

## Enfield Magistrates Court Re-inspection Survey Asbestos Report

November 2015

**Project No:** S-207776



**Address of Site:** The Court House, 71 Lordship Lane, Tottenham, Greater London, E11 1QW

**Authorised by:** Amanda Davis, Project Manager

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## Guide to Survey Reports

The following points must be noted prior to viewing the re-inspection results:

Failure to use the information provided in the report correctly may result in incorrect information or assumptions being obtained.

Redhills is a trading name of Redhills Analysts Limited.

The following procedures should be adopted when identifying asbestos within a room or area;

### **The introduction and limitations of method should be read.**

- This should be carried out in order to identify general areas within the building that were not accessed, or general areas or materials that may contain an asbestos content which are not shown on the drawings or within the summary of findings. These include areas such as electrical equipment and materials such as asbestos fuse linings within electrical switchgear.
- All areas of no access should be considered as containing asbestos until proven otherwise.
- Please be aware that re-inspections do not include areas previously designated as inaccessible; should these areas require inspection, it should be carried out as an asbestos survey.
- Where asbestos debris has been previously identified, if it is not immediately obvious to the inspector, debris will be marked as still present even if not observed, unless evidence is available to suggest removal has occurred.

### **The specified area or room should be located within the Schedule of Findings.**

- Findings will be listed for a room generally if either asbestos or probable asbestos has been identified. (With the exception of general areas outlined within the introduction and limitations of method). This is based on information given to the inspector from previous survey information.
- If asbestos is identified then a recommendation has been given and an assessment made.

### **Hazard Risk Assessment**

- Before undertaking any works on areas that contain asbestos or before changing the areas designated usage a risk assessment should be carried out to ascertain the possibility of exposure to asbestos.

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# Enfield Magistrates Court

## 1.0 Executive Summary





The brief for these works was to carry out a re-inspection of the Asbestos Containing Materials (ACMs) within the above property. The re-inspection is based upon the Asbestos Survey(s) ref S-28819 / 6607-01177/16/R003 (IOM Consulting) (15May 2008).

The following sections summarise the locations where asbestos has been identified and any locations that were inaccessible during the survey works. Further details relating to these can be found in Sections 3 and 4 of this report.

### 1.1 Asbestos Materials Register

Building	Floor	Location	Item Description	Risk Assessment Score	Recommendation
Enfield Magistrates Court	First Basement Level	118: Stairwell	Pipe insulation to wall penetration - on top of metal sleeve	20	Remove
Enfield Magistrates Court	First Basement Level	117: Boiler room	Pipe insulation, debris to walls - white	17	Encapsulate & Manage
Enfield Magistrates Court	First Floor	009: Corridor	Insulating board to door	14	Manage
Enfield Magistrates Court	First Floor	009: Front corridor	Door panel to press room	14	Manage
Enfield Magistrates Court	First Floor	016: Corridor	Panel to clerk's office door	14	Manage
Enfield Magistrates Court	First Basement Level	117: Boiler room	Rope packing to exiting flue pipe	12	Manage
Enfield Magistrates Court	First Basement Level	117: Boiler room	Gasket to pipe	10	Manage

#### Key to colour coded Recommendations indicating level of Urgency;

	<b>High Risk</b>	(Total Score = 19 - 24)	Immediate attention required
	<b>Medium Risk</b>	(Total Score = 13 - 18)	Actions recommended should be carried out within 3 months.
	<b>Low Risk</b>	(Total Score = 8 - 12)	Actions recommended should be carried within 6-12 months.
	<b>Very Low Risk</b>	(Total Score = 0 - 7)	Materials should be managed on an annual basis

The risk assessment scores detailed within this report should be used as a guide to prioritising work and the Management Plan should be consulted for a comprehensive guide to managing the risks from asbestos.

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The recommendation given is largely based on reducing the material assessment parameters, e.g. through encapsulation or removal. When deciding on prioritisation and the required action, full consideration should also be given to controlling the priority assessment parameters, e.g. through restricting access etc.

## **1.2 Areas not accessed at the time of the Re-inspection**

No attempt has been made during this re-inspection to access any areas that were previously not accessible in the original survey, asbestos should be presumed to be present within these areas.

The following items of asbestos could not be re-inspected. Their assessment values and recommendations outlined in section 4 of this report have been assumed to have remained the same since the previous inspection:

All items have been re-inspected.

The survey original report(s) should be referred to for details of the original survey methodology and limitations.

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## 2.0 Introduction

The brief for these works was to carry out a re-inspection of the Asbestos Containing Materials (ACMs) within Enfield Magistrates Court. The re-inspection is based upon the Asbestos Survey(s) listed at the beginning of section 1.0

Re-inspection surveys only assess previously identified asbestos; it is possible that asbestos remains in areas previously inaccessible or in areas outside the scope of original surveys. Before relying on this information you should check that the original scope includes the area in question.

The inspection and testing was conducted during normal working hours of operation minimising any disruption to the occupiers as far as practical.

This re-inspection has been commissioned by MITIE Integrated Facilities Management and is subject to copyright and protected by copyright law.

Each section of this report focuses on one or two aspects; no section should be taken and read as a stand-alone document. It is imperative that each section is read in conjunction with each other.

This re-inspection report forms an addendum to the original survey. The original survey report should be referred to for the following items of information:

- Original drawings
- Original laboratory bulk analysis certificate of analysed samples
- Information on the original survey methodology/caveats

Any Asbestos Containing Materials (ACMs) identified in any previous Redhills Re-inspection Report as having been removed, have not been detailed again within this report.

**This document does not constitute an asbestos survey in its own right. Any previous re-inspection should be safely archived.**

The recommendations given within this report are categorised as described in Appendix 1.

### 2.1 Project Particulars

<b>Client Details:</b>	MITIE Integrated Facilities Management	
<b>Survey Undertaken by:</b>	Lead Surveyor(s): Scott Sunstrum	
<b>Date(s) of Survey:</b>	10 November 2015	
<b>Re-inspection Due Date:</b>	10 November 2016	
<b>Report Prepared and Quality Control by</b>	Lisa Bagshaw	12 November 2015
<b>Redhills Project Manager:</b>	Amanda Davis	

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### 3.0 Methodology and Limitations of Method

The items of asbestos identified in the Asbestos Survey(s) as listed in section 1.0 were visually re-inspected in accordance with the Scope of Work and brief given to us.

This re-inspection considered any signs of disturbance, scratches, broken edges, cracked or peeling paint and debris (*A comprehensive guide to the managing of asbestos in premises – HSG 227, 2002*).

No attempt has been made during this re-inspection to access any areas that were previously not accessible in the original survey, asbestos should be presumed to be present within these areas until they can be accessed and surveyed for asbestos containing materials.

The original survey report(s), should be referred to for details of the original survey methodology and limitations.

**It is not possible to visually re-inspect items of asbestos dust, residue and debris.**

**It should be noted that this report is not intended as a Scope of Works for asbestos removal and that a detailed technical document could be provided upon request.**

**If any maintenance works are to be undertaken within the areas not accessed then a further survey and assessment should be carried out prior to these works.**

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## 4.0 Schedule of Findings and Recommendations

The items of asbestos identified in the Asbestos Survey(s) ref S-28819 / 6607-01177/16/R003 (IOM Consulting) (15May 2008) were visually re-inspected in accordance with the Scope of Work and brief given to us.

The re-inspection was limited to the items of asbestos that were previously identified within the Asbestos Survey(s) ref S-28819 / 6607-01177/16/R003 (IOM Consulting) (15May 2008). For more information on assessment codes please refer to Appendix 2

### 4.1 Index of Buildings Surveyed

Building
Enfield Magistrates Court

### 4.2 Index of buildings within Schedule of Survey Findings



Building	Section No.
Enfield Magistrates Court	4.3.1





### 4.3 Asbestos Register

#### 4.3.1 Enfield Magistrates Court




##### 4.3.1.1 First Basement Level

Location	Sample Numbers	Item Description	Item Extent	Analysis	Material Assessment				Priority Assessment				Risk Assessment Score	Reason for change/Recommendation	Photograph
					Product Type	Condition	Treatment	Asbestos Type	Occupancy	Likelihood of Disturbance	Human Exposure Potential	Maintenance Activity			
117: Boiler room	Known	Gasket to pipe	10+no	Chrysotile	2	0	1	1	1	1	2	2	10	Good overall condition. Manage.	
117: Boiler room	Known	Rope packing to exiting flue pipe	0.25m	Chrysotile	2	1	2	1	1	1	2	2	12	Rope appears fully encapsulated. Manage.	

#### 4.3.1.1 First Basement Level

Location	Sample Numbers	Item Description	Item Extent	Analysis	Material Assessment				Priority Assessment				Risk Assessment Score	Reason for change/Recommendation	Photograph
					Product Type	Condition	Treatment	Asbestos Type	Occupancy	Likelihood of Disturbance	Human Exposure Potential	Maintenance Activity			
117: Boiler room	Known	Pipe insulation, debris to walls - white	1m <sup>2</sup>	Amosite	3	3	3	2	1	1	2	2	17	Evidence of debris to walls throughout boiler room and paintwork is in a poor state of repair. Re-encapsulation of all walls recommended as soon as practicably possible. Encapsulate & Manage.	
118: Stairwell	Known	Pipe insulation to wall penetration - on top of metal sleeve	0.25m <sup>2</sup>	Amosite / Chrysotile	3	3	3	2	3	2	3	1	20	High levels of damage noted to pipework. Encapsulation recommended as soon as practicably possible. Remove.	

#### 4.3.1.2 First Floor

Location	Sample Numbers	Item Description	Item Extent	Analysis	Material Assessment				Priority Assessment				Risk Assessment Score	Reason for change/Recommendation	Photograph
					Product Type	Condition	Treatment	Asbestos Type	Occupancy	Likelihood of Disturbance	Human Exposure Potential	Maintenance Activity			
009: Corridor	Known	Insulating board to door	3m <sup>2</sup>	Amosite / Chrysotile	2	0	1	2	3	2	3	1	14	Good overall condition. Manage.	
009: Front corridor	Known	Door panel to press room	3m <sup>2</sup>	Amosite / Chrysotile	2	0	1	2	3	2	3	1	14	Good overall condition. Manage.	
016: Corridor	Known	Panel to clerk's office door	3m <sup>2</sup>	Amosite / Chrysotile	2	0	1	2	3	2	3	1	14	Good overall condition. Manage.	

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## Appendix 1

### Definitions - Samples, Assessments and Recommendations

#### Samples

The levels of identification of samples normally recorded within a Redhills asbestos survey are as follows:

- 1) **Sample** taken on site by the Surveyor and analysed by the laboratory.
- 2) **Extrapolated (X)** from a visually similar Suspect asbestos item that has been analysed. In this case the sample will be classified as being 'Strongly Presumed' asbestos. Extrapolated samples are not indicated on the plans with unique numbers but are shown in relation to the Key only.
- 3) **Presumed** to be asbestos. This will normally be because the suspected item could not be sampled due to excessive height (such as soffits), was located in an occupied area, or located in an area whereby sampling may have presented a risk to the Surveyor. This will only be for materials that may be an ACM.
- 4) **Strongly Presumed** to be asbestos. This will normally be when a material looks like an ACM or that it might contain asbestos. This conclusion is based on visual inspection alone based the range of asbestos product's. When laboratory analysis has confirmed the presence of asbestos in a similar material in the past.
- 4) **Known** to be asbestos. This will normally be because an ACM has previously been sampled and identified as asbestos. Asbestos samples taken historically by either Redhills or a third party, will have been sampled and analysed in accordance with the relevant standards prevalent at that time and may not be subsequently included under the methods or accreditation set out within this report. Redhills did complete due diligent checks to establish the validity of third party analysis of previously analysed sampled materials before allocating a known statement.

This may differ with other surveying companies and will be noted on any reinspection notes for that particular item.

#### Assessments

Two types of assessment may be carried out, a Material Assessment and a Priority Assessment. Generally it is not a requirement of Refurbishment and Demolition surveys to assess the condition of material, due to the fact that the material is most likely to be removed. However there is a possibility that materials may be managed for a period of time (Longer than 3 months) before removal and to assist with this Redhills have completed Material Assessments within this report.

Should items remain in situ then the priority must be established by carrying out a priority assessment which requires a detailed knowledge of the property. The responsibility for this lies with the duty holder, although Redhills can assist with the provision of information or generic assessments where agreed. Further details of these are given in Appendix 2. These assessments are then included on any subsequent re-inspections.

***More information on assessments can be found within the Category Explanation section towards the rear of this report.***

#### Recommendations

The recommendations given within this report are categorised as follows:

##### MANAGE

Where asbestos is left in situ **there is a duty to formulate and implement a Management Plan** to help prevent accidental damage occurring and to help prevent accidental exposure.

The basic requirements of this policy are (from L143):

- Keep and maintain an up-to-date record of the location, condition, maintenance and removal of all asbestos-containing materials
- Maintain it in a good state of repair and regularly monitor the condition
- Inform anyone who is likely to disturb it about the location and condition of the material

- Have arrangements and procedures in place, so that work which may disturb the materials complies with the Control of Asbestos Regulations 2012
- Review the plan at regular intervals

*(The monitoring and labelling of asbestos is discussed overleaf and is based on 'A comprehensive guide to managing asbestos in premises' HSG 227).*

**Redhills can provide a suitable Management Plan to accompany any asbestos register / survey on request.**

### Monitoring

The condition of ACMs should be monitored and recorded. The time period between monitoring will vary depending on the type of ACM, its location and the activities in the area concerned, but should not be more than 12 months.

Monitoring would involve a visual inspection, looking for signs of disturbance, scratches, broken edges, cracked or peeling paint and debris (this is normally covered on a re-inspection).

Where deterioration has occurred, a recommendation on what remedial action to take would need to be made.

### Labelling

A decision is required on whether to label ACMs. The decision will depend on the confidence in the administration of the asbestos management system and whether communication with workers and contractors coming to work on site is effective.

Labelling ACMs should not be solely relied on as a control measure; however it is one of the most effective methods of preventing exposure to building occupants (and, in particular, maintenance workers). If, for any reason, management procedures fail, it may act as an effective last barrier to uncontrolled damage to the ACM.

Most ACMs can be marked with an asbestos warning label similar to that shown to the right.

It may not always be prudent or practical to label all installations of asbestos; for example high level items such as roof sheets, flue cowl and soffits or items such as gaskets to pipe flanges, textured coating and floor tiles.



**Redhills can provide labels or a labelling service on request and can review labelling on re-inspection.**

### ENCAPSULATE & MANAGE

When this recommendation has been given, the ACM is raw and requires encapsulating with a suitable sealant or the existing sealant or covering has deteriorated and the installation requires either a complete or partial re-encapsulation. Suitable sealants for encapsulation or minor repair work may include the following:

Asbestos insulating board can be treated with an elastomeric paint.

Asbestos cement can be sealed with an alkali resistant and water-permeable sealant. Where asbestos cement roofing has been identified, such as to garages or sheds, it will usually only be necessary to seal the internal surfaces.

Sectional pipe insulation can usually be coated with a calico wrap and then painted over with an elastomeric paint. Minor holes in hard-set thermal insulation can be filled with non-asbestos plaster and if necessary wrapped with calico.

Spray coating can be overlain with strips of calico and painted over with an elastomeric paint.

The following points on sealant materials used in the encapsulation/repair of an installation should be noted:

- 1) The sealant must be adequately fire-rated / resistant to any generated heat.
- 2) The sealant must not cause delamination of the product because of the weight increase.
- 3) If impermeable paint is used, back painting is required.

**We recommend that sealing or painting of damaged insulating board, insulation or coatings should be undertaken by a licensed contractor and is likely to be subject to a 14-day notification to the HSE, (as per the Control of Asbestos Regulations 2012).**

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## REMOVE

Where an ACM is damaged, in a position whereby it may be vulnerable to damage or will be disturbed in forthcoming refurbishment / maintenance works; then a recommendation for removal has been made.

All work with asbestos must be carried out in accordance with the Control of Asbestos Regulations 2012.

### **Works with Asbestos Cement**

Works on or removal of asbestos cement should be carried out following the guidelines of the HSE within *HSG 189/2 Working with Asbestos Cement*. Whilst there is no requirement for these works to be carried out by a licensed contractor, in practice it is unlikely that an unlicensed contractor will possess the necessary expertise or insurance to undertake such works properly. (NB Extensive asbestos cement removal may be classed as Notifiable, non – licensable work and may require additional controls – see below).

### **Works with licensable ACMs**

**Work with asbestos insulation, asbestos coating and asbestos insulation board should in most cases be undertaken by a licensed contractor and is likely to be subject to a 14 day notification to the HSE, (as per the Control of Asbestos Regulations 2012). Works should be carried out in accordance to HSG 247 - Asbestos: The licensed contractors guide.**

Items of asbestos debris, residue or dust may require either a localised decontamination of the immediate area adjacent to the identified asbestos or a full decontamination of the room/area.

The exact extent of any asbestos installation or asbestos debris / residue / dust may not always be stated within the survey report. The survey report will also not state which methods of removal/decontamination should be followed and does not represent a Scope/Specification of Works.

Controlled techniques used in the removal of asbestos may or may not involve the use of asbestos enclosures depending on the Scope and Specification of Works. If used, enclosures will normally be constructed from polythene and contain:

- Filtered negative pressure units to create air-flow and to filter out air-borne asbestos particles.
- Airlocks for safe access/egress from the work area.
- Baglocks for the safe removal of bagged up asbestos waste.

The asbestos item itself may be treated by a suppressant (damping) system prior to removal, with finer amounts of generated waste being removed by HEPA-filtered H-type vacuum cleaners.

Decontamination units (DCUs) provide the means to effectively decontaminate operatives involved in the asbestos removal process. DCUs normally consist of a clean and dirty end, with a middle section providing showering. Airflow and wastewater within the unit are filtered.

Removal of non-asbestos materials, which are located close to the asbestos source and which are either fibrous or porous by their nature, such as Machine Made Mineral Fibre (MMMMF) ceiling tiles or MMMF pipe insulation, may be deemed necessary during the asbestos removal, due to possible contamination before or during the works.

*Four-stage clearance* involving air monitoring and visual inspections of the affected work area will be required; such procedures should be carried out in accordance to *HSG 248 - Asbestos: The analyst's guide for sampling, analysis and clearance procedures*.

**Where asbestos debris has been identified, access to these areas should be restricted until such remedial works have been undertaken. If access is required then a further assessment should be undertaken to ascertain the potential for exposure.**

***Redhills can provide specification and procurement of asbestos remediation and asbestos removal work and offer full site monitoring, providing a full audit trail from beginning to end.***

### **Works with Notifiable, Non-Licensable ACM**

From 6 April 2012, work with certain ACM is classed as Notifiable, Non-Licensed Work (NNLW), depending on material type and work being carried out and the likelihood of fibre release. This work will require notification to the relevant enforcing authority (no minimum notification period); training and medical examinations for staff carrying out the work and health registers kept for this staff if the work is being carried out by non-licensed operatives.

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Works on or removal of such materials should be carried out following the guidelines of the HSE within *HSG 210 Asbestos Task Manual*. Whilst there is no requirement for these works to be carried out by a licensed contractor, in practice it is unlikely that an unlicensed contractor will possess the necessary expertise or insurance to undertake such works properly.

***Redhills can assist in assessing the material regarding its category from the three listed above should the need for disturbance or removal of the ACM arise.***

#### **SPECIFIC**

Specific recommendations may include such options as placing a physical barrier to prevent the accidental disturbance of the ACM, or enclosing the ACM with an airtight barrier.

The following points on enclosing an ACM should be noted:

- 1) Any barriers / enclosing material must be adequately fire-rated / resistant to any generated heat.
- 2) An assessment should be made as to whether access is required to the enclosed area for maintenance or repairs.

**If the ACM is asbestos insulation, asbestos coating or asbestos insulation board and the enclosure of it is likely to cause disturbance, then the work should in most cases be undertaken by a licensed contractor and is likely to be subject to a 14-day notification to the HSE, (as per the Control of Asbestos Regulations 2012).**

*Further Investigation* may be recorded if the results of sample analysis are inconclusive.

Where a presumed asbestos item is in good condition (and sealed) it may often be prudent to manage the item as asbestos rather than undergo the additional cost of sampling.

Where a presumed asbestos item is in poor condition (and/or unsealed) and requires attention, it may often be prudent to undergo the additional cost of sampling the item first, to ensure that it does contain asbestos, prior to undergoing removal/remediation works.

***Please note that should the Recommendations highlighted anywhere within this report not prove practical to the Client, Redhills may be able to provide suitable alternatives.***

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## Appendix 2

### Category Explanation

#### Basic Principles

Asbestos that is found to be present does not necessarily create an unacceptable risk. Asbestos is the hazard, the risk can only be defined when this hazard is assessed within the environment in which it is found. This assessment must take into account the activities carried out near or on the asbestos for the assessment to be able to present viable recommendations.

#### General Guidelines for an Assessment

There are two types of assessment that may be carried out: the Material Assessment and the Priority Assessment. The scores for these can then be combined to give an overall Hazard Risk Assessment Score.

The Material Assessment - this assesses the likelihood of asbestos material to release fibres into the air should it be disturbed. This assessment can be undertaken as part of the survey, as it requires no knowledge about the building use etc. The main parameters that determine the likelihood of the material to release airborne fibres and the relative hazard of the types of fibre released are;

- Product type
- Extent of damage or deterioration
- Surface treatment
- Asbestos type

The material assessment algorithm (see attached key to assessment) will give a good initial guide to the priority for a control action, as it will identify the high-risk materials. However, a high material score may not always require a high priority control action, if no one needs to enter the area, or suitable precautions to reduce the risk can be taken on the few occasions when the area is occupied.

Materials with assessment scores of 10 or more are regarded as having a high potential to release fibres, if disturbed. Scores of 7 to 9 are regarded as having a medium potential and of 5 to 6 a low potential. Scores of 4 or less have a very low potential to release fibres.

The Priority Assessment - this takes into account various human factors in order to modify the priority assigned by the material assessment. This can only be effectively achieved with direct input from the building occupiers / managers. Parameters, which should be considered, would include;

- The location of the material
- Its extent
- The use to which the location is put
- The level of occupancy of the area
- The activities carried on in the area, and
- The likelihood/frequency with which maintenance activities are likely to take place.

A detailed risk assessment can only be carried out with the detailed knowledge of the above parameters. Although the surveying team may be able to contribute some of the information required for the risk assessment, the duty holder under the *Control of Asbestos Regulations 2012* is required to make the risk assessment, using the information given in the survey and their detailed knowledge of the property and the activities carried out within. This risk assessment will form the basis of the management plan.

Each of the above parameters consists of a number of subheadings, which are all individually assessed. These assessments are then averaged for each main heading.

Other factors, such as planned refurbishment, may override the priority for remediation or the type of remediation.



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The potential for disturbance must also be assessed, as does the feasibility of the management system in operation. For example:

- If the asbestos is retained could it interrupt the safe maintenance/repairs required and would the services that could be affected by this be critical to the occupiers?
- If the asbestos is within a locked room can access be adequately controlled?

The two points raised above relate to instances such as the failure of an electrical supply above a suspended asbestos ceiling; in this case the occupier would usually no longer be able to trade or a department would have to be shut. An electrical contractor would be brought in on an emergency basis. The individual - electrician - would be placed in a situation where the safety guidelines regarding the asbestos may seem of secondary importance to the needs of their client and this could subsequently lead to the hazard being ignored.

In cases such as these the asbestos should either be removed or, if retained, a procedure of dealing with emergencies must be set up to ensure that critical access points were provided and maintained.

The results from the Material assessment and the Priority assessment can then be graphed within the Risk Assessment Summary table to give a final risk assessment.

### **High Risk**

Using the above principles, materials can be categorised. The top priority (High Risk) would be given to those materials that present an unacceptable risk and require immediate attention. It does not mean that this material must be removed; it means that steps must be taken to remove the risk from those affected by it. This could be as simple as locking a room, undertaking minor repair works or setting up a safe management procedure etc.

### **Further Categories**

Whether a material must be removed is a Client decision. We are willing to give our advice based on our experience. In essence if there is no budget to remove asbestos then a more economical answer will be its management. In extreme cases management may mean total segregation of a room, area or building until such time as the budget can be made available. When surveying properties of any number it is important to realise that management must begin as soon as practicable to allow a programme of remedial works to proceed. It would be impossible to remove every item of asbestos overnight and there is little point in attempting this.

### **Prioritisation**

The risk categories / scores allocated should be used as a means of prioritising work. When the risk has been contained it is then necessary to address the next phase, which is, what should be removed, repaired and/or managed.

### **Management and control actions**

The priority assessment score and the material assessment score are the two outputs from the risk management assessment and can be ranked to determine the priority of the management and control actions.

#### **Management actions may include;**

- Maintain and update asbestos register
- Monitor condition
- Restrict access / isolate
- Label
- Inform
- Train
- Define and use safe systems of work
- Operate a permit to work system

#### **Control actions may include;**

- Clean up debris
- Repair
- Encapsulate
- Enclose
- Remove

## Category Codes - Material Assessment

Cumulative score	Action Required
10 to 12	<i>This is allocated to those items requiring urgent attention as they currently, or in the foreseeable future, present an unacceptable risk. That is to say that fibre concentrations could rise above 0.01 fibres/m. High risk with a significant potential to release fibres.</i>
7 to 9	<i>These are items which as single entities have a high risk of being damaged/ disturbed or where there is an accumulation of asbestos materials in a single location that when examined as a whole have a high risk of being damaged/ disturbed. Medium risk.</i>
5 to 6	<i>These are items that have no, or very little, sign of historical damage and are usually board or panels, which are not easily accessed. Low risk.</i>
4 or less	<i>This covers asbestos cement, resins, Artex, plastics, rubber etc. containing asbestos, which do not generally present a significant risk. Very low risk.</i>

Sample Variable	Score	Examples of Scores
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Product Type (or debris from product)	1	Asbestos reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement, etc.)
	2	Asbestos insulating board, mill boards, other low density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt
	3	Thermal insulation (e.g. pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses and packing

Extent of damage / deterioration	0	Good condition: no visible damage
	1	Low damage: a few scratches or surface marks; broken edges on boards, tiles etc.
	2	Medium damage, significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres
	3	High damage or delamination of materials, sprays and thermal insulation. Visible asbestos debris

Surface Treatment	0	Composite materials containing asbestos: reinforced plastics, resins, vinyl tiles
	1	Enclosed sprays and lagging, asbestos insulating board (with exposed face painted or encapsulated), asbestos cement sheets etc.
	2	Unsealed asbestos insulation board, or encapsulated lagging and sprays
	3	Unsealed lagging and sprays

Asbestos Type	1	Chrysotile
	2	Amphibole asbestos excluding Crocidolite
	3	Crocidolite

<b>Total Score</b>		
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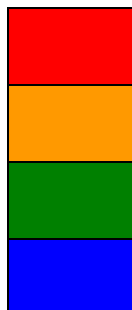
## Category Codes - Priority Assessment

Cumulative score	Action Required		
10 to 12	This is allocated to those items in a position which presents an unacceptable risk to occupiers etc.		
7 to 9	These are items situated in high use, readily accessible positions, which may also be located in an area accessed on a routine basis for maintenance.		
5 to 6	These are items that will very rarely be disturbed through normal occupation or maintenance, or are in locations or have extents that, if disturbed, would lead to a minimal fibre release.		
4 or less	This covers items which are in locations not readily accessible and are unlikely to be disturbed.		
Assessment parameter	Score	Assessment	Examples of score variables
Normal occupant activity			
Main type of activity in area	0		Rare disturbance activity (e.g. little used store room)
	1		Low disturbance activities (e.g. office type activity)
	2		Periodic disturbance (e.g. industrial or vehicular activity which may contact ACMs)
	3		High levels of disturbance (e.g. fire door with AIB sheet in constant use)
Likelihood of Disturbance			
Accessibility	0		Usually inaccessible
	1		Occasionally likely to be disturbed
	2		Easily disturbed
	3		Routinely disturbed
Location	0		Outdoors
	1		Large Rooms or well-ventilated areas
	2		Rooms up to 100m <sup>2</sup>
	3		Confined spaces
Extent	0		Small amounts or items (e.g. strings, gaskets)
	1		<10m <sup>2</sup> or <10m
	2		≥10m <sup>2</sup> to ≤50m <sup>2</sup> or ≥10m to ≤50m
	3		>50m <sup>2</sup> or >50m
Average Score			
Human Exposure Potential			
Number of occupants	0		None
	1		1 to 3
	2		4 to 10
	3		>10
Frequency of use	0		Infrequent
	1		Monthly
	2		Weekly
	3		Daily
Average time each use	0		<1
	1		>1 to <3 hours
	2		>3 to <6 hours
	3		>6 hours
Average Score			
Maintenance Activity			
Type of maintenance activity	0		Minor disturbance (e.g. possibility of contact when gaining access)
	1		Low disturbance (e.g. changing light bulbs in AIB ceiling)
	2		Medium disturbance (e.g. lifting one or two AIB ceiling tiles to access a valve)
	3		High levels of disturbance (e.g. removing a number of AIB ceiling tiles to replace a valve or for re-cabling)
Frequency of maintenance activity	0		ACM unlikely to be disturbed for maintenance
	1		≤1 per year
	2		>1 per year
	3		>1 per month
Average Score			
Total Score			

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## Example Hazard Risk Assessment Summary

	Total Score
Material Score	6
Priority Score	4
Overall Score	10



<b>High Risk</b>	(Total Score of 19 to 24)	Immediate attention required.
<b>Medium Risk</b>	(Total Score of 13 to 18)	Actions recommended should be carried out within 3 months.
<b>Low Risk</b>	(Total Score of 9 to 12)	Actions recommended should be carried out within 6 to 12 months.
<b>Very Low Risk</b>	(Total Score of 8 or less)	Materials should be managed on an annual basis.



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**Client details:**  
MITIE Integrated Facilities Management

**Site details:**  
Enfield Magistrates Court

### Notes:

### Key:

Outside scope  
of works:



Specific scope of works:



No access:



Limited access



Asbestos:



Loft hatch:



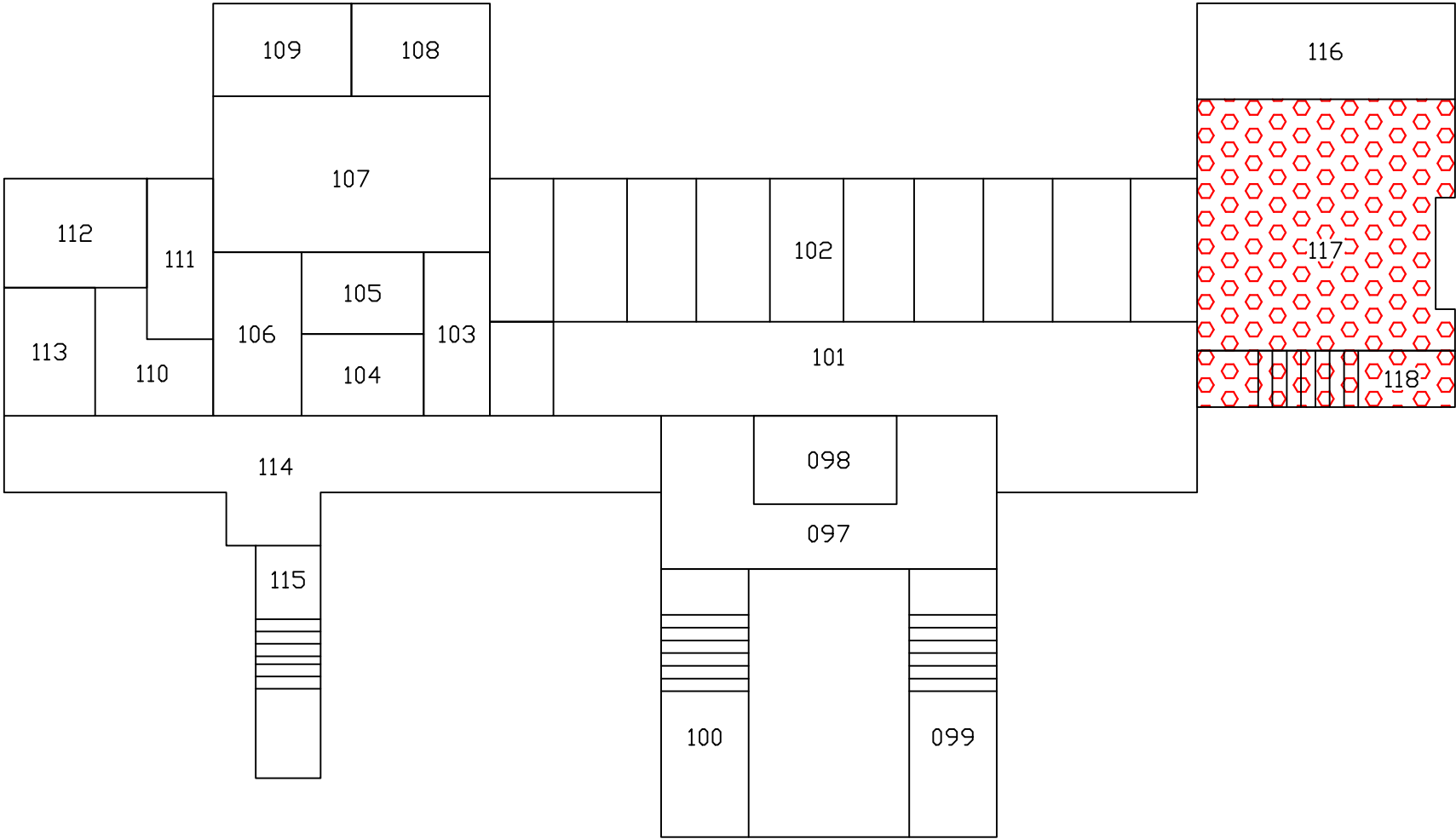
Door:



Stairs:



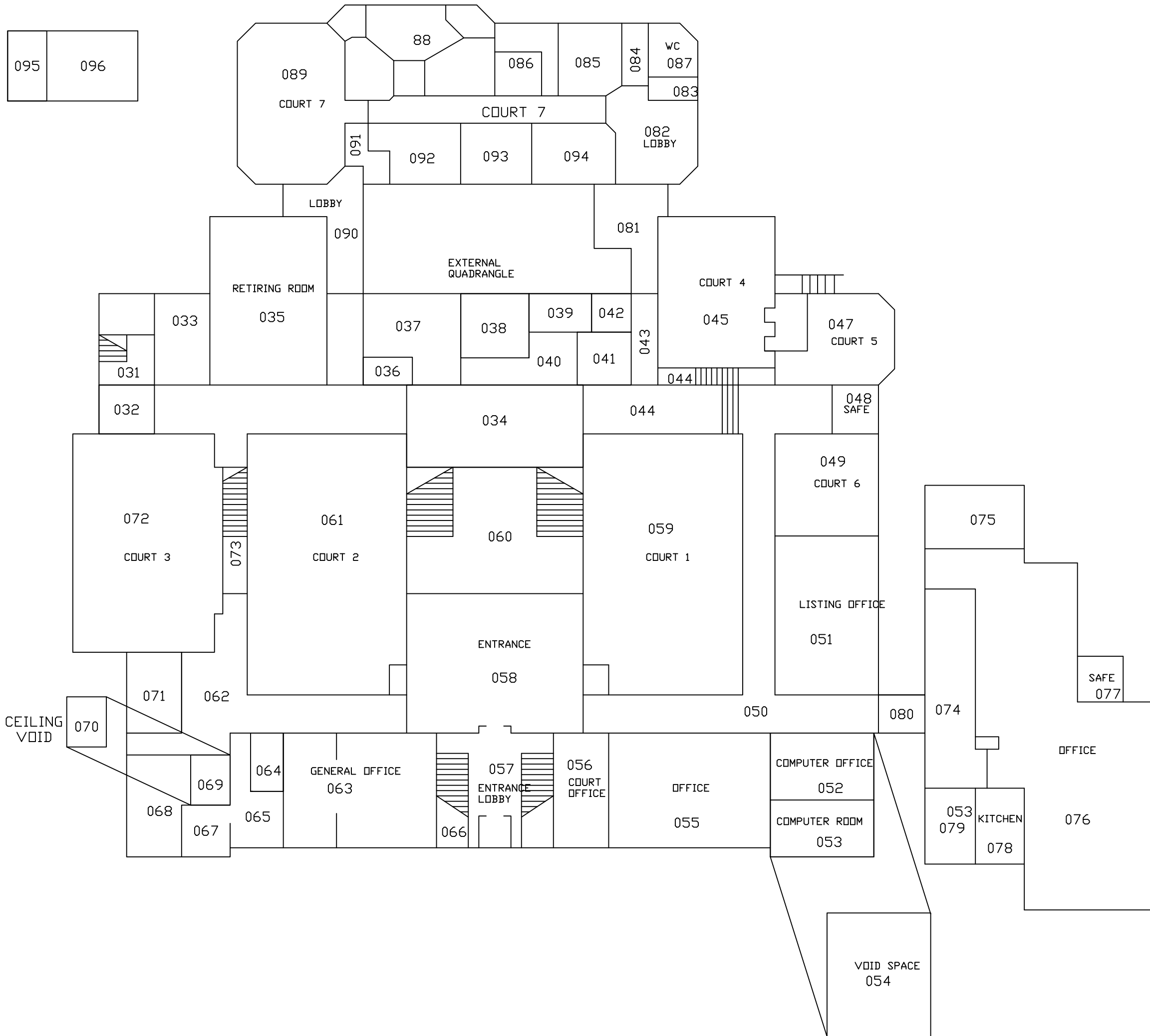
Lift:



<b>Project No.</b>	<b>S-207776</b>
<b>Building</b>	<b>Enfield Magistrates Court</b>
<b>Floor</b>	<b>First Basement Level</b>
<b>Page</b>	<b>1 of 4</b>
<b>Drawn By</b>	<b>LAB</b>
<b>Issue</b>	<b>1</b>

This is a floor plan diagram, **NOT TO SCALE**.  
**ALL SECTIONS OF THE REPORT MUST BE READ  
 IN CONJUNCTION WITH THIS FLOOR PLAN.**  
**CAVEATS APPLY.** **V1.5**

## VI.5



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**Client details:**  
MITIE Integrated Facilities Management

**Site details:**  
Enfield Magistrates Court

**Notes:**

**Key:**

Outside scope of works:		Specific scope of works:	
No access:		Limited access:	
Asbestos:		Loft hatch:	
Door:		Stairs:	
Lift:			

<b>Project No.</b>	<b>S-207776</b>
<b>Building</b>	<b>Enfield Magistrates Court</b>
<b>Floor</b>	<b>Ground</b>
<b>Page</b>	<b>2 of 4</b>
<b>Drawn By</b>	<b>LAB</b>
<b>Issue</b>	<b>1</b>

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**CAVEATS APPLY.**

VI.5

**Client details:**  
MITIE Integrated Facilities Management

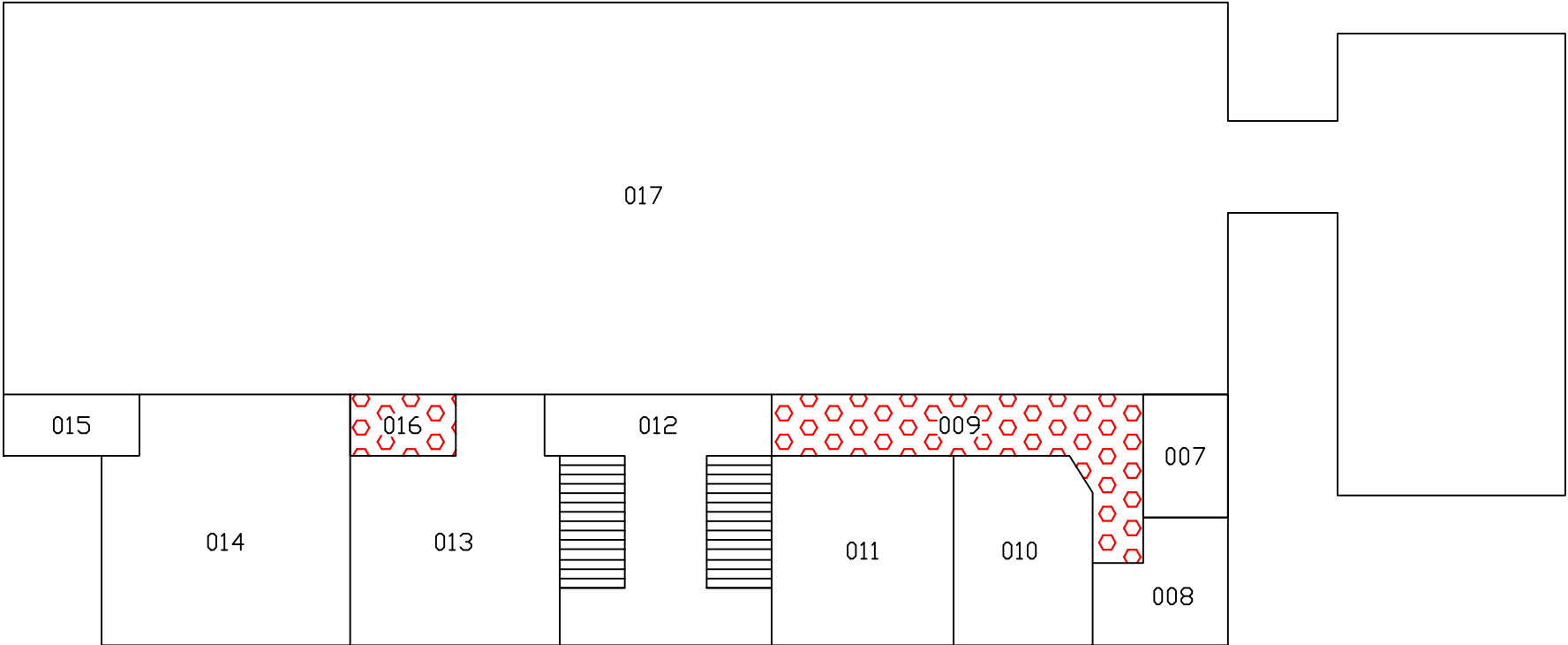
**Site details:**  
Enfield Magistrates Court

**Notes:**

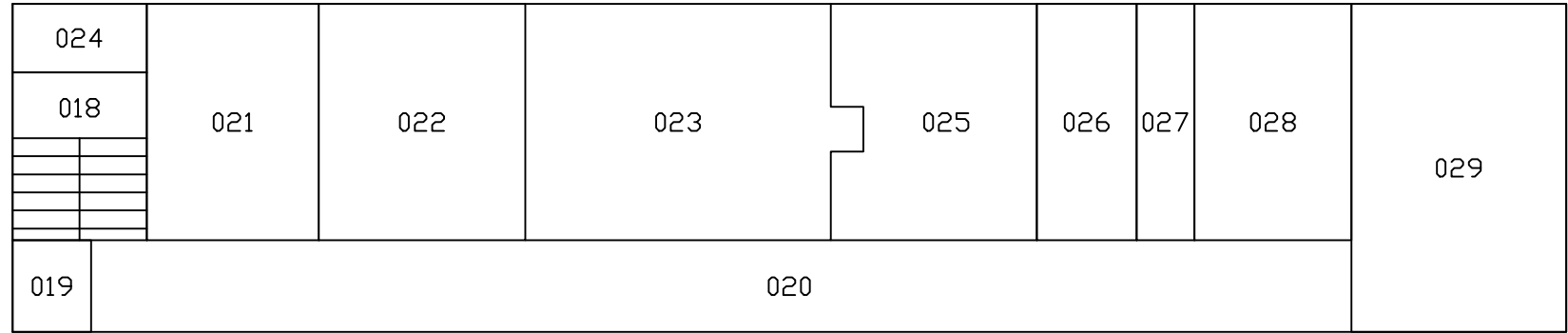
**Key:**

Outside scope of works:		Specific scope of works:	
No access:		Limited access:	
Asbestos:		Loft hatch:	
Door:		Stairs:	
Lift:			

FRONT



REAR



Project No.	S-207776
Building	Enfield Magistrates Court
Floor	First
Page	3 of 4
Drawn By	LAB
Issue	1










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**CAVEATS APPLY.**

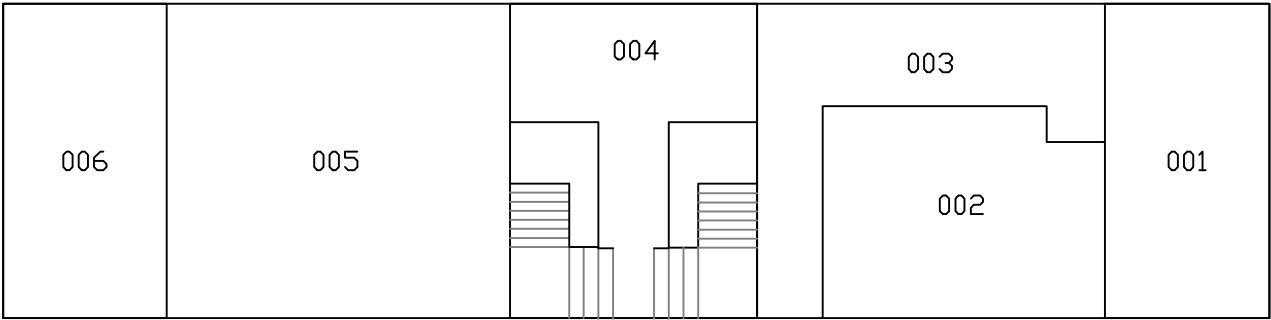
**Client details:**  
MITIE Integrated Facilities Management

**Site details:**  
Enfield Magistrates Court

**Notes:**

**Key:**

Outside scope of works:		Specific scope of works:	
No access:		Limited access:	
Asbestos:		Loft hatch:	
Door:		Stairs:	
Lift:			



Project No.	S-207776
Building	Enfield Magistrates Court
Floor	Second
Page	4 of 4
Drawn By	LAB
Issue	1

This is a floor plan diagram, **NOT TO SCALE**.  
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**CAVEATS APPLY.** VI.5