Newburn Bridge Road
Blaydon
Tyne & Wear
NE21 4NT

Tel: 0191 933 2333

DEMOLITION SURVEY REPORT

Changing Rooms
Shotton Parish Community Park
Station Road
Shotton Colliery
DH6 2JL

Surveyor(s): Mr M Douglas

Surveyor signature(s):

Checked and Authorised by: _____

Adam Letouze

Report Number: 2023/03/23/14291

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1.0 EXECUTIVE SUMMARY

On the 10th May 2023 ACTS Group Limited was requested by Simon Timperley of D3 Associates to undertake a Demolition Survey of Changing Rooms, Shotton Parish, Community Park, Station Road, Shotton Colliery, DH6 2JL. The purpose was to locate, as far as is reasonably practicable, the presence and extent of any suspect Asbestos Containing Materials (ACMs) in the premises.

Presented in this report are the findings of our site observations, sample analysis results and recommendations for future actions with respect to identified ACMs.

1.1 Scope of survey

A Demolition Survey of Changing Rooms, Shotton Parish was requested prior to carrying out the Asbestos Demolition Survey.

Construction briefly comprises; timber.

1.2 Areas not accessed

All areas within the client's scope were accessed.

1.3 Findings and actions

Types of ACMs identified during survey and recommendations

Area ID	Sample Ref.	Description of ACM	Recommendation
No asbestos containing materials were located during the course of the survey.			

2.0 SURVEY DETAILS

Report No.:	2023/03/23/14291
Date of Report:	24th May 2023
Survey Date:	10th May 2023
Asbestos Survey carried out by:	ACTS Group Limited Newburn Bridge Road Blaydon Tyne & Wear NE21 4NT
Surveyor(s):	Mr M Douglas
Type of Survey:	HSG264 Demolition Survey.
Premises Surveyed:	Changing Rooms Shotton Parish Community Park Station Road Shotton Colliery DH6 2JL
Areas included in the survey:	Entire Property
Client Details:	D3 Associates Mallan House Bridge End Hexham, Northumberland NE46 4DQ
Client Representative:	Simon Timperley
Variation or deviations from method:	No variations or deviations from the survey method.

2.1 Purpose, aims and objectives of survey

The requirement is for a **Demolition Survey**, whose purpose is used to locate and describe, as far as reasonably practicable, all ACMs in the building and may involve destructive inspection, as necessary, to gain access to all areas, including those that may be difficult to reach. A full sampling programme is undertaken to identify possible ACMs and estimates of the volume and surface area of ACMs made. The survey is designed to be used as a basis for tendering the removal of ACMs from the building prior to demolition or a major refurbishment so the survey does not assess the condition of the asbestos, other than to note areas of damage or where additional asbestos debris may be expected to be present. However, where the asbestos removal is not to take place for some time (e.g. after 3 months) the ACMs condition will need to be assessed and the materials managed. Some areas may be inaccessible due to risk of damaging structural integrity of premises; in such circumstances it must be presumed that ACMs could be present.

3.0 SURVEYORS COMMENTS

General:
Community facility of timber construction & lined with timber.

Room Notes:

External
Pan clay tile roof with felt sarking below timber fascia's, timber walls, timber doors, timber windows, plastic damp proof course.

Ground Floor
Survey Room (G/001/Room): Paper lined fibreboard ceiling with felt sarking to underside of roof, MMMF insulation to cavity, timber panels overhead, timber walls with expanding foam visible, timber doors & frames, ceramic tiled solid floor.
Survey Room (G/002/Room): Timber ceiling with plastic membrane, MMMF insulation & felt sarking to void, timber walls, timber framed windows, timber framed doors, 2 No. wall mounted xpelair heater (non-suspect) ceramic tiled solid floor.
Survey Room (G/003/Room): Timber ceiling with plastic membrane, MMMF insulation & felt sarking to void, timber walls, timber framed windows, timber framed doors, 2 No. wall mounted xpelair heater (non-suspect) ceramic tiled solid floor, timber framed ceramic tiled shower cubicle with unlagged metal pipework.
Survey Room (G/004/Room): Timber ceiling with plastic membrane, MMMF insulation & felt sarking to void, timber walls, timber framed windows, timber framed doors, 2 No. wall mounted xpelair heater (non-suspect) ceramic tiled solid floor, unlagged metal pipework, timber fitted kitchen units, metal sink with bitumen acoustic pad.
Survey Room (G/005/Room): Timber ceiling with plastic membrane, MMMF insulation & felt sarking to void, timber walls, timber framed windows, timber framed doors, 2 No. wall mounted xpelair heater (non-suspect) ceramic tiled solid floor.
Survey Room (G/006/Room): MMMF insulation to underside of roof, timber walls, 1 No. cylinder with MMMF jacket unlagged metal & plastic pipework, plastic cisterns, timber door & frame, concrete floor with steel manhole cover (not accessed).
Survey Room (G/007/Room): Paper lined fibreboard ceiling with felt sarking to underside of roof, MMMF insulation to cavity, timber panels overhead, timber walls with expanding foam visible, timber doors & frames, ceramic tiled solid floor, electrical fuses & switch mounted on timber back board (non-suspect electrics), area of broken fibreboard to floor.

Room Notes (Continued)

Ground Floor

Survey Room (G/008/Room): Timber ceiling with MMMF plastic & felt to void, timber high level windows, 1 No. high level plastic water tank with MMMF jacket & unlagged metal pipework, timber walls with ceramic tiles to shower cubicle, ceramic basins, timber door & frame, unlagged pipework, ceramic tiles floor.

Survey Room (G/009/Room): Timber ceiling with MMMF plastic & felt to void, timber walls with ceramic tiles to shower cubicle, ceramic basins, timber door & frame, unlagged pipework, ceramic tiles floor.

Survey Room (G/010/Room): Timber ceiling with MMMF plastic & felt to void, timber walls with ceramic tiles to shower cubicle, ceramic basins, timber door & frame, unlagged pipework, ceramic tiles floor, 2 No. ceramic toilets.

4.0 REGISTER OF ASBESTOS CONTAINING MATERIALS

Sample Information						Material Assessment				Material Assessment Score and action (See Section 10.0)
Sample Ref.	Area Surveyed (Floor/Room No./Description)	Sample Description	Approx. Extent (m / m² / No.)	Level of Identification (ID / SP / P)	Accessibility	Product Type	Condition	Surface Treatment	Asbestos Type	
No asbestos containing materials were located during the course of the survey.										

KEY:

NAD = No Asbestiforms Detected; ID = Sample taken and analysed; SP = Material Strongly Presumed; P = Material Presumed as being asbestos; N/A = Not applicable; N/Q = Not quantifiable.

Accessibility:	0 = Infrequently visited/ Usually inaccessible; 1 = Occasionally visited/accessed; 2 = Easily visited/accessed; 3 = Routinely visited/accessed.
Product Type:	1 = Asbestos-reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes etc) and asbestos cement; 2 = Asbestos insulating board (AIB), asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt; 3 = Thermal insulation (e.g. pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses & packing.
Condition:	0 = Good condition: no visible damage; 1 = Low damage: a few scratches or surface marks; 2 = Medium damage: significant breakage of materials; 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; 1 = Enclosed sprays and lagging, AIB (with exposed face painted or encapsulated), asbestos 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.

4.1 REGISTER OF NON-ASBESTOS SAMPLES AND EXTRAPOLATED MATERIALS.

Sample Information						
Sample Ref.	**Area Surveyed (Floor / Room No. / Description)**	**Sample Description**	**Approx. Extent (M / m^2 / No.)**	**Level of Identification (ID / SP / P)**	**Product Type**	**Asbestos Type**
SC/001	G/001/Room	Paper to fibreboard ceiling	9m^2	ID	N/A	NAD
SC/002	G/004/Room	Acoustic pad under sink	1 No.	ID	N/A	NAD
As SC/001	G/007/Room	Paper to fibreboard & debris to floor	2 m^2	SP	N/A	NAD
SC/003	G/010/Room	Composite toilet seats	2 No.	ID	N/A	NAD
SC/004	External	Felt sarking to underside of roof	>150m^2	ID	N/A	NAD
As SC/003	G/011/Room	Composite toilet seat	1 No.	ID	N/A	NAD
SC/005	G/012/Room	Composite/asphalt flooring	2m^2	ID	N/A	NAD

KEY:

NAD = No Asbestiforms Detected; ID = Sample taken and analysed; SP = Material Strongly Presumed; P = Material Presumed as being asbestos; N/A = Not applicable; N/Q = Not quantifiable.

Accessibility:	0 = Infrequently visited/ Usually inaccessible; 1 = Occasionally visited/accessed; 2 = Easily visited/accessed; 3 = Routinely visited/accessed.
Product Type:	1 = Asbestos-reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes etc) and asbestos cement; 2 = Asbestos insulating board (AIB), asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt; 3 = Thermal insulation (e.g. pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses & packing.
Condition:	0 = Good condition: no visible damage; 1 = Low damage: a few scratches or surface marks; 2 = Medium damage: significant breakage of materials; 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; 1 = Enclosed sprays and lagging, AIB (with exposed face painted or encapsulated), asbestos 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.

4.2 Record of Asbestos Containing Materials		
Sample Ref:	N/A	
Area:	N/A	
Element:	N/A	
Sample description:	N/A	
Level of Identification:	N/A	
Product Type:	N/A	N/A
Asbestos Type:	N/A	N/A
Risk Assessment Band and Score:	N/A	N/A
Action:	N/A	
Urgency:	N/A	

N/A

Material comments: N/A

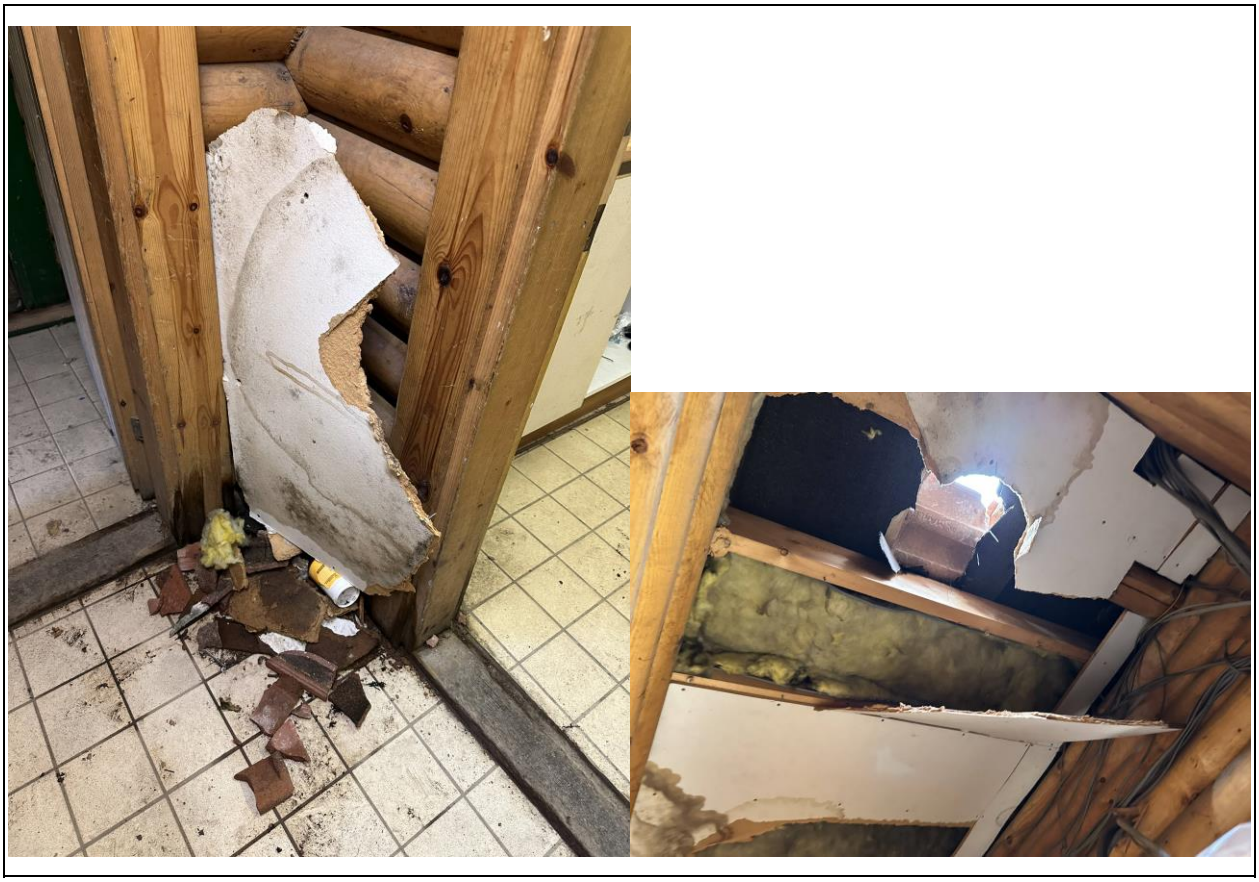
4.3 Record of Non-Asbestos Materials		
Sample Ref:	SC/001	
Area:	G/001/Room	
Element:	Ceiling	
Sample description:	Paper to fibreboard ceiling	
Level of Identification:	Sample taken and Analysed	
Product Type:	Paper	N/A
Asbestos Type:	No asbestiforms detected	--

Material comments:

4.3 Record of Non-Asbestos Materials		
Sample Ref:	SC/002	
Area:	G/004/Room	
Element:	Sink	
Sample description:	Acoustic pad under sink	
Level of Identification:	Sample taken and Analysed	
Product Type:	Sink pad	N/A
Asbestos Type:	No asbestiforms detected	--

Material comments:

4.3 Record of Non-Asbestos Materials		
Sample Ref:	As SC/001	
Area:	G/007/Room	
Element:	Debris	
Sample description:	Paper to fibreboard & debris to floor	
Level of Identification:	Strongly Presumed	
Product Type:	Insulating board	N/A
Asbestos Type:	No asbestiforms detected	--



Material comments:

4.3 Record of Non-Asbestos Materials		
Sample Ref:	SC/003	
Area:	G/010/Room	
Element:	Toilet	
Sample description:	Composite toilet seats	
Level of Identification:	Sample taken and Analysed	
Product Type:	Composite	N/A
Asbestos Type:	No asbestiforms detected	--

Material comments:

4.3 Record of Non-Asbestos Materials		
Sample Ref:	SC/004	
Area:	External	
Element:	Roof	
Sample description:	Felt sarking to underside of roof	
Level of Identification:	Sample taken and Analysed	
Product Type:	Roofing felt	N/A
Asbestos Type:	No asbestiforms detected	--

Material comments:

4.3 Record of Non-Asbestos Materials		
Sample Ref:	As SC/003	
Area:	G/011/Room	
Element:	Toilet	
Sample description:	Composite toilet seat	
Level of Identification:	Sample taken and Analysed	
Product Type:	Composite	N/A
Asbestos Type:	No asbestiforms detected	--

Material comments:

4.3 Record of Non-Asbestos Materials		
Sample Ref:	SC/005	
Area:	G/012/Room	
Element:	Floor	
Sample description:	Composite/asphalt flooring	
Level of Identification:	Sample taken and Analysed	
Product Type:	Composite	N/A
Asbestos Type:	No asbestiforms detected	--

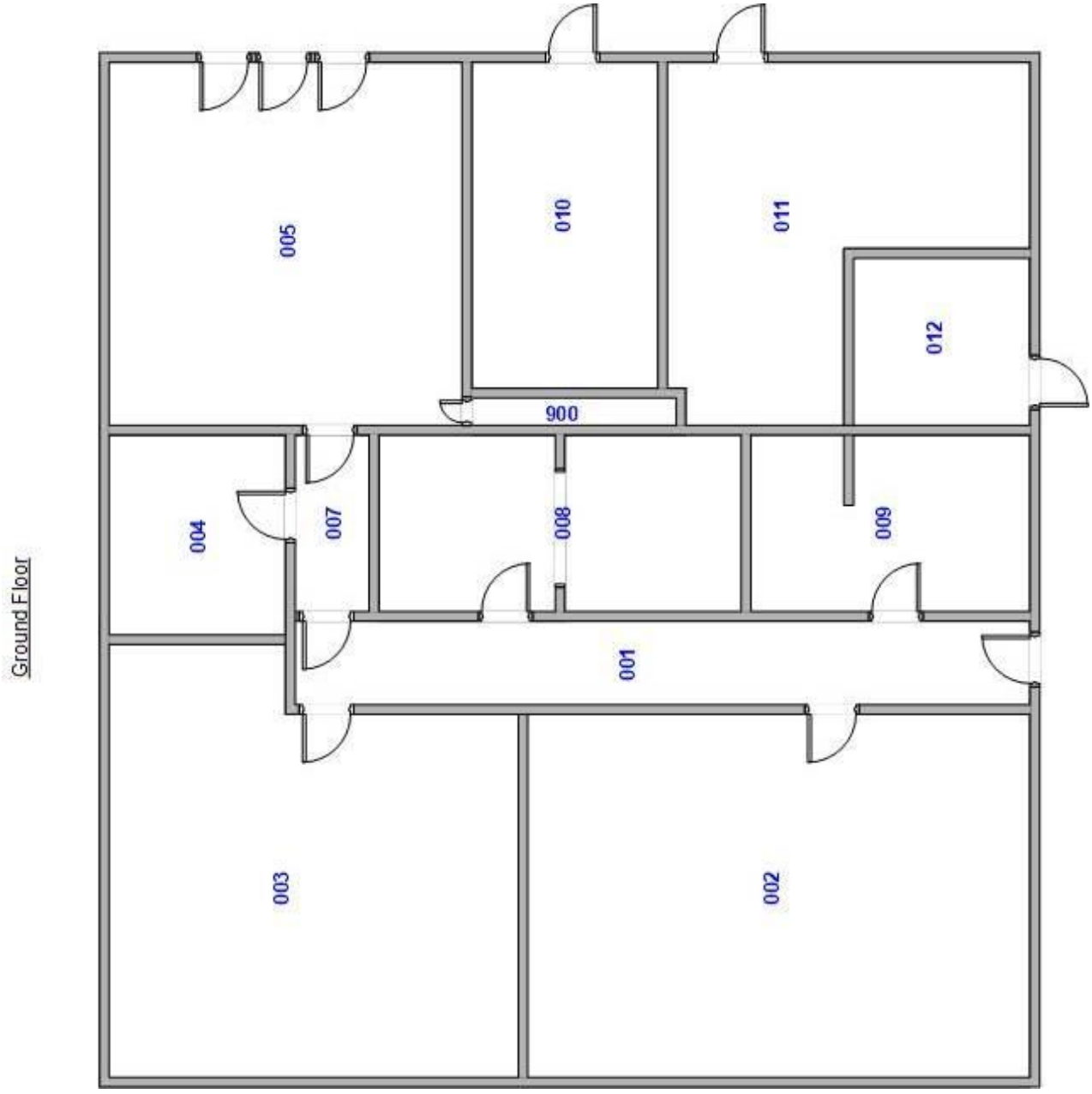
Material comments:

5.0 SUMMARY AND RECOMMENDATIONS

No asbestos containing materials were located during the course of the survey.

6.0 PLANS

Plan 1 of 1



7.0 BULK ANALYSIS REPORT

Asbestos Analysis Report Number(s): J001418

FO13a Issue 1

Shropshire Asbestos Services

UKAS TESTING 20941

BULK ANALYSIS CERTIFICATE

Client:
ASM Ltd

Client Address:
Suite 3 The new media centre
36-42 new Thythe Street
Long Eaton

Site Address:
Changing Rooms
Shotton Parish Community Park
TBC

Samples Taken By (Note 3):
ASM Ltd

Sample Analysis Date:
19/05/2023

Samples Received Date:
18/05/2023

Issue Date:
19/05/2023

Report Nº (Note 6): J001418 **Issue Nº:** 1 **Number of Samples:** 5

Laboratory Results

Sample No.	Material Type (Note 4)	Location/Comments	Asbestos Type Detected (Note 1)	Other Fibres Observed (Note 2)
BS000571	Textiles/Paper	14291 / SC001 / Paper to fibreboard / G. 01	N.A.D.I.S	
BS000572	Reinforced Composite	14291 / SC002 / Acoustic pad under sink / G. 04	N.A.D.I.S	
BS000573	Reinforced Composite	14291 / SC003 / Composite toilet seat / G. 10	N.A.D.I.S	
BS000574	Well Bound Material	14291 / SC004 / Felt to underside of roof / EXT	N.A.D.I.S	
BS000575	Reinforced Composite	14291 / SC005 / Comp Flooring / G. 12	N.A.D.I.S	

Analysed by: Joe Saunders Signature

Authorised by: Gary Williams Signature

Notes

- Note 1 Samples are analysed using SHROPSHIRE ASBESTOS SERVICES documented in-house method, based upon HSE Guidance. Note HSG 248 'The analysts guide' - Appendix 2. Samples are examined under low power stereo microscopy. Indicative characteristics observed using polarised light optical microscopy, with dispersion staining techniques specific to asbestos are used to determine asbestos fibre types. The results relate only to the items tested.
- Note 2 Analysts opinion only, this falls outside the scope of accreditation for our laboratory.
- Note 3 Where the sample was not taken by SHROPSHIRE ASBESTOS SERVICES, the information indicated above is that which is supplied by the client. SHROPSHIRE ASBESTOS SERVICES is not responsible for sampling errors where the sample is taken by others. Samples taken by SHROPSHIRE ASBESTOS SERVICES are in accordance with the HSG 248 the Analyst Guide for Sampling Analysis and Clearance Procedures and HSG 264
- Note 4 Opinions and interpretations expressed herein, such as the product type are outside the scope of UKAS accreditation.
- Note 5 NADIS refers to 'No Asbestos Detected in Sample.'
- Note 6 The report forms a portion of a complete report unless the client specifically requests that the analysis be issued as a stand-alone certificate.

CHAS Accredited Contractor CHAS.co.uk

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8.0 SURVEY INFORMATION

The Aim and Purpose of each type of survey may vary, depending on the aim and purpose for which it is to be used. Surveys before demolition and refurbishment will continue to be required under the Control of Asbestos Regulations (CAR) 2012 and the Construction (Design and Management) Regulations. However, it is anticipated that most surveys will be undertaken initially to comply with the duty to manage asbestos in premises. In these cases, the aim of an asbestos survey is, as far as reasonably practicable, to locate and assess all the ACMs present in the building and its purpose is to present the information collected in a way which allows the employer to manage the risk. In situations where a surveyor is used, the aim, purpose, type of survey and report format required should be clearly established in the original invitation to tender, or agreed with the client at a preliminary meeting or site visit before starting the survey. One of the main issues is to decide when samples should be taken to prove that ACMs are not present.

The analytical technique used (as outlined in HSG 248) is a low-magnification stereomicroscope examination of the sample(s) followed by polarised light microscopy (PLM) of selected fibres.

8.1 Presumption or identification of ACMs

The duty to manage requirement in CAR 2012 Regulation 4 allows materials to be 'presumed' to contain asbestos. Therefore, in an asbestos survey, materials can be presumed to contain asbestos.
There are two levels of 'presumption':

Strong Presumption

Where the material looks as if it is an ACM or that it might contain asbestos. An experienced, well-trained surveyor, familiar with the range of asbestos products, can reach this conclusion through visual inspection alone. Examples of 'strong presumption' would be:

- Where laboratory analysis has confirmed the presence of asbestos in a similar construction material;
- Materials in which asbestos is known to have been commonly used in the manufactured product at the time of installation (e.g. cement drainpipes, insulating boards);
- Materials have the appearance of asbestos, but no sample has been taken e.g. thermal insulation on a pipe where fibres are clearly visible.

A 'default' situation

This is where a material is **presumed** to contain asbestos because there is insufficient evidence (e.g. no analysis) to confirm that it is **not** an ACM, or where the dutyholder/surveyor decides that it is easier under the planned management arrangements to presume certain materials contain asbestos. Many non-asbestos materials will be presumed to contain asbestos using this system. There is a further default situation where materials must be presumed to contain asbestos. The default applies to areas, which **cannot be accessed or inspected**. In this situation any area not accessed or inspected must be presumed to contain asbestos unless there is strong evidence that it does not.

A reasoned argument to suggest that a material does not contain asbestos would be:

- Non-asbestos substitute materials were specified in the original architect's/quantity surveyor's plans or in subsequent refurbishments;
- The product was very unlikely to contain asbestos or have asbestos added (e.g. wallpaper, plasterboard etc)
- Post-1985 construction (for amphibole asbestos-containing materials such as asbestos insulating board)
- Post -1990 construction for decorative textured coatings (formulations containing asbestos were prohibited in 1988 and some suppliers voluntarily ceased using asbestos in 1984);
- Post - 1999 construction (some Chrysotile products were prohibited in 1993 and nearly all were prohibited in 1999).

The conclusion that ACMs are not present cannot always be easily reached. The regulations require that reasonable steps are taken. It may in some circumstances not be reasonable to decide wholly on age and/or original specifications, which may have been circumvented during the construction of the building. For example, this has been shown during work on CLASP buildings where asbestos insulating board off-cuts have been used as packing in places where their presence was not recorded. There are also examples of sub-standard removal practice leaving asbestos-containing debris and residues, and areas where asbestos has been removed previously will need to be reinspected as part of the survey.

8.2 Types of survey

Three types of survey can be undertaken; the definition of each is as follows:

Management survey

The purpose of this survey is to locate, as far as is reasonably practicable, the presence and extent of any suspect ACM's in the premises which could be damaged or disturbed during normal occupancy, including foreseeable maintenance and installation, and assess their condition. The survey will often involve minor intrusive work and some disturbance (such as accessing behind fascia panels). The extent of intrusion/disturbance will vary between premises and depend on what is reasonably practicable for individual properties (i.e. depends on factors such as type of building, the nature of construction, accessibility etc) and what will be necessary for foreseeable maintenance activities (including installation of new equipment/cabling).

Management surveys cover routine and simple maintenance work. However, it has to be recognised that where 'more extensive' maintenance or repair work is involved a localised refurbishment survey will be needed to the areas affected. This decision on the need for a localised refurbishment survey should be made by the dutyholder.

The survey will usually involve the taking of representative samples using an in-house method and analysed (using a method based on HSG248) for the presence or absence of asbestos. However, the survey can involve presuming the presence or absence of asbestos. If the material sampled is found to contain asbestos, other similar homogeneous materials used in the same way in the premises can be strongly presumed to contain asbestos. Less homogeneous materials will require more samples to be taken. Sampling may take place simultaneously with the survey or can be carried out as a separate exercise.

A management survey will include 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 ACMs, as it will identify the materials, which will most readily release airborne fibres if disturbed.

Any areas not accessed must be presumed to contain asbestos and will have to be managed on this basis. Any work on presumed asbestos materials must not start until the sampling and analysis of these materials is undertaken to confirm or refute the presence of asbestos.

Refurbishment survey

These types of survey are required before any refurbishment work is carried out. This type of survey is used to locate and describe, as far as is reasonably practicable, all ACMs in the area where the refurbishment work will take place. The survey will be fully intrusive and involve destructive inspection, as necessary, to gain access to all areas, including those that may be difficult to reach. A refurbishment survey may also be required in other circumstances, e.g. when more intrusive maintenance and repair work will be carried out or for plant removal or dismantling.

There is a specific requirement in the Control of Asbestos Regulations 2012 (regulation 7) for all ACMs to be removed as far as is reasonably practicable prior to major refurbishment. Removing ACMs is also appropriate in other smaller refurbishment situations which involve structural or layout changes to buildings (removal of walls etc)

The survey is designed to be used as a basis for tendering the removal of ACM's from the premises prior to major refurbishment. A full sampling programme is undertaken to identify possible ACMs and an estimate of the area/volume of the ACM's made, **the survey does not assess the condition of the asbestos, other than to note areas of damage or where additional asbestos debris may be present**. However, where the asbestos removal is not to take place for some time (e.g. after 3 months) the ACMs condition will need to be assessed and the materials managed.

They are a disruptive and fully intrusive survey which may need to penetrate all parts of the building structure, including those that may be difficult to reach. Aggressive inspection techniques will be needed to break through walls, ceilings, cladding and partitions, and open floors. In these situations, controls are put into place to prevent the spread of debris, which may include asbestos. The survey should only be conducted in unoccupied areas to minimise risks to the public and/or employees on the premises. Ideally the building should not be in service and all furnishings removed. For minor refurbishment, this would only apply to the area involved and, in these circumstances, there should be effective isolation of the survey area (e.g. full floor to ceiling partition).

The 'surveyed' area must be shown to be fit for reoccupation before people move back in. This will require a thorough visual inspection and, if appropriate (e.g. where there has been significant destruction), reassurance air sampling with disturbance. Under no circumstance should staff remain in rooms/areas of buildings when intrusive sampling is performed. For example, a survey may be conducted in a school during one holiday period, and the work not undertaken until the next holiday period. In these circumstances the careful management is required with personnel and equipment/ furnishings being decanted and or protected while the survey is carried out.

Demolition survey

These types of survey are required before any demolition work is carried out. This type of survey is used to locate and describe, as far as is reasonably practicable, all ACMs in the area where the demolition is planned. The surveys will be fully intrusive and involve destructive inspection, as necessary, to gain access to all areas, including those that may be difficult to reach. A demolition survey may also be required in other circumstances, e.g. when more intrusive maintenance and repair work will be carried out or for plant removal or dismantling.

There is a specific requirement in the Control of Asbestos Regulations 2012 (regulation 7) for all ACMs to be removed as far as is reasonably practicable prior to demolition. Removing ACMs is also appropriate in other smaller demolition situations which involve structural or layout changes to buildings (removal of walls etc)

The survey is designed to be used as a basis for tendering the removal of ACM's from the premises prior to demolition. A full sampling programme is undertaken to identify possible ACMs and an estimate of the area/volume of the ACM's made, **the survey does not assess the condition of the asbestos, other than to note areas of damage or where additional asbestos debris may be present**. However, where the asbestos removal is not to take place for some time (e.g. after 3 months) the ACMs condition will need to be assessed and the materials managed.

They are a disruptive and fully intrusive survey which may need to penetrate all parts of the building structure, including those that may be difficult to reach. Aggressive inspection techniques will be needed to break through walls, ceilings, cladding and partitions, and open floors. In these situations, controls are put into place to prevent the spread of debris, which may include asbestos. The survey should only be conducted in unoccupied areas to minimise risks to the public and/or employees on the premises. Ideally the building should not be in service and all furnishings removed. For minor demolition, this would only apply to the area involved and, in these circumstances, there should be effective isolation of the survey area (e.g. full floor to ceiling partition).

The 'surveyed' area must be shown to be fit for reoccupation before people move back in. This will require a thorough visual inspection and, if appropriate (e.g. where there has been significant destruction), reassurance air sampling with disturbance. Under no circumstance should staff remain in rooms/areas of buildings when intrusive sampling is performed. For example, a survey may be conducted in a school during one holiday period, and the work not undertaken until the next holiday period. In these circumstances the careful management is required with personnel and equipment/ furnishings being decanted and or protected while the survey is carried out.

8.3 Sampling strategy

After a visual examination to assess any apparent areas of different material, samples of about 3-5 cm^2 area and through the entire depth of the ACM should normally be taken with the aim of collecting one or more samples which are representative of the whole material. Sampling should not be carried out where there is an electrical hazard or if it will damage the critical integrity of a roof, gutter, pipe etc.

The sampling strategy will be based on the types of ACMs present. In general, for homogeneous manufactured products containing asbestos, it can be assumed that the asbestos is uniformly distributed throughout the material, and one or two samples will suffice for example boards, sheets, cement pipes and textiles. Insulation materials are generally less homogeneous as they were applied on site and their composition depended on the availability of supply.

Subsequent repairs and patching may add to this variability and increases the number of samples required. In addition, substantial over spray contamination and debris may have been produced. Often a single sample may be all that is required to confirm the suspicion that a homogeneous material is asbestos and to make a presumption that it applies to other material of the same type. However, for non-homogeneous materials for example textured coatings, and for some presumed non-asbestos materials, additional sampling may often be needed, to reduce the possibility of false negatives, which may lead to uncontrolled exposures.

It must be noted that sampling of ACM's may cause some minor damage to the fabric of the building and although sampling locations will be made safe, redecoration will not be carried out. All sample locations will be photographed, and all sample photographs will be included in the report.

The areas to be sampled inside buildings should be as far as possible be unoccupied. Sampling should not be undertaken in normally occupied areas, but if in constant use, periods of minimal occupation should be chosen. The nature of the area, the likely release of dust and the proximity and nature of future work will dictate the precautions required to prevent the spread of asbestos. Entry of other people to any sampling area should be restricted or suitable warnings posted.

9.0 SURVEY DETAILS

Access to the premises was arranged through Mr Simon Timperley.

All areas of the premises were surveyed with the exception of those areas mentioned in section 1.2 and any areas where the act of sampling would endanger the surveyor or affect the functional integrity of the item concerned (for example: only safe and reasonably accessible areas; fuses within electrical boxes, internal workings of plant machinery etc.)

Samples were taken using an in-house method based upon HSG264 and analysed by a subcontracted UKAS Accredited Laboratory using an in-house method based on HSG 248 (see Section 7.0 for a copy of the test certificate). ACTS Group Limited surveying activities are UKAS Accredited. All samples will be retained for six months before disposal.

The survey room number refers to the numbered room/areas identified on the site sketch plans. Copies of the site sketch plans are in Section 6.0 of this report.
Every effort has been made to identify all asbestos materials so far as was reasonably practical to do so within the scope of the survey and the attached report. Methods used to carry out the survey were agreed with the client prior to any works being commenced.

Survey techniques used involves trained and experienced surveyors using the combined approach with regard to visual and physical examination and necessary bulk sampling. It is always possible after a survey that asbestos based materials of one sort or another may remain in the property or area covered by that survey, this could be due to various reasons:

- Asbestos materials existing within areas not specifically covered by this report are therefore outside the scope of the survey.
- Asbestos may well be hidden as part of the structure to a building and not visible until the structure is dismantled at a later date.
- Access for the survey may be restricted for many reasons beyond our control and which have become apparent during the course of the survey, such as immovable obstacles; fragile roofs, areas of excessive animal infestation and where live electrical equipment/plant is present and presumed in the way of the survey no access will be attempted until proof of its safe state is given. Our operatives have duty of care under the Health and Safety at Work act (1974) for both themselves and others.
- Where a survey is carried out under the guidance of the owner of the property, or their representative, then the survey will be as per his instructions and guidance at that time as long as it meets with the requirements of HSG264.
- ACTS Group Limited cannot accept any liability for any loss or penalty unless such claims emanate from negligent advice or information contained within this report

10.0 RISK ASSESSMENT AND MANAGEMENT PLAN

A refurbishment and demolition survey does not assess the condition of the asbestos, other than to note areas of damage or where additional asbestos debris may be present. However, where the asbestos removal is not to take place for some time (e.g. after 3 months) the ACMs condition will need to be assessed and the materials managed.

The method of risk assessment is based on:

- The potential of each ACM found to release airborne fibres **(i.e. the Material Assessment)**
- The human risk factors **(i.e. the Priority Assessment)**

A Management Plan is then formulated by combining the results of the Material and Priority Assessments. ACTS Group Limited does not hold UKAS accreditation for Priority Assessments.

10.1 Explanation of material assessment

The material assessment is an assessment of the condition of the ACM (including strongly presumed and presumed ACMs) and the likelihood of it releasing fibres in the event of it being disturbed in some way.

This assessment identifies the materials, which will most readily release airborne fibres if disturbed; however, there are other factors to consider when prioritising action (See Priority Assessment Section of this Report).

HSG264 recommends the use of an additive algorithm (see below) to carry out the material assessment. The algorithm is a numerical way of considering the several influencing factors, where each factor is given a score, which are then totalled to give the final material assessment score.

The Material Assessment Algorithm in HSG264 considers five parameters that determine the risk from an ACM, that is, its ability to release fibres if disturbed.

These five parameters used to determine the risk from an ACM are:

- Asbestos Product Type;
- Surface Treatment;
- Condition of the ACM;
- Accessibility;
- Asbestos Type.

Each parameter is scored as: high =3; medium = 2; low = 1 and the categories accessibility, extent of damage or deterioration and surface treatment also allow a nil score. The value assigned to each of the four main parameters (Product type, Extent of damage or deterioration, Surface treatment and Asbestos type) is added together to give a total score of between 2 and 12, which determines the amount of fibre release from an ACM when subject to a standard disturbance.

Presumed or strongly presumed asbestos containing materials are scored as crocidolite (3), unless analysis of similar samples from the building shows a different asbestos type, or if there is a reasoned argument that another type of asbestos was almost always used (see Appendix 3 in HSG264).

Examples of scoring are given in the Material assessment algorithm below. ACM's with assessment scores of 10 or more are regarded as having a high potential to release fibres, if disturbed. Scores of between 7 and 9 have a medium potential, scores of 5 and 6 have a low potential and those of 4 or less a very low potential. Non-asbestos materials are not scored. The material assessment score is calculated and recorded as part of a Management survey only.

On receipt of bulk identification test results, the surveyor carries out a material assessment on all the ACM's (including presumed and strongly presumed materials) found and records the details.

The final Material Assessment Score is then allocated a category as follows:

- Materials with a score of 10 or more should be regarded as a **high risk** with a significant potential to release fibres if disturbed;
- Materials with a score between 7 and 9 should be regarded as a **medium risk;**
- Materials with a score between 5 and 6 should be regarded as a **low risk;**
- Materials with a score of 4 or less are regarded as a **very low risk**.

10.2 Material 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 paints or decorative finishes etc) and asbestos cement.
2	Asbestos insulating board (AIB), millboards, other low-density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt.
3	Thermal insulation (e.g. pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses and packing.

Condition/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, tiles etc.
2	Medium damage: significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres.
3	High damage or delamination of materials, sprays and thermal insulation. Visible asbestos debris.

Accessibility

Score	Examples of scores
0	Usually inaccessible
1	Occasionally visited/accessed
2	Easily visited/accessed
3	Routinely visited/accessed

Surface treatment

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

Asbestos Type

Score	Examples of scores
1	Chrysotile.
2	Amphibole asbestos excluding crocidolite.
3	Crocidolite.

APPENDIX 1

PRIORITY ASSESSMENT ALGORITHM

APPENDIX 1: PRIORITY ASSESSMENT ALGORITHM

If ACMs are to be retained in the premises, then an assessment of the likelihood of each ACM being disturbed is carried out (i.e. a priority assessment) in order to decide what action to take to manage and control the potential risks. ACTS Group Limited does not hold UKAS accreditation for Priority Assessments.

The Priority Assessment can only be carried out with a detailed knowledge of the following parameters:

- Human exposure potential (frequency of use of area, time each area is used and number of occupants).
- Occupant Activity (use of an area and activities carried out);
- Level of Maintenance Activity (frequency and); type of maintenance
- Likelihood of Disturbance (location, extent of ACM and its accessibility);

Human Exposure Potential

Assessment Parameter	Score	Examples of scores
Number of occupants	0	None
	1	1 to 3
	2	4 to 10
	3	More than 10
Frequency of use	0	Infrequent
	1	Monthly
	2	Weekly
	3	Daily
Average time in use	0	Less than 1 hour
	1	Between 1 and 3 hours
	2	Between 3 and 6 hours
	3	More than 6 hours

Normal occupant activity

Assessment Parameter	Score	Examples of scores
Main type of activity in the area	0	Rare disturbance activity (e.g. little used store room)
	1	Low disturbance activities (e.g. office type activity)
	2	Periodic disturbances (e.g. vehicular activity)
	3	High levels of disturbance (e.g. AIB panel to fire door in constant use)
Secondary activities	As above	As above

APPENDIX 1: PRIORITY ASSESSMENT ALGORITHM

Maintenance activity

Assessment Parameter	Score	Examples of scores
Type of maintenance activity	0	Minor disturbance (e.g. possible contact during access)
	1	Low disturbance (e.g. changing light bulbs in AIB ceiling)
	2	Medium disturbance (e.g. lifting a few AIB ceiling tiles to access void above)
	3	High level disturbance (e.g. removing AIB ceiling tiles to replace damaged valve in void above)
Frequency of maintenance activity	0	ACM unlikely to be disturbed for maintenance
	1	Less than once per year
	2	More than once per year
	3	more than once per month

Likelihood of disturbances

Assessment Parameter	Score	Examples of scores
Location	0	External areas
	1	Large rooms or well-ventilated areas
	2	Rooms up to 100m^2
	3	Confined spaces
Accessibility	0	Usually inaccessible or unlikely to be disturbed
	1	Occasionally likely to be disturbed
	2	Easily disturbed
	3	Routinely disturbed
Extent/Amount	0	Small amounts or items (e.g. gaskets)
	1	Less than 10m^2 or 10m pipe run
	2	Between 10 m^2 and 50m^2 or a 10m to 50m pipe run
	3	More than 50m^2 or a 50m pipe run

APPENDIX 2

Record of Work Conducted Onsite

Site Address: Changing Rooms, Shotton Parish Community Park, Station Road, Shotton Colliery, DH6 2JL

Any persons conducting work on this site must read, review and understand this document in full and acknowledge that they have done so by completing the table below.

	Date	Name	Company	Nature & location of planned work	Signature
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