Pass Consulting

Asbestos Survey Register

PREFACE

This Asbestos Register is issued by Pass Consulting, for the attention of Southwater Parish Council, ["the Client"], following the asbestos survey [at the "Management Survey" level [See Footnote 1 below]], of :

Southwater Leisure Centre, Pevensey Road, Southwater, Horsham, RH13 9XZ

and is submitted according to the enclosed / attached details, annexes, terms and conditions.

This survey includes both numerical and graphical risk assessments for the asbestos containing materials found ~ and provides appropriate recommendations for removal or containment of them.

PROJECT MANAGER : IAN M. PASS

Client's attention is drawn to the requirements of the Control of Asbestos Regulations 2012 ("CAR"). In overview, Regulation 4, sub-clauses 1 to 7 relate to the requirement for a fit and proper asbestos survey to be carried out (essentially, this Asbestos Register), and sub-clauses 8 to 11 relate to the planning and recording of how the (now identified), asbestos containing material is to be treated, managed and maintained and as such requires the drawing together of an Asbestos Management Plan. Further, Regulation 5 requires that no demolition, maintenance or other work be carried out (which might then expose previously hidden asbestos material), without an appropriate further assessment of this ~ such further assessment being to the level of "Refurbishment / Demolition Survey". Pass Consulting will be pleased to advise further on these issues.

Footnote 1 : Prior to the 29th January 2010 (with the introduction of the HSE's document HSG 264), this level of survey was previously referred to as a Type 2.

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EXECUTIVE SUMMARY

SUMMARY OF MATERIAL SAMPLING

Samples of material suspected of containing asbestos :		5
Additional but inaccessible (See Note 2 below) samples :	+	0
~ totalling :	=	5
Of which :		
N° of samples without asbestos detected :	=	5
N° of samples with asbestos detected :	=	0

RECOMMENDED ACTIONS

As none of the suspect samples identified, were found (upon analysis), to have asbestos detected, no asbestos related remedial treatments are proposed at this time.

Dutyholders (see Footnote 2 below), are required to maintain this Register and to ensure that contractors working on site, are advised of its content to determine whether they should take appropriate precautions before commencing work. This Report should be updated / kept current to take account of each subsequent asbestos check-up.

NOTES

i. "Dutyholder" as set out in Regulation 4 of CAR is briefly, a responsibility of everyone who has an obligation covering the maintenance or repair of non-domestic premises or entrance or exit from those premises ~ and where there is more than one Dutyholder, the contribution made by each to comply with CAR shall be pro rata to the scope of maintenance and repair required from that person.

ii. Pass Consulting wish to draw the attention of the Client that the CAR comprise 35 Regulations covering a wide range of requirements relating to asbestos in the workplace. You are strongly recommended to familiarise yourself with these Regulations - which can be downloaded via the legislation.gov.uk website : http://www.legislation.gov.uk/uksi/2012/632/contents/made

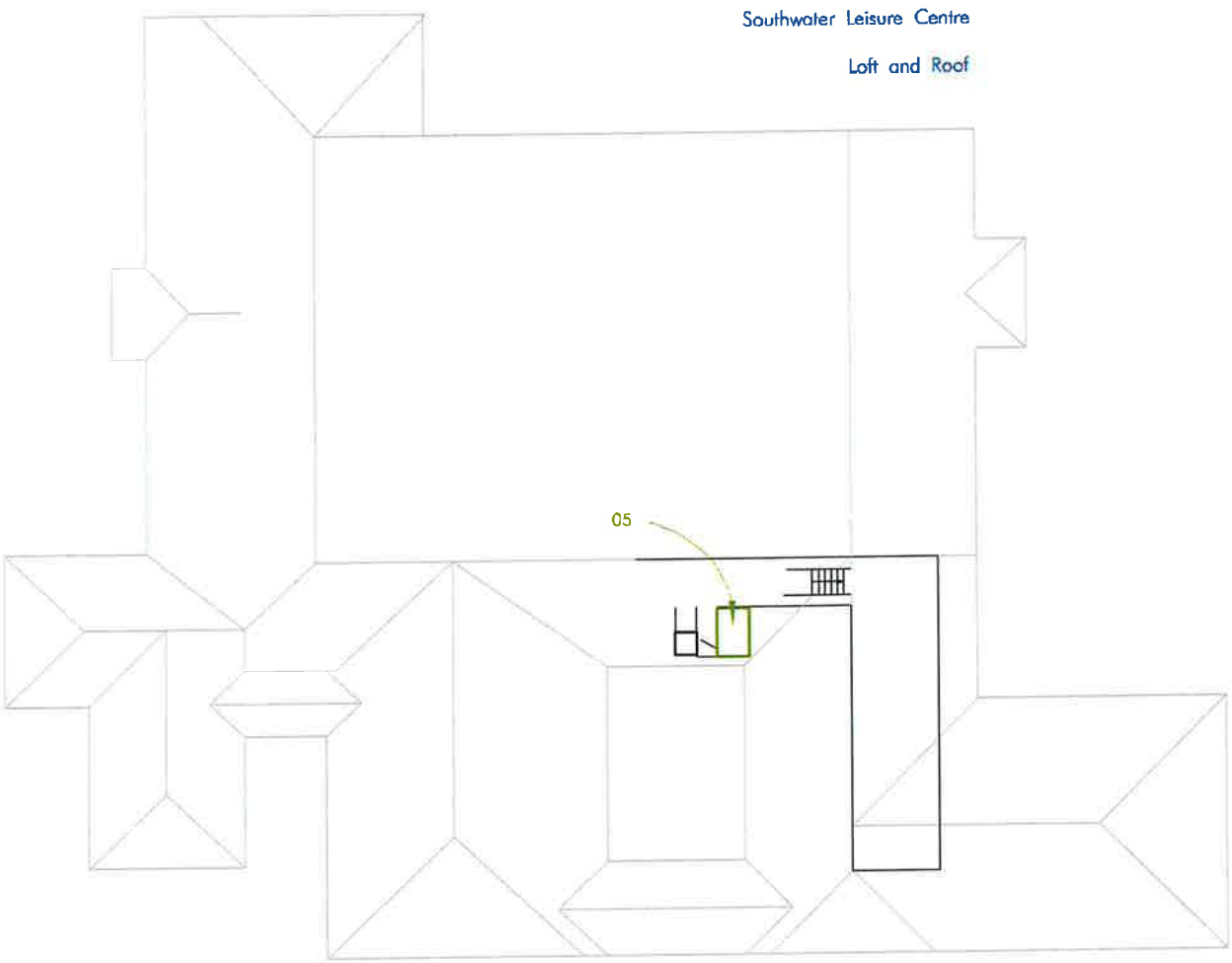
iii. It should be noted that it has been established that children of circa 5 years of age can be up to 50 times more vulnerable to asbestos illness and 26 year olds up to 13 times more vulnerable to asbestos illness in comparison to 50 year old adults on the basis of like for like exposure.

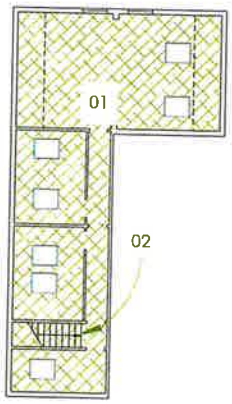
Footnote 2 : Samples may be "presumed" to contain asbestos if the material in question is either physically inaccessible for sampling or if the process of sampling might significantly damage the physical integrity of the item (ie. certain tanks, insecure flue pipes and toilet cisterns etc.)

PRINCIPAL SITE INFORMATION

Site address :	Southwater Leisure Centre Pevensey Road Southwater Horsham RH13 9XZ
Construction :	Brick and concrete block structure with part steel and part timber framed roof over
Areas surveyed / not surveyed :	All within the scope of this Management Level asbestos survey
Vacant / occupied :	Occupied
N° of occupants :	Approx. 30
N° of bedrooms :	Nil
Domestic/industrial/other :	Community services
Children present [Yes / No] :	Yes

MARKED UP FLOOR PLANS





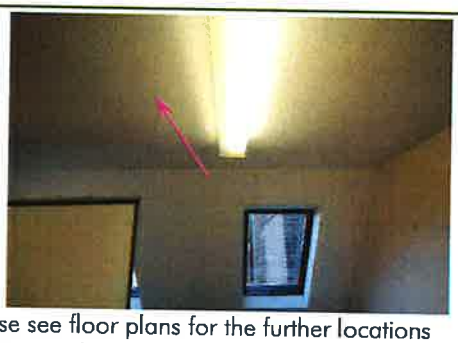
Southwater Leisure Centre

First Floor

Key: Green numbers indicate no asbestos detected

REGISTER OF SAMPLES AND RISK ASSESSMENTS

The samples in which NO ASBESTOS WAS DETECTED are identified below with brief details as to their location (no asbestos related treatment actions applying to any of these 'negative' samples). The location(s) of these sample numbers are identified in the 'Marked Up Floor Plans' section above.

Sample 01		Building	Main
		Inside / Outside	Inside
		Floor	First
		Room	As marked on floor plan
		Position	Ceiling
		Description	Textured coating
Remarks :	Please see floor plans for the further locations of this sample	Asbestos detected ?	No
Sample 02		Building	Main
		Inside / Outside	Inside
		Floor	Ground to First
		Room	Stairwell
		Position	Treads
		Description	Stair nosings
Remarks :		Asbestos detected ?	No
Sample 03		Building	Main
		Inside / Outside	Inside
		Floor	Ground
		Room	As marked on floor plan
		Position	Ceiling
		Description	Textured coating
Remarks :	Please see floor plans for the further locations of this sample	Asbestos detected ?	No

Building	Main
Inside / Outside	Inside
Floor	Ground
Room	As marked on floor plan
Position	Above folding doors
Description	Cladding
Asbestos detected ?	No

Sample 04

Remarks :

Building	Main
Inside / Outside	Inside
Floor	Loft
Room	Boiler cubicle
Position	Walls
Description	Cladding
Asbestos detected ?	No

Sample 05

Remarks :

Following this, the samples in which ASBESTOS HAD BEEN DETECTED would normally be set out below, though as no such *positive* samples arose, this does not apply.

GRAPHICAL SUMMARY OF RISK ASSESSMENTS

This Section would normally provide a graphical summary of the *positive* samples' Risk Assessments so that the priorities for remedial works may be readily determined. However, as no such *positive* samples arose, this does not apply.

Pass Consulting

LABORATORY ANALYSIS CERTIFICATE

UKAS TESTING
Testing Laboratory 2432

CERTIFICATE FOR IDENTIFICATION OF ASBESTOS FIBRES

UNDERTAKEN BY LINSCH CONSULTANTS LTD.,
IN CONJUNCTION WITH PASS CONSULTING

Analysis Report Nº : J20804 / B78804 / 3864
Site Address : Southwater Leisure Centre, Pevensey Road, Southwater, Horsham, RH13 9XZ

Date samples taken : 13th November 2018

Date of Analysis : 15th November 2018

Analysis was performed in accordance with the Quality Control Manual in-house method of Linsch Consultants Ltd. which is based on the Health & Safety Executive published method The Analysts' Guide for sampling, analysis and clearance procedures HSG 248: Appendix 2: Asbestos in bulk materials: Sampling and identification by polarized light microscopy (PLM), and is governed by Linsch's UKAS accreditation.

SAMPLE REF	SAMPLE LOCATION	FIBRE TYPE DETECTED SEE NOTE φ BELOW
01	First floor meeting room, ceiling, textured coating	No asbestos detected
02	Ground to first floor stairs, stair nosings	No asbestos detected
03	Ground floor, ceilings, textured coating	No asbestos detected
04	Gym & Lardener room, cladding above partitions	No asbestos detected
05	Loft, boiler room, cladding to walls	No asbestos detected

Analysed by :	Lindsay McComb	Authorised signatory :	
		Print name :	Lindsay McComb – Director

φ Note : 'Chrysotile' is the chemical name for what is commonly referred to as 'white asbestos'
'Amosite' is the chemical name for what is commonly referred to as 'brown asbestos' and
Crocidolite' is the chemical name for what is commonly referred to as 'blue asbestos'

ANNEXES

Please note that the foregoing Sections of this report, are compiled according to the ***specific*** findings from the survey of the particular building(s) ~

~ whereas, the following sections are further background information on how Pass Consulting carry out their surveys, an explanation of the two different levels of asbestos survey, applicable Regulations and other Guidelines governing asbestos issues and our standard Terms and Conditions according to which our work is done. All these following Annexes are therefore ***general*** information applicable to all our Management Level asbestos surveys.

BACKGROUND TO SURVEY

1. The samples of suspected asbestos containing material taken during the site survey ['Summary of Material Sampling' in the Executive Summary refers], have been analysed in a specialist UKAS accredited laboratory in accordance with Regulation 21 of CAR.

   Where NO ASBESTOS WAS DETECTED in a particular sample, the first part of the Register of Samples and Risk Assessments Section provides brief details to enable workmen and staff etc., to identify the relevant sites and know that asbestos related precautions need not be taken in relation to that material.

   For the samples where ASBESTOS WAS DETECTED, the appropriate risk assessments and recommendations for treatment are then set out and workmen and staff etc., should be made aware of the relevant sites and advised what asbestos related precautions are appropriate.

   The Graphical Representation of Risk Assessments section then provides an at-a-glance comparison of the *positive* tested samples (if any).

2. In accordance with Health & Safety Executive guidelines, this asbestos inspection would not be carried out :-

   a. Where there was insufficient or unsafe access (which become areas where the presence of asbestos may be presumed)

   b. Within proprietary equipment / appliances (water, electrical, gas or oil driven),

   c. Areas which were unavailable for access at the time of survey (such areas being marked on the floor plans).

   d. Flues, ducts, voids or any similarly enclosed equipment, the access to which would have necessitated the use of specialist equipment or tools or which would have caused damage to decoration, fixtures, fittings or the structure.

   e. Lift shafts, plant rooms or similar, for which the required attendance of a specialist engineer was unavailable.

   f. Areas or surfaces that would require the removal or relocation of panelling, carpets, fixtures or fittings.

   g. Concealed / sealed spaces may exist within the property. If the client suspects that concealed or sealed spaces may exist within the property, these should be advised to Pass Consulting prior to survey so that it can first be agreed whether such areas shall be included within or excluded from the scope of this survey.

3. As distinct from HSE Guidelines implying that asbestos insulation should be sampled every 3 metres etc., this survey has been undertaken on the basis of economy (where the Client wished to restrict the cost of the survey), and where the surveyor considered that contiguous spreads of suspected asbestos containing material and / or apparently identical instances of the material were all of the same, or very similar nature, such that single sampling was considered appropriate (such methodology having become the industry standard).

4. Sampling has not been undertaken where the act of sampling would endanger the surveyor or affect the functional integrity of the item concerned. For example, in the case of conflict with the Working Height Directive 2006, or in relation to boiler flues, fuses within electrical boxes, gaskets, fire doors, ropes associated with heating, glazing or power plant etc., or locations where prohibited or prevented by the Client, tenant or their representative. If there was a reasonable expectation that asbestos containing materials might exist in such areas, this is added to the Register of Samples, as a 'presumed' sample.

5. A limited inspection only has been carried out of pipework concealed by overlying non-asbestos insulation.

6. Doors (particularly 'Fire Doors'), are often found to have external sheet cladding on one or both outer faces ~ and this material will normally be inspected and sampled as appropriate. However, certain types of older Fire Door are known to have asbestos containing material 'buried' within the internal construction of the door.

   As it is not considered appropriate to break into every door to inspect it's internal construction, it is considered that any such possible internal asbestos content cannot practicably be established within this level of survey. Therefore, Dutyholders (as defined in the CAR), should ensure that (within property maintenance or refurbishment activities etc.), Fire Doors are not cut up, re-sized or otherwise broken into, and that it may well be appropriate for them to be disposed of as asbestos waste.

Note iv : **PROPRIETARY APPLIANCES**
Expanding from Item 2.b. on the previous page, Clients are strongly advised to contact the manufacturers of any appliances on this site, for a definitive statement as to any likely asbestos content therein.

Note v : **CLIENTS' INSURANCE COVERAGE**
Clients are recommended to verify with their insurers, the extent to which any building or staff related asbestos issues may or may not be currently covered. It should be noted that many commercial insurers excluded asbestos risk from cover with effect from mid 2003 (either explicitly, or by implication). It may be that insurers will require to see copies of this asbestos register and evidence that its' recommendations have been carried, out before restoring asbestos related insurance cover.

Note vi : **SCOPE OF SURVEY**
Clients' attention is drawn to Sub Sections 3 and 4 of the Terms and Conditions section below.

Note vii : **REFURBISHMENT / DEMOLITION**

For building(s) being re-furbished or demolished in the foreseeable future, it is mandatory within CAR and CDM (See below λ), that the affected parts of the building(s), must **first** be subjected to a *REFURBISHMENT / DEMOLITION LEVEL* asbestos survey to investigate the more hidden areas / aspects of the building(s) to locating additional asbestos materials. Beyond compliance with CAR and CDM Regulations, this is to avoid costly work stoppages as and when further asbestos materials may be uncovered during the course of the works ~ together with the resulting statutory fines / insurance exposures which may then be incurred as a result.

λ "CDM Regulations" being the Construction (Design & Management) Regulations 2015.

Note viii : **SUBSEQUENT CHANGE OF USE**

Part of the Risk Assessment calculations relate to the use of the room or area involved. Should the client wish to change the use of any such area (locating more people there or changing from occasional use to full time use etc.), then advice should be sought as the effects of th proposed changes on the Risk Assessment calculations and possible changes to treatment recommendations.

Note ix : **ASBESTOS REMOVAL CRITERIA**

As a brief summary, with the coming into force of the CAR, and depending upon the risk of the asbestos involved, there are three criteria for asbestos removal :

SPORADIC & LOW INTENSITY ASBESTOS WORKS

Regulation 3.2 allows this work to be done by workmen (who are not necessarily HSE licensed asbestos removers), without Notification to the HSE, where there is :

i. short, non-continuous maintenance activities with non-friable materials or,
ii. removal without damage of asbestos material in good condition where asbestos fibres are firmly linked in a matrix or,
iii. in the encapsulation or sealing of asbestos which is in good condition.

NB 1 : *This relates to removal work lasting a maximum of two hours where no one workman is involved for more than one hour.*

NB 2 : Clients are advised to check the insurances of such workman as very few (other than HSE licensed asbestos removers carry such insurance).

ASBESTOS WORKS WHICH ARE LICENSABLE BY THE HSE

In general, asbestos which contains amosite or crocidolite or is material used for insulation, can only be removed / treated by HSE licensed asbestos removers. This involves asbestos insulating board, sprayed coatings, pipe insulation, millboard and similar high fibre release materials. The purpose of this is to prevent the contamination of the workmen and the workplace involved.

Please Note that once the employer / client has given instructions to proceed to the HSE licensed asbestos remover re. these 'Licensable issues', that asbestos remover **HAS** to Notify the HSE of this forthcoming work and part of that Notification is their preparation of a Method Statement tailored to the site / the work involved. The asbestos remover **MUST** then wait for 14 days before any such work can commence (to give the HSE the opportunity to query the Method Statement).

ASBESTOS WORKS WHICH ARE GENERALLY NOT LICENSABLE BY THE HSE

For asbestos issues not covered by the above two removal criteria (generally involving asbestos cement, thermoplastic floor tiles, electrical switchgear and textured coatings etc., be done by workmen (who are not necessarily HSE licensed asbestos removers). As mentioned above, Clients are advised to check the insurances of such workman as very few (other than HSE licensed asbestos removers carry such insurance).

Please Note that once the employer / client has given instructions to proceed to the workmen (who may also be HSE licensed asbestos removers), re. these 'Non-Licensable issues', those workmen **HAVE** to Notify the HSE of this forthcoming work and part of that Notification is their preparation of a Method Statement tailored to the site / the work involved. In this event, the above mentioned 14 days waiting period does not apply.

For a detailed / accurate statement of these asbestos removal criteria, please visit the website URL mentioned on Page 3.

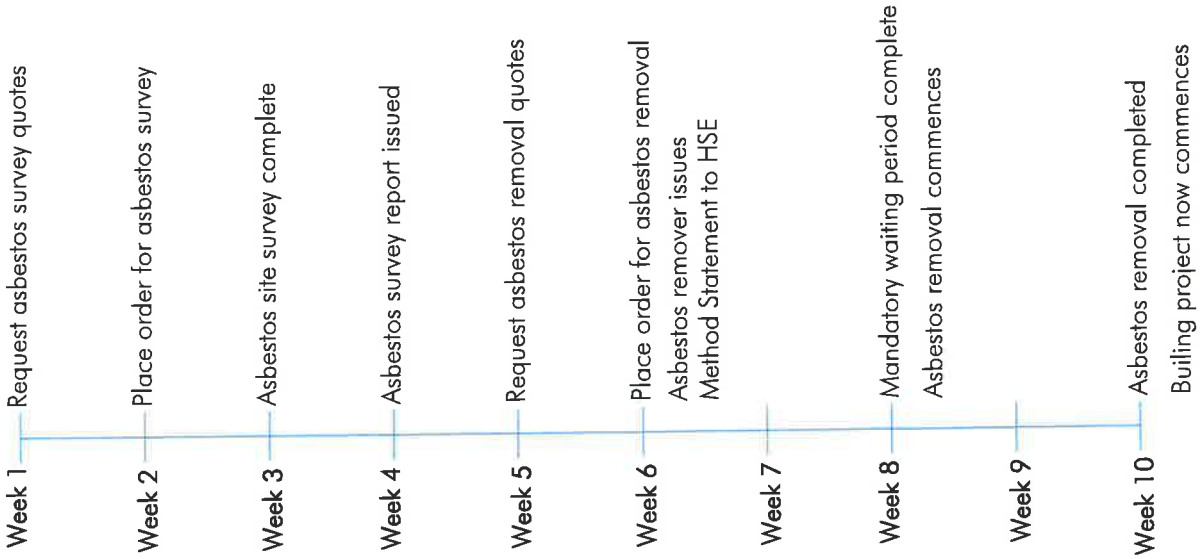
NOTIFICATION TO ENVIRONMENT AGENCY

Please be aware that the Hazardous Waste Regulations 2009 require that in most situations, the site from which asbestos is to be removed will first require to be registered as a producer of hazardous waste with the Environment Agency. Their website URL refers :
http://www.environment-agency.gov.uk/business/topics/waste/32180.aspx

TIMESCALES

In Pass Consulting's frequent experience, many of those responsible for the planning and undertaking of refurbishment or demolition works, have a tendency to only allow for asbestos surveying etc. at a late stage and this regularly creates difficulties with downstream timescales / the critical path of the overall project. The following chart shows the timescales which can typically be required to allow for the overall asbestos issues to be covered :

Typical timescales required for completion of asbestos issues before refurbishment / demolition can commence



METHODS OF RISK ASSESSMENT

Asbestos risk at this property has been assessed from three standpoints :-

HSE's publications HSG 227 - Priority Assessment and HSG 264 - Material assessment	Sawyer Algorithm	Remedial Treatment Risk
HSG 227 assesses :- Normal occupant activity Likelihood of disturbance Human exposure potential Maintenance activity ie. THE LIKELIHOOD OF THE MATERIAL BEING DISTURBED IN IT'S LOCATION **HSG 264 assesses :-** Asbestos product type Damage / deterioration Surface Treatment Asbestos Fibre Type ie. THE LIKELIHOOD OF THE MATERIAL BEING PRONE TO FIBRE RELEASE	**Assesses :-** Level of Occupant Activity Asbestos content & type Material condition, location & nature Susceptibility to damage Surface treatment **And provides :-** recommendations for management and / or other works – considering the nature of the material and it's use. The calculation of these assessments is given in Section C below.	**Assesses :-** The probability of hazards arising in the course of removal or other treatment – and the expected severity of such an incident **And itemises :-** Controls to be put in place, Other requirements and the date of next inspection

A. THE HSG 264 RISK ASSESSMENT is calculated as follows :-

HSG 264 Rating →	*0*	*1*	*2*	*3*	
		Asbestos-reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement etc).	Asbestos insulating board, mill boards, other low density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt.	Thermal insulation (eg pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses and packing.	*Product Type* *'PT'*
Good condition; no visible damage		Low damage : a few scratches or surface marks; broken edges on boards, tiles etc.	Medium damage : significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres.	High damage or de-lamination of materials, sprays and thermal insulation. Visible asbestos debris	*Extent of Damage* *'ED'*
Composite materials containing asbestos: reinforced plastics, resins, vinyl tiles.		Enclosed sprays and lagging, AIB (with exposed face painted or encapsulated), asbestos cement sheets etc.	Unsealed AIB, or encapsulated lagging and sprays.	Unsealed lagging and sprays.	*Surface Treatment* *'ST'*
		Chrysotile	Amphibole asbestos excluding crocidolite	Crocidolite	*Asbestos Type* *'AT'*

The value assigned to each of the four parameters is added together to give a total score of between 2 and 12, ie. PT + ED + ST + AT = Value [between 2 and 12]

Note 1 Presumed or strongly presumed asbestos-containing materials are scored as crocidolite (3), unless there is a reasoned argument that another type of asbestos was almost always used.

Note 2 Assessment scores of 10 or more are regarded as having a high potential to release fibres.

Note 3 Scores of 7 to 9 are regarded as having a medium potential, and between 5 and 6 a low potential.

Note 4 Scores of 4 or less have a very low potential to release fibres.

Note 5 Non- asbestos materials or materials not shown to contain asbestos are not scored.

However, it should be noted that although this HSG264 algorithm makes allowance for both PRODUCT TYPE and ASBESTOS TYPE, it does not directly allow for the percentage of actual asbestos content, as established by the laboratory analysis. Pass Consulting take this aspect of asbestos content into account in the Risk Assessment described in Annex C. below.

B. THE HSG 227 RISK ASSESSMENT is calculated as follows :-

← HSG 227 Rating →				SUB CATEGORY	MAIN CATEGORY
0	1	2	3		
Rare disturbance	Low disturbance	Periodic disturbance	Great disturbance	-	*Normal Occupant Activity*
Paste	Large rooms / well ventilated	Rooms up to 100 sq. M	Confined spaces	Location	*Likelihood of Disturbance* (average)
Unlikely to be disturbed	Occasionally disturbed	Easily disturbed	Routinely disturbed	Accessibility	
Small amounts	≤ 10 sq M or ≤10 M run	10 sq M to 50 sq M or 10 M to 50 M run	>50 sq M or >50 M run	Amount of material	
None	1 to 3	4 to 10	> 10	N° of occupants	*Human Exposure Potential* (average)
Infrequent	Monthly	Weekly	Daily	Frequency of area use	
< 1 hour	1 to 3 hours	3 to 6 hours	> 6 hours	Average time area in use	
Minor disturbance	Low disturbance	Medium disturbance	Routine disturbance	Type of maintenance	*Maintenance Activity* (average)
Disturbance unlikely	≤ Once per year	> Once per year	> Once per month	Frequency of maintenance	

The HSG 227 priority risk assessment is then calculated as the sum of the four elements in the right hand column above.

Please note that the method of calculation for both HSG 264 and HSG 227, are such that a maximum rating of 12 can be achieved for each of the two algorithms.

These scores are not 'Units of Asbestos Presence' as such, but give relative indications of asbestos risk.

C. SAWYER ALGORITHM COMBINED RISK ASSESSMENT

This algorithm (originating from the USA), takes in a generally similar set of assessments to a combination of HSG 264 and HSG 227 data but, significantly, also makes a direct allowance for the percentage of asbestos fibre content.

As with HSG 264 and HSG 227 above, this risk assessment provides a relative indication of asbestos risk. However, in view of the different method of calculation, this Sawyer algorithm can provide risk assessment rating up to a value of 450.

Each material sample is assessed with regard to the table on the following page :-

← Rating →						
0	1	2	3	4	5	
No damage	Very minor damage, no visible debris	Damage is evident, small area	Damage is easily seen, some debris	Damage is widespread	Most of material damaged / debris	*Material Condition* *'MC'*
Totally inaccessible	Reachable only with hands [ie. via a small inspection hatch]	Above suspended ceiling, below floor or within partition wall, service or plant area, loft or cellar	Exposed overall, but above head height	Easily accessed, below head height		*Accessibility* *'AC'*
Outside, or inside located above suspended ceiling, below floor or within partition, service or plant area, loft or cellar etc.		Inside to all other locations except rating 4 below		In ventilation system		*Location* *'LO'*
Susceptible to interference or damage only during structural alteration or major refurbishment	Susceptible to interference or damage by tradesmen engaged in minor repairs or by DIY activity	Susceptible to interference or damage by normal day to day occupation of the dwelling				*Susceptibility to damage* *'SU'*
Surface treated	Surface not treated					*Surface Treatment* *'TR'*
Non-asbestos	Chrysotile [white asbestos]	All other types of asbestos				*Asbestos Type* *'TY'*
	Well bonded materials [vinyl floor tiles, bitumastic products]	Cement products	Insulating board, millboard, gaskets, rope	Pipe lagging insulation to boilers or vessels	Sprayed coatings	*Nature of Material* *'MA'*
No asbestos detected	Trace < 2 %		Low 2 to 15 %	Medium 16 to 50 %	High > 50%	*Asbestos Content* *'ASB'*

The algorithm value is then calculated as :- (MC + AC + LO + SU + TR + TY) x MA x ASB

D. REMEDIAL TREATMENT RISK

The Register of Samples and Risk Assessments section of this Report includes a sample by sample indication of the hazards associated with carrying out the proposed recommended actions. The scoring method is set out on the table below where Probability x Severity = Risk Factor :-

PROBABILITY			SEVERITY			RISK FACTOR	
Unlikely	~	1	Minor [low]	~	1	1 to 3	Low risk
Possible	~	2	Serious [medium]	~	2	4	Medium Risk
Probable	~	3	Critical [high]	~	3	6 to 9	High risk

	LOW	MEDIUM	HIGH
Unlikely	1	2	3
Possible	2	4	6
Probable	3	6	9

BASIS OF TREATMENT RECOMMENDATIONS

The Risk Assessment recommendations are based upon each item's assessed potential for fibre release as recommended by the guidance published by the Department of the Environment and the Health and Safety Executive, with regard to the safety of asbestos in buildings. These Recommendations should now be carried out, (as described), to comply with the employer's duty of care, required by the Health and Safety at Work Act 1974 and CAR, together with the relevant aspects of the prevailing Legislation, Codes of practice and Guidance Notes. Recommended action will normally involve management, encapsulation, sealing or removal as described below :-

Management	Where the asbestos material is not in poor condition or vulnerable to damage it may remain as it is. The material can be labelled, and then needs to be annually re-inspected to check for later damage. If labelling is not used, the Dutyholder must make sure that those who might work on the material know that it contains or may contain asbestos, before they start work.
Encapsulation or sealing	Where the material is in poor condition, releasing fibres and/or vulnerable to damage, it may either be 'ENCAPSULATED' (ie. boxed in), or 'SEALED' by having it coated with an approved sealant to protect the material and inhibit further fibre release.
Removal	Only recommended where the material is in poor condition, releasing fibres and/or vulnerable to damage to the extent that it cannot be practicably encapsulated or sealed - or where major refurbishment or demolition works are in view.

ASBESTOS TREATMENTS

Enclosure	Provision of physical barrier to provide mechanical protection of the material so as to prevent it being disturbed / damaged.
Encapsulation	Provision of paint type coating to effect a continuous seal to surface of the material and thereby prevent fibre release.
Labelling	Fixing of labels – standard Red 'A' label as per Schedule 2 of the Control of Asbestos Regulations [CAR] 2012, Approved Code of Practice for Work with Asbestos Insulation, Asbestos Coatings and Asbestos Insulating Board 1998, to the surface of the material to warn of the hazard.
Registering	Entering of details, including nature / location / extent of material in a register which is brought to the attention of all persons who might plan or undertake works in the building.
Periodic Inspection	Inspection of the material at regular [defined], intervals to verify that its condition has not deteriorated such as to necessitate enclosure / encapsulation or removal.
Repair	Addition of a seal to the material to prevent the further deterioration and breakdown of the material. This should also be carried out with labelling.
Removal	Complete removal of the material so as to comply with CAR.
Manage	Provision of a policy of regular [periodic], inspection together with procedures including but not exclusively limited to action should deterioration be observed, as well as training for staff and persons possibly coming into contact with the material.

We suggest that all items recommended for removal be actioned as soon as possible to minimise potential health risks. These items are either damaged or are liable (by virtue of their location or material type), to be damaged in

normal occupation or maintenance of the premises and therefore pose significant health risk to any persons in the vicinity. Following any such removal (or other remedial work), where such treatment requires to be undertaken by an LAR (See 'Background to Survey' section above), it is a requirement that air tests be conducted (to ensure that any residual fibre levels are within applicable limits).

Works on or removal of the asbestos cement items should be carried out using precautions in accordance with the Health and Safety Executive guidance note HSG 189/2 Working with Asbestos Cement. These guidelines outline basic precautions that should be used to prevent fibre release during works, such as wetting of the materials before removal and preventing unauthorised persons from entering the work area.

ASBESTOS RELATED REGULATIONS ETC.

Acts and Regulations dealing with asbestos for England and Wales include, but not exclusively, those listed below (equivalent documentation exists for Scotland and Northern Ireland respectively). All Legislation and Regulations listed together with any subsequent amendments or revisions and any new relevant requirements should be considere before undertaking any work with asbestos or asbestos containing materials.

The following Legislation and Regulations deal primarily with asbestos. Other legislation and regulations dealing with Health and Safety matters have not been listed here, although such legislation still applies to work with asbestos and should be considered at all times.

The following list was last revised in December 2013 :-

ACTS OF PARLIAMENT

The Health and Safety at Work Act 1974
Consumer Safety Act 1978
Environmental Protection Act 1990
Water Industry Act 1991
Land Drainage Act 1991
Environment Act 1995
Pollution Prevention and Control Act 1999
Control of Pollution Act 1974
Water Act 1989
Water Consolidation (Consequential Provisions) Act 1991
Water Resources Act 1991
Statutory Water Companies Act 1991
Deregulation and Contracting Out Act (section 33) 1994
Housing Act 2004

REGULATIONS

Safety Representatives and Safety Committees Regulations 1977
Asbestos Licensing Regulations 1983 as amended by CAWR 2012
The Health and Safety (Emissions into the Atmosphere) Regulations (1983)
Asbestos Products (Safety) Regulations 1985
Control of Asbestos at Work Regulations 1987
Asbestos (Licensing) (Amendment) 1998
Noise at Work Regulations 1989
The Health and Safety (Fees) Regulations 1989
Trade Effluents (Prescribed Processes and Substances) Regulations 1989
Control of Asbestos in the Air Regulations 1990
Controlled Waste (Regulations of Carriers and Seizure of Vehicles) Regulations 1991
Environmental Protection (Duty of Care) Regulations 1991
Environmental Protection (Prescribed Processes and Substances) Regulations 1991
Controlled Waste Regulations 1992
Asbestos (Prohibitions) Regulations 1992 as amended by CAR 2012
Manual Handling Operations Regulations 1992
Workplace (Health, Safety and Welfare) Regulations 1992
Controlled Waste (Amendment) Regulations 1993
Construction (Design and Management) Regulations 1994
Chemicals Hazard Information and Packaging for Supply Regulations 1994
Waste Management Licensing Regulations 1994
Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995
Carriage of Dangerous Goods (Classification, Packaging and Labelling) and use of Transportable Pressure Receptacles Reg's 1996
Carriage of Dangerous Goods by Road Regulations 1996
Carriage of Dangerous Goods by Rail Regulations 1996

Carriage of Dangerous Goods by Road (Driver Training) Regulations 1996
Construction health, Safety and Welfare) Regulations 1996
Health and Safety (Consultation with Employees) Regulations 1996
Health and Safety (Safety Signs and Signals) Regulations 1996
Special Waste Regulations 1996
Workplace (Health, Safety and Welfare) (Amendment) Regulations 1996
Special Waste (Amendment) Regulations 1997
Working Time Regulations 1998
Working Time (Amendment) Regulations 1999
Control of Asbestos in the Air Regulations 1990
Chemicals Hazard Information and Packaging for Supply (Amendment) Regulations 1997
Confined Spaces Regulations 1997
Collection and Disposal of Waste Regulations (1988)
Controlled Waste (Regulations of Carriers and Seizure of Vehicles) (Amendment) Regulations 1998
Lifting Operations and Lifting Equipment Regulations 1998
Provision and Use of Work Equipment Regulations 1998
Safe Use of Work Equipment, Provision and Use of Work Equipment Regulations (2nd Edition) 1998
Control of Substances Hazardous to Health Regulations 1999
Environmental Impact Assessment (Scotland) Regulations 1999
Management of Health and Safety at Work Regulations (2nd Edition) 1999
Road Vehicles (Brake Linings Safety) Regulations 1999
Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999
Transport of Dangerous Goods (Safety Advisors) Regulations) 1999
Waste Management Licensing Regulations (6th Edition) 1999
Construction (Design and Management) (Amendment) Regulations 2000
Contaminated Land (England) Regulations 2000
Pollution Prevention and Control (England and Wales) Regulations 2000
Chemicals (Hazard Information and Packaging for Supply) Regulations 2002
Control of Substances Hazardous to Health Regulations 2002
Landfill (England and Wales) Regulations 2002
Personal Protective Equipment at Work Regulations 2002
Working Time (Amendment) Regulations 2002
Health and Safety (Fees) Regulations 2003
Working Time (Amendment) Regulations 2003
The Work at Height Regulations 2005
Hazardous Waste Regulations 2009
Control of Asbestos Regulations 2012 ~ (defined in this document as "CAR")
Construction (Design & Management) Regulations 2015

APPROVED CODES OF PRACTICE

Approved Codes of Practice dealing with asbestos for England and Wales include, but not exclusively, those listed on the following pages [equivalent documentation exists for Scotland and Northern Ireland respectively].

All Approved Codes of Practice listed together with any subsequent amendments or revisions and any new relevant requirements should be considered before undertaking any work with asbestos or asbestos containing materials.

The following Approved Codes of Practice deal primarily with asbestos. Other legislation dealing with Health and Safety matters has not been listed here, although such legislation still applies to work with asbestos and should be considered at all times.

a. Work with Asbestos which does not normally require a license L27 (4th edition 2002)
b. Work with Asbestos Insulation, asbestos coating and asbestos insulation board L28 (4th edition 2002)
c. A Guide to the Asbestos (Licensing) Regulations 1983 (1989)
d. Waste Management, The Duty of Care. A Code of Practice (1991)
e. Respiratory Protective Equipment, a practical guide for users (1990)
f. Respiratory Protective Equipment, Legislative Requirements . . . . (4th edition 1995)
g. A short guide to managing asbestos in premises INDG 223 (Rev 4) (2009)
h. Selecting respiratory protective equipment for work with asbestos INDG 288 (1999)
i. The Management of Asbestos in Non-Domestic Premises L127 (2012)
j. Managing and Working with Asbestos L143 (2013)

HSE GUIDANCE NOTES

Guidance Notes dealing with asbestos for England and Wales include, but not exclusively, those listed on the following pages [equivalent documentation exists for Scotland and Northern Ireland respectively].

Guidance Notes listed together with any subsequent amendments or revisions and any new relevant requirements should be considered before undertaking any work with asbestos or asbestos containing materials.

Guidance Notes deal primarily with asbestos. Other legislation dealing with Health and Safety matters has not been listed here, although such legislation still applies to work with asbestos and should be considered at all times. The following list was last revised in January 2010.

i. ENVIRONMENTAL HYGIENE SERIES :-

a. EH 47 The Provision, Use and Maintenance of hygiene facilities for work with asbestos insulation and coatings (Revised 2002)
b. EH 50 Training operatives and supervisors for work with asbestos insulation and coatings (1998)
c. EH 51 Enclosures provided for work with asbestos insulation, coatings and insulation board (Revised 2000)
d. EH 57 The problems of asbestos removal at high temperatures (1992)
e. EH 71 Working with AIB and Asbestos Cement

ii. MEDICAL SERIES :-

a. MS5 Lung function (1997)
b. MS6 Chest X-rays in dust diseases (1980)
c. MS13 Asbestos (revised 1999)

iv. HEALTH AND SAFETY GUIDANCE SERIES :-

a. HSG 189/1 Controlled asbestos stripping techniques for work requiring a license (Second Edition 1999)
b. HSG 189/2 Working with asbestos cement (Second Edition 1999)
c. HSG 53 The selection use and maintenance of respiratory protective equipment 1998
d. HSG 210 Asbestos essentials task manual Task guidance sheets for building maintenance & allied trades (2001)
e. HSG 213 Introduction to asbestos essentials: Comprehensive guidance on working with asbestos in the building maintenance and allied trades (2001)
f. HSG 227 A comprehensive guide to managing asbestos in premises (2002).
g. HSG 248 Asbestos: The Analysts' Guide for Sampling, Analysis and Clearance Procedures (2005)
h. HSG 264 Asbestos : A Survey Guide (2010)

THE TWO LEVELS OF SURVEY

In accordance with the HSE's guidelines as published in their document HSG 264 (See Footnote 3 below), asbestos surveys conducted within CAR, shall be

either :

MANAGEMENT LEVEL SURVEY

This determines (so far as reasonably practicable), the extent of asbestos materials within a building or site, - meaning that the surveyor will access those parts of the building that they can access on foot or with the aid of a 2 metre step ladder and without significantly damaging the structure, cladding or decorations etc., unless access is unavailable (no keys, heavily cluttered rooms or sealed lift shafts etc.). Electrical and other proprietary equipment are not included within the scope of survey. All suspect materials will be sampled in accordance with the DETR guidance 'Asbestos and Man-Made Fibres in Buildings' and HSE Guidance Note MDHS 77 (unless otherwise instructed). Our report details (with photographs), all items of asbestos found and lists the nature of the material, asbestos content, condition and extent, and also marked on floor plans. Detailed risk assessments (described above), provide recommendations for remedial action for each sample of asbestos containing material identified.

Please note that this Asbestos Register arises from a survey conducted on the basis of the provisions in the paragraph above, not the provisions of the paragraph below.

or :

REFURBISHMENT / DEMOLITION LEVEL SURVEY

As it's name implies, this level of survey will only be carried out on buildings (or relevant areas of buildings), where significant refurbishment or demolition is in view.

This level of asbestos survey is a similar basic process to the Management Level Survey described above, though it's level of inspection 'digs deeper' in an endeavour to locate all asbestos materials present, including those more well buried within the structure. This therefore involves breaking into areas not normally accessible (e.g. service ducts, under floor spaces, sealed voids and stud walls etc.), to detect and sample suspected asbestos containing materials concealed within the building. Frequently, this type of survey will involving opening up by other trades. This identification process inevitably relies on sampling suspect material; where the presence of asbestos fibres can be very uneven in many applications. Also, some uses of asbestos can be deeply buried within a structure. This identification and sampling process therefore presented to provide a detailed picture of asbestos within the building(s), though it cannot represent a 'guarantee' that all asbestos material has been located (as to do this absolutely, would literally require demolition of the building).

The sampling of materials and their analysis will be carried out as described for the Management Level Survey above. Again, the report will detail all items of asbestos found, including the nature of the material, expected asbestos content, condition and extent, as well as annotated floor plans and photographs (where necessary to locate or identify an item). However, as this level of survey is only carried out prior to major re-furbishment or demolition, where the builders may be expected to disturb every part of the building's constituent materials in the area of the work, then in accordance with Regulation 5 of CAR, all asbestos containing materials that can be identified, are required to be removed PRIOR TO THE ONSET OF THE ACTUAL REFURBISHMENT OR DEMOLITION INTENDED. Therefore, with all such materials scheduled for removal, a risk assessment for them becomes irrelevant. The Asbestos Register for a Refurbishment / Demolition Level survey therefore identifies all asbestos containing materials for removal, and so does not include numerical or graphical risk assessments which would only be used for ongoing Management of the material.

Footnote 3 : The HSE's document 'HSG 264' issued on the 29th January 2010, denotes 'Health & Safety Guidance' . However, in relation to asbestos issues, this 'guidance' is effectively mandatory, and so becomes part of the requirements of CAR

Terms & Conditions

In addition to the provisions herein, the Client (as defined on the front page of this document) and Pass Consulting ("Pass") agree that this survey was undertaken and this "Asbestos Register" issued by Pass to the Client as provided by these Terms and Conditions. No Party shall assign any rights or obligations hereunder without the prior express permission in writing of the other Party.

1. Definitions

The Health and Safety Executive is referred to as the "HSE". The Control of Asbestos Regulations 2012 are referred to herein as "CAR". "264" shall mean the document HSG 264, as published by HSE (as amended by their practical application in domestic property). The document reporting the survey information shall be the asbestos register "AR".

2. Drawings

Unless previously agreed the Client shall provide free of charge two copies of current plan drawings of the property to be surveyed. Client permits Pass to modify such drawings for inclusion into the AR. Should these drawings be unrepresentative unavailable or unreadable in the reasonable opinion of Pass then the relevant areas shall be measured and drawn up (as an outline) as an additional chargeable fee to the Client.

3. Access and Execution of Work

The scope of work shall be as set out in the applicable quotation and based on information provided by the Client. If Client's information so provided is found incorrect during Survey or (if in the reasonable opinion of the surveyor) sampling cannot be undertaken within normal working hours) then Pass reserves the right to amend their fees accordingly. The Client shall ensure that all areas of the property to be surveyed are fully accessible with open doors available at the time of survey and that all hazards on site are previously notified to Pass. If the surveyor cannot promptly access required rooms or site areas in a sequential manner then Pass reserves the right to amend their fees accordingly. In the event that ready access shall b unavailable to any area due for survey, then that area shall be marked 'No Access' in the resulting Asbestos Register and Pass shall not be responsible for identifying asbestos containing materials in such inaccessible areas. Pass shall make every reasonable endeavour to comply with the Client's requirements on completion dates for the various elements of the work but shall not be liable for the effects of any delay.

4. Extent of Survey

All surveys will be undertaken as described below and generally in accordance with 264 and Pass shall access all relevant available areas in accordance with current regulations though not such as to impinge on the health or personal safety of the surveyor. The Client accepts that Pass shall be entitled to take inspect premises and take samples (within normal working hours of 08:30 to 17:30 Monday to Friday) of any suspected asbestos containing materials as they see fit and that neither the surveyor nor Pass shall be liable for such disturbance of or damage to the property. Surveys cannot guarantee to identify every item of asbestos containing material on site as this is impracticable as this would require partial demolition of the buildings. Unless otherwise previously agreed with the Client, Refurbishment / Demolition Level surveys shall not extend to the removal of areas of plaster to investigate structural content behind same or mass sampling of plaster. The Client accepts that any and all damage caused by breaking into sealed voids is a necessary part of the survey and indemnifies Pass against the costs effects and re-instatements thereof. For all sealed voids identified during the course of such a survey the Client shall promptly assist Pass in obtaining access to same at the time of the survey. Should such access and assistance not be practicable at the time of survey for any reason then the Client shall either subsequently arrange at its cost for the said void to be broken into or the area so affected shall be excluded from the Asbestos Register for that site and in that event the Client shall hold Pass harmless from any and all aspects of liability in relation to asbestos containing materials which may be in the excluded areas. In the event that the area to be surveyed varies by more than 10% from that previously given by the Client then Pass reserves the right to amend their fees accordingly. Fees quoted by Pass to survey etc., shall not include any contingency for the costs of any HSE investigation which may arise for any reason and any such costs and Pass's reasonable associated fees therewith shall be for the account of the Client.

5. Site Conditions

The Client warrants that they will advise Pass of any heat, chemical, electrical, gas, radioactive or other hazards or contaminations which may exist on site (land and/or buildings) so as to prospectively endanger Pass personnel. In the event that Pass identifies any such or other type of defect includin but not restricted to pollution or contamination then they would expect to advise their principle contact person at the Client though Pass shall not be liable for effects of any such defect identified whether or not advised to the Client.

6. Sampling

Full HSE guidelines require sampling of every three metres of suspect pipe etc. and so can involve a large sampling programme - with consequent cost effects. Such guidelines do allow surveyors to apply reduced sampling rates either in the interests of economy as dictated by the Client, and/or where the surveyor considers that the material in question is contiguous/ homogenous and will present a reasonably representative status of asbestos in the premises. Such reduced sampling rates have become the common industry practice. Pass shall employ reasonable care in the execution of the Survey but shall not be responsible for the breakage of or damage to any suspected or actual asbestos containing material or the release of fibres therefrom. In the event that the surveyor identifies any suspected asbestos containing material in a dangerous condition, then Pass shall directly advise the client and recommend appropriate action if necessary.

7. Disposal of Samples

Material samples taken during survey are laboratory examined following which results are confirmed as to the presence of asbestos such that the AR is then compiled and issued to the Client. In accordance with CAR, and 264 guidelines the samples are then stored for a six month period and must then be disposed of as asbestos waste. Any Client query in relation to the work and/or AR shall therefore be made within six months from the completion of the site survey (and so prior to the material samples being disposed of).

8. Terms of Payment

Payment of each end every part of the contract price set forth overleaf shall be paid by the Client to Pass within 14 days from the date of each relevant invoice (posted first class on date of issue). In respect of any invoiced sum not so paid within the said 14 days the Client shall also pay to Pass a further sum equal to five per cent per month or part thereof of any and all outstanding portions of the said invoice at 8% above the Base Rate prevailing at the commencement of the month that proper payment was due.

9. Law

The carrying out by Pass of the scope of work defined herein for the Client shall be an Agreement construed in all respects in accordance with the Laws of England and both Parties hereto submit to the exclusive jurisdiction of the English Courts.

ABESTOS FILE
Southwater
leisure Centre.
Asbestos testing
for folding door work

Pass Consulting

LABORATORY ANALYSIS CERTIFICATE

Testing Laboratory 2432

CERTIFICATE FOR IDENTIFICATION OF ASBESTOS FIBRES

UNDERTAKEN BY LINSCH CONSULTANTS LTD.,
IN CONJUNCTION WITH PASS CONSULTING

Analysis Report N° : J20168 / B77291 / 3753
Site Address : Southwater Leisure Centre
Pevensey Rd, Southwater, Horsham RH13 9XZ

Date samples taken : 29th 2018

Date of Analysis : 2nd July 2018

Analysis was performed in accordance with the Quality Control Manual in-house method of Linsch Consultants Ltd. which is based on the Health & Safety Executive published method The Analysts' Guide for sampling, analysis and clearance procedures HSG 248: Appendix 2: Asbestos in bulk materials: Sampling and identification by polarized light microscopy (PLM), and is governed by Linsch's UKAS accreditation.

SAMPLE REF	SAMPLE LOCATION	FIBRE TYPE DETECTED SEE NOTE φ BELOW
01	Cladding Passage side	No asbestos detected
02	Cladding (gym side)	No asbestos detected
03	Artex to passage ceiling	No asbestos detected
04	Second site (outer cladding)	No asbestos detected
05	Second site (inner cladding)	No asbestos detected
06	Third site horizontal cladding	No asbestos detected
07	Third site vertical cladding	No asbestos detected

Analysed by :	Lindsay McComb	Authorised signatory :	
		Print name :	Lindsay McComb – Director

φ Note : 'Chrysotile' is the chemical name for what is commonly referred to as 'white asbestos'
'Amosite' is the chemical name for what is commonly referred to as 'brown asbestos' and
Crocidolite' is the chemical name for what is commonly referred to as 'blue asbestos'

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