

Asbestos Management Survey

The Town Hall

High Street

Shaftesbury

Dorset

SP7 8LY



Survey Date: 30th June 2023

Job Number: CAS 1620

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1.0 Executive Summary:

Asbestos containing materials have been identified during the Management Survey and the specific areas are categorized below in order according to the initial Material Risk Assessment made by Complete Asbestos Solutions.

HIGH RISK MATERIALS - SCORES 10+

Asbestos in poor condition, or asbestos debris/contamination has been identified within the following areas listed in the table below. It is recommended that risk assessment (s) are undertaken to ensure that Regulation 4, Regulation 10, Regulation 11, and Regulation 16 of the Control of Asbestos Regulations 2012 are complied with.

Building	Floor	Room	Item	Material	Risk assessment Score	Recommendations
There were no results found.						

1.0 Executive Summary:

MEDIUM RISK MATERIALS - SCORES 7-9

Asbestos containing materials, which are unsealed or damaged, have been identified within the following areas listed in the table below. It is recommended that remedial work to seal or remove these materials is undertaken as a priority and that air monitoring is carried out within adjacent areas in order to assess airborne fibre levels.

Building	Floor	Room	Item	Material	Risk assessment Score	Recommendations
There were no results found.						

1.0 Executive Summary:

LOW RISK MATERIALS - SCORES 1-6

Asbestos Containing Materials have been identified which are in good condition. A management policy and plan need to be implemented to manage these materials safely. The materials require labelling and the condition of these materials re-inspected at 12 monthly intervals.

Building	Floor	Room	Item	Material	Risk assessment Score	Recommendations
Shaftesbury Town Hall	1st Floor	Parlour / 102	Insulating Board Panels - Fire Door	Asbestos Insulating Board	LOW (6)	Manage
Shaftesbury Town Hall	1st Floor	Corridor & Cup' / 108	Insulating Board Panels - Fire Door	Asbestos Insulating Board	LOW (6)	Manage & Label
Shaftesbury Town Hall	1st Floor	Offices / 109	Insulating Board Panels - Fire Door	Asbestos Insulating Board	LOW (6)	Manage

1.0 Executive Summary:

PRESUMED ASBESTOS/NO ACCESS AREA

Asbestos Containing Materials have been presumed as being present to the following areas where access could not be gained. A management policy and plan needs to identify that these areas require inspection once access can be provided. These areas require re-inspection for accessibility at 6 monthly intervals.

Building	Floor	Room/Area	Recommendation
There were no results found.			

Building Notes:

Internal Notes:



Management survey council / town hall areas only.

Lower ground floor areas excluded from survey.

External Notes:

External areas excluded from survey, as separate refurbishment survey was undertaken.

2.0 Contract Review:

Name And Address Of Site:	The Town Hall, High Street, Shaftesbury, Dorset, SP7 8LY		
Name And Address Of Client:	Shaftesbury Town Council, The Town Hall, High Street, Shaftesbury, Dorset, SP7 8LY		
Client Contact:	Sybille Maddock		
Type Of Survey:	Management Survey (with MA only)		
Date Of Survey:	30 Jun 2023		
Report Revision Number:	1		
Job Number:	CAS 1620		
Lead Surveyor:	Aaron Silvester	Signature:	
Technically Reviewed By:	Chris Butchers	Signature:	
Report Issue Date:	10 Jul 2023		

3.0 Introduction/Objectives:

Complete Asbestos Solutions received an order of confirmation to undertake a Management Survey from Shaftesbury Town Council. This order has been accepted on the basis of the original quotation and our terms and conditions of business.

The order relates to a management survey of:

The Town Hall
High Street
Shaftesbury
Dorset
SP7 8LY

The survey was carried out by Aaron Silvester.

The type of survey selected / requested by the client was a management survey.

The reason for selecting this survey is to enable the client to manage the risks from retained asbestos in their premises.

This survey was carried out in accordance with documented in house procedures, which are based on the HSE Guidance document HSG 264.

3.1 Purpose of Survey

The purpose of this Management Survey is to help the duty holder manage asbestos in these premises. It provides sufficient information for an asbestos register to be generated in accordance with HSG 264 so that the duty holder can carry out a risk assessment and prepare a suitable management plan in accordance with regulation of the Control of Asbestos Regulations 2012 (CAR 2012).

3.2 Aim of Survey

The aim of the survey was to;

1. Locate and record the location, extent, and product type as far as reasonably practicable of known or presumed ACM's.
2. Inspect and record information on the accessibility, condition and surface treatment of know or presumed ACM's
3. Determine and record the asbestos type based on sampling or by making a presumption based on product type and appearance

3.0 Introduction/Objectives(Cont):

- Type of Survey

3.3 Type of Survey – Management Survey

This management survey is required for the normal occupation and use of the building to ensure continued management of any ACM's in situ, and is the standard survey type.

Its purpose is to locate as far as is reasonably practicable, the presence and extent of any suspect ACM's in the building which could be damaged or disturbed during normal occupancy, including foreseeable maintenance and installation and to assess their condition.

All areas have been accessed as far as is reasonably practicable. Any areas that it was not possible to access have been presumed to contain asbestos and documented within this report. This survey involved sampling and analysis to confirm the presence or absence of asbestos containing materials, however presumptions may have also been used within this report to presume or strongly presume the presence of ACM's.

Management surveys will involve minor intrusive work and some disturbance. The extent of the intrusion will vary between premises and depend on what is reasonably practicable for individual properties eg type of building, nature of construction, etc.

The survey report can be used as a basis to start developing a management plan and prioritise actions, but in itself does not constitute a management plan as required under CAR 2012.

In order for the building occupier under regulation 4 of CAR 2012 they must implement a management policy and plan for confirmed or presumed asbestos containing materials.

This management survey includes a material assessment of the identified or presumed ACM's which relates to their condition and their potential to release fibres. This material assessment will provide the duty holder with an initial guide to the priority for managing ACM's as it will identify those ACM's which will most readily release fibres if they are disturbed.

4.0 Desk Top Review and Survey Planning:

Details of information requested from the Duty Holder by Complete Asbestos Solutions in order to carry out a desk top review and plan the survey in accordance with HSG 264 were recorded on our pre-survey questionnaire, along with details of all the information that were provided by Sybille Maddock on behalf of the client.

The Information provided was assessed during the desktop review and a survey plan, and risk assessment was produced for the survey of:

The Town Hall
High Street
Shaftesbury
Dorset
SP7 8LY

The survey was carried out to; **All Internal Areas.**

Where information was provided regarding the presence of known or presumed asbestos materials then this has been validated during the course of the survey, and recorded within this report.

Detailed plans were provided by the client at the time of survey.

Utilities and services were still live at the time of survey.

5.0 Survey Method

5.1 This survey has been undertaken in accordance with HSG264 and Complete Asbestos Solutions in house procedures.

5.2 Clients of Complete Asbestos Solutions that have signed our terms and conditions are deemed to have agreed, and accepted, our surveying approach, our sampling strategy, and our standard planning, surveying and reporting format unless they have made specific requests to the contrary.

5.3 The information provided by the client or their representative are recorded in the planning document and has been used to define the scope of the survey.

5.4 Photographs of suspected ACM's will be taken at the time of the survey unless the client expressly requests otherwise. Sampling points and suspected ACM's will not be identified with labels unless the client expressly requests otherwise.

5.5 All fibrous materials and item will be included in the survey unless, in the surveyors professional opinion, these items can be excluded (eg. Wood, wallpaper, man-made mineral fibre). Samples of all thermoplastic floor coverings will be taken unless, in the surveyors professional opinion, such items can be excluded. All textured coatings and novel bituminous will be sampled.

5.6 Areas that could not be accessed were presumed to have ACM's present until proven otherwise. Each area requiring further inspection is documented within the Executive summary (Inaccessible areas). Inaccessible areas are also shown on the plan drawings (Appendix 5)

5.7 Materials that could not be accessed and in the surveyors opinion can be dismissed will be presumed to be ACM unless proven otherwise. Materials that are not sampled but, in the surveyors opinion, have a similar appearance, location and function as a previously sampled material will be strongly presumed to be similar to the sampled material.

5.8 The quantity of samples taken may have been minimised by using 'strongly presumed' as defined above. Materials that are 'strongly presumed' to be similar to a material that has already been sampled will be recorded in the comments section of the survey and referenced against the original sampled material.

5.9 Our surveyor has made every attempt to avoid causing damage during the management surveys whilst attempting to identify possible ACM's. Minor repairs will be made and any areas accessed will be left in a safe condition.

5.10 Intrusive damage that is required to gain access to an area/location that is within the scope of the survey has been agreed with the client or the clients representative. Any remedial action will be put in place before such action is attempted. If remedial action cannot be arranged, no attempt to access the area will be made and the reasons recorded. The area/location will be presumed to have ACM's present until proven otherwise.

5.11 Non fibrous materials and item known not to contain asbestos (eg Breeze block, plaster, plasterboard plastics and non textured paints) will be excluded from the survey unless the surveyor suspects that these materials have been contaminated with asbestos from other sources or specifically requested by the client.

5.12 Older electrical equipment, which cannot be shown to contain ACM's, has been presumed to have ACM's present unless, in the surveyors professional opinion, such items can be excluded.

6.0 Exclusions and Caveats:

6.1 For safety reasons it is not possible to inspect internal areas of plant and machinery.

Access to internal wall linings and general cavities was restricted to avoid excessive damage to surface finishes.

Where areas have been designated as 'no access' or 'restricted access', unless further inspection/sampling proves otherwise, the presumption has been made that these structures/areas contain asbestos materials.

During the course of the survey it may not have been possible to access all areas of the site. Details of areas requiring further access are identified within the Data Sheets of this report. In accordance with HSG 264, asbestos is presumed to be present within these areas and should be treated accordingly until further inspection and analysis of building fabric and services proves otherwise.

It is recommended that further intrusive inspection and sampling be carried out where site refurbishment, maintenance, or similar may disturb Asbestos Containing Materials that have remained inaccessible during this survey, this should be a refurbishment/demolition survey as described in HSG 264.

Residual asbestos material may be present beneath re-lagged services and cannot be detected unless the re-lagging is systematically removed. Caution should therefore be taken when working on such materials for the potential presence of asbestos residue.

Textured Coatings such as "Artex" may contain a trace quantity of Chrysotile asbestos. Due to this low asbestos content, applications of this product may be non-homogenous and may elicit both positive and negative samples. Where both positive and negative samples are obtained the client should presume that the textured coating contains Chrysotile throughout even though a non-detected result has been obtained.

This report does not include investigations into land contamination associated with asbestos or any other contaminant.

7.0 Sampling and Analysis:

7.1 The object of bulk sampling is to identify the nature and extent of any visible ACM.

7.2 Bulk sampling is undertaken inline with the recognised safe procedures in order to cause minimal possible nuisance and potential risk to health of the building occupants and visitors. Bulk samples are taken in accordance with documented in house procedures, following guidelines detailed in HSG264 'The Survey Guide' and HSG248 'The Analyst Guide'. The quantity of samples taken will be minimised by using 'strongly presumed'. Materials that are 'strongly presumed' to be similar to a material that has already been sampled will be recorded in the comments section of the survey record and referenced against the original sampled material.

7.3 Bulk samples are returned to the appointed bulk analysis laboratory with the appropriate sample / report reference number. Where appropriate; a label will be left on site adjacent to the sample location.

7.4 The label will indicate the sample number and the date taken. This label can be used along with the report for cross reference purposes.

7.5 Bulk sample analysis is carried out in accordance with HSE document HSG 248 'The Analysts Guide' and Complete Asbestos Solutions Ltd documented in-house methods. Samples are examined under a low magnification stereomicroscope and the fibres teased apart. The fibres are then mounted in liquids of known refractive indices and examined under high magnification using polarised light and dispersion staining in accordance with HSG 248 'The Analysts Guide'.

7.6 The bulk sample description and analysis results can be found in Appendix 4 of this report – The analysis certificate.

Key to Analysis Results:

Chrysotile - White Asbestos

Amosite - Brown Asbestos

Crocidolite - Blue Asbestos

Tremolite - Rare Asbestos

Actinolite - Rare Asbestos

Anthophyllite - Rare Asbestos

8.0 Survey Results - Interpretation:

Survey Results

8.1 The results of the survey inspections and sampling undertaken are recorded on the enclosed Survey Data Sheets (appendix 2), Asbestos Register (appendix 1) and Non-Asbestos Material Register (appendix 3). Where asbestos containing material have been identified or presumed to be present then a Material Assessment Algorithm has been calculated as detailed in HSG 264 and reproduced in the table below:

8.2 Within the survey data sheets the individual scores in brackets, for each sample variable, are added together to form the final material risk assessment algorithm score.

8.0 Survey Results - Interpretation (cont):

Material Risk Assessment Algorithm

Product type [or debris from product]

Score	Examples of scores
1	Asbestos reinforced composites [plastics, resins, mastics, roofing felts, vinyl floor tiles, semi- rigid paint, decorative finishes and asbestos cement etc]
2	Asbestos insulating board, mill boards, other low-density boards, textiles, gaskets, ropes and woven materials and asbestos paper.
3	Thermal insulation [e.g. pipe and boiler lagging], sprayed asbestos, loose asbestos, asbestos mattresses and packing.

Extent of damage/deterioration

Score	Examples of scores
0	Good condition: no visible damage
1	Low damage: a few scratches or surface marks, broken edges on boards or tiles, etc.
2	Moderate damage: significant breakage of materials or several small areas where material has been damaged exposing fibrous edges.
3	High damage or deterioration of materials, sprays and thermal insulation. Visible asbestos contamination by debris or residues.

Surface treatment

Score	Examples of scores
0	Composite materials containing asbestos, reinforced plastics, resins, vinyl tiles
1	Enclosed sprays or insulation, AIB [with exposed face encapsulated], cement sheets, etc.
2	Unsealed AIB, encapsulated insulation and sprays.
3	Unsealed insulation and sprays.

Asbestos Type

Score	Examples of scores
1	Chrysotile
2	Amphibole asbestos (excluding Crocidolite)
3	Crocidolite

Material Risk Assessment Score

Risk Category	Risk	Score Range	Fibre release potential
A	HIGH	10 and above	High risk with a high potential to release fibres if disturbed
B	MEDIUM	Between 7 and 9	Medium risk with a medium potential to release fibres if disturbed
C	LOW	Between 5 and 6	Low risk with and having low potential to release fibres if disturbed
D	VERY LOW	4 and below	Very low risk with and having very low potential to release fibres if disturbed

9.0 Recommendations:

9.1 To comply with and ensure that the requirements of section 2 & 3 of the Health and Safety at Work Act (as amended) 1974, the Management of Health and Safety at Work Regulations 1999, the Control of Asbestos Regulations 2012 and the Control of Substances Hazardous to Health 2002 are met, the following recommendations should be implemented:

9.2 Undertake suitable and sufficient Risk Assessments of identified asbestos containing materials against normal occupation and maintenance operations, in compliance with Regulations 3 of the Management of Health & Safety at Work Regulations 1999 and Regulation 6 of the Control of Asbestos Regulations 2012.

9.3 The findings of the survey be brought to the attention of those persons who are likely to come in contact with asbestos, in compliance with Section 2 and 3 of the Health and Safety at Work Act (as amended) 1974 and Regulation 10 of the Control of Asbestos Regulations 2012.

9.4 Implement an Asbestos Management Policy, Plan and review process in compliance Regulation 4 of the Control of Asbestos Regulations 2012.

9.5 Instigate regular inspections, to record and update details of retained asbestos containing materials.

9.6 Review the arrangement under the management plan in accordance with regulation 4 of the CAR 2012.

9.7 During the course of the survey it may not have been possible to access all areas of the site. Details of areas requiring further access are identified within the Data Sheets of this report. In accordance with HSG 264, asbestos has been presumed to be present within these areas and should be treated accordingly until further inspection and analysis of building fabric and services proves otherwise.

9.8 Where asbestos debris or asbestos in poor condition has been found it is recommended that access is restricted and or controlled to these areas in accordance with Regulation 11 and Regulation 16 of the Control of Asbestos Regulations 2012.

9.9 If we have identified asbestos materials in poor condition, it is recommended that air monitoring is carried out within a number of areas where asbestos materials have been identified in order to assess airborne fibre levels within adjacent occupied areas in relation to the clearance indicator, as documented by HSG 248 the Analyst Guide.

9.10 All identified asbestos to be appropriately identified and subject to risk assessment, management, and re-inspection.

9.11 Site specific recommendations in respect to the location and condition of asbestos materials identified during the course of this inspection are detailed in the Survey Data Sheets and Asbestos register. In considering the management of asbestos materials identified to date, these recommendations should be taken into consideration.

9.12 In accordance with the Control of Asbestos Regulations 2012 the removal of ACM's fall into one of the three categories below:

Licensed Asbestos Removal

Is defined as any work, which is undertaken on a friable asbestos product or which is likely to exceed the control limit of 0.1f/cm³. A licensed asbestos removal contractor must undertake this work and a 14-day notice must be given to the HSE prior to the commencement of the work.

Notifiable Non Licensed Works

If work on an ACM causes the deterioration of the matrix material in which the asbestos fibres are firmly linked, then these works are Notifiable Non Licensed Work (NNLW). Work of this type does not require an asbestos removal licence, but the company undertaking the work must have the following:

- Notification of the work to the relevant enforcing authority prior to the work commencing.
- Medical examinations to assess each worker's state of health to be carried out, before any possible – exposure to asbestos. Then re-examinations every three years.
- Insurance for working with asbestos containing materials.
- A register of work to be kept by the employer for each employee exposed to asbestos.

Non Notifiable Non Licensed work

-Non-Licensed Works Is defined as any work, which involves short, non-continuous maintenance activities, during which only nonfriable materials are removed. It can also involve the removal of non-friable materials for refurbishment purposes. However, work of this type is only applicable where the matrix material in which the asbestos fibres are firmly linked remains intact.

- If a non-licensed contractor is appointed to undertake the removal works on the above materials, the following points must be adhered to:
- All operatives undertaking work on the material must have asbestos awareness training and practical asbestos training.

9.13 It is recommended that further intrusive investigations and sampling be carried out in accordance with HSG.264, where any major refurbishment, maintenance, installation or similar activity may expose asbestos materials that have remained inaccessible during the survey. This should be as a refurbishment/demolition survey as documented in HSG264.

9.14 The findings of this report should not be solely relied upon in obtaining costs for proposed asbestos abatement work. Any proposed abatement/removal of the asbestos should be undertaken against a detailed specification.

Appendix 1 - Asbestos Register

Building	Floor	Location /Room No.	Item	S,P,SP,AS Sample No	Product Type	Condition	Surface Treatment	Asbestos Type	Quantity	Accessibility	Material Score
Shaftesbury Town Hall	1st Floor	Parlour / 102	Insulating Board Panels - Fire Door .	S CA001504	Asbestos Insulating Board	Low Damage	Surface Sealed	Amosite	6no.	Easily disturbed	6
Recommendation	Manage										
Additional Comments	6 x Panels To 1 No. Door (Labelled) Opposite Door Has Timber Panels										
Shaftesbury Town Hall	1st Floor	Corridor & Cup' / 108	Insulating Board Panels - Fire Door .	SP As CA001504	Asbestos Insulating Board	Low Damage	Surface Sealed	Amosite	6no.	Easily disturbed	6
Recommendation	Manage & Label										
Additional Comments	6 x Panels To 1 No. Door (Not Labelled), Supalux Also Present, Opposite Door Has Timber Panels										
Shaftesbury Town Hall	1st Floor	Offices / 109	Insulating Board Panels - Fire Door .	SP As CA001504	Asbestos Insulating Board	Low Damage	Surface Sealed	Amosite	12no.	Easily disturbed	6
Recommendation	Manage										
Additional Comments	12 x Panels To 2 No. Doors (Labelled)										

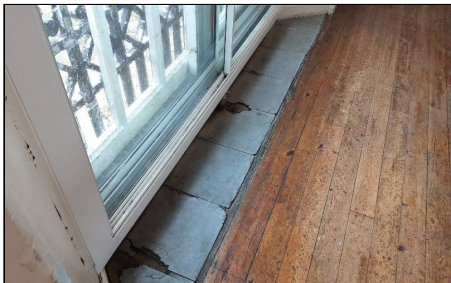
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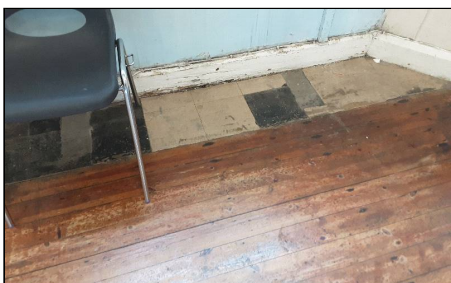
S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Appendix 2 – Survey Data Sheets

Survey Type	Management Survey		
Report Revision Number	1	Surveyors	Aaron Silvester
Job Number	CAS 1620	Survey Date	30 Jun 2023
Site Address:	The Town Hall High Street Shaftesbury Dorset SP7 8LY	Bulk Analysis Laboratory	Airsafe Analytical
		Sample Analysis Date	6 Jul 2023

Asbestos Register


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	30 Jun 2023	Aaron Silvester	Management Survey	Ground Floor	No Asbestos Detected
	Building	Location / Room No.	Item	Quantity	
	Shaftesbury Town Hall	Hall / G03	Floor Tiles (Grey) & Bitumen Adhesive - Adjacent Windows	5lm	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	CA001501 (S)	N/A	N/A	N/A	N/A
	Material Risk Score	Item / Plan Reference No.			
N/A	1				
Recommended action	No Further Action Required				
Surveyor comments	N/A				

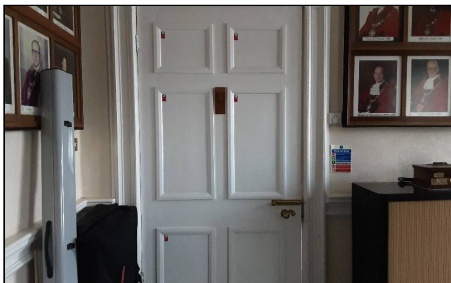
	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	30 Jun 2023	Aaron Silvester	Management Survey	Ground Floor	No Asbestos Detected
	Building	Location / Room No.	Item	Quantity	
	Shaftesbury Town Hall	Hall / G03	Floor Tiles (Beige) & Bitumen Adhesive - Adjacent Window	2lm	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	CA001502 (S)	N/A	N/A	N/A	N/A
	Material Risk Score	Item / Plan Reference No.			
N/A	2				
Recommended action	No Further Action Required				
Surveyor comments	N/A				

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Asbestos Register


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	30 Jun 2023	Aaron Silvester	Management Survey	Ground Floor	No Asbestos Detected
	Building	Location / Room No.	Item	Quantity	
	Shaftesbury Town Hall	Kitchen / G05	Sink Pads - Underside Of Sinks & Drainers .	4no.	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	CA001503 (S)	N/A	N/A	N/A	N/A
	Material Risk Score	Item / Plan Reference No.			
	N/A	3			
Recommended action	No Further Action Required				
Surveyor comments	N/A				


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	30 Jun 2023	Aaron Silvester	Management Survey	1st Floor	Amosite (2)
	Building	Location / Room No.	Item	Quantity	
	Shaftesbury Town Hall	Parlour / 102	Insulating Board Panels - Fire Door .	6no.	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	CA001504 (S)	Asbestos Insulating Board (2)	Surface Sealed (1)	Low Damage (1)	Easily disturbed
	Material Risk Score	Item / Plan Reference No.			
	6	4			
Recommended action	Manage				
Surveyor comments	6 x Panels To 1 No. Door (Labelled) Opposite Door Has Timber Panels				

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Asbestos Register


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	30 Jun 2023	Aaron Silvester	Management Survey	1st Floor	Amosite (2)
	Building	Location / Room No.	Item	Quantity	
	Shaftesbury Town Hall	Corridor & Cup' / 108	Insulating Board Panels - Fire Door .	6no.	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	As CA001504 (SP)	Asbestos Insulating Board (2)	Surface Sealed (1)	Low Damage (1)	Easily disturbed
	Material Risk Score	Item / Plan Reference No.			
6	5				
Recommended action	Manage & Label				
Surveyor comments	6 x Panels To 1 No. Door (Not Labelled), Supalux Also Present, Opposite Door Has Timber Panels				


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	30 Jun 2023	Aaron Silvester	Management Survey	1st Floor	No Asbestos Detected
	Building	Location / Room No.	Item	Quantity	
	Shaftesbury Town Hall	Corridor & Cup' / 108	Supalux Panel - Inside Cup' Door .	1no.	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	CA001505 (S)	N/A	N/A	N/A	N/A
	Material Risk Score	Item / Plan Reference No.			
N/A	6				
Recommended action	No Further Action Required				
Surveyor comments	N/A				

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Asbestos Register

	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	30 Jun 2023	Aaron Silvester	Management Survey	1st Floor	Amosite (2)
	Building	Location / Room No.	Item	Quantity	
	Shaftesbury Town Hall	Offices / 109	Insulating Board Panels - Fire Door .	12no.	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	As CA001504 (SP)	Asbestos Insulating Board (2)	Surface Sealed (1)	Low Damage (1)	Easily disturbed
	Material Risk Score	Item / Plan Reference No.			
6	7				
Recommended action	Manage				
Surveyor comments	12 x Panels To 2 No. Doors (Labelled)				

	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	30 Jun 2023	Aaron Silvester	Management Survey	1st Floor	No Asbestos Detected
	Building	Location / Room No.	Item	Quantity	
	Shaftesbury Town Hall	Offices / 109	Sink Pads - Underside Of Sinks & Drainers .	2no.	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	As CA001503 (SP)	N/A	N/A	N/A	N/A
	Material Risk Score	Item / Plan Reference No.			
	N/A	8			
Recommended action	No Further Action Required				
Surveyor comments	N/A				

KEY:

S – Sampled, P – Presumed, SP – Strongly Presumed, AS – Cross reference to former sample

Appendix 3 - Areas Surveyed

Building	Floor	Location / Room No:	Description / Materials
Shaftesbury Town Hall	Ground Floor	Lobby, Stairs & Cup' / G01	Plasterboard and lath & plaster ceilings, block and plasterboard walls, carpet to timber and concrete floor, timber doors, timber boxing, metal pipework, modern stair nosings
Shaftesbury Town Hall	Ground Floor	WC / G02	Plasterboard ceiling, block and plasterboard walls, modern vinyl to concrete floor, timber door, metal and plastic pipework, ceramic cistern
Shaftesbury Town Hall	Ground Floor	Hall / G03	Modern suspended ceiling tiles, lath & plaster ceiling, timber panneling to block and plasterboard walls, timber floor, metal and stone windows, timber doors, timber boxing, metal pipework, timber panel to ceiling and concrete floor within cupboard
Shaftesbury Town Hall	Ground Floor	Hall & Cup' / G04	Plasterboard ceilings, block and plasterboard walls, modern vinyl to concrete floor, timber doors, modern electrical distribution board
Shaftesbury Town Hall	Ground Floor	Kitchen / G05	Plasterboard ceiling, block and plasterboard walls, modern vinyl to timber floor, timber boxing, metal and plastic pipework
Shaftesbury Town Hall	1st Floor	Council Chamber / 101	Polystyrene panels to lath & plaster ceiling, block walls, timber floor, metal and stone windows, timber doors, modern heaters, metal pipework
Shaftesbury Town Hall	1st Floor	Parlour / 102	Polystyrene panels to plasterboard ceiling, block and lath & plaster walls, carpet timber floor, metal and stone windows, timber doors, modern heaters, metal pipework
Shaftesbury Town Hall	1st Floor	Store / 103	Plasterboard ceiling, block walls, carpet to ceramic tiled floor, metal and stone windows, timber door, modern heater, metal pipework
Shaftesbury Town Hall	1st Floor	Store / 104	Plasterboard ceiling, block walls, ceramic tiled floor, metal and timber windows, timber door, limited access due to stored items.
Shaftesbury Town Hall	1st Floor	WC / 105	Plasterboard ceiling, block walls, ceramic tiled floor, metal and timber windows, ceramic tiled sill, timber door, ceramic tiled boxing, metal and plastic pipework, ceramic cistern
Shaftesbury Town Hall	1st Floor	WC / 106	Plasterboard ceiling, block walls, ceramic tiled floor, metal and timber windows, ceramic tiled sill, timber door, ceramic tiled boxing, metal and plastic pipework, ceramic cistern
Shaftesbury Town Hall	1st Floor	Stairs & Landing / 107	Plasterboard ceiling, block and plasterboard walls modern vinyl to timber floor, metal and stone windows, metal pipework
Shaftesbury Town Hall	1st Floor	Corridor & Cup' / 108	Plasterboard ceiling, block and lath & plaster walls, modern vinyl timber floor, timber doors, metal pipework, modern electrical distribution board
Shaftesbury Town Hall	1st Floor	Offices / 109	Polystyrene panels to plasterboard ceiling, block and & plasterboard walls, carpet timber floor, metal and stone windows, timber doors, modern heaters, metal pipework, timber boxing
Shaftesbury Town Hall	Roof Void	Roof Space / R01	Non Asbestos felt to underside of roof, brick walls, MMMF insulation on plasterboard, foam pipe insulation, metal pipework, modern boiler, limited access due to insufficient walkway

Appendix 4 – Analysis Certificates



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4376

Certificate of Analysis					
Job Number :	AA26417	Date :	07/07/23	Analyst :	RW
Name & Address of Client :			Site Address :		
Complete Asbestos Solutions			Shaftesbury Town Hall		
17 – 19 Mannings Heath Road			High Street		
Poole			Shaftesbury		
Dorset					
Postcode :	BH12 4NQ	Tel :	01202 099906	Postcode :	SP7 8LY
Date Samples Taken :	30/06/23		Certificate Number :	1 of 1	
Date Samples Received :	06/07/23		Total Number of Samples :	5	
Date of Analysis :	07/07/23		Clients Representative :	CAS1620	
<p>Samples collected by the client are evaluated using information provided by the client at the time of delivery. Airsafe Analytical Limited are not responsible for the accuracy and / or competence of the sampling by third parties. Under these circumstances Airsafe Analytical Limited cannot be held responsible for the interpretation of the results shown.</p> <p>All samples of material, detailed below, have been examined to determine the presence of Asbestos fibres using Polarised Light Microscopy and the McCrone Dispersion Staining Technique in accordance with Airsafe Analytical Limited's documented "in-house" procedures which are based on the HSE's guidance note HSG248 - Asbestos: The Analysts' guide for sampling analysis and clearance procedures.</p>					
AA Sample Reference	Client Sample Number	Sample Description / Material Type		Fibre Type Detected	
B01	1501	Grey floor tiles & adhesive		NADIS	
B02	1502	Beige floor tiles & adhesive		NADIS	
B03	1503	Sink pads		NADIS	
B04	1504	IB panels to door parlour		AMOSITE	
B05	1505	Corridor cup panel		NADIS	
NADIS = No Asbestos Detected In Sample					
All samples will be retained by the laboratory for a minimum of 6 months from the date the samples were received.					
Job Number :	AA26417	Copy Number :	ONE	Issued to :	CAS Office
Authorised by :	R. Wren	Date :	07/07/23	Time :	1323
Signature :					
ISSUE NUMBER	10		DATE	APR 2021	

This Certificate may only be reproduced in FULL and with the written authority of the issuing laboratory.

Appendix 5 – Plans

ASBESTOS ITEM (No.)
NON ASBESTOS ITEM (No.)
INACCESSIBLE AREA (No.)

ASBESTOS ITEM (No.)
NON ASBESTOS ITEM (No.)
INACCESSIBLE AREA (No.)