

PHASE I ENVIRONMENTAL SITE ASSESSMENT

**THE PRIORY, TILEHOUSE STREET,
HITCHIN, SG5 2DW**

Prepared for Bellborough Ltd.

JANUARY 2013

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EXECUTIVE SUMMARY

Conestoga-Rovers & Associates (Europe) Ltd. (CRA) was commissioned by Petit Papillon Management Ltd. (Petit Papillon) on behalf of Bellborough Ltd (Bellborough) to complete a Phase I Environmental Site Assessment (ESA) of The Priory, Tilehouse Street, Hitchin, SG52DW (the Property or Site).

The purpose of the Phase I ESA was to identify environmental concerns at the Site. This ESA was conducted to assist Bellborough in conducting all appropriate inquiries into previous ownership and use of the Site and to evaluate business environmental risk for the Site. The Phase I Site inspection was conducted by CRA on 11 January 2013.

The Site is located southwest of Hitchin and measures approximately 30 acres of land. Three offices (Radcliffe House, Pease House and Keynes House) with car parking and landscaped areas are located in the north western area of the Site. Radcliffe House also has an undercroft car park beneath the building. The Priory and a number of associated buildings named Priory Mews, Coach House, The Cottages, Priory Lodge, and Priory Court are located in the northern section of the property. The Priory is a conference and banqueting centre with accommodation. Tree lined car parking areas called Woodlands Car Park and Upper Woodlands Car Park are located along the eastern boundary of the Site. The western side of the Site comprises a wooded area; the centre of the Site is open grassland. The Priory, associated buildings and a large portion of the land that measures 20.72 acres have been sold off on a long-leasehold to The Chartridge Conference Company Ltd. The leasehold expires on 31st December 2999.

As requested by Petit Papillon, the Phase I ESA only included an external visual walkover of the long-leasehold portion of the Site. The desk study portion of the Phase I ESA has included the entire Site. As requested by the property agent (Strutt & Parker), CRA was asked to limit the Site inspection to two hours (one hour for Admin Re and one hour for LV) to ensure the tenants were not disrupted. CRA therefore gained as much information as possible within the limited timeframe. All plant rooms and waste storage areas associated with Radcliffe House, Pease House and Keynes House were inspected.

FINDINGS AND OPINION

Based on the Phase I ESA, which included the Site inspection, database search, review of historic records, information provided by Site personnel, and interviews, no major environmental concerns were identified.

There is a risk of flooding at the Site, which mainly affects the long-leasehold portion of the Site.

CRA was not provided with information regarding the drainage at the Site, and it was not determined whether interceptor drains are present in the car parking areas.

The fire pump room in Radcliffe House should have spill kits in case of release of diesel during refuelling, a small area of staining was observed on the concrete hardstanding in this area.

Information from the Local Authorities regarding contaminated land, air pollution and nuisance from odour and noise is currently pending and will be reported to Bellborough via Petit Papillon when the information is available.

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1.0 INTRODUCTION

Conestoga-Rovers & Associates (Europe) Ltd. (CRA) was commissioned by Petit Papillon Management Ltd. (Petit Papillion) on behalf of Bellborough Ltd (Bellborough) to complete a Phase I Environmental Site Assessment (ESA) of The Priory, Tilehouse Street, Hitchin, SG52DW (the Property or Site).

The purpose of the Phase I ESA was to identify environmental concerns at the Site. This ESA was conducted to assist Bellborough in conducting all appropriate inquiries into previous ownership and use of the Site and to evaluate business environmental risk for the Site. The Phase I Site inspection was conducted by CRA on 11 January 2013. A Site location map is presented as Figure 1.

The Site is located southwest of Hitchin and measures approximately 30 acres of land. Three offices (Radcliffe House, Pease House and Keynes House) with car parking and landscaped areas are located in the north western area of the Site. Radcliffe House also has an undercroft car park beneath the building. The Priory and a number of associated buildings named Priory Mews, Coach House, The Cottages, Priory Lodge, and Priory Court are located in the northern section of the property. The Priory is a conference and banqueting centre with accommodation. Tree lined car parking areas called Woodlands Car Park and Upper Woodlands Car Park are located along the eastern boundary of the Site. The western side of the Site comprises a wooded area; the centre of the Site is open grassland.

The office buildings are leased by Admin Re UK Ltd (Admin Re) and Liverpool Victoria Friendly Society Ltd (LV). The Priory, associated buildings and a large portion of the land that measures 20.72 acres have been sold off on a long-leasehold to The Chartridge Conference Company Ltd. The leasehold expires on 31st December 2999. The Strutt & Parker (the property agent) property information pack, in Appendix A, includes a layout of the Site with the long-leasehold boundary.

This Phase I ESA included an environmental database search, historical records review, a Site inspection of accessible areas, a review of relevant Site records made available to CRA, and interviews with individuals associated with the Site. This Phase I ESA was prepared by Jo Steele and Frank Dennis of CRA.

The following tasks were conducted during the assessment:

- Review of environmental database information and historical records (e.g., historical maps, former Site use, etc.);
- Review of past and current property use and adjacent property occupancy;
- Inspection of the facilities, equipment, utility services, operations, and associated Site records;

- Observations of conditions that represented potential environmental concerns;
- Review of chemical use and storage;
- Review of waste handling, accumulation, storage, and disposal practices;
- Review of air emissions and wastewater discharges;
- Review of equipment that potentially contain polychlorinated biphenyls (PCBs);
- Observation of potential asbestos-containing materials (ACM);
- Review of aboveground and underground storage tank records;
- Inquiries with regulatory agencies and discussions with persons knowledgeable of the Site and Site operations; and
- Review of previous environmental Site assessments or investigation reports prepared for the Site (where available).

As requested by Petit Papillon, the Phase I ESA only included an external visual walkover of the long-leasehold portion of the Site. The desk study portion of the Phase I ESA has included the entire Site. As requested by the property agent (Strutt & Parker), CRA limited the Site inspection to two hours (one hour for Admin Re and one hour for LV) to ensure the tenants were not disrupted. CRA therefore gained as much information as possible within the limited timeframe. All plant rooms and waste storage areas associated with Radcliffe House, Pease House and Keynes House were inspected.

CRA relied on information received during ESA interviews as accurate unless contradicted by written documentation or field observations. The following report summarises the information gathered by CRA during the Phase I ESA.

The Phase I ESA has been prepared for the use of Bellborough and may not be relied upon by any other party without written consent from CRA.

2.0 SITE DESCRIPTION AND LOCATION

2.1 SITE DESCRIPTION

The Site is bound by the following roads: the A602 to the South and West, Tilehouse Street, Bridge Street, and Old Charlton Road to the north and Park Street to the east. There is access located along the northern and eastern borders of the Site. The property contains a number of buildings in the north and north western areas of Site. The Priory and associated buildings are located to the north with Radcliffe House, Keynes House and Pease House in the northwest.

The Priory and associated buildings were present on the Site prior to 1881 and are used for conferences and banqueting with accommodation. Radcliffe House, Keynes House and Pease House are office buildings which were built in the 1990s. The latter buildings are constructed of concrete frame with brick elevations and pitch tiled roofs.

Radcliffe House is leased by Admin Re, Pease House and the lower two floors of Keynes House are leased by LV. The River Hiz runs through the Site, and a pond is located adjacent to the Priory.

A Site layout plan of the main office buildings is presented as Figure 2.

2.2 SITE LOCATION

The Site is located immediately south of Hitchin town centre. The Site is surrounded by residential housing to the north and east, with the A602 bounding the south and western sides of the Site. The Site is bordered by the following properties:

<u>North:</u>	Old Charlton Road, Bridge Street and Tilehouse Street, with residential houses, and commercial properties of the town centre beyond.
<u>East:</u>	Park Street with residential houses beyond.
<u>South:</u>	A602 and open land beyond.
<u>West:</u>	A602 and open land beyond.

3.0 ENVIRONMENTAL DATABASES SEARCH AND HISTORICAL RECORDS REVIEW

3.1 ENVIRONMENTAL DATABASES SEARCH

A GroundSure® database search was conducted on 8 January, 2013 to establish environmentally-relevant features or activities within an area up to 1 km from the Site. The findings are included within this report. The search includes a series of databases to establish the presence of environmental licenses, authorisations, borehole data, water features, and other information, including neighbouring sites that might be considered potentially sensitive to pollution or impact. The search also includes potentially contaminative surrounding land use, for example, gas works, petroleum storage or fuel station sites, and waste disposal sites.

By analysing this information, the potential for activities or features in the surrounding area to impact the Site, and also the possibility that activities on Site might be affecting any sensitive receptors in the surrounding area was evaluated. Only data available within the database search could be reviewed. It is possible that unlicensed activities or other features may exist and these would not be identified using the database search.

The following information has been obtained from the GroundSure® database which can be found in Appendix B.

3.1.1 ENVIRONMENTAL PERMITS, INCIDENTS AND REGISTERS

There are four sites that have records of List 2 Dangerous Substances inventory within 500 m of the Site, none of these sites are currently active. The sites are:

<i>Name</i>	<i>Distance and direction from Site</i>
Mercedes-Benz	190 m North East
Lisles of Hitchin	371 m North
Royal Mail	403 m North
Laundry Premises	405 m North

There are four sites with records of Part A(2) and Part B activities and enforcements within 500 m of the Site

<i>Name</i>	<i>Distance and direction from Site</i>	<i>Process</i>	<i>Permit type</i>	<i>Enforcement</i>
Texaco	274 m North West	Petrol Vapour recovery Process	Historic	None
Harshall of Hitchin	340 m North	Unloading of petrol into storage, petrol vapour recovery process	Current	None
Repsol	403 m North East	Petrol Vapour Recovery Process	Historic	None
Johnsons Cleaners	412 m North	Dry Cleaner	Historic	None

There is one record of a licensed discharge consent within 500 m of the Site. This is Queen Street Garage 28 m north of the Site, licensed from 1987-1995 for discharge to surface water (River Hiz), for miscellaneous effluent.

Two pollution incidents have been reported within 250 m of the Site:

<i>Distance and direction from Site</i>	<i>Date</i>	<i>Pollutant</i>	<i>Impact</i>
87 m North	10/4/2002	Contaminated water from fire fighting run off	Category 4 impact (no impact) for Water, Air or Land.
138 m North East	8/5/2003	Oil and fuel	Minor impact to Water, no impact to Land or Air.

3.1.2 LANDFILL AND WASTE SITES

There are six records of Environmental Agency historic landfill sites within 1500 m of the Site; all of the licences have been surrendered:

<i>Distance and direction from Site</i>	<i>Waste Type</i>
243 m East	Unknown
554 m South	Unknown
564 m South	Unknown
676 m South	Unknown
741 m South	Unknown
990 m South	Inert

3.1.3 CURRENT INDUSTRIAL SITES AND PETROL STATIONS

There are currently 18 industrial sites within 250 m of the Site and five petrol or fuel sites within 500 m of the Site:

<i>Name</i>	<i>Distance and direction from Site</i>	<i>Activity</i>
Bridge Street Hand Car Wash	3 m North East	Vehicle Cleaning Service
Electricity Substation	3 m North East	Electrical Features
Electricity Substation	5 m North East	Electrical Features
Richard Reason	11 East	Musical Instruments
Maslin Electronics	24 m North	Electrical components
Jewellery by Design	24 m North East	Jewellery Gems, Clock and Watches
The Charity Clothing Co.	41 m North West	Clothing, Components and Accessories
T G Day Upholsterer	47 m North West	Furniture
Beka Associates limited	48 m North	Measurement and Inspection Equipment
Electricity Substation	58 m North	Electrical Features
Vespa (Del Basso)	67 m North	New Vehicles
Del Basso Bros	72 m North	New Vehicles
Gilroy Interiors	155 m North East	Beds and Bedding
Mobile Stores	158 m North	Electrical Equipment Repair and Servicing
Electricity substation	195 m East	Electrical Features
Electricity Substation	198 m North East	Electrical Features
Mill Fabrics	211 m North	Curtains and Blinds

<i>Name</i>	<i>Distance and direction from Site</i>	<i>Activity</i>
Electricity Substation	211 m North	Electrical Features
Peter Fish Car Sales	217 m North	Obsolete Petrol Station
Texaco	279 m North West	Obsolete Petrol Station
Anglo	367 m North East	Obsolete Petrol Station
Esso	369 m North	Closed Petrol Station
BP	495 m East	Operational Petrol Station

3.1.4 WATER ABSTRACTION POINTS

There are six locations with water abstraction licenses within 2,000 m of the Site, two of which are groundwater licences, one surface water license and three potable water abstraction licenses:

<i>Distance and direction from Site</i>	<i>Type of license</i>	<i>Source</i>	<i>Max Daily Volume</i>	<i>Max annual volume</i>
On Site	Surface Water	River Hiz at Hitchin Centre	Unknown	Unknown
505 m South West	Groundwater	Bath Spring Well	1,640 m ³	200,000 m ³
816 m South West	Groundwater	Well Head Charlton	2,273 m ³	829,663 m ³
816 m South West	Potable Water	Well Head Charlton	2,273 m ³	829,663 m ³
1386 m South West	Potable Water	Temple End Hitchin	5,682.5 m ³	1,659,327 m ³
1829 m North West	Potable Water	Well at Oughton Head Farm	Unknown	Unknown

3.1.5 FLOOD RISK, MINING HAZARD AND RADON HAZARD

The Flood Risk assessment provided by JBA (Jeremy Benn Associates Limited) shows a significant risk of pluvial flooding in the north of the Site around the Priory building (see Appendix B). It also identifies significant flooding risk in the south east corner of the Site and around the spring on the western border of the Site. To the west of the Site across the A602 there is an area of low to significant flood risk.

The database search determined that the property is not in a Radon Affected Area, as less than 1% of properties are above the necessary action level, this means that no Radon protection measures are needed at the Site.

The database search did not find any evidence of mining areas within 75 m of the Site and a Low hazard of subsidence relating to shallow mining on Site.

3.2 HISTORICAL RECORDS REVIEW

CRA reviewed the following information, where available, to identify the historical usage of the Site and adjacent properties:

- Historical Aerial Photographs
- Historical Topographic Maps

3.2.1 AERIAL PHOTOGRAPHS

Aerial photographs assist in the identification of Site features and outdoor activities of potential environmental concern. A 2003 aerial photograph was obtained from GroundSure® and is included in Appendix B. The Site boundary is highlighted in red, depicting the Site as it is today. The Site is bordered on all sides by single carriageway roads, with residential property to the east and north.

No other historical aerial photographs were available for the Site.

3.2.2 HISTORICAL TOPOGRAPHICAL MAPS

Historical topographic maps assist in identification of Site features and historical topography. Historical topographic maps of the Site for the years 1881, 1897, 1898, 1922, 1924, 1932, 1946, 1959, 1964, 1965, 1971, 1976, 1980, 1983, 1985, 1991, 2002 and 2012 were obtained from GroundSure® and were reviewed by CRA. The maps are included as Appendix C. The following is a summary of CRA's interpretation of features observed on the historical topographic maps.

1881: The Ordnance Survey (OS) map 1:2,500 Scale, shows the Priory building and a number of buildings present along the northern boundary of the Site. The eastern border is mainly forested with the centre and western portions as open land with a few isolated trees. The north western area of the Site is slightly forested with the outlines of what could be fields. Residential

properties are shown to the north and east of the Site. Approximately 100 m south west of the Site is a Gravel Pit and an Ice Hole is marked along the south western border of the Site. A brewery is located 5 m to the north of the Site and a malt house is located 20 m to the north. The 1:10,560 scale map shows the Priory Park to the south of the Site as well as immediately to the west of the Site. Hitchin centre is already developed to the north of the Site.

- 1897: OS Map 1:10,560 scale. There have been few changes to the surrounding area. A cemetery and old brick works are now marked approximately 250 m to the east of the Site. Just to the north of the cemetery is a nursery and a school.
- 1898: OS Map 1:2,500 scale. There have been no significant changes to either the Site itself or to the surrounding area. There are slightly fewer trees in the centre and western parts of the Site and the amount of woodland in the north western part of the Site has reduced. There are also a series of Greenhouses 10 m to the north of the Site.
- 1922: OS Map 1:10,560 scale. There has been some growth of Hitchin to the north and east. An unspecified works site is located approximately 250 m to the north of the Site. There are no other significant developments.
- 1924: OS Map 1:2,500 scale. There have been no significant changes to the Site or the area surrounding the Site
- 1932: OS Map 1:2,500 scale. A few extra building developments have occurred to the east of the Site, apart from that there have been no significant changes to the Site or surrounding area.
- 1946: OS Map 1:10,560 scale. There has been growth in the number of houses located to the northwest of the Site on the outskirts of Hitchin. Other than this, no significant changes have occurred.
- 1959: OS Map 1:10,560 scale. The Ice House on the southern border of the Site is now no longer marked, and there has been further growth of Hitchin. No further significant changes have occurred.
- 1964: OS Map 1:2,500 scale. A nursery is shown in the northern area of the Site called Pioneer Nurseries. The brewery and malt house to the north of the Site have been replaced by offices. There is now a garage approximately 30 m northeast of the Site, and a warehouse 100 m northeast. There is also a builder's yard approximately 50 m north of the Site.

- 1976: OS Map 1:10,560 scale. There have been no significant changes to the Site or surrounding area.
- 1980: OS Map 1:10,000 scale. There has been significant growth in the town of Hitchin. Along the River Hiz to the south of the Site a number of pumping stations have been built.
- 1983: OS Map 1:1,250 scale. The Road that runs along the boundary to the south and west of the Site has been built.
- 1985: OS Map 1:1,250 scale. There has been no significant change to the Site or the surrounding area.
- 1991: OS Map 1:10,000 scale. A building is evident in the north-western part of the Site.
- 2002: OS Map 1:10,000 scale. The pumping wells along the River Hiz to the south of the Site are no longer shown and the areas surrounding the River Hiz on the Site and directly to the west of the Site are marked as marshy land. In the northwest of the Site, Radcliffe House has been fully developed along with Pease House and Keynes House (only Radcliffe House is labelled).
- 2012: OS Map 1:1,250 scale. The garage shown to the northeast of the Site is no longer marked as such. The building yard that was adjacent to the northern border of the Site is no longer marked.

3.3 ENVIRONMENTAL SETTING

The River Hiz runs through the Site from the southwest to the northeast.

The Site lies within a Zone 3 Flood Area, which means it has a 1% risk of flooding from river sources per year. The British Geological Survey has identified the area as having a high or very high susceptibility for groundwater flooding, based on underlying geological conditions.

From 1st April 2010, the Environment Agency's Groundwater Protection Policy has been using aquifer designations consistent with the Water Framework Directive. The Site and surrounding area is designated as a Secondary A aquifer; consisting of permeable layers capable of supporting water supplies at a local rather than strategic scale, and in some cases forming an important source of base flow to rivers. These are generally aquifers formerly classified as minor aquifers.

There are no Environmentally Sensitive sites within 1 km of the Site boundary, the closest is a Site of Special Scientific Interest (SSSI) located 1,340 m northwest of the Site.

The Site is located over Made Ground with the underlying geology comprising of superficial deposits of Alluvium, Glaciofluvial Deposits and Lowestoft Formation. This is underlain by bedrock layers of West Melbury Marly Chalk, Gault Chalk, Zig Zag Chalk, Holywell Nodular Chalk and New Pit Chalk.

The Shrink-Swell hazard rating was classified as Low based on the subsidence information provided by the British Geological Survey. This was identified as:

“Ground conditions predominantly medium plasticity. Do not plant trees with high soil moisture demands near to buildings. For new build, consideration should be given to advice published by the National House Building Council (NHBC) and the Building Research Establishment (BRE). There is a possible increase in construction cost to reduce potential shrink-swell problems. For existing property, there is a possible increase in insurance risk, especially during droughts or where vegetation with high moisture demands is present.”

The Compressible Ground hazard rating was classified as Moderate based on the British Geological Survey. This was identified as:

Significant potential for compressibility problems. Do not drain, load or de-water ground near the property without technical advice. For new build, consider possibility of compressible ground in ground investigation, construction and building design. Consider effects of groundwater changes. Extra construction costs are likely. For existing property, possible increase in insurance risk from compressibility, especially if water conditions or loading of the ground change significantly.

The other natural hazards findings are shown below:

<i>Natural Hazard</i>	<i>Risk</i>
Landslides	Very Low
Soluble Rocks	Very Low
Collapsible Rocks	Very Low
Running Sand	Low

3.4 PREVIOUS SITE INVESTIGATIONS AND ESA

CRA was not provided with previous environmental investigation or ESA reports for the Site.

3.5 LOCAL AUTHORITY RECORDS

CRA has contacted the Local Authority to ask for information regarding contaminated land, air pollution, and noise and odour nuisance. This information is still pending and will be reported to Bellborough via Petit Papillon when it is available.

4.0 SITE INSPECTION

On 11th January 2013, Jo Steele of CRA completed an inspection of the Property. The Site walkover included an inspection of Radcliffe House, Pease House and Keynes House and external areas, review of relevant Site records made available to CRA, and visual observations of adjacent properties as viewed from the Site and surrounding roadways. Only an external visual inspection was undertaken for the long-leasehold area of the Site.

CRA was accompanied during the Site inspection by Mr. Sam Gibson of Strutt & Parker. CRA was also accompanied by Rob Lumkin of ISS Facilities Services (ISS) on behalf of Admin Re at Radcliffe House, and Richard Cove of Europa on behalf of LV at Pease House and Keynes House. Note that Europa no longer manages the facilities at Keynes House; this is undertaken by Integral Facilities Management (Integral) and was not available during the inspection. Site photographs taken during the Site inspection are included in Appendix D.

The following subsections relate to the inspection of Radcliffe House, Pease House and Keynes House, and associated external areas. Only a visual external inspection was undertaken for other areas of the Site.

4.1 UTILITY SERVICES

The Site is connected to gas, electricity and water utilities. No evidence of an on-Site well or septic system was observed by CRA during the Site inspection.

Radcliffe House is heated by gas fired boilers located in the basement area, with air handling units located in the loft area. The heating system is managed by the on-Site facilities management company (ISS) and is maintained by sub-contractors. Two air conditioning compressors are located in the basement car park, for the cooling of a communications room on the ground floor of Radcliffe House.

Pease House is heated by gas fired boilers with air handling units located on the 2nd floor. The heating system is managed by the on-Site facilities management company (Europa) and is maintained by sub-contractors. The server room and learning centre portions of Pease House are cooled by air conditioning units, the compressors for which are located to the west of the building.

Keynes House is heated by gas fired boilers located in a basement boiler room, with air handling units in the loft space. The heating system is managed by Integral with weekly visits to Site. A representative for Integral was not on Site during the inspection; however, Richard Cove of Europa had previously been involved with

facilities management at Keynes House. The building also has air conditioning, with the compressors located to the west of the building.

4.2 UNDERGROUND STORAGE TANKS (USTs)

It is not known whether there are any underground storage tanks (USTs) at the Site; however, no evidence of USTs was observed during the Site walkover.

4.3 ABOVE GROUND STORAGE TANKS (ASTs)

Each of the office buildings has water storage tanks which are managed by their respective facilities management contractors and are tested for legionella on a regular basis.

4.4 RAW MATERIAL, CHEMICAL USE AND STORAGE

There is no manufacturing at the Site and therefore no raw materials.

At Radcliffe House, chemicals observed on Site were general office based chemicals including: printer toner and cleaning materials. The cleaning chemicals were observed to be kept in a locked room in the basement car park, only accessible by the cleaners. The door to the room was labelled to indicate chemicals were stored there. The locked snow store, also in the basement car park, was used to store a 5 litre jerry can with approximately 1 litre of petrol remaining in it, for the snow blowing machine. Fire pumps in the basement are powered by a diesel generator; there was no diesel observed to be stored on Site. Some staining was observed on the concrete flooring in the fire pump room, but the floor was in good condition. A spill kit should be installed in areas where there are fuels.

At Pease House, chemicals observed on Site were general office based chemicals including: printer toner, a small amount of paint and cleaning materials. The cleaning chemicals and paint were stored in the boiler room, but were due to be moved to another lockable room in the near future.

At Keynes House, chemicals observed on Site were general office based chemicals including: printer toner and cleaning materials. The cleaning chemicals were located in a small room with a sink on the ground floor. The room was lockable but was open during the Site inspection.

4.5 SOLID, HAZARDOUS AND SPECIAL WASTE

No evidence of the on-Site disposal of solid waste was observed by CRA during the Site inspection. Each office building had a designated area for storing waste, and segregated recycling from general waste. Waste areas were generally well kept; however, WEEE waste (waste Electrical and Electronic Equipment) was observed on the floor adjacent to a skip at Radcliffe House, and the waste bins at Keynes House were overflowing.

Pease House and Radcliffe House had canteen facilities; the canteen staff in Radcliffe House confirmed there were no waste oils from cooking. The waste cooking oils produced at Pease House are collected by a waste contractor (Compass).

4.6 WASTEWATER

Wastewater at the Site is generated from the sanitary and welfare facilities provided on Site.

4.7 STORMWATER

Stormwater generated at the Site consists of runoff from the building roof and parking areas. The details of the Site drainage could not be obtained during the Site inspection, and it is not known whether oil/water interceptor drains are present at the Site.

4.8 AIR EMISSIONS, OZONE DEPLETING SUBSTANCES (ODS) AND FLUORINATED GASES

Air emissions from the Site are limited to those from the use of the gas fired boiler and air conditioning units. These systems are maintained by subcontractors.

The air conditioning gases used at the Site comprise:

- 5 kg of R407C at Radcliffe House;
- 16 kg of R410A at Pease House; and
- 22.5 kg of R410A at Keynes House.

R407C and R410A are hydrofluorocarbons (HFCs), also known as F gases, which are regulated under the EC F Gas Regulation (EC Regulation 842/2006). The EC F Gas Regulation specifies the following obligations:

- Take steps to prevent F gas leakage and repair detected leakage as soon as possible;
- Regularly check for leakage (depending on system size, i.e. annual checks for 3 kg to 30 kg systems);
- Fit automatic leak detection systems (for equipment systems using above 300 kg of F gases);
- Maintain records on systems with more than 3 kg of HFC refrigerant (quantity, type, maintenance, etc.);
- Recover F gases during servicing, maintenance and end of life (to be undertaken by appropriately certified personnel); and
- Personnel carrying out leak checking, gas recovery, plant installation, maintenance or servicing on equipment that contains or is designed to contain F gas refrigerant must have an appropriate qualification.

The air conditioning systems are managed by the facilities management companies, with maintenance records kept on Site.

No evidence of past air emissions regarding the subject property or adjoining properties were derived from historical searches, Site visit or interviews.

4.9 ASBESTOS-CONTAINING MATERIALS (ACM)

Site personnel informed CRA that a number of asbestos surveys had been undertaken at the Site and that ACM were not present. CRA did not observe potential ACM during the Site inspection.

4.10 POLYCHLORINATED BIPHENYLS (PCBs)

An electricity transformer (substation) is located on the northern Site boundary. The substation land is leased to the Eastern Electricity Board by National Mutual Life Assurance Society (the Site freeholder). During the Site inspection, CRA viewed the transformer through the fencing. No staining was observed on the gravels surrounding the transformer.

Strutt & Parker has informed CRA that maintenance of the substation is the responsibility of the Eastern Electricity Board, and that currently National Mutual Life Assurance Society is responsible for upkeep of the fencing/hoarding securing the substation. The lease commenced on 15th February 1990, with a term of 99 years. It is likely that the transformer was installed to serve the offices when they were

constructed in the 1990s; therefore it is unlikely that PCBs are present, as the use of PCBs was banned in the UK in the early 1980s.

Hydraulic systems have the potential to contain PCBs, and the lifts at the Site comprise hydraulics. The lifts are regularly maintained and inspected by external companies. No PCB labelling was observed for the lift system.

Fluorescent lighting systems potentially contain PCBs in the ballasts (light fittings). The use of PCBs was banned in 1986; therefore it is unlikely that PCBs will be present in the lighting systems. It was noted that the waste bulbs were being segregated for disposal from general waste.

Site personnel were not aware of any other potential PCB-containing equipment within the Site building. No PCB-labelled equipment was observed by CRA during the Site inspection.

4.11 IONIZING RADIATION

No labelled sources of ionizing radiation were identified at the Site.

The database search determined that the property is not in a Radon Affected Area, as less than 1% of properties are above the necessary action level, this means that no Radon protection measures are needed at the Site.

4.12 SPILLS AND RELEASES

CRA did not observe any areas of staining or stressed vegetation in the exterior area of the Site which could have indicated spills or releases. The only indications of spillages or releases were observed in the fire pump room of Radcliffe House; however, the area of staining was small and over good quality hardstanding. No spill kits were observed.

5.0 **SUMMARY OF IDENTIFIED ENVIRONMENTAL ISSUES**

CRA has performed a Phase I ESA of The Priory, Tilehouse Street, Hitchin, SG52DW for Petit Papillon on behalf of Bellborough. Based on the Phase I ESA including the Site inspection, database search, review of historic records, information provided by Site personnel, and interviews, no major environmental concerns were identified.

There is a risk of flooding at the Site, which mainly affects the long-leasehold portion of the Site.

CRA was not provided with information regarding the drainage at the Site, and it was not determined whether interceptor drains are present in the car parking areas.

The fire pump room in Radcliffe House should have spill kits in case of release of diesel during refuelling. A small area of staining was observed on the concrete hardstanding in this area.

Information from the Local Authorities regarding contaminated land, air pollution and nuisance from odour and noise is currently pending and will be reported to Bellborough via Petit Papillon when the information is available.

6.0 **REFERENCES**

Interviews with Mr. Richard Cove and Mr. Rob Lumkin, 11 January 2013.

Groundsure Environmental Database Search and Historical Maps, 8 January 2013.

FIGURES

APPENDICES

APPENDIX A

SITE INFORMATION PACK

APPENDIX B

DATABASE SEARCH INFORMATION

APPENDIX C

HISTORICAL MAPS

APPENDIX D

SITE PHOTOGRAPHS