

APPENDIX 6

MANAGEMENT ASBESTOS SURVEYS

Asbestos surveys – summary of reports

Date of surveys: 28/9/15 - 30/9/15

Sites inspected:

- 1.** Civic centre / Luxfords / Council Offices
- 2.** West Park Pavilion
- 3.** Victoria Pavilion
- 4.** The Hub
- 5.** Foresters Hall
- 6.** Osborn Hall
- 7.** Signal Box

Asbestos containing materials were not found at the following sites:

- 1.** Civic Centre/ Luxfords / Council Offices
- 2.** Victoria Pavilion
- 3.** Forester Hall
- 4.** Signal Box

Presumed Asbestos containing materials were found at the following sites:

- 1.** West Park Pavilion – Cement undercloaking to pitched roof (external) – recommendation is for further investigation and sampling. Not achievable at initial inspection due to height of material for access.
- 2.** The Hub – Two locations were identified: A disused cement flue pipe in the roof void and a rope product within the electrical switchgear in the main office. Recommendation is for labelling and monitoring of the flue pipe and further sampling of the rope product.
- 3.** Osborn Hall – One location – a rope product in the electrical cupboard. Recommendation is for further sampling to determine material

Confirmed Asbestos containing materials were found at the following sites:

- 1.** The Hub: Five locations were identified as set out below:
 - 1.1** Sample BE003839 –Material : External cement soil pipe. Location: external elements / north elevation – Recommendation: Where appropriate label with warning signs and re-inspect in 12 months
 - 1.2** Sample BE003836 – Material: External cement profile sheets. Location: external elements / roof – Recommendation: Where appropriate label with warning signs and re-inspect in 12 months.

1.3 Sample BE003837 - Material: External cement verge plates. Location: external elements / to gable ends. – Recommendation: Where appropriate label with warning signs and re-inspect in 12 months.

1.4 Sample BE003838 – Material: External cement profile sheets. Location: external elements / side cladding to gable ends. – Recommendation: Where appropriate label with warning signs and re-inspect in 12 months.

1.5 Sample BE003840 - Material: External cement profile sheet. Location: external elements / south canopy. Recommendation: Where appropriate label with warning signs and re-inspect in 12 months.

2. Osborn Hall Two locations were identified as set out below:

2.1 Sample BE003826 - Material: Ground Floor textured coating (stipple). Location: entrance hall / ceiling. Recommendation: Where appropriate label with warning signs and re-inspect in 12 months. Where appropriate label with warning signs and re-inspect in 12 months.

2.2 Sample BE003826 – Material Ground Floor textured coating (stipple). Location entrance hall electrical cupboard / ceiling. Recommendation: Where appropriate label with warning signs and re-inspect in 12 months.

amstech



inspections and testing limited

asbestos survey : sample analysis

e-mail: lab@amstech.co.uk website: www.amstech.co.uk

Unit F
The Rich Industrial Estate
Avis Way Newhaven
East Sussex BN9 0DU

Tel: 01273 510011

Management Survey



Site: The Hub, Civic Approach, Uckfield, TN22 2AL
Client: Uckfield Town Council
Report No: J005397
Survey Date: 30th September 2015
Report Date: 2nd October 2015
Surveyors: Paul Veness
Report Produced By: **Report Authorised By:**

Paul Veness
Surveyor

Scott Weeks
Surveying Manager





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PLEASE NOTE

**THIS REPORT MUST BE READ IN ITS ENTIRETY
THIS REPORT IS NOT AN ASBESTOS MANAGEMENT PLAN
THIS REPORT IS CONFIDENTIAL TO Uckfield Town Council
Amstech Inspections and Testing Limited ACCEPTS NO RESPONSIBILITY OF ANY NATURE TO ANY
THIRD PARTY TO WHOM THIS REPORT OR ANY PART THEREOF IS MADE KNOWN TO.**



1. Introduction & Scope of Works

Amstech Inspections and Testing Limited was commissioned by:

Susan Allum, Uckfield Town Council, Council Offices, Civic Centre, Uckfield, TN22 1AE

To carry out an Asbestos Survey of:

The Hub, Civic Approach, Uckfield

Type of Survey: Management

Objective of This Survey

To locate, identify and assess asbestos containing materials to form a basis for the duty holder to formulate an Asbestos Management Plan in compliance with the CAR2012, regulation 4. 'The Duty to Manage Asbestos in Non-Domestic Premises'.

Our Asbestos Surveys are carried out in compliance with HSG264. This is available as a PDF download from the HSE website: <http://www.hse.gov.uk/PUBNS/books/hsg264.htm>

Scope of This Survey

Management survey to all areas of commercial premises in line with HSG264.

Changes to Scope from Quotation

N/A

Client Confirmation

No customer sign off



Survey Limitations

All areas will be accessed and inspected as far as is reasonably practicable.

Any areas not accessed must be presumed to contain asbestos. The areas not accessed and presumed to contain asbestos will be clearly stated in this survey report and will have to be managed, ie maintenance or other disturbance work should not be carried out in these areas until further investigation is possible.

This management survey covers routine non destructive maintenance work. However it should be recognized that where 'more extensive' maintenance or repair work is planned, there may not be sufficient information in this management survey. A localized refurbishment survey must be carried out.

A refurbishment survey will be required for all work which disturbs the fabric of the building in areas where the management survey has not been intrusive. The decision on the need for a refurbishment survey should be made by the duty-holder.

The surveyors are NOT to disturb in ANY way or go through suspected ACMs. Items within this survey where this applies are all areas where cement materials were seen to be present.

Mechanical and electrical installations will not be accessed without attendance of a specialist engineer. Where these cannot be isolated, presumptions as to typical asbestos in mechanical and electrical plant will be made.

Doors have not been intrusively inspected as it will affect the safety, fire rating or security of the premises.

All extents are an estimation.

If plans of the premises are not supplied to us it cannot be confirmed if all areas have been identified or accessed. In the absence of supplied plans Amstech Inspections and Testing Limited will provide site sketches but cannot guarantee that all areas have been identified as it is the clients responsibility to check supplied drawings and to inform us of any obstructed or concealed areas not shown on the sketch.

Sketches are not to scale, they serve only to assist with locations of findings.



2. Executive Summary

Susan Allum of Uckfield Town Council, Council Offices, Civic Centre, Uckfield, TN22 1AE requested Amstech Inspections and Testing Limited to undertake a Management survey to The Hub, Civic Approach, Uckfield

Summary of Building

purpose built civic building, built in 1950's with pre-fabricated concrete frame structure, pitched roof.

Limitations / Exclusions during this survey (please also see our standard limitation within section 1)

None.

Inaccessible Areas Register

Entry	Floor	Location/Description	Reason
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None.



Executive Summary Register of Positive ACMs

Below is a summary of all confirmed & presumed asbestos containing materials located during the survey:

Sample ID	Building	Floor	Description	Room/Position	Extent (m2)	Fixing	Substrate	Asbestos Type Identified
Presumed	the hub, uckfield	Roof Void	disused cement flue pipe	roof void above rear lobby / to south wall	<1m	Bonded	Brick	(1) Chrysotile
Recommendations					Assessment Scores			Risk Code
					Material	Priority	Total	
Low risk ACM (Bound in matrix). Where appropriate label with warning signs. Undertake routine inspections for damage and deterioration. Work on this material does not require a license. Work on this material may be notifiable to the appropriate enforcing authority. Disposal of asbestos waste by a licensed contractor only. All work must conform to the 'Control of Asbestos Regulations 2012'.					4			D
Reinspection Due		12 months	Actions Taken		Time Scale			Action Completed Sign & Date



Picture 1

Sample ID	Building	Floor	Description	Room/Position	Extent (m2)	Fixing	Substrate	Asbestos Type Identified
Presumed	the hub, uckfield	Ground Floor	possible rope products	main office / within electrical switchgear	<1m	Bonded	Metal	(1) Chrysotile
Recommendations					Assessment Scores			Risk Code
					Material	Priority	Total	
Inaccessible further investigation is required. To determine the material, access, sampling and analysis would be required. Until this is carried out it must be presumed to be an ACM (Asbestos Containing Material).					5			C
Reinspection Due		12 months	Actions Taken		Time Scale			Action Completed Sign & Date



Picture 2



Sample ID	Building	Floor	Description	Room/Position	Extent (m2)	Fixing	Substrate	Asbestos Type Identified
BE003836	the hub, uckfield	External	cement profile sheets	external elements / roof	280m ²	Bolted	Concrete	(1) Chrysotile
Recommendations					Assessment Scores			Risk Code
Low risk ACM (Bound in matrix). Where appropriate label with warning signs. Undertake routine inspections for damage and deterioration. Work on this material does not require a license. Work on this material may be notifiable to the appropriate enforcing authority. Disposal of asbestos waste by a licensed contractor only. All work must conform to the 'Control of Asbestos Regulations 2012'.					3			D
Reinspection Due		12 months	Actions Taken		Time Scale			Action Completed Sign & Date



Picture 3

Sample ID	Building	Floor	Description	Room/Position	Extent (m2)	Fixing	Substrate	Asbestos Type Identified
BE003837	the hub, uckfield	External	cement verge plates	external elements / to gable ends	161m	Bolted	Metal	(1) Chrysotile
Recommendations					Assessment Scores			Risk Code
Low risk ACM (Bound in matrix). Where appropriate label with warning signs. Undertake routine inspections for damage and deterioration. Work on this material does not require a license. Work on this material may be notifiable to the appropriate enforcing authority. Disposal of asbestos waste by a licensed contractor only. All work must conform to the 'Control of Asbestos Regulations 2012'.					4			D
Reinspection Due		12 months	Actions Taken		Time Scale			Action Completed Sign & Date



Picture 4



Sample ID	Building	Floor	Description	Room/Position	Extent (m2)	Fixing	Substrate	Asbestos Type Identified
BE003838	the hub, uckfield	External	cement profile sheets	external elements / side cladding to gable ends	22m ²	Bolted	Concrete	(1) Chrysotile
Recommendations					Assessment Scores			Risk Code
Low risk ACM (Bound in matrix). Where appropriate label with warning signs. Undertake routine inspections for damage and deterioration. Work on this material does not require a license. Work on this material may be notifiable to the appropriate enforcing authority. Disposal of asbestos waste by a licensed contractor only. All work must conform to the 'Control of Asbestos Regulations 2012'.					3			D
Reinspection Due	12 months	Actions Taken		Time Scale			Action Completed Sign & Date	



Picture 5

Sample ID	Building	Floor	Description	Room/Position	Extent (m2)	Fixing	Substrate	Asbestos Type Identified
BE003839	the hub, uckfield	External	cement soil pipe	external elements / north elevation	3m	Bolted	Concrete	(1) Chrysotile
Recommendations					Assessment Scores			Risk Code
Low risk ACM (Bound in matrix). Where appropriate label with warning signs. Undertake routine inspections for damage and deterioration. Work on this material does not require a license. Work on this material may be notifiable to the appropriate enforcing authority. Disposal of asbestos waste by a licensed contractor only. All work must conform to the 'Control of Asbestos Regulations 2012'.					3			D
Reinspection Due	12 months	Actions Taken		Time Scale			Action Completed Sign & Date	



Picture 6

Amstech Inspections and Testing Limited
 Site Address: The Hub, Civic Approach, Uckfield
 Report No: J005397
 Report Date: 02/10/2015



Sample ID	Building	Floor	Description	Room/Position	Extent (m2)	Fixing	Substrate	Asbestos Type Identified
BE003840	the hub, uckfield	External	cement profile sheet	external elements / south canopy	2m²	Bonded	Brick	(1) Chrysotile
Recommendations					Assessment Scores			Risk Code
<p>Low risk ACM (Bound in matrix). Where appropriate label with warning signs. Undertake routine inspections for damage and deterioration. Work on this material does not require a license. Work on this material may be notifiable to the appropriate enforcing authority. Disposal of asbestos waste by a licensed contractor only. All work must conform to the 'Control of Asbestos Regulations 2012'.</p>					Material	Priority	Total	
					3			D
Reinspection Due		12 months	Actions Taken		Time Scale	Action Completed Sign & Date		



Picture 7



3. Methodology

Our Asbestos Surveys are carried out in compliance with HSG264. This is available as a PDF download from the HSE website: <http://www.hse.gov.uk/PUBNS/books/hsg264.htm>

A management survey is usually carried out to assist the dutyholder to fulfil their duty under CAR2012. Its purpose is to locate, as far as is reasonably practicable, the presence and extent of any suspect ACMs in the building which could be damaged or disturbed during normal occupancy, including foreseeable maintenance and installation work, and to assess their condition.

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

A management survey includes an assessment of the condition of the various ACMs and their ability to release fibres into the air if they are disturbed in some way. This 'material assessment' will give a good initial guide to the priority for managing the ACMs as it will identify the materials which will most readily release airborne fibres if they are disturbed.

The survey will usually involve sampling and analysis to confirm the presence or absence of ACMs. However a management survey can also involve presuming the presence or absence of asbestos. A management survey can be completed using a combination of sampling ACMs and presuming ACMs or, indeed, just presuming. Any materials presumed to contain asbestos must also have their condition assessed (ie a material assessment).

All surveys are performed in accordance with guidelines laid out in HSG264/HSG248 and following our UKAS approved internal procedures manual.



Background Information & Legislation

Licensed materials(such as AIB (Asbestos Insulation Board), insulation and sprayed coatings)

Any remedial works required on asbestos insulating materials and coatings should follow the guidance given in the HSE documents L143 "Work with materials containing asbestos. Control of Asbestos Regulations 2012" and the HSE guidance note HSG247 " Asbestos, the Licensed Contractors' Guide, 2012".

These stipulate that work to these materials should be carried out by a contractor licensed by the HSE to work with asbestos using approved methods, and that ALL work of this nature will require independent inspection by a suitable UKAS accredited laboratory including issue of a 4 stage certificate of reoccupation.

All asbestos waste should be disposed of following the Hazardous Waste (England and Wales) Regulations 2005 (effective 16 July 2005). Further information can be found on the Environment Agency's website www.environment-agency.gov.uk.

Unlicensed materials (such as asbestos cement, floor tiles, linoleum, bituminous materials, textured coating and gaskets.)

Any remedial works required on unlicensed asbestos materials should follow the guidance given in the HSE documents L143 (as above). HSG247 (as above) and HSG189/2 - "Working with Asbestos Cement".

We would recommend independent air monitoring by a suitable UKAS accredited laboratory during and after the works and if works are carried out under controlled conditions a certificate of reoccupation should be issued.

All asbestos waste should be disposed of following the Hazardous Waste (England and Wales) Regulations 2005 (effective 16 July 2005) and subsequent amendment Hazardous Waste (England and Wales) (Amendment) Regulations 2009. Further information can be found on the Environment Agency's website www.environment-agency.gov.uk.



Statutory Regulations/Requirements and Codes of Practice

- The Health and Safety at Work Act 1974
- The Control of Asbestos Regulations 2012
- L143 - Work with materials containing asbestos. Control of Asbestos Regulations 2012.
- The Waste Management (England and Wales) Regulations 2006, ISBN 0110744128
- The Control of Substances Hazardous to Health (Amendment) Regulations 2004, ISBN 0110514076
- L153 - ACoP. Managing Health and Safety in Construction: Construction (Design and Management) Regulations 2015. (CDM) Approved Code of Practice
- The Hazardous Waste (England and Wales) Regulations 2005
- The Hazardous Waste (England and Wales) (Amendment) Regulations 2009
- HSE Guidance note HSG 210 ~ Asbestos Essentials - Task Manual (see also HSE website)
- HSE Guidance note HSG 227 ~ A comprehensive guide to managing asbestos in premises, 2002 ISBN 0717623815
- HSE Guidance note HSG 247 ~ The Licensed Contractors Guide
- HSE Guidance note HSG 248 ~ Asbestos: the analysts' guide for sampling, analysis and clearance procedures
- HSE Guidance note HSG 264 ~ Asbestos: the survey guide
- INDG 223 ~ Revision 3, 2004: A short guide to managing asbestos in premises. ISBN 0717625643
- HSG 53 - Respiratory protective equipment at work, 2995 ISBN 071762904X
- The Control of Noise at Work Regulations 2005, ISBN 0110729846
- L101 - ACoP. Safe work in confined spaces. Confined Spaces Regulations, 1997 ISBN 0717614050



A guide to using your Asbestos Register

This register is designed to enable the client to fulfil part of their legal duty of care under The Control of Asbestos Regulations 2012 (CAR 2012), by showing that they have taken reasonable steps to find the location and condition of ACMs within their premises. This register can also be used by the clients to produce their own risk assessment and asbestos management plan.

This register must be kept up to date with annual re-inspections and any changes in the condition or the removal of ACMs noted. All employees, contractors or other persons who may have contact with any of the ACMs shown in the register should be made aware to ensure their safety whilst carrying out their work.

As the duty hold it is your responsibility to make sure your employees, contractors or any persons who will come into contact with the ACMs are fully aware of their location and condition. A short training session for all relevant staff may be required.

This report is not a management plan.

The recommendations made in this report are a guidance to enable you to establish any risk posed by any ACMs found. It may be advisable to meet with all those concerned to discuss and produce a viable management plan.

Appendices

Certificate of analysis-if samples were taken

Plans identifying the location of all confirmed ACMs, either those provided by the client or those prepared by the surveyor.



Material Assessment - Strategy:

In addition to identifying asbestos containing materials, each incidence of asbestos has been assessed and a material rating in the form of numerical weighting calculated. The factors included within the risk assessment include the product type, condition/ friability, treatment and asbestos type. The numerical value extends from 2-12, with four categories of risk assessment.

Category A is a high risk situation requiring immediate action.

Category B is a high risk situation requiring action as soon as possible.

Category C is a medium risk situation requiring regular inspection and maintenance.

Category D is a low risk situation, until such time as it is altered, i.e. refurbishment or demolition etc.

Where asbestos has been identified, the risk assessment category has been identified within the body of this report. The risk assessment system that has been adopted, concentrates solely on the likelihood of fibre release from the asbestos based materials into the breathing zone of persons at risk. This is the singular most important factor in assessing the likelihood of any person being exposed to fibre concentrations injurious to their health.

In some situations it may be useful to undertake measurement of atmospheric fibre concentrations; however these levels are open to vast variations dependent upon conditions and may well be below the concentration measurable using optical microscope methods but still above local background environmental levels.

Although recommendations, which are issued, will vary according to the situation, it is desirable that some standardisation of action is achieved. It is therefore proposed that the following guidelines be adopted.



Material Rating Recommendation and Comments (Material Assessment)

Category A: 10+

Situations within this category warrant urgent consideration. It is likely in situations with such a high rating that persons are currently being exposed to some level of asbestos fibre contamination.

This exposure will vary according to local conditions - for example, the intensity of use of a heating system or the nature of air flow and movement around a damaged ceiling. It may be possible to clarify the exposure level by use of atmospheric fibre counts. However, the concentrations involved are likely to be low in comparison with occupational exposure limits. Due to the potential exposure, areas or situations that fall into this category should be regarded as a matter for concern.

Category B: 7-9 inclusive

Situations within this category still warrant urgent consideration, in that any slight deterioration in one of a number of contributory factors will result in unacceptable deterioration within a short passage of time. In these situations it is therefore necessary for the asbestos to be removed on a programmed basis but within a specified timescale.

It is recommended that the maximum period should be 1 year and that in the meantime emergency repair and sealing operations should be undertaken where any deterioration occurs.

Category C: 5-6 inclusive

Situations within this category do not pose an imminent risk and the likelihood of fibre release is low under existing conditions. It would be most appropriate within this category to monitor the situation as obviously deterioration will occur over time.

It is recommended that situations within this category should be inspected on a 6 monthly basis to ascertain any change in circumstances, requiring reassessment of priority rating into category B.

Category D: 4 & less

Situations within this category are of low priority. The situation should be monitored on the basis of a 2-year inspection cycle to ascertain any change in category, unless demolition, refurbishment or any other change of use interferes with the cycle.



Material Algorithms

Sample Variable	Score	Example
Product type	1	Asbestos reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement products etc.).
	2	Asbestos insulation board, mill board, other low density boards, asbestos ropes and woven textiles, gaskets, asbestos paper and felt.
	3	Insulation (pipe and boiler lagging, spray coating, loose asbestos).
Extent of damage / deterioration	0	Good condition; no visible damage.
	1	Low damage; scratches or surface marks; broken edges to boards, tiles etc.
	2	Medium damage; significant breakage of materials or several small areas where material has been damaged revealing loose fibres.
	3	High damage or delamination of materials, sprays and thermal insulation. Visible asbestos debris
Surface treatment	0	Composite materials containing asbestos; reinforced plastics, resins, vinyl tiles
	1	Enclosed sprays and lagging, AIB (with exposed face painted or encapsulated) cement sheets etc.
	2	Unsealed AIB, or encapsulated lagging and sprays
	3	Unsealed lagging and sprays.
Asbestos type	1	Chrysotile
	2	Amphibole asbestos excluding Crocidolite
	3	Crocidolite



Priority Assessment and Management Plans

The material assessment will identify the high-risk materials, i.e. those which will most readily release fibres if disturbed. It will not automatically follow that those materials assigned to the highest score in the material assessment will be given priority for a remedial action. Management priority will be determined by carrying out a 'Priority Assessment' as described in the HSE book 'Comprehensive Guide to Managing Asbestos in Premises (HSG227)' and will take into account factors such as:

- The location of the material
- It's approximate extent
- The use to which the location is put
- The occupancy of the area
- The activities carried out in the area
- The likelihood/frequency with which maintenance activities are likely to take place

The above factors are scored in an exactly similar algorithm to that used in the material assessment, with a higher score reflecting a greater risk. Some of the parameters are divided into sub-factors, but then the scores are then averaged bringing the number of groups back to four giving a maximum of twelve points so as in the case of the material assessment 10 points or above will give an assessment value of high risk and will be classified as category A, 7 to 9 points as medium, category B, 5-6 as low, category C and 4 or less (category D) as having a very low management priority.

The risk assessment can only be carried out with the detailed knowledge of all the above. Although a surveyor may have some of the information which will contribute to the risk assessment and may be part of an assessment team, the duty hold under CAR is required to make the risk assessment, using the information given in the survey and the detailed knowledge of the activities carried out within the premises. The risk assessment, so derived, will form the basis of the management plan.

Amstech Inspections and Testing Limited is a UKAS accredited inspection body to carry out asbestos surveys inspections. This includes all comments and interpretations with regards to the risk assessments made. It does not include any comments that may be perceived as forming part of the priority assessment.



Priority Algorithm Assessment Score (PAS)			
Assessment Factor	Examples of Score Variables	Score	Overall Score
1. Normal occupant activity			
1A. Main type of activity in the area	Rare disturbance (e.g. little used store room)	0	
	Low disturbance (e.g. office type activity)	1	
	Periodic disturbance (e.g. industrial use/vehicular contact)	2	
	High disturbance (e.g. fire door with ACM in constant use)	3	= Average
2. Likelihood of disturbance			
2A. Location	Outdoors	0	
	Large rooms or well ventilated	1	
	Rooms up to 100 m ²	2	
	Confined spaces	3	
2B. Accessibility	Usually inaccessible, unlikely to be disturbed	0	
	Occasionally likely to be disturbed	1	
	Easily disturbed	2	
	Routinely disturbed	3	
2C. Extent/amount	Small amounts or items (strings, gaskets etc.)	0	
	< 10 m ² or 10 linear m/pipe run	1	
	> 10 m ² or 10 linear m/pipe run	2	
	> 50 m ² or > 50 linear m/pipe run	3	= average
3. Human exposure potential			
3A. Number of occupants	None	0	
	1 to 3	1	
	4 to 10	2	
	> 10	3	
3B. Frequency of use of area	Infrequent	0	
	Monthly	1	
	Weekly	2	
	Daily	3	
3C. Average time area is in daily use	1 hour	0	
	> 1 to < 3 hours	1	
	> 3 to < 6 hours	2	
	> 6 hours	3	= Average
4. Maintenance activity			
4A. Type of maintenance activity	Minor disturbance (possibility gaining access)	0	
	Low disturbance (changing fittings in AIB)	1	
	Medium disturbance (lifting 1/2 AIB tiles)	2	



	High disturbance (removal of AIB for fittings access)	3	
4B. Frequency of maintenance activity	ACM unlikely to be disturbed	0	
	< 1 Per year	1	
	> 1 Per year	2	
	> 1 Per month	3	= Average
Total priority assessment score		Sum of averages	



Total Assessment Scores (MAS + PAS)

The total assessment score is derived from the combination of material assessment + priority assessment. These scores range from 2-24.

ACM with scores of 20 or more are regarded as a high potential to release fibres if disturbed, 15 - 19 medium potential, 9 - 14 low potential. These scores and other recorded observations, which are perceived as being likely to affect the release of asbestos fibres, are then used to allocate a risk code, which provides management recommendations and in our opinion advice on how the ACMs should be treated.

Risk Code Table

Risk Code	Action Required
-----------	-----------------

- | | |
|---|--|
| A | Restrict access to area immediately. Remove by licence asbestos contractors under controlled conditions in accordance with CAR2012. |
| B | Remove or repair by licensed contractors in accordance with CAR2012. |
| C | Encapsulate by licensed contractor in accordance with CAR2012. Where appropriate label with warning signs on completion. Undertake routine re-inspections. |
| D | High risk ACM in good condition, encapsulation intact. Where appropriate label with warning signs. Undertake routine re=inspections for damage or deterioration in accordance with asbestos management plan and CAR2012. |
| E | Low risk ACM (Bound in matrix). Where appropriate label with warning signs. Undertake routine inspections for damage and deterioration. Where damaged, remove or repair in accordance with CAR2012. |



4.Asbestos Survey Report



Asbestos Survey of The Hub, Civic Approach, Uckfield

Item No	Sample ID	Building	Floor	Room No	Room Description	Location	Extent in m2	Substrate	Product type	Condition	Surface treatment	Asbestos type	Accessibility	Total risk assessment score	Risk category
1	Presumed	the hub, uckfield	Roof Void	1	roof void above rear lobby	to south wall - disused cement flue pipe	<1m	Bonded, Brick	(1) Asbestos Cement	(1) Low Damage	1	(1) Chrysotile	(0) Usually inaccessible or unlikely to be disturbed	4	D
roof void above rear lobby : plasterboard inner roof panels and wall panels, timber frame/joists															
2		the hub, uckfield	Ground Floor	1	interview room 4	- no suspected materials found		-	-	-	-		N/A	-	
interview room 4 : painted vegetable fibre board ceiling, herdboard/plasterboard walls, solid floor beneath carpet															
3		the hub, uckfield	Ground Floor	2	interview room 3	- no suspected materials found		-	-	-	-		N/A	-	
interview room 3 : painted vegetable fibre board ceiling, solid rendered/herdboard/plasterboard walls, solid floor beneath carpet															
4		the hub, uckfield	Ground Floor	3	lobby 1	- no suspected materials found		-	-	-	-		N/A	-	
lobby 1 : painted vegetable fibre board ceiling, solid rendered/hardboard/plasterboard walls, solid floor beneath carpet															
5		the hub, uckfield	Ground Floor	4	office 1	- no suspected materials found		-	-	-	-		N/A	-	
office 1 : plasterboard/hardboard ceiling, solid rendered/hardboard/plasterboard walls, solid floor beneath carpet															



Item No	Sample ID	Building	Floor	Room No	Room Description	Location	Extent in m2	Substrate	Product type	Condition	Surface treatment	Asbestos type	Accessibility	Total risk assessment score	Risk category
6		the hub, uckfield	Ground Floor	5	office 2	- no suspected materials found		-	-	-	-		N/A	-	
office 2 : plasterboard/hardboard ceiling, solid rendered/hardboard/plasterboard walls, solid floor beneath carpet															
7		the hub, uckfield	Ground Floor	6	interview room 2	- no suspected materials found		-	-	-	-		N/A	-	
interview room 2 : plasterboard ceiling above modern suspended ceiling tiles, solid rendered/plasterboard walls, solid floor beneath carpet, MMMF insulation in ceiling void															
8		the hub, uckfield	Ground Floor	7	interview room 1	- no suspected materials found		-	-	-	-		N/A	-	
interview room 1 : plasterboard ceiling above modern suspended ceiling tiles, solid rendered/plasterboard walls, solid floor beneath carpet, MMMF insulation in ceiling void															
9		the hub, uckfield	Ground Floor	8	corridor 1	- no suspected materials found		-	-	-	-		N/A	-	
corridor 1 : painted vegetable fibre board ceiling, solid rendered walls, solid floor beneath carpet,															
10		the hub, uckfield	Ground Floor	9	lobby 2	- no suspected materials found		-	-	-	-		N/A	-	
lobby 2 : plasterboard ceiling above modern suspended ceiling tiles, solid rendered/plasterboard walls, solid floor beneath carpet, MMMF insulation and foam pipe insulation in ceiling void															



Item No	Sample ID	Building	Floor	Room No	Room Description	Location	Extent in m2	Substrate	Product type	Condition	Surface treatment	Asbestos type	Accessibility	Total risk assessment score	Risk category
11		the hub, uckfield	Ground Floor	10	lobby 3	- no suspected materials found		-	-	-	-		N/A	-	
lobby 3 : plasterboard ceiling above modern suspended ceiling tiles, solid rendered/plasterboard walls, solid floor beneath carpet, MMMF insulation and foam pipe insulation in ceiling void															
12		the hub, uckfield	Ground Floor	11	lobby 4	- no suspected materials found		-	-	-	-		N/A	-	
lobby 4 : plasterboard ceiling , solid rendered/plasterboard walls, solid floor beneath carpet															
13		the hub, uckfield	Ground Floor	12	main entrance lobby	- no suspected materials found		-	-	-	-		N/A	-	
main entrance lobby : plasterboard/timber ceiling , solid rendered walls, solid floor/stairs beneath carpet, timber service cladding, plastic stair tread nosing															
14		the hub, uckfield	Ground Floor	13	disabled toilet	- no suspected materials found		-	-	-	-		N/A	-	
disabled toilet : plasterboard ceiling above modern suspended ceiling tiles, solid rendered/plasterboard walls, solid floor beneath vinyl, MMMF insulation and foam pipe insulation in ceiling void, ceramic cistern, laminated timber service cladding															
15		the hub, uckfield	Ground Floor	14	main office archive cupboard	- no suspected materials found		-	-	-	-		N/A	-	
main office archive cupboard : plasterboard ceiling above modern suspended ceiling tiles, solid rendered/plasterboard walls, solid floor beneath carpet															



Item No	Sample ID	Building	Floor	Room No	Room Description	Location	Extent in m2	Substrate	Product type	Condition	Surface treatment	Asbestos type	Accessibility	Total risk assessment score	Risk category
16	Presumed	the hub, uckfield	Ground Floor	15	main office	within electrical switchgear - possible rope products	<11m	Bonded, Metal	(2) Asbestos Textiles/Paper	(0) Good Condition	2	(1) Chrysotile	(0) Usually inaccessible or unlikely to be disturbed	5	C
17	BE003833	the hub, uckfield	Ground Floor	15	main office	firebreak to electrical cupboard - boarding	21m	-	-	-	-	(0) No Asbestos Detected	(1) Occasionally likely to be disturbed	-	
main office : plasterboard ceiling above modern suspended ceiling tiles, MMMF insulation in ceiling void, solid rendered/hardboard/plasterboard walls, solid floor beneath carpet															
18	BE003834	the hub, uckfield	Ground Floor	16	staff kitchen	sink unit - bitumen acoustic sink pad	<1m ²	-	-	-	-	(0) No Asbestos Detected	(2) Easily disturbed	-	
staff kitchen : plasterboard/hardboard and painted vegetable fibre board ceiling , MMMF insulation in ceiling void, solid rendered/hardboard/plasterboard/painted vegetable fibre board walls, solid floor beneath vinyl, bare pipe-work															
19		the hub, uckfield	Ground Floor	17	unisex toilet	- no suspected materials found		-	-	-	-		N/A	-	
unisex toilet : plasterboard ceiling and hardboard up-stands above modern suspended ceiling tiles, solid rendered/plasterboard walls, solid floor beneath vinyl, ceramic cistern															
20		the hub, uckfield	Ground Floor	18	disabled toilet 2	- no suspected materials found		-	-	-	-		N/A	-	
disabled toilet 2 : plasterboard ceiling and hardboard up-stands above modern suspended ceiling tiles, solid rendered/plasterboard walls, solid floor beneath vinyl, bare pipe-work, ceramic cistern, modern plant															



Item No	Sample ID	Building	Floor	Room No	Room Description	Location	Extent in m2	Substrate	Product type	Condition	Surface treatment	Asbestos type	Accessibility	Total risk assessment score	Risk category
21		the hub, uckfield	Ground Floor	19	staff toilets lobby	- no suspected materials found		-	-	-	-		N/A	-	
staff toilets lobby : plasterboard ceiling above modern suspended ceiling tiles, solid rendered/plasterboard walls, solid floor beneath vinyl, bare pipe-work															
22	BE003835	the hub, uckfield	Ground Floor	20	plant room	to pipe flanges - gaskets	<1m	-	-	-	-	(0) No Asbestos Detected	(0) Usually inaccessible or unlikely to be disturbed	-	
plant room : cement profile roof sheets and side cladding, plasterboard up-stands, bare block walls, foam pipe insulation above modern suspended ceiling tiles, solid rendered/plasterboard/hardboard/painted vegetable fibre board walls, solid floor beneath carpet, bare pipe-work, modern plant/electrics															
23	BE003836	the hub, uckfield	External	1	external elements	roof - cement profile sheets	280m ²	Bolted, Concrete	(1) Asbestos Cement	(0) Good Condition	1	(1) Chrysotile	(0) Usually inaccessible or unlikely to be disturbed	3	D
24	BE003837	the hub, uckfield	External	1	external elements	to gable ends - cement verge plates	161m	Bolted, Metal	(1) Asbestos Cement	(1) Low Damage	1	(1) Chrysotile	(0) Usually inaccessible or unlikely to be disturbed	4	D
25	BE003838	the hub, uckfield	External	1	external elements	side cladding to gable ends - cement profile sheets	22m ²	Bolted, Concrete	(1) Asbestos Cement	(0) Good Condition	1	(1) Chrysotile	(0) Usually inaccessible or unlikely to be disturbed	3	D



Item No	Sample ID	Building	Floor	Room No	Room Description	Location	Extent in m2	Substrate	Product type	Condition	Surface treatment	Asbestos type	Accessibility	Total risk assessment score	Risk category
26	BE003839	the hub, uckfield	External	1	external elements	north elevation - cement soil pipe	3m	Bolted, Concrete	(1) Asbestos Cement	(0) Good Condition	1	(1) Chrysotile	(2) Easily disturbed	3	D
27	BE003840	the hub, uckfield	External	1	external elements	south canopy - cement profile sheet	2m ²	Bonded, Brick	(1) Asbestos Cement	(0) Good Condition	1	(1) Chrysotile	(1) Occasionally likely to be disturbed	3	D

external elements : cement roof, cement end cladding, timber fascias and soffits, plastic rain water goods, pre-fabricated concrete slab walls, modern felt to flat roof



Appendix 1 - Photo Analysis Sheets



Sample No:	Presumed
Item No:	1
Survey Date:	30/09/15
Building:	the hub, uckfield
Floor:	Roof Void
Room No:	roof void above rear lobby
Position:	to south wall - disused cement flue pipe
Extent:	<1lm
Substrate:	Bonded, Brick
Material:	(1) Asbestos Cement
Accessibility:	(0) Usually inaccessible or unlikely to be disturbed
Asbestos Type:	(1) Chrysotile
Risk Category:	D
Recommended Action:	Low risk ACM (Bound in matrix). Where appropriate label with warning signs. Undertake routine inspections for damage and deterioration. Work on this material does not require a license. Work on this material may be notifiable to the appropriate enforcing authority. Disposal of asbestos waste by a licensed contractor only. All work must conform to the 'Control of Asbestos Regulations 2012'.



Sample No:	Presumed
Item No:	16
Survey Date:	30/09/15
Building:	the hub, uckfield
Floor:	Ground Floor
Room No:	main office
Position:	within electrical switchgear - possible rope products
Extent:	<1m
Substrate:	Bonded, Metal
Material:	(2) Asbestos Textiles/Paper
Accessibility:	(0) Usually inaccessible or unlikely to be disturbed
Asbestos Type:	(1) Chrysotile
Risk Category:	C
Recommended Action:	Inaccessible further investigation is required. To determine the material, access, sampling and analysis would be required. Until this is carried out it must be presumed to be an ACM (Asbestos Containing Material).



Sample No:	BE003836
Item No:	23
Survey Date:	30/09/15
Building:	the hub, uckfield
Floor:	External
Room No:	external elements
Position:	roof - cement profile sheets
Extent:	280m ²
Substrate:	Bolted, Concrete
Material:	(1) Asbestos Cement
Accessibility:	(0) Usually inaccessible or unlikely to be disturbed
Asbestos Type:	(1) Chrysotile
Risk Category:	D
Recommended Action:	Low risk ACM (Bound in matrix). Where appropriate label with warning signs. Undertake routine inspections for damage and deterioration. Work on this material does not require a license. Work on this material may be notifiable to the appropriate enforcing authority. Disposal of asbestos waste by a licensed contractor only. All work must conform to the 'Control of Asbestos Regulations 2012'.



Sample No:	BE003837
Item No:	24
Survey Date:	30/09/15
Building:	the hub, uckfield
Floor:	External
Room No:	external elements
Position:	to gable ends - cement verge plates
Extent:	16lm
Substrate:	Bolted, Metal
Material:	(1) Asbestos Cement
Accessibility:	(0) Usually inaccessible or unlikely to be disturbed
Asbestos Type:	(1) Chrysotile
Risk Category:	D
Recommended Action:	Low risk ACM (Bound in matrix). Where appropriate label with warning signs. Undertake routine inspections for damage and deterioration. Work on this material does not require a license. Work on this material may be notifiable to the appropriate enforcing authority. Disposal of asbestos waste by a licensed contractor only. All work must conform to the 'Control of Asbestos Regulations 2012'.



Sample No:	BE003838
Item No:	25
Survey Date:	30/09/15
Building:	the hub, uckfield
Floor:	External
Room No:	external elements
Position:	side cladding to gable ends - cement profile sheets
Extent:	22m ²
Substrate:	Bolted, Concrete
Material:	(1) Asbestos Cement
Accessibility:	(0) Usually inaccessible or unlikely to be disturbed
Asbestos Type:	(1) Chrysotile
Risk Category:	D
Recommended Action:	Low risk ACM (Bound in matrix). Where appropriate label with warning signs. Undertake routine inspections for damage and deterioration. Work on this material does not require a license. Work on this material may be notifiable to the appropriate enforcing authority. Disposal of asbestos waste by a licensed contractor only. All work must conform to the 'Control of Asbestos Regulations 2012'.



Sample No:	BE003839
Item No:	26
Survey Date:	30/09/15
Building:	the hub, uckfield
Floor:	External
Room No:	external elements
Position:	north elevation - cement soil pipe
Extent:	3lm
Substrate:	Bolted, Concrete
Material:	(1) Asbestos Cement
Accessibility:	(2) Easily disturbed
Asbestos Type:	(1) Chrysotile
Risk Category:	D
Recommended Action:	Low risk ACM (Bound in matrix). Where appropriate label with warning signs. Undertake routine inspections for damage and deterioration. Work on this material does not require a license. Work on this material may be notifiable to the appropriate enforcing authority. Disposal of asbestos waste by a licensed contractor only. All work must conform to the 'Control of Asbestos Regulations 2012'.



Sample No:	BE003840
Item No:	27
Survey Date:	30/09/15
Building:	the hub, uckfield
Floor:	External
Room No:	external elements
Position:	south canopy - cement profile sheet
Extent:	2m ²
Substrate:	Bonded, Brick
Material:	(1) Asbestos Cement
Accessibility:	(1) Occasionally likely to be disturbed
Asbestos Type:	(1) Chrysotile
Risk Category:	D
Recommended Action:	Low risk ACM (Bound in matrix). Where appropriate label with warning signs. Undertake routine inspections for damage and deterioration. Work on this material does not require a license. Work on this material may be notifiable to the appropriate enforcing authority. Disposal of asbestos waste by a licensed contractor only. All work must conform to the 'Control of Asbestos Regulations 2012'.



Appendix 2 - Bulk Sample Certificate of Analysis



Tel: 01273 510011
 Fax: 01273 510012

Certificate Of Analysis
Following Examination For Asbestos In Bulk Samples

Date: 30 September 2015

Job/Survey No: **J005397**

Client Name /Address:

**Uckfield Town Council, Council Offices, Civic Centre,
 Uckfield TN22 1AE**

Site Address

**The Hub, Civic Approach, Uckfield
 TN22 2AL**

Date of analysis: 1 October 2015

Sampled by: Paul Veness

Analyst: Paul Veness

ATL Sample No	Client Reference	Sample Location	Asbestos Type
BE003833	-	firebreak to electrical cupboard - boarding	No Asbestos Detected In Sample
BE003834	-	sink unit - bitumen acoustic sink pad	No Asbestos Detected In Sample
BE003835	-	to pipe flanges - gaskets	No Asbestos Detected In Sample
BE003836	-	roof - cement profile sheets	Chrysotile
BE003837	-	to gable ends - cement verge plates	Chrysotile
BE003838	-	side cladding to gable ends - cement profile sheets	Chrysotile
BE003839	-	north elevation - cement soil pipe	Chrysotile

Analysis was achieved by employing standard polarised light microscopy and dispersion staining techniques as given within the HSE Publication HSG 248 ((The Analyst's Guide). Following the introduction and adoption of this publication, under the terms of our UKAS accreditation, Asbestos Testing Laboratories are not permitted to give estimates of the percentage of asbestos content.

Comments and observations expressed herein are outside the scope of UKAS accreditation Asbestos Testing Laboratories cannot be held responsible for the accuracy of information or the validity of submitted samples supplied by third parties.

Signature

On behalf of Amstech Inspections and Testing Limited trading as Asbestos Testing Laboratories



Tel: 01273 510011
 Fax: 01273 510012

Certificate Of Analysis
Following Examination For Asbestos In Bulk Samples

Date: 30 September 2015

Job/Survey No: **J005397**

Client Name /Address:

**Uckfield Town Council, Council Offices, Civic Centre,
 Uckfield TN22 1AE**

Site Address

**The Hub, Civic Approach, Uckfield
 TN22 2AL**

Date of analysis: 1 October 2015

Sampled by: Paul Veness

Analyst: Paul Veness

ATL Sample No	Client Reference	Sample Location	Asbestos Type
BE003840	-	south canopy - cement profile sheet	Chrysotile

Analysis was achieved by employing standard polarised light microscopy and dispersion staining techniques as given within the HSE Publication HSG 248 ((The Analyst's Guide). Following the introduction and adoption of this publication, under the terms of our UKAS accreditation, Asbestos Testing Laboratories are not permitted to give estimates of the percentage of asbestos content.

Comments and observations expressed herein are outside the scope of UKAS accreditation Asbestos Testing Laboratories cannot be held responsible for the accuracy of information or the validity of submitted samples supplied by third parties.

Signature

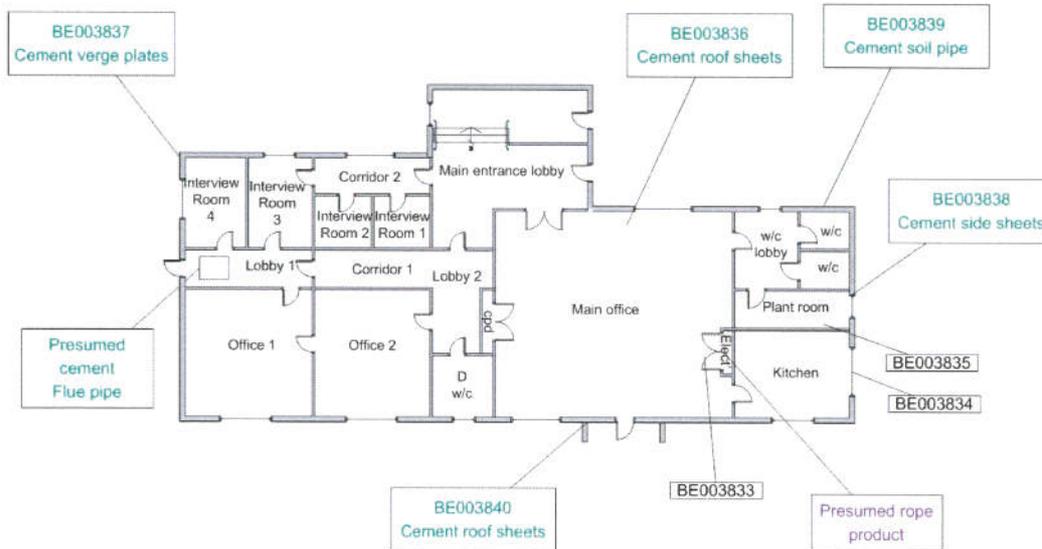
On behalf of Amstech Inspections and Testing Limited trading as Asbestos Testing Laboratories



Appendix 3 - Annotated Floor Plans



Key
 AIB
 TC
 AC



Client: Uckfield Town Council
 Site Address: The Hub, Civic Approach, Uckfield
 Position: Ground Floor
 Not to Scale