

Bishops Itchington Sports Pavilion

Demolition Survey Asbestos Report

April 2016

Project No: W-001



Address of Site: Sports Pavilion Bishops Itchington

Authorised by: Matt Baker, Lead Surveyor

Client:
Bishops Itchington Parish Council

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Guide to Survey Reports

This guide must be read before extracting information from the survey report.

All measurements detailing the extent of asbestos are estimates only. It is the responsibility of contractors quoting for asbestos removal works to take their own measurements to establish the precise extent of asbestos to be removed prior to tendering for the works.

It should be noted that this report is not intended as a scope of works or bill of quantities for asbestos removal and that a detailed technical document can be provided upon request.

This report shall not be reproduced, except in full, without the written approval of Assisi.

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

Executive Summary, Section 1.0

The Executive Summary contains details of the scope and extent of the survey and highlights any variations from the agreed scope. The reader must ensure that the scope covers the required areas and that any variations do not impact on any proposed works or management of the site.

The Asbestos Materials Register in Section 1.1 shows a summary of any asbestos-containing material (ACM) identified during the survey with the items listed by risk in numerical order with the highest risk first.

Section 1.2 lists any materials that have been sampled and analysed as non-asbestos.

Sections 1.3.1 and 1.3.2 are tables identifying any areas that have either not been inspected or where only a limited inspection has been completed. **All areas of no access should be considered as containing asbestos until proven otherwise.**

Finally, the Executive Summary lists any materials sampled and identified as non-asbestos.

Introduction, Section 2.0

The Introduction provides a general overview of the type of survey undertaken and contains the general Project Particulars.

Methodology and Limitations of Method, Section 3.0

This section details the survey methodology adopted and the specific scope of the survey works agreed with the client. Within Management Surveys access will generally not involve any intrusive investigations unless agreed with the client. The specific limitations for the survey are detailed within the table.

For Refurbishment and Demolition surveys the table lists the main areas where intrusive investigation may be required and whether access has been allowed for within the survey. Should any variations occur against the agreed scope then details of these will be given within the table. These will be agreed with the client at the time of the survey.

Survey Results, Section 4.0

This section contains a separate list of all buildings included within the survey.

The Schedule of Survey Findings in Section 4.2 provides a detailed list of all locations included within the survey where samples have been taken or where items are presumed to contain asbestos. Items physically sampled will show the asbestos type or **NAD** (No Asbestos Detected) within the analysis column. Items strongly presumed to contain asbestos (based on identified materials of similar appearance and use to materials sampled elsewhere on site) will show the

analysis proceeded by **SP**. Presumed samples are items that the surveyor was unable to sample but which were similar in appearance and use to known asbestos-containing materials.

Section 4.4 contains a list of areas in which an assessment has been made of materials used in the building *General Observations* these assessments are for reference only. Assisi surveyors are not qualified building surveyors and have made a visual assessment only to identify that materials are not asbestos containing.

A risk assessment has been completed for all positive samples, which consists of a Material and Priority Assessment. The Priority scores completed during the survey were Assisi Generic priority assessment score is based on typical room type and usual usage of the room. This was agreed at the planning stage of the survey

Further details of these can be found in the Appendices. **It should be noted that to enable an accurate priority assessment to be undertaken this requires a detailed knowledge of the property.** The responsibility for this lies with the duty holder, although Assisi can assist with the provision of information or generic assessments where agreed.

Recommendations within this report are based on the condition of the asbestos and the material assessment. Prior to carrying out these recommendations consideration should be given to the priority.

Schedule of Bulk Samples

Provides analysis information and results of all samples taken.

Appendices

These contain a general guidance relating to Samples, Assessments and Recommendations and a detailed Risk Assessment explanation.

Survey Drawings

All locations will be given a unique reference number which corresponds to the location detailed within the Asbestos Register.

The drawings show the location of samples, presumed items and all asbestos materials are colour coded.

A check should be made of all surrounding areas to ensure work carried out within the specified area does not affect asbestos elsewhere within the building. For example, an asbestos firebreak above an entrance door between two rooms may only be reported once. It is therefore essential that all adjacent areas are checked within this report. Rooms above, below and external to the specified area should also be considered.

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Sports Pavilion

1.0 Executive Summary

The brief for these works was to carry out a Demolition Survey (as defined in HSG 264) for the presence of asbestos containing materials within the following locations:

Scope of Works as provided by the client before the commencement of site works: Demolition survey of the Sports Pavilion.

The scope of the survey should be noted in conjunction with all agreed exclusions and any additional access limitations. Additional limitations may affect the validity of this report and additional works may be required in order to ensure the report is fit for purpose.





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
Sports Pavilion	Ground	002: Away Team	High level interlocking panels (Insulating boards)	11	Manage (Remove when building to be demolished)
Sports Pavilion	Ground	002: Away Team	High level interlocking panels (Insulating boards)	11	Manage (Remove when building to be demolished)
Sports Pavilion	Ground	007: Referee	High level interlocking panels (Insulating boards)	11	Manage (Remove when building to be demolished)
Sports Pavilion	Ground	002: Away Team	Asbestos products within electrical equipment (Textiles / Ropes / Felt)	9	Manage (Remove when building to be demolished)

The recommendations for the treatment of ACMs within this report are to 'MANAGE'. This is because it has been assumed that any asbestos materials identified will **NOT** removed until demolition; ACMs must be recorded within the Asbestos Register and addressed in accordance with the Asbestos Management Plan.

Key to colour coded Recommendations indicating level of Urgency;

	High Risk	(Total Score of 19 to 24)	Immediate attention required
	Medium Risk	(Total Score of 13 to 18)	Actions recommended should be carried out within 3 months.
	Low Risk	(Total Score of 9 to 12)	Actions recommended should be carried within 6 to 12 months.
	Very Low Risk	(Total Score of 8 or less)	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.

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.

'Any asbestos materials identified or suspected will need to be inspected periodically to check that it has not deteriorated or been damaged. As a minimum, the material should be checked every six to twelve months even if it is in good condition and not going to be disturbed'. (Regulation 4 CAR 2012) DES can undertake re-inspection surveys on your behalf and produce updated asbestos registers and in addition periodic reminders can be issued to ensure re-inspections are undertaken promptly.

1.2 Materials sampled and identified as Non-asbestos

Building	Floor	Location	Item Description
Sports Pavilion	Ground	Kitchen	Sink pad
Sports Pavilion	External	External	High level damp proof course
Sports Pavilion	External	External	Low level damp proof course

1.3 Variations to Scope

N.B. Asbestos should be presumed to be present within all locations where limited and no access areas are observed until a further assessment can be undertaken.

1.3.1 Rooms / Locations - No Access Gained

No access has been gained into the following locations

1.3.2 Rooms / Locations - Limited Access Gained

Limited access has been gained into the following locations

2.0 Introduction

The purpose of a Demolition Survey, as defined within the HSE publication *HSG 264 Asbestos: The Survey Guide* is to locate, as far as reasonably practicable, the presence and extent of any suspect asbestos containing material (ACM) in the building which could be damaged or disturbed during normal occupancy, including foreseeable maintenance and installation. The survey will assess the condition of the ACMs and their likelihood to release fibres into the air if they are disturbed. Any exclusions applicable to the survey are detailed within the Scoping Table within Section 3 of the report and have been pre-agreed with the client. Any variations to this will be listed within Section 1.3 of this report.

It should be noted that this type of survey is disruptive and involves aggressive inspection techniques that are likely to cause damage to the fabric of the building. Unless prior agreement has been made with regards to re-installment DES will attempt to cover any intrusions or samples taken with a proprietary filler, paint and or tape, where it is reasonably practicable to do so.

The inspection and testing was conducted during normal working hours minimising any disruption to the occupiers as far as practical. **It should be noted that occupied or operational buildings place certain restrictions on the scope of the survey in respect of intrusive access and sampling strategy.**

This survey has been commissioned by Bishops Itchington Parish Council 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.

It should be noted that this report is not intended to be used as a bill of quantities for the removal of asbestos containing materials and that it should only be used as a supporting document when accompanied by an appropriate Technical Specification and Scope of Works. These documents can be prepared by Assisi upon request.

2.1 Project Particulars

Client Details	Bishops Itchington Sports Pavilion	
Survey Undertaken by	Lead Surveyor(s): Matt Baker	
Date(s) of Survey	16 March 2016	
Report Prepared and Quality Control by	Matt Baker	05 May 2016
Assisi Project Manager	Matt Baker	
Site Description	Single building dating from 1950's building.	

3.0 Methodology and Limitations of Method

The survey has been undertaken in accordance with the HSE publication *HSG 264 Asbestos: The Survey Guide*. The survey involves a thorough visual examination of all building materials, as far as reasonably practicable with representative samples taken to confirm the location and extent of any ACMs. Once materials have been found to contain asbestos other similar materials used in the same way in the building can be strongly presumed to contain asbestos.

If arrangements cannot be confirmed beforehand, access for the surveyor may be restricted for many reasons beyond the surveyor's control such as height, inconvenience to others, immovable obstacles or confined space. Where electrical, gas, water, fluids equipment is present and is to be examined as part of the survey or otherwise impacts on the survey process no access will be attempted until proof of its safe isolation is provided.

Although every care has been taken to identify all ACMs within the areas surveyed, this survey does not include those areas where obtaining a sample would cause undue damage to the integrity and security of the building, risk the safety of our operatives or where access could not be gained. Asbestos should be assumed to be present within any areas not surveyed until a further assessment can be carried out.

The survey includes taking dust samples from areas where contamination is suspected to be present due to visible signs of damage to asbestos or signs of previous asbestos removal works but does not include random dust sampling.

It is important to note that the degree of inspection performed during an asbestos survey is not as detailed as the inspections and analytical processes carried out following the removal of ACMs. These 'visual inspections' during clearance procedures involve a detailed examination of all areas and surfaces within an asbestos enclosure and although a survey should identify asbestos containing materials within an area where inadequate asbestos removal activities have been previously undertaken, it is not designed to check on the effectiveness of such inspections. Where previous asbestos removal work has taken place, reference should also be made to clearance documentation when reading this report.

ACMs may be hidden or obscured by other items or covered by one or more finishes (including over boarding). Where this is the case, then its detection will be impaired. Asbestos containing materials may be hidden within the structure of a building and may not become visible until the structure is dismantled. Where suspect materials are identified as part of any works that do not appear to be detailed within the survey report then these materials should be treated with caution and presumed to contain asbestos until sampled and analysed.

Analysis under Polarised Light Microscopy of textured coating samples may not always reveal the presence of asbestos due to the non-homogeneous nature of asbestos within such coatings; this can lead to a large variance in the probability of identifying asbestos within any sample collected. Identification and sampling of materials beneath any textured coating is limited to the specific location of the textured coating sample point. It should also be noted that asbestos may exist in paint with no obvious textured appearance. Random sampling of such paint is not carried out routinely by Assisi unless specifically requested.

No plans were provided to Assisi prior to the commencement of the survey. Plans have been drawn up on site by the surveyors, who have designated room names or numbers. These drawings may not be accurate and should not be used for scaling purposes. Assisi cannot be held responsible for areas not surveyed due to a lack of knowledge of their presence, or for asbestos installations not identified, where the provision of suitable, accurate plans would have aided their identification.

Materials have been referred to as Asbestos Insulating Board or Asbestos Cement based upon their asbestos content and visual appearance alone. Water absorption testing, as detailed within L143, has not been carried out unless stated otherwise.

Where asbestos gaskets to pipe flanges have been identified it is not practical to trace these throughout the length of pipework within the property. All such gaskets are presumed to contain asbestos.

Unless specifically identified within the report, no responsibility can be accepted by Assisi, for non-systematic or random use of asbestos within the property.

Unless specifically identified within the report, no responsibility can be accepted by Assisi, for stored or portable items of asbestos. Owing to the nature and necessity of sampling for asbestos, some damage is unavoidable, but effort has been made to limit it to that which was necessary for the taking of the sample.

Material extents are approximations only, assigned by the surveyor at the time of the survey. It should be noted that such extents may be for specific, visible amounts of the asbestos item and not for the complete amount. As such, the stated extents should not be used as a basis of any Scope or Specifications of Works for that item.

A representation of all materials suspected of containing asbestos were sampled and analysed in accordance with HSE guidance *Asbestos: The analysts' guide for sampling, analysis and clearance procedures, HSG 264*. Those materials not sampled have been extrapolated from similar samples.

It should be noted that this report is not intended as a scope of works or bill of quantities for asbestos removal and that a detailed technical document can be provided upon request

Recommendations contained within this report are based upon a combination of the Material and Priority Assessments. Should any changes occur to the usage of a location then a revised assessment should be undertaken. It should be noted that the recommendation is based on controlling the material score and that consideration should also be given to controlling the priority score through actions such as restricting access etc.

3.1 Scoping Table

Demolition Survey - Access Allowances – The following access requirements have been agreed at Quotation Stage

As part of a standard Demolition Survey access into structural components of the building fabric will be automatically excluded from the survey scope. Should access be required into any of these locations then these should have been indicated at the time of quotation.

Access Allowances - Based on agreed Scope	Areas included within Scope of survey		Surveyor's Comment / Detail of any variation from Scope
Cavity walls	Yes		N/A
Partition walls	Yes		N/A
Glazing	Yes		N/A
Window frames	Yes		N/A
Door frames	Yes		N/A
Floor voids	N/A		N/A
Below floor boards	N/A		N/A
Floor ducts - Specific details: layout required; specialist lifting equipment; covered or known.	N/A		N/A
Slab - All levels & floors (Specify depth and diameter)	Yes		N/A
Lift shafts	N/A		N/A
Concealed risers or voids - Known or identified during survey. (This does not include ceiling voids).	N/A		N/A
Ventilation trunking - Fume trunking should be specifically identified and assessed.	N/A		N/A
Confined spaces	N/A		N/A
Height - Access provision	Standard (3m)		N/A
Loft spaces - Access for management surveys will only be made where safe and sufficient walkways are available.	N/A		N/A
Electrical switchgear	Yes	Assisi to provide access	N/A
Plant / equipment	Yes		N/A
Inspection of Pipework	Yes		N/A
Beyond suspected or known asbestos installations	No		N/A
Above interlocking fixed ceiling tiles	No		N/A

Access Allowances - Based on agreed Scope	Areas included within Scope of survey		Surveyor's Comment / Detail of any variation from Scope
Roof - Requiring specialist equipment	Yes		N/A
Locked Locations	Client to provide access		N/A
Behind internal or external cladding	YES		N/A
External areas to be surveyed	Yes		N/A
Other details			

The use of forced access to locked locations identified on the day of the survey would be individually assessed and may be subject to an additional site visit which would be subject to an additional cost.

Health and Safety – should any locations be deemed inaccessible due to health and safety reasons then these will not be accessed and will be reported at the time of the survey.

N.B If any activities are to be undertaken within areas that have not been accessed as part of this survey then a further survey and assessment should be carried out prior to these works.

4.0 Survey Results



4.1 Index of Buildings Surveyed

Findings and Recommendations for ACMs identified are found as follows:	
Building	Section No.
Sports Pavilion	4.2.1




4.2 Asbestos Register

4.2.1 Sports Pavilion



Ground Floor and External

Location	Sample Number	Item Description	Item Extent	Analysis	Material Assessment				Priority Assessment				Risk Assessment Score	Comments and Recommendation	Photograph
					Product Type	Condition	Treatment	Asbestos Type	Occupancy	Likelihood of Disturbance	Human Exposure Potential	Maintenance Activity			
002: Away Team	B001	Asbestos with electrics (Flashguards)	2no	Chrysotile	2	0	2	1	1	1	1	1	9	Manage (Remove when building demolished)	
002: Away Team	B002	High level interlocking panels	4m2	Chrysotile	2	1	1	2	1	3	2	0	11	Manage (Remove when building demolished)	

Ground Floor and External

Location	Sample Number	Item Description	Item Extent	Analysis	Material Assessment				Priority Assessment				Risk Assessment Score	Comments and Recommendation	Photograph
					Product Type	Condition	Treatment	Asbestos Type	Occupancy	Likelihood of Disturbance	Human Exposure Potential	Maintenance Activity			
007: Referee	As 002	High level interlocking panels	2m2	SP: Chrysotile	2	1	1	1	1	3	2	0	11	Manage (Remove when building demolished)	
009: Home Team	B003	High level interlocking panels	6m2	Chrysotile	2	1	1	1	1	3	2	0	11	Manage (Remove when building demolished)	
010: Kitchen	B004	Sink Pad	2no	NAD	-	-	-	-	-	-	-	-	N/A		

Ground Floor and External

Location	Sample Number	Item Description	Item Extent	Analysis	Material Assessment				Priority Assessment				Risk Assessment Score	Comments and Recommendation	Photograph
					Product Type	Condition	Treatment	Asbestos Type	Occupancy	Likelihood of Disturbance	Human Exposure Potential	Maintenance Activity			
99: External	B005	High level DPC	8m2	NAD	-	-	-	-	-	-	-	-	N/A		
99: External	B006	Low level DPC	8m2	NAD	-	-	-	-	-	-	-	-	N/A		

4.4 Area location, Building Material Observations

Building	Floor	Location	Description & Material
Sports Pavilion	Ground Floor	001 Corridor	Roof: Metal Walls: Double skinned plasterboard on concrete Floor: Concrete Walls: Breezeblock Walls: Timber
Sports Pavilion	Ground Floor	002 Away Team	Roof: Metal Walls: Double skinned plasterboard on concrete Floor: Concrete Walls: Timber
Sports Pavilion	Ground Floor	003 Ladies WC	Roof: Metal Floor: Concrete Walls: Breezeblock WC Cistern: Plastic
Sports Pavilion	Ground Floor	004 Mens WC	Roof: Metal Floor: Concrete Walls: Breezeblock WC Cistern: Ceramic
Sports Pavilion	Ground Floor	005 Shower Room	Roof: Metal Floor: Concrete Walls: Breezeblock WC Cistern: Ceramic
Sports Pavilion	Ground Floor	006 Mens WC	Roof: Metal Floor: Concrete Walls: Breezeblock WC Cistern: Ceramic
Sports Pavilion	Ground Floor	007 Referee	Roof: Metal Walls: Double skinned plasterboard on concrete Floor: Concrete Walls: Timber
Sports Pavilion	Ground Floor	008 Store Room	Roof: Metal Walls: Double skinned plasterboard on concrete Floor: Concrete
Sports Pavilion	Ground Floor	009 Home Team	Roof: Metal Walls: Double skinned plasterboard on concrete Floor: Concrete
Sports Pavilion	Ground Floor	010 Kitchen	Roof: Metal Floor: Concrete Walls: Breezeblock
Sports Pavilion	Ground Floor	99 External	Roof: Metal Walls: Precast concrete Floor Slab: Concrete Rainwater Goods: Plastic

Report Summary

Mr Matt Baker
Assisi Consulting Ltd
15 Yarnmakers Path,
Keresley,
Coventry
CV7 8RN



Date of Issue : **03 May 2016**

Report Number : **COV/1275073/201**

Issue **1**

Number of Samples
included in report **6**
Number of test result
included in report **12**

Site Name : **Sports Pavilion - Bishops Itchington**
Job Received : **19 April 2016**
Analysis Commenced : **22 April 2016**

Signed : *A I Horobin*

Name : **A. Horobin**

Date : **03 May 2016**

Title : **Organic Operations Manager**

ALS Environmental Ltd was not responsible for sampling unless otherwise stated. Sampling is not covered by our UKAS accreditation.

Information on the methods of analysis and performance characteristics are available on request.

Opinions and interpretations expressed herein are outside the scope of UKAS accreditation. The results relate only to the items tested. Tests marked 'Not UKAS Accredited' in this Report/Certificate are not included in the UKAS Accreditation Schedule for our laboratory.

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ALS Environmental Ltd

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Certificate of Bulk Samples

Certificate of Analysis



1314
0897
4409



Report Number: **COV/1275073/2016** Issue **1**
Site Name: **Sports Pavilion - Bishops Itchington**

STL ID	Client ID	Matrix	Analysis Site : Method :		Description of Sample	Asbestos Identification
					Cov 70	Cov 70
15243884	B001	Bulk Material			N {/}Flashguard{/}	Y {/}Chrysotile{/}
15243885	B002	Bulk Material			N {/}Ceiling Panel{/}	Y {/}Chrysotile{/}
15243886	B003	Bulk Material			N {/}Ceiling Panel{/}	Y {/}Chrysotile{/}
15243887	B004	Bulk Material			N {/}Sink pad{/}	Y {/}Non Detected{/}
15243888	B005	Bulk Material			N {/}DPC{/}	Y {/}Non Detected{/}
15243889	B006	Bulk Material			N {/}DPC{/}	Y {/}Non Detected{/}

Signed : *A I Horobin*

Name : **A. Horobin**

Date : **03 May 2016**

Title : **Organic Operations Manager**

Accreditation Codes: Y = UKAS / ISO17025 Accredited, N = Not UKAS / ISO17025 Accredited, M = MCERTS.

Analysed at: Cov = Coventry(CV4 9GU), Run = Runcorn(WA7 1SL), S = Subcontracted, Trb = Subcontracted to Trowbridge(BA14 0XD), Wak = Wakefield(WF5 9TG).

For Microbiological determinands 0 or ND=Not Detected, For Legionella ND=Not Detected in volume of sample filtered. The LOD for the Legionella analysis will increase where the volume analysed is <1000g (1g is approximately equivalent to 1ml for sample volume analysed). I/S=Insufficient sample. For soil/sludge samples: AR=As received, DW=Dry weight.

ALS Environmental Ltd

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Certificate of Bulk Samples



ANALYST COMMENTS FOR REPORT

COV/1275073/2016

Issue 1

Date of Issue: 03 May 2016

Sample No	Analyst Comments
15243884	ASBESTOS COMMENTS Asbestos ID: Chrysotile, Description of Sample: Flashguard
15243885	ASBESTOS COMMENTS Asbestos ID: Chrysotile, Description of Sample: Ceiling Panel
15243886	ASBESTOS COMMENTS Asbestos ID: Chrysotile, Description of Sample: Ceiling Panel
15243887	ASBESTOS COMMENTS Asbestos ID: Non Detected, Description of Sample: Sink pad
15243888	ASBESTOS COMMENTS Asbestos ID: Non Detected, Description of Sample: DPC
15243889	ASBESTOS COMMENTS Asbestos ID: Non Detected, Description of Sample: DPC

Signed:

A I Horobin

Name: A. Horobin

Date: 03 May 2016

Title: Organic Operations Manager

Certificate of Bulk Samples

DETERMINAND COMMENTS FOR REPORT COV/1275073/2016

ISSUE 1



Date of Issue : 03 May 2016

Sample No	Description	Determinand	Comments
15243884	B001	Asbestos Identification	{/}Chrysotile{/}
15243884	B001	Description of Sample	{/}Flashguard{/}
15243885	B002	Asbestos Identification	{/}Chrysotile{/}
15243885	B002	Description of Sample	{/}Ceiling Panel{/}
15243886	B003	Asbestos Identification	{/}Chrysotile{/}
15243886	B003	Description of Sample	{/}Ceiling Panel{/}
15243887	B004	Asbestos Identification	{/}Non Detected{/}
15243887	B004	Description of Sample	{/}Sink pad{/}
15243888	B005	Asbestos Identification	{/}Non Detected{/}
15243888	B005	Description of Sample	{/}DPC{/}
15243889	B006	Asbestos Identification	{/}Non Detected{/}
15243889	B006	Description of Sample	{/}DPC{/}

Signed:

A I Horobin

Name: **A. Horobin**

Date: **03 May 2016**

Title: **Organic Operations Manager**

Appendix 1

Definitions - Samples, Assessments and Recommendations

Samples

The levels of identification of samples recorded within the 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.
- 5) **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 Assisi 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. Assisi did complete due diligent checks to establish the validity of third party analysis of previously analysed sampled materials before allocating a known statement.

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 Assisi 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 Assisi can assist with the provision of information or generic assessments where agreed. Further details of these are given in Appendix 2.

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)

Assisi 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.

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 cowls and soffits or items such as gaskets to pipe flanges, textured coating and floor tiles.



Assisi can provide labels or a labeling service on request.

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).

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.

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 (MMMF) 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.

Assisi 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

As of 6 April 2012, work with certain ACM will be classed as Notifiable, Non-Licensed Work (NNLW), depending on material type and work being carried out and the likely hood 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.

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.

Assisi 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 whether access is required to the enclosure 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 - then Assisi may be able to provide suitable alternatives.

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.

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 would 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 or 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 trying.

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>

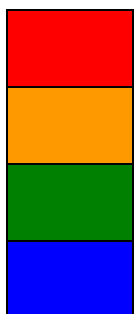
Sample Variable	Score	Examples of Scores
Product Type (or debris from product)	1	Asbestos reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement, etc.)
	2	Asbestos insulating board, mill boards, other low density insulation 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
Total Score		

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 ²
	3		Confined spaces
Extent	0		Small amounts or items (e.g. strings, gaskets)
	1		<10m ² or <10m
	2		≥10m ² to ≤50m ² or ≥10m to ≤50m
	3		>50m ² 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			

Example Hazard Risk Assessment Summary

	Total Score
Material Score	6
Priority Score	4
Overall Score	10



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

Appendix 3

Site Drawings

Tel: 02475 012315

Site Details:
Sports Pavilion
Bishops Itchington

Key:

B001 – Positive sample

B001 – Negative sample

P – Presumed

SP – Strongly presumed

No Access

Out of scope

Project No: W001

Building:
Sports Pavilion

Floor:
Ground & External

Drawing Page: 1 of 1

Not to scale

