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**ASBESTOS MANAGEMENT SURVEY**  
**FOR**  
**SWANAGE TOWN COUNCIL OFFICE AND ANNEXE**  
**AUGUST 2016**



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**TO BE INCLUDED IN YOUR HEALTH AND SAFETY FILE,  
IT MUST BE SHOWN TO ANY OPERATIVE WORKING ON OR WITHIN YOUR PREMISES**

**PLEASE NOTE: THIS ASBESTOS REPORT SUPERSEDES ALL OTHER ASBESTOS  
INFORMATION**

**ALWAYS REPRODUCE THIS REPORT IN COLOUR AS THE PLANS ARE COLOUR  
CODED**

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(copy for further pages as required)

### 1. Introduction, and chronology of historic survey information

An asbestos management survey was carried out by Jason Greatbanks, Dorset Property on the 23<sup>rd</sup> June 2016 and the remaining part of the building was surveyed by A. Knight, Dorset Property in August 2016. See attached plans for detailed areas.

The survey, and all sampling, was carried out in accordance with the requirements HSE's 'Asbestos, the survey guide' (HSG264) 2016. The visit included a review of all information within the existing survey report and a survey of internal and external areas (where practicable).

### 2. Your Actions under the "Duty to Manage Asbestos".

The Control of Asbestos Regulations 2012, Regulation 4 requires the 'Duty Holder' (those who have maintenance responsibilities) to manage their asbestos installations (also known as Asbestos Containing Materials or ACM's). This report is an "active document" and should be made available to all contractors, visitors and staff visiting/working at this establishment. Please read this document in full to understand the complexities of asbestos materials present.

Please consult the document attached at the end of this report entitled "How to produce your asbestos management plan".

### 3. Asbestos Survey Summary – Management Survey

#### 3.1. Site Name Description and Details:

<b>Address:</b>	Swanage Town Council, Town Hall, Swanage BH19 2NZ
<b>Property Description</b>	
Purbeck Stone property originally built late 17c with various alternations over time. The building is 'split' into two sections being council offices/ chamber and the annexe (primarily the police).	
<b>Block A:</b>	Main building

### 3.2. Asbestos Findings

Block Name	Asbestos Materials	High Risk items
Block A	<p>Asbestos floor tiles in several locations: Kitchenette in basement and steps on the ground floor</p> <p>Asbestos Cement panels within the annexe</p> <p>Reported Asbestos Cement flue behind a stud wall (annexe basement). Not accessed to inspect</p> <p>All ceiling voids access but fibreglass insulation was not moved.</p>	Asbestos Insulation Board ceilings within the annex basement
<b>Non asbestos Items noted during the surveys/reviews (to assist in management i.e. not to be confused with ACM's)</b>		
Blocks A	<ul style="list-style-type: none"> <li>Man made mineral fibre (glass fibre) insulation to pipework above ceilings</li> <li>Plasterboard wall panels/partitions</li> <li>Modern ceiling tiles in grid system</li> <li>Man made mineral fibre (glass fibre) insulation in some ceiling voids</li> <li>Modern floor coverings</li> <li>Lathe and Plaster walls and ceilings</li> <li>Modern fire retardant panels in risers and cupboards</li> <li>Electrical wiring cloth wrap (sampled negative)</li> </ul>	

#### ▪ Items for further review/ possible risk areas:

Fire place on the ground floor and ground floor inspected behind the boards.  
 Risers were accessed where possible (without damage) however, some could not be accessed. The main ones running up the main staircase were inspected.  
 Most floor tiles and fitted carpets were accessed (beneath) as far as reasonably practical

### 3.3. Recommendations for higher risk asbestos items or as specified by commissioning client (see excel register spreadsheet for general recommendations for each ACM)

1	Create an Asbestos Management Plan and manage asbestos installations as per the plan.
2	Remove small amount of AIB debris from basement boiler room B15.
3	Consider labelling accessible asbestos installations as detailed in this report

### 3.4. Description of asbestos surveys

Asbestos surveys carried out by external consultants, or in-house by Dorset Property, are usually "Management Surveys" which are described as follows; a standard survey with its main purpose to locate, as far as reasonably practical, the presence and extent of any suspect asbestos containing material in any building and to assess their condition.

Standard survey limitations may include: Electrical (e.g. switch boxes) and hazardous installations (e.g. chemical containers), drains and voids within permanently fixed and structural panels and walls, and inaccessible floor and ceiling voids (e.g. under floor tiles/coverings, fixed floors, screwed ceiling panels) may all be excluded.

A more intrusive survey is called "Refurbishment and demolition survey" is undertaken prior to any alterations/demolition of any area(s) and/or building(s). It should be a fully intrusive survey based on the work proposals. The main aim is to identify all ACM's, so far as reasonably practicable, that may be hidden within the fabric of any building within the area of work. This includes any major refurbishment, or building alteration including extensions or demolition to ascertain the presence of any asbestos containing materials within the fabric of these specific areas or buildings.

All analysis of bulk samples are carried out by UKAS (United Kingdom Accreditation Service) laboratories, which are accredited to ISO/IEC 17025 standards. Surveying consultants are accredited to ISO/IEC 17020 and demonstrate technical surveying competence. All certificates for asbestos bulk sample results can be sought through a request to the Dorset Property asbestos team.

### **3.5. Areas of the property excluded from this survey report.**

All buildings have been surveyed for asbestos historically. However, it is important to note that ACM's may still be hidden within the fabric of these buildings such as floor voids, cavity walls, ceiling voids, attic spaces or areas generally inaccessible for inspection unless stated.

Every effort has been made to identify any ACM's within these buildings, any suspected material discovered that is not in this report, or any accidental disturbance, should be reported to the head of the establishment, reception or premises responsible person without delay.

### **3.6. General areas of no or limited access, specific to this building.**

<b>Item</b>	<b>Comment</b>
ACM's.	Behind identified asbestos materials to find other asbestos installations. AIB in the basement
Soil and land.	Have not been investigated as part of this survey.
Electrical switchgear.	Not investigated due to electrical risk, known suspect units are marked on the plan(s) where found. No suspect switchgear was observed during this survey.
Roof & ceiling voids	Limited roof, and ceiling void access during the current survey. Further inspections specific to any building alterations should be undertaken when required. Some roof areas have been inspected and these maybe highlighted
Floor voids/foundations.	Not generally inspected unless indicated within the comments or sample point column of report. Some ducts inspected. Assume all floor ducts unless inspected as asbestos containing. The basement cellar area was inspected
Cavity walls.	Not inspected. Demolition of building would be required or endoscope investigation.
Plant & machinery	Inspected externally unless specifically stated in this report. Boiler and pipe gasket samples were not taken to retain the structural integrity.

Due to the non-destructive nature of the management survey, assurances cannot be given that all ACM's have been located and as such, further inspections, and sampling, must be undertaken should these areas become accessible during the course of any maintenance, refurbishment or demolition project. These investigations should include all inaccessible areas such as columns, ducts, partitions, and ceiling voids.

#### **4. Asbestos Register and Risk Assessment Guide (Excel spreadsheet)**

The following information provides guidance on how to interpret the asbestos register details within this survey report. The complete report should be fully understood to enable comprehension of asbestos materials present within these building(s).

The register is in tabular format listing ACM's that have identified by room. Listings include items which are present and historically removed.

The register includes an asbestos material risk assessment: (based on Asbestos: The survey guide, HSG264). This assessment is created to give a indication of the potential risk from asbestos fibre exposure and is derived from the following factors:

##### **4.1. Asbestos Material Assessment Score**

The material assessment looks at an ACM's ability to release asbestos fibres if disturbed based on:

- Material/product type
- Extent of damage or deterioration
- Existing surface treatment/bonding
- Asbestos fibre type

The higher the calculated number derived the more risk there is of a particular material *potentially* releasing asbestos fibres into the atmosphere. All higher numbered items/materials will be managed using the set DCC criteria.

##### **4.2. Action Levels A-E (Risk Assessment column on the excel register)**

These are assigned and listed on the end column of the register they give a quick guide to the recommended asbestos management option.

A combined material & priority assessment result can be used to address asbestos materials that may need remedial action and guide the management strategy over the lifespan/occupation of the building.

The Action Levels are:

###### **4.2.1. Action A:**

A material that is in poor in condition, not adequately surface sealed or treated, vulnerable to damage due to position, occupation of area, and likely to require urgent remedial works or isolation.

###### **4.2.2. Action B:**

Damaged but structurally in a good condition, consider encapsulation and attach asbestos warning stickers.

###### **4.2.3. Action C:**

Some minor damage and/or vulnerable to future damage, but no immediate hazard, label with warning stickers and manage.

###### **4.2.4. Action D:**

Material is in a good condition and adequately sealed, no immediate attention required, label with warning stickers and inspect at regular intervals.

###### **4.2.5. Action E:**

Materials that has been historically removed, or the material has been sampled and proved to be not asbestos, or no asbestos materials identified during the survey.

The overall aim of the asbestos survey including the action recommendations (above) is to reduce the building occupants' risk to asbestos fibre exposure by encapsulating (seal) and labelling with warning stickers where possible.

Further information, queries or emergency procedures relating to the asbestos materials within this/these buildings can be sought in the first instance from Dorset Property.

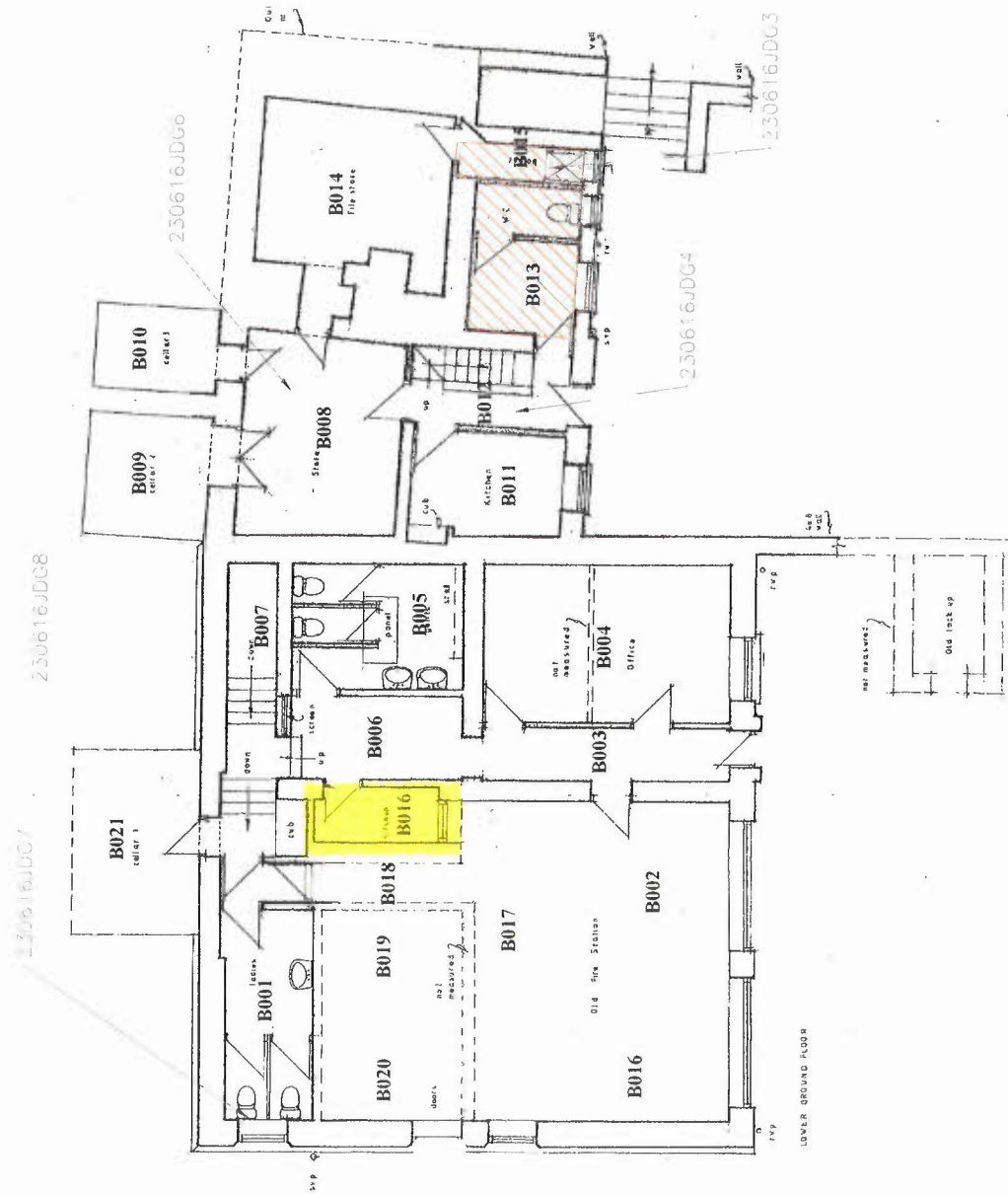
**5. Contact details for this survey report & asbestos assistance**

Dorset County Council, Dorset Property, Technical Services, County Hall, Colliton Park,  
Dorchester, Dorset DT1 1XJ

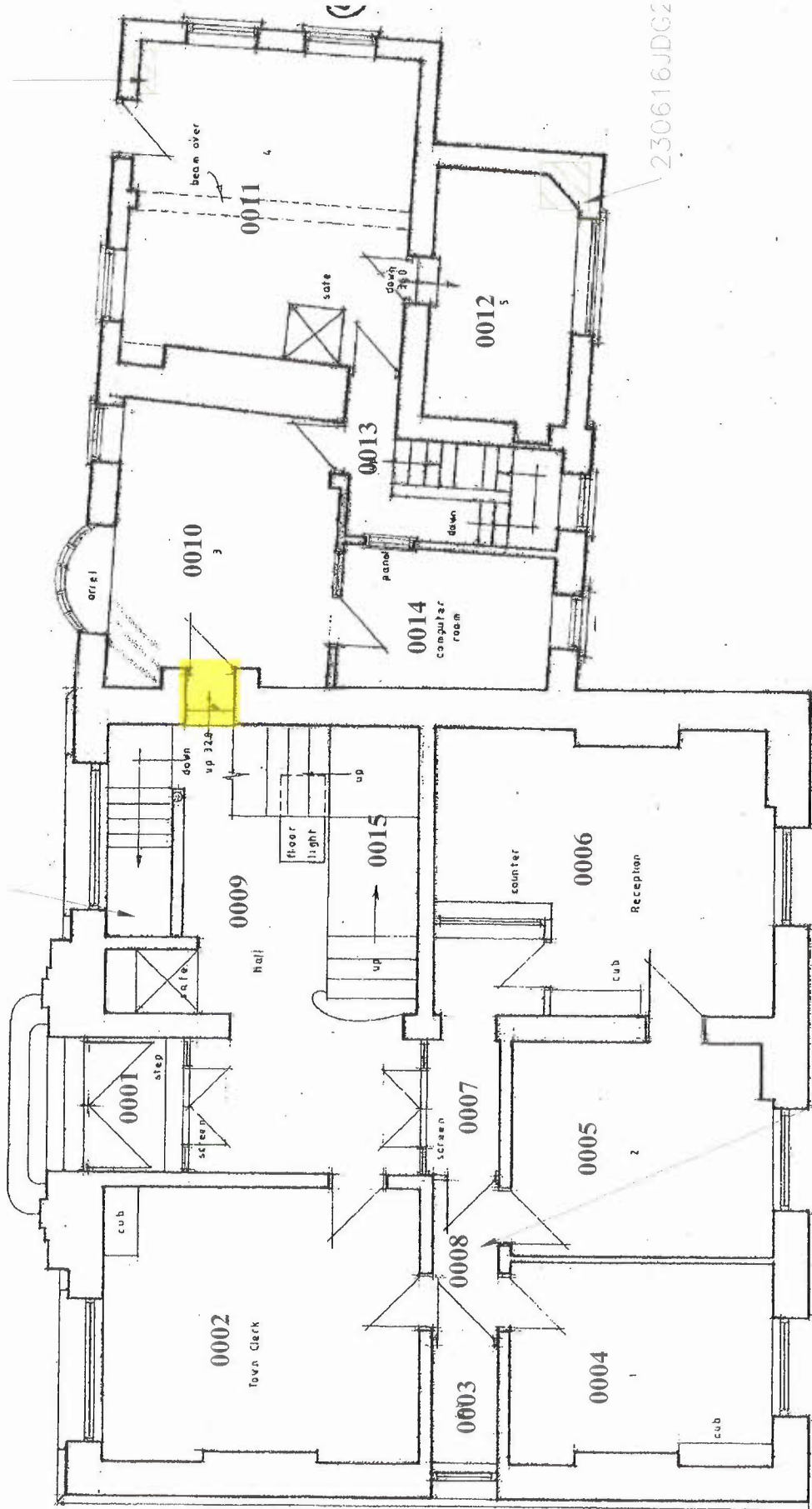
Mr Austen Knight (Property Surveyor) 01305 221907

Mr Jason Greatbanks (Team Manager, Technical Services) 01305 221908

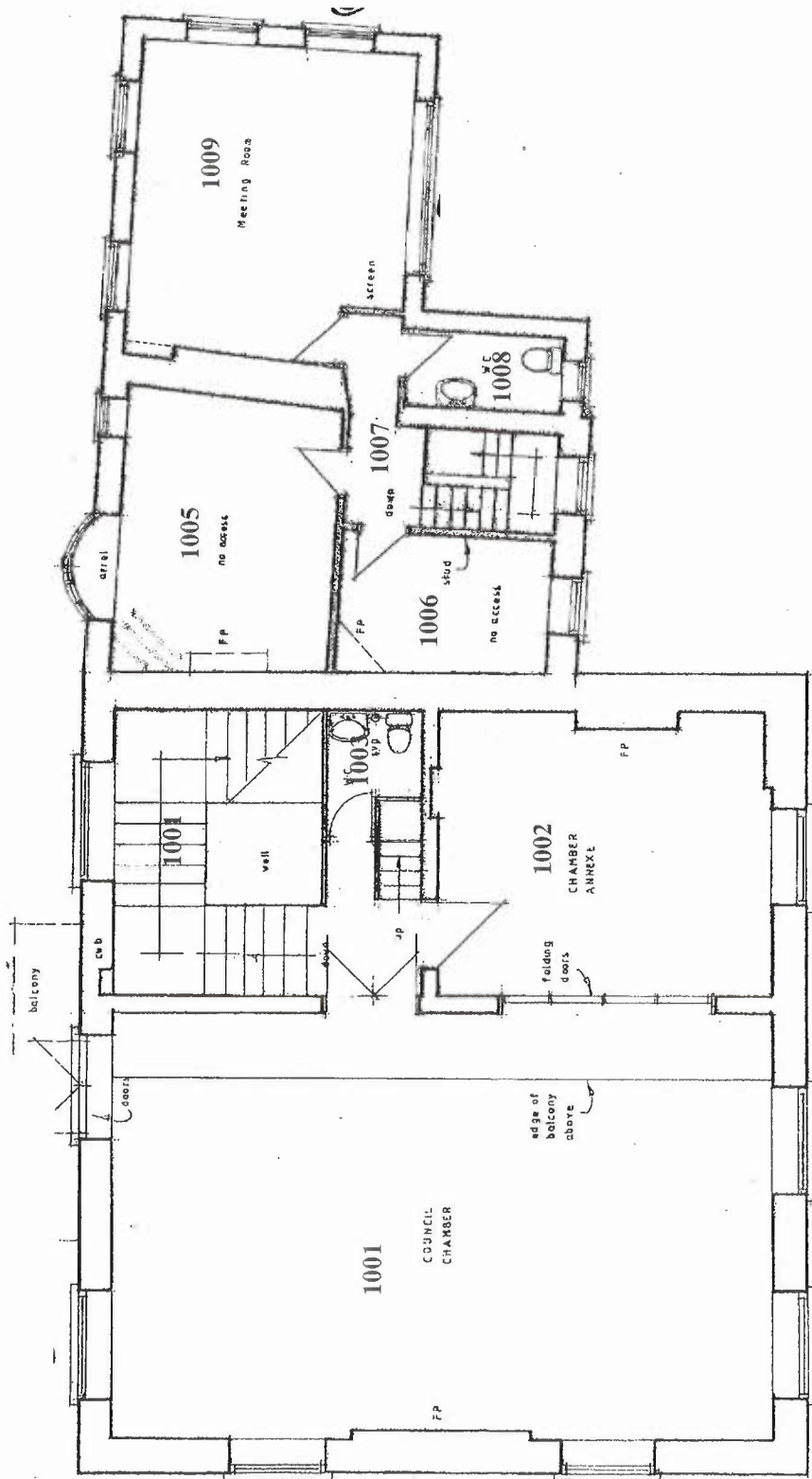
**6. Asbestos Register Spreadsheet and Floor Plans.**













Property:  
Address:

Swanage Town  
Council  
Town Hall  
Swanage  
BH19 2NZ

This register forms one part of an asbestos survey report and should be consulted in its entirety. In accordance with HSG264 "Asbestos: The Survey Guide" a survey for the presence of asbestos containing materials has been carried out at the buildings stated on the front page of this report. The survey has been carried out by DCC, Dorset property or with the assistance of UKAS accredited asbestos consultants. Please read carefully any comments in this register. All known asbestos elements that have been identified are listed in this register. This register and survey reports helps to comply with CAR2012 specifically Regulation 4 "Duty to manage asbestos in non domestic premises"

Building Location Information				Material Information				Comments & Risk Information	Risk
Block	Room	Sample Ref No	Description	Hazard Status	Hazard Location	Material	Sub-Type	Recommendations/Comments	RA
Town Hall	B1	230616JDG7	WC	Not detected	Black toilet cistern within cubicle (similar units found throughout the property)			Asbestos not found in sample.	E
Town Hall	B2		Office	Not detected					E
Town Hall	B3		Corridor	Not detected					E
Town Hall	B4		Offices	Not detected					E
Town Hall	B5		WC	Not detected					E
Town Hall	B6		Corridor	Not detected					E
Town Hall	B7		Staircase	Not detected					E
Annexe	B8	230616JDG6	Store	Not detected	Floor screed covering entire floor and in some adjacent room (burgundy in colour)			Asbestos not found in sample.	E
Annexe	B9		Cellar	Not detected					E
Annexe	B10		Cellar	Not detected					E
Annexe	B11		Lockers	Not detected					E
Annexe	B12		Corridor		Floor screed covering entire floor as found in B8			Asbestos not found in sample.	E
Annexe	B12	230616JDG4	Corridor	Not detected	Lino covering to staircase tread (found on entire staircase even beneath carpet on upper levels).			Asbestos not found in sample.	E
Annexe	B13		Shower and wc	Not detected					E
Annexe	B13	Visual id	Shower and wc	Confirmed	Asbestos insulation board ceiling panels found throughout rooms (in good conditions at the time of the survey)	Asbestos board	Insulating Board	The ceiling height is low and may be susceptible to damage (historic repair was noted). The ceiling should be labelled but removal should be considered.	C
Annexe	B14		Store						E
Annexe	B14		Store	Presumed	A previous asbestos report indicated the presence of an asbestos flue behind the studwork wall. This could not be confirmed at the time of the survey in June 2016	Asbestos Cement	Preformed moulded product	Further survey required should the stud work be accessed.	D

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Building Location Information				Material Information				Comments & Risk Information	Risk
Block	Room	Sample Ref No	Description	Hazard Status	Hazard Location	Material	Sub Type	Recommendations/Comments	RA
Annexe	B15	230616JDG3	Boiler room	Confirmed	Asbestos insulation board ceiling panels found throughout room. Some minor damage was noted where pipes penetrate the ceiling. Debris was also noted on the floor beneath the pipework. (in good conditions at the time of the survey)	Asbestos board	Insulating Board	The ceiling height is low and may be susceptible to damage. The ceiling should be labelled but removal should be considered. Removal of the debris should be carried out within a couple of months.	C
Town Hall	B16	230616JDG8	Kitchenette	Confirmed	Floor tiles found throughout room. In relatively good condition.	Other encapsulated material	Flooring	Add to the inspection regime.	C
Town Hall	B17		Store	Not detected					E
Town Hall	B18		Corridor	Not detected					E
Town Hall	B19		Store	Not detected					E
Town Hall	B20		Boiler room	Not detected					E
Town Hall	0001		Lobby	Not detected					E
Town Hall	0002		Office	Not detected					E
Town Hall	0003		Store	Not detected					E
Town Hall	0004		Office	Not detected					E
Town Hall	0005		Office	Not detected					E
Town Hall	0006		Office	Not detected					E
Town Hall	0007		Lobby	Not detected					E
Town Hall	0008	230616JDG10	Lobby	Not detected	Floor lino beneath carpet tiles as found in many room within this are of the building.			Asbestos not found in sample.	E
Town Hall	0009	230616JDG5	Lobby and stairwells	Not detected	Fire retardant lining panels within fuse box. Panel seen elsewhere within he property (cupboards, doors, risers and other fuse boxes)			Asbestos not found in sample.	E
Town Hall	0010	230616JDG9	Lobby and stairwells	Confirmed	Floor tiles found in steps leading to annexe.	Other encapsulated material	Flooring	Add to the inspection regime. These were in good condition.	C
Town Hall	0011		Office	Not detected					E
Annexe	0012	230616JDG1	Reception		Panel on external wall within letter box.	Asbestos Cement		Label and inspect regularly.	E

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Building Location Information				Material Information				Comments & Risk Information	Risk
Block	Room	Sample Ref No	Description	Hazard Status	Hazard Location	Material	Sub Type	Recommendations/Comments	RA
Annexe	0013	230616JDG2	Interview Room		Panel on ceiling to the far left corner of the room (panel recesses into the riser). Some remnant of a cement flue could be seen within the cavity above)	Asbestos Cement		Label and inspect regularly.	E
Annexe	0014		Staircase	Not detected					E
Annexe	0015		Room	Not detected					E
Town Hall	1001		Council Chamber	Not detected					E
Town Hall	1002		Chamber Annexe	Not detected					E
Town Hall	1003		WC	Not detected					E
Town Hall	1004		Staircase	Not detected					E
Annexe	1005		Office	Not detected					E
Annexe	1006		Kitchenette	Not detected					E
Annexe	1007		Staircase and landing	Not detected					E
Annexe	1008		WC	Not detected					E
Annexe	1009		Operations room	Not detected					E
Town Hall	2001		Lobby and staircase	Not detected					E
Town Hall	2002		Store	Not detected					E
Town Hall	2003		Balcony	Not detected					E
Town Hall	2004		Lower loft	Not detected					E
Town Hall	2005		Upper loft store	Not detected					E
Town Hall	2006		Upper loft store 2	Not detected					E
Town Hall	2007		Upper loft store 3	Not detected					E
Town Hall	2008		Clock mechanism room	Not detected					E



## Appendix i – Photograph of samples taken at Swanage Town Council Office

(Note: Not all asbestos materials maybe shown, consult the excel register for the full list)



AIB ceiling panel in boiler room B15



AIB ceiling panels within shower room and WC



Asbestos floor tiles within basement kitchenette B16



Asbestos floor tiles on steps leading to annexe Rm 9



Non asbestos lining found in various locations throughout the building (under stair stores, fuse boxes, risers etc.)



Non asbestos floor lino found beneath floor coverings in some rooms.



Asbestos cement panel to wall in post box of annexe reception



Asbestos Cement panel to ceiling in annexe interview room

## Appendix ii - Asbestos Management Summary Guide

### Producing a site based asbestos management plan

A written site-specific asbestos management plan is needed to compliment your asbestos report; it brings together the following elements;

1. A survey report produced by DCC or external consultant and is present at each site. This is report is known as "Asbestos Management Survey" or "Demolition/Refurbishment Survey".
2. The site responsible person; a delegated person responsible for daily management of all known asbestos materials at each property.
3. Statement for the transfer of the asbestos information i.e. how is this report given to anyone that needs to consult it.
4. Statement for informing the relevant person if work is due to take place within the property so that any further asbestos checks can be undertaken in good time.
5. Emergency action plan for the accidental disturbance of any asbestos containing materials or suspected materials.

Your individual site based asbestos management plan is a short written policy that should include how you pass on your site-specific asbestos information. This may simply be that a copy of the report is sent or presented to contractors or individuals and a copy is held at main reception or a central port of call.

Clarification should be sought from operatives or individuals that the report has been presented, read and understood.

Assess the potential risk from the known asbestos materials – how likely is disturbance during any work in the property, changes in occupation or occupational activities. The initial assessment is made during the asbestos survey by the surveyor, with input from site manager or PRP. Be aware that building use changes over time. If in doubt, contact the DCC asbestos team.

Point to remember: Can you prove your managing asbestos materials?

*Tip:* Update the asbestos management plan if work will affect any asbestos materials and note any inspections of known asbestos materials that you make, this record proves good active management.

Ways to communicate asbestos information to others.

- Labelling: You can place asbestos warning stickers onto the asbestos material (Note: These labels may fall off over-time, fade or be painted over)
- Staff: Warn site staff about the presence and location of asbestos materials during inductions
- Maintenance: Present contractors, site operatives with a copy of the site asbestos information prior to any work which they undertake
- Restrict access into any high-risk areas as a last resort if practical.

If in doubt about any suspect material that is not listed within this report, please contact the Dorset Property, Technical Services Team.

### **Appendix iii - Procedure following a “suspected release of asbestos fibres” or physical damage.**

The premises responsible person, site manager, or reception will generally be the person to report any release of suspected asbestos fibres. Whoever becomes concerned regarding the suspected release of suspect fibres must immediately physically isolate the affected area. No person should re-enter the affected area until authorised to do so by a competent person/HSE or consultant

A competent asbestos consultant must be immediately notified, a site visit will be made as quickly as possible in order to assess the situation. This emergency contact information can be found at the rear of the site asbestos report.

The degree of asbestos contamination will be assessed and appropriate remedial action will be carried out at once usually by air monitoring, including visual inspections of the affected area.

If any person has been exposed to asbestos fibres, the degree of exposure will be determined and if deemed necessary appropriate action will be taken. As required by RIDDOR 1995 the Health and Safety Executive will be informed of the incident. The County Council Safety Officer and the County Treasurers Risk Manager must also be informed. If requested by any member of staff or occupant, the County Council Occupational Nurse and the County Safety Officer will also visit site to provide counselling and advise as necessary.

In terms of damage to asbestos containing materials, these typical scenarios are plausible:

- Accidental damage
- Disturbance during unknown/uncontrolled building works
- Fire damage to the building (asbestos materials are damaged and have spread)
- Vandalism

In all instances disturbed asbestos materials will need to be assessed in terms of fibre release and Contamination. These areas cannot be occupied until the assessment has been made and any asbestos material has been repaired or removed.

In all instance each site may adopt a procedure that is tailored specifically to each property. However, the basic elements of this procedure should be adhered to. The ultimate goal is to protect asbestos from disturbance, if for any reason disturbance has occurred the second goal is to protect people from further disturbance by isolating the area.

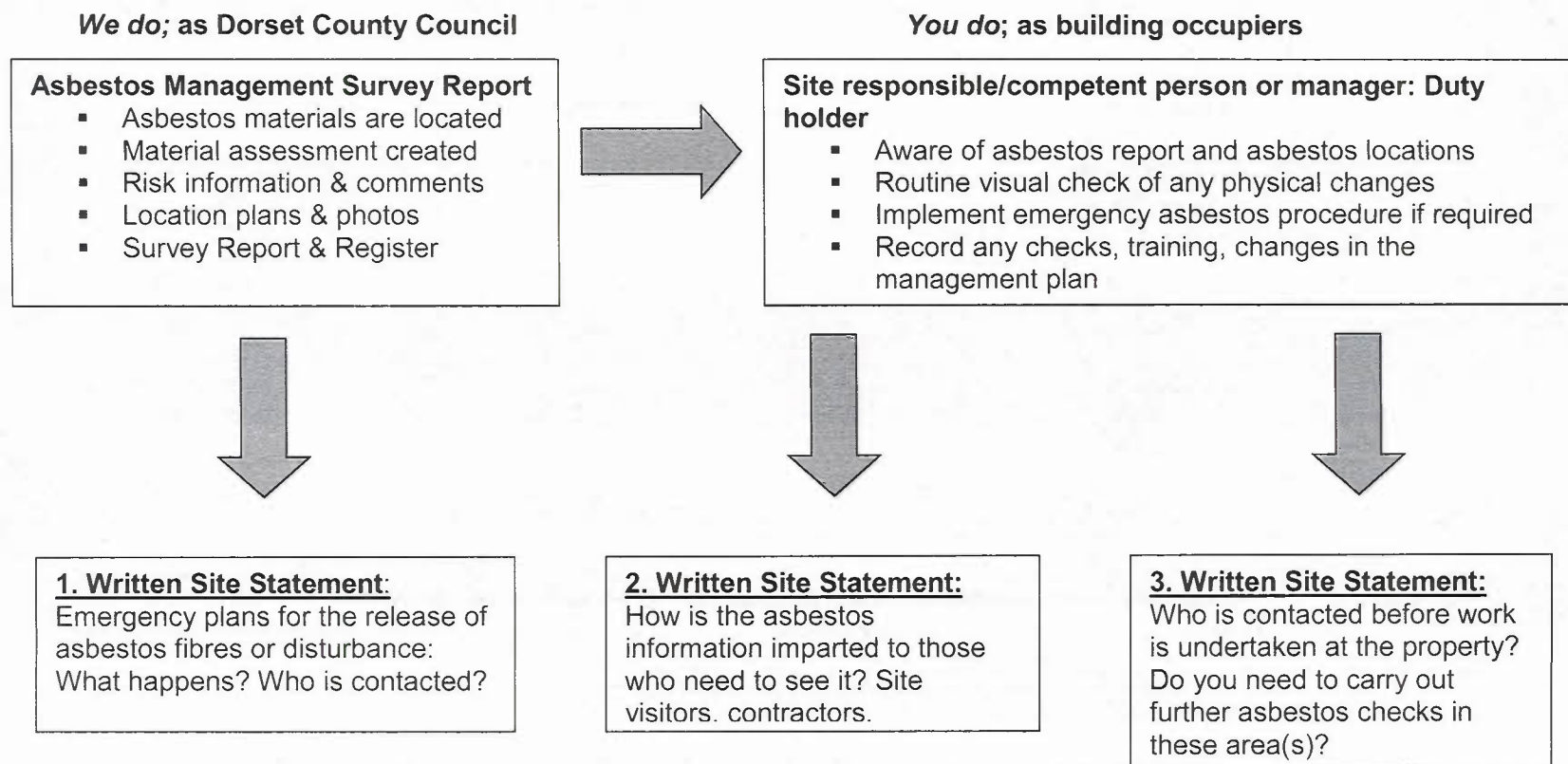
## Appendix iv - Summary of Asbestos Management Strategy. (based on DCC properties only)

This diagram summarises the process of asbestos management following an asbestos survey.

The series of tables puts emphasis on the duty holder to create site operational procedures to protect the building occupants from potential asbestos fibre exposure or accidental disturbance. More detailed information on a "Duty to manage" asbestos can be found in The Control of Asbestos Regulations 2012, or in the HSE brief guide INDG223.

Note: The asbestos survey is a snapshot in time of ACMs identified during this survey. Periodic inspection of these materials is required to ensure the safety of occupants and further surveys should be undertaken of inaccessible areas prior to refurbishment and/or demolition asbestos projects. Routine inspections of known asbestos materials should be carried at regular intervals and managed accordingly.

**Plan of action:** The following describes what Dorset County Council undertake, and what is expected from individual sites to aid in the management of ACM's



## Appendix v - Guide to asbestos register spreadsheet information.

### A GUIDE ON HOW TO INTERPRET THE ASBESTOS REGISTER INFORMATION

This register forms one part of an asbestos survey report and should be consulted in its entirety. In accordance with HSG264 "Asbestos: The Survey Guide" a survey for the presence of asbestos containing materials has been carried out at the buildings stated on the front page of this report. The survey has been carried out by DCC, Dorset property or with the assistance of UKAS accredited asbestos consultants. Please read carefully any comments in this register. All known asbestos elements that have been identified are listed in this register. This register and survey reports helps to comply with CAR2012 specifically Regulation 4 "Duty to manage asbestos in non domestic premises"

Building Location Information				Material Information				Comments & Risk Information		
Block	Room	Sample Ref No	Description	Hazard Status	Hazard Location	Material	Sub Type	Recommendations/Comments	Risk	Hazard
A			ROOF SPACE	Hazard Not Detected				No asbestos detected	E	HAZD1068
A		1	Roof	Hazard Not Detected	Felt			No asbestos detected in sample (taken by JDG)	E	HAZD1052
A		2	Roof	Hazard Not Detected	Felt edging			No asbestos detected in sample (sample taken by JDG)	E	HAZD1054
A		3	Roof	Hazard Not Detected	Felt			No asbestos detected in sample (taken by JDG)	E	HAZD1053
A		6702833 F12	Roof	Hazard Not Detected	Roof felt (North End)			No asbestos detected in sample.	E	HAZD1055
A		67028333 F13	Roof	Hazard Not Detected	Roof felt (South End)			No asbestos detected in sample.	E	HAZD1056
A		58/027/M35	ROOF	Hazard Removed	Underfelt	Paper, Felt & Cardboard	Felt	FELT WAS RE-SAMPLED BY JDG IN THREE SEPARATE AREAS AND NO ASBESTOS WAS FOUND IN ANY SAMPLE. FELT RESAMPLED BY ENVIROCHEM IN 2006 - NO ASBESTOS FOUND IN SAMPLES	C	HAZD1057
A		VISUAL ID	FLOOR STRUCTURE	Hazard Confirmed	Shuttering panels to floor ducts	Asbestos Boards	Insulating board	Asb shuttering found in 2010 during extension work. It must be assumed that it exists under the complete school covering floor ducts. Contact the DCC asbestos officer prior to floor structure works	D	HAZD1058
A		VISUAL ID	FLOOR STRUCTURE	Hazard Confirmed	Shuttering panels to floor ducts	Asbestos Boards	Insulating board	Asb shuttering found in 2010 during extension work. It must be assumed that it exists under the complete school covering floor ducts. Contact the DCC asbestos officer prior to floor structure works	D	HAZD1059
A	0003		STORE	Hazard Not Detected				No asbestos detected	E	HAZD1036
A	0004	58/027/M1	STORE	Hazard Not Detected	Ceiling panel			No asbestos detected in sample	E	HAZD1037
A	0004	58/027/M2	STORE	Hazard Removed	Flue pipe	Cement Products	Fully compressed flat sheet used for tiles, slates and board	INSTALLATION REMOVED BY DCI IN SEP 1999.	C	HAZD1038
A	0004	58/027/M3	STORE	Hazard Removed	Small ceiling panel above flue	Asbestos Boards	Insulating board	INSTALLATION REMOVED BY DCI IN SEP 1999.	B	HAZD1039
A	0005	58/027/M15	MAIN HALL	Hazard Not Detected	Ceiling panel			No asbestos detected in sample	E	HAZD1035
A	0005	58/027/M15	MAIN HALL	Hazard Not Detected	Ceiling panel			No asbestos detected in sample	E	HAZD1037
A	0006	58/027/M24	STORAGE	Hazard Not Detected	Ceiling panels			No asbestos detected in sample	E	HAZD1034
A	0009	6702866 F13	FIRST AID	Hazard Not Detected	Textured coating to ceiling			No asbestos detected in sample. TYPE 3 ASBESTOS SURVEY CARRIED OUT BY ENVIROCHEM IN 2006. NO ADDITIONAL MATERIALS WERE IDENTIFIED.	E	HAZD1020
A	0009	6702866 F14	FIRST AID	Hazard Not Detected	Insulation panel to door			No asbestos detected in sample. TYPE 3 ASBESTOS SURVEY CARRIED OUT BY ENVIROCHEM IN 2006. NO ADDITIONAL MATERIALS WERE IDENTIFIED.	E	HAZD1019
A	0009	6702866 F15	FIRST AID	Hazard Not Detected	Vinyl flooring (orange)			No asbestos detected in sample. TYPE 3 ASBESTOS SURVEY BY ENVIROCHEM IN 2006. NO ADDITIONAL MATERIALS WERE IDENTIFIED.	E	HAZD1021
A	0009	58/027/M13	FIRST AID	Hazard Not Detected	Interior door panel			No asbestos detected in sample	E	HAZD1018
A	0009	58/027/M14	FIRST AID	Hazard Removed	Ceiling panel	Asbestos Boards	Insulating board	INSTALLATION REMOVED BY DCI IN '99.	D	HAZD1017
A	0011	58/027/M22	CLASSROOM	Hazard Not Detected	Ceiling panels			No asbestos detected in sample	E	HAZD1007
A	0012	58/027/M44	CLASSROOM	Hazard Not Detected	Wall panel			No asbestos detected in sample	E	HAZD1010
A	0012	58/027/M5	CLASSROOM	Hazard Not Detected	Vertical boxing panel			No asbestos detected in sample	E	HAZD1009
A	0012	58/027/M5	CLASSROOM	Hazard Not Detected	Ceiling panel			No asbestos detected in sample	E	HAZD1008
A	0013	58/027/M17	CORRIDOR/CHANGING ROOM	Hazard Not Detected	Ceiling panel			No asbestos detected in sample	E	HAZD1016
A	0014	58/027/M34	CLASSROOM	Hazard Not Detected				No asbestos detected	E	HAZD1011
A	0015	58/027/M34	CLASSROOM	Hazard Not Detected	Ceiling panel			No asbestos detected in sample	E	HAZD1042
A	0017	58/027/M18	TOILET	Hazard Not Detected	Ceiling panel			No asbestos detected in sample	E	HAZD1043
A	0018	58/027/M19	TOILET	Hazard Not Detected	Ceiling panel			No asbestos detected in sample	E	HAZD1040
A	0019		STORE	Hazard Not Detected				No asbestos detected	E	HAZD1033
A	0020		STORAGE	Hazard Not Detected				No asbestos detected	E	HAZD1033
A	0021	58/027/M21	TOILET/CLOAKS	Hazard Not Detected	Vertical boxing panel			No asbestos detected in sample	E	HAZD1061
A	0022		CLOAKS/ENTRANCE	Hazard Not Detected				No asbestos detected	E	HAZD1013
A	0023	58/027/M35	TOILET	Hazard Not Detected	Ceiling panel			No asbestos detected in sample	E	HAZD1044
A	0024	A3 58/027/M35	TOILET	Hazard Not Detected	Ceiling panel			No asbestos detected in sample	E	HAZD1045
A	0025		STORE	Hazard Not Detected				No asbestos detected	E	HAZD1041
A	0025	6702866 F1	CORRIDOR	Hazard Not Detected	Insulation panels to ceiling.			No asbestos detected in sample. TYPE 3 ASBESTOS SURVEY CARRIED OUT BY ENVIROCHEM IN 2006. NO ADDITIONAL MATERIALS WERE IDENTIFIED.	E	HAZD1015
A	0026	58/027/M8	CORRIDOR	Hazard Not Detected	Ceiling panels			No asbestos detected in sample	E	HAZD1014
A	0027	6702866 F11	TOILET	Hazard Not Detected	Textured coating to ceiling			No asbestos detected in sample. TYPE 3 ASBESTOS SURVEY CARRIED OUT BY ENVIROCHEM IN 2006. NO ADDITIONAL MATERIALS WERE IDENTIFIED.	E	HAZD1047

Asbestos material either present, confirmed by sample analysis or historically removed from site. All known asbestos still remaining is blocked out in grey for ease of reference

Property block level letter or number to aid in the location of the asbestos material

Exact room location within each building or external to the block based on the DCC numbering system

The sample number confirms a suspected material is either asbestos containing or negative for asbestos content

Description of the exact room, area or external location

Exact material information and description of what the material actually is including asbestos material type

Risk assessment rating based on the material + priority numeric scoring in HSG264. DCC manage all higher risk materials to reduce this risk score or eliminate the risk

Management comments. This may include historic removal details or how to manage the material in the short or longer term or any other comments.

Hazard ID relates to a DCC unique reference number in the Technology Forge database it is allocated to each individual hazard

**Appendix vi – Sample Analysis Certificate**





## G&L Consultancy Ltd

Specialists in Asbestos Management

### BULK MATERIAL SAMPLE REPORT

Reference No: J052653 Client Order No: 4500316731  
Date Received: 27 Jun 2016  
Client Name and Address: Dorset Property, Princes House, Princes Street, Dorchester, Dorset DT1 1TP  
Site Address: Swanage Town Council BH19 2NZ  
Sampling Officer: Dorset Property  
Date of Analysis: 29 Jun 2016  
Analyst: Keith Parker  
Approving Officer: Deb Bristowe Signed: *D Bristowe*  
Issue Date: 29 Jun 2016

### ANALYSIS RESULTS

Sampling carried out by our own officers follows the procedures documented in our internal method M3: The Sampling of Bulk Materials, for Analysis to Determine the Presence of Asbestos. These samples have been analysed in accordance with internal method M2: The Identification of Asbestos, within Bulk Materials, by the Use of Optical Microscopy. Both these internal methods are based on the standard method as outlined in the HSE Document 'Asbestos: The analysts' guide for sampling, analysis and clearance procedures. Any deviations from these standard methods will be recorded in this report. No responsibility is taken for sampling that is not carried out by own officers. Opinions and interpretations expressed herein are outside the scope of our UKAS accreditation. Any comments regarding percentage content is outside the scope of our UKAS accreditation. The material classification is the opinion of the analyst, based on the samples' appearance, as received, and may not accurately reflect the source material on site. All samples are analysed at one of our UKAS accredited laboratories in Somerset or Northern Ireland. This report must not be reproduced, except in full, without the written permission of the laboratory. These samples will be retained within this laboratory for a period of six months prior to disposal at a licensed asbestos disposal site, unless the client makes alternative arrangements.

For advice concerning these materials, risk assessments, removal procedures or information regarding the current legislation for work with asbestos containing materials, please contact G&L Consultancy Ltd.

Site Ref	Lab Ref	Description	Analysis Result	Classification
230616JDG1	BS066562	Room 11 - Panel to wall	Chrysotile	Asbestos Cement
230616JDG2	BS066563	Room 12 - Panel to ceiling	Chrysotile + Amosite	Asbestos Cement
230616JDG3	BS066564	Room B15 - Ceiling panels	Amosite	Asbestos Insulating Board
230616JDG4	BS066565	Room B12 - Lino to stair treads	No Asbestos Detected	Not Applicable



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Company Directors: Mrs J Lewis and Mr P Lewis. VAT Registration Number: 729 1092 34



**BULK MATERIAL SAMPLE REPORT (CONTINUATION)**

Site Ref	Lab Ref	Description	Analysis Result	Classification
230616JDG5	BS066566	Room 9 - Lining to fuse box	No Asbestos Detected	Not Applicable
230616JDG6	BS066567	Room B8 - Floor screed	No Asbestos Detected	Not Applicable
230616JDG7	BS066568	Room B1 - Toilet cistern	No Asbestos Detected	Not Applicable
230616JDG8	BS066569	Room B16 - Floor tiles	Chrysotile	Reinforced Composite
230616JDG9	BS066570	Room 9 - Floor tiles to steps	Chrysotile	Reinforced Composite
230616JDG10	BS066571	Room 8 - Flooring beneath carpet	No Asbestos Detected	Not Applicable