - The asbestos boards are in good condition and can remain in-situ if required. A management plan needs to be put in place to monitor the boards on a regular basis for any signs of deterioration or damage. Should any damage occur, then repair or removal by a licensed removal company should be carried out as a priority.
Oxford Chambers	1 (1st Floor)	504 - Staff Room	Sink Pad - Bituminous Product	MANAGE (SINK PAD) - The asbestos containing sink pads are low risk items and can remain in-situ if required. A management plan needs to be put in place and the sink pads regularly monitored for any signs of damage. If they become damaged then repair or removal by suitably trained persons using H.S.E guidelines should be considered.
Oxford Chambers	3 (3rd Floor)	710 - Stores	Floor Tiles & Adhesive - Vinyl Tiles	MANAGE (FLOOR TILES & ADHESIVE) - The asbestos containing floor tiles and bitumen adhesive do not represent a hazard whilst they remain undisturbed and therefore can remain in-situ if required. A management plan needs to be put in place and the floor tiles and the adhesive regularly monitored for any signs of deterioration or damage. Should any damage occur, then removal by suitably trained persons using H.S.E guidelines should be considered.

It is always recommended that a licensed contractor be used for any asbestos works that are required; however it is not always a legal requirement. In circumstances where it is not necessary, a non-licensed contractor can be employed by the client to carry out works, then the following procedures must be adhered to:

- In accordance with the Control of Asbestos Regulations (2012), an assessment of risk specific to the works to be undertaken must be compiled. The risk assessment must encompass the expected exposure of persons undertaking the works, the environmental fibre levels generated and the control measures to be employed.
- In accordance with Control of Asbestos Regulations (2012), a plan of work must be compiled encompassing the methods and procedures to be adopted to undertake the works.

Any works carried out on asbestos materials must be done in accordance with the Control of Asbestos Regulations 2012 and the Approved Code of Practice Work with materials containing asbestos L143.

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All asbestos waste is classed as hazardous waste and as such must be disposed of as per the “The Hazardous Waste (England & Wales) (Amendment) Regulations 2011”. The carrier of the waste must hold a “Carriers License” issued by the Environment Agency.

Where asbestos has been found throughout the site, it should be inspected on a regular basis. This should be carried out according to a management programme, with higher risk items being inspected more regularly. The site should be fully inspected on an annual basis by a suitably qualified person to comply with the CAR (2012).