

Refurbishment Survey

Horsforth Town Council
3 The Green
Town Street Horsforth
LS18 4RH



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***This report shall not be reproduced except in its entirety**

1.0 Executive summary:



HIGH RISK MATERIALS - SCORES 10+

Building	Floor	Room	Item	Material	Risk assessment Score	Recommendations
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There were no high risk items found.

MEDIUM RISK MATERIALS - SCORES 7-9

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

Building	Floor	Room	Item	Material	Risk assessment Score	Recommendations
Horsforth Town Council	1st	Cupboard 101	Cement panels lining ceiling and walls, with associated debris to shelf top	Asbestos Cement	MEDIUM (7)	Restrict access/remove

1.0 Executive summary:



LOW RISK MATERIALS - SCORES 1-6

Asbestos Containing Materials which have been identified in good condition are located in the table below. A management policy and plan needs to be implemented to ensure the ongoing safe management of these products and regular inspection of these products by suitably trained personnel is recommended.

Building	Floor	Room	Item	Material	Risk assessment Score	Recommendations
Horsforth Town Council	2nd	Stairs/landing 206	Grey stair nosings	Reinforced Composite	VERY LOW (3)	Remove
Horsforth Town Council	Ground	Office G01	Bitumen adhesive to floor beneath carpet	Reinforced Composite	VERY LOW (3)	Remove
Horsforth Town Council	Ground	Office G02	Bitumen adhesive to floor beneath carpet	Reinforced Composite	VERY LOW (3)	Remove
Horsforth Town Council	Ground	Reception area G03	Bitumen adhesive to floor beneath carpet	Reinforced Composite	VERY LOW (3)	Remove
Horsforth Town Council	Ground	Entrance Lobby G05	Bitumen adhesive to floor beneath carpet and modern vinyl	Reinforced Composite	VERY LOW (3)	Remove
Horsforth Town Council	Ground	Staff Room G09	Bitumen adhesive to floor beneath carpet	Reinforced Composite	VERY LOW (3)	Remove

Asbestos Containing Materials which have been identified in good condition are located in the table below. A management policy and plan needs to be implemented to ensure the ongoing safe management of these products and regular inspection of these products by suitably trained personnel is recommended.

Building	Floor	Room	Item	Material	Risk assessment Score	Recommendations
Horsforth Town Council	Ground	Kitchen G10	Bitumen adhesive to floor beneath carpet	Reinforced Composite	VERY LOW (3)	Remove
Horsforth Town Council	Ground	Toilet G11	Bitumen adhesive to floor beneath modern vinyl	Reinforced Composite	VERY LOW (3)	Remove
Horsforth Town Council	Ground	Lobby G12	Bitumen adhesive to floor beneath carpet	Reinforced Composite	VERY LOW (3)	Remove
Horsforth Town Council	Z-Sub Level 1	Stairs/landing area Z101	Bitumen adhesive to landing area	Reinforced Composite	VERY LOW (3)	Remove

1.0 Executive summary:



PRESUMED ASBESTOS/NO ACCESS AREA

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


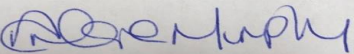
Surveyor Site Notes:

Internal notes: Na

External notes: Na

2.0 Contract Review:



Name and address of site:	Horsforth Town Council, 3 The Green, Town Street Horsforth, LS18 4RH		
Name and address of client:	Horsforth Town Council, Horsforth Town Council, 3 The Green, Town Street Horsforth, LS18 4RH		
Client contact:	Tom Crooks - RCP Architects		
Type of survey:	Refurbishment Survey		
Date of survey:	13 Oct 2022		
Project Number:	J018815		
Lead surveyor[s]:	Ant Green	Signature:	
Technically reviewed by:	Arlene Murphy	Signature:	
Report issue date:	18 Oct 2022		

Report QC Check

Introduction to report covers all areas requested by the client	Yes	Conclusions and recommendations are appropriate	Yes
All data and MA checks are correct, including material type	Yes	Bulk Certificate present	Yes
Exec. Summary accurate and complete by risk band	Yes	Plans marked correctly and present and no access areas identified appropriately	Yes
Have any ACM's have been omitted from the report	No	Caveats are specific to the survey	Yes

3.0 Introduction/Objectives:



Inspectas Compliance Ltd received an order of confirmation to undertake a Refurbishment Survey from Horsforth Town Council. This order has been accepted on the basis of the original quotation and our terms and conditions of business.

The order relates to a Refurbishment Survey of:

Site Address	Building Designation	Building Description	Age of building
Horsforth Town Council 3 The Green Town Street Horsforth	Horsforth Town Council	Council Offices	1800s
General Building Construction Type <small>*Individual room construction can be found within Appendix 3 of this report</small>			
Mixed			

The survey was carried out by Ant Green.

The Type of survey selected / requested by the client was a Refurbishment Survey.

The reason for selecting this survey is to enable the client to identify asbestos in his premises so that it can be removed prior to major refurbishment

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

Purpose of Survey

The purpose of this Major Refurbishment Survey is to help the duty holder identify asbestos in these premises, prior to major refurbishment. It provides sufficient information to help the tendering process for removal works prior to any work starting. However it is strongly recommended that any asbestos removal should be undertaken against a detailed specification. We further recommend the appointed removal contractor should attend the site to confirm for themselves the quantities and location of asbestos to be removed, prior to costing.

Aim of Survey

The aim of the survey was to;

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

3.0 Introduction/Objectives(Cont): - Type of Survey



3.4 Type of Survey – Refurbishment Survey

The purpose of this major refurbishment survey is to identify ACM's to be removed prior to any major refurbishment work being carried out. This type of survey is used to locate and describe as far as is reasonably practicable all ACM's in the whole building if major refurbishment is planned.

Major refurbishment surveys are intended to locate all asbestos within the building. It is a disruptive, fully intrusive survey that involves destructive inspection techniques that penetrate the building structure extensively. This involves breaking into floors, through walls, into wall voids ceilings, cladding, boxing, as necessary to gain access to all areas, including the inner fabric of the building. A full sampling programme is undertaken to identify possible ACM's and estimate their quantities.

The survey is designed to be used to help the tendering process, and should be used to start generating a specification for tendering the removal of ACM's from the building prior to major refurbishment.

Whilst all asbestos materials have been identified as far as is reasonably practicable, some asbestos materials may remain unidentified buried within the fabric of the building during the survey. Asbestos shuttering buried within concrete slabs, asbestos hidden by structural supports, asbestos hidden behind other asbestos products, and building structures which are unsafe to fully access are potential locations.

It must be presumed that asbestos may remain unidentified to these type of areas and if suspect materials are uncovered during major refurbishment then samples should be taken for analysis.

4.0 Desk Top Review and Survey Planning:



4.1 Details of information requested from the Duty Holder by Inspectas Compliance Ltd in order to carry out a desk top review and plan the survey in accordance with HSG 264 were recorded on our pre-survey questionnaire, along with details of all the information that were provided by Tom Crooks - RCP Architects on behalf of the client.

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

Horsforth Town Council
3 The Green
Town Street Horsforth
LS18 4RH

The survey was carried out to all areas as per client plans provided consisting of the basement, ground, first and second floors including external areas.

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

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

A decontamination unit was not needed onsite during the survey.

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

Access equipment for working at heights was not required.

The survey did not involve confined space working.

The client did not inform Inspectas of any chemical/biological hazards.

No previous asbestos information was made available to Inspectas prior to survey works.

The following exclusions were agreed at the time of the survey on site:

No exclusions agreed

5.0 Survey Method



This survey has been undertaken in accordance with HSG264 and Inspectas Compliance Ltd in house procedures.

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

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

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

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

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

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

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

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

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

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

6.0 Exclusions and Caveats:



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

During the course of the survey any areas not accessed, are detailed within the Data Sheets of this report, along with a comment on the reason for non access. Asbestos has been presumed to be present until further inspection and sampling to these areas proves otherwise

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

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

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

6.2 – Specific caveats

It was agreed with the client that access above or behind known ACM's was not required within the survey.

It was agreed with the client that core boring into the concrete slabs was not required within the survey.

The client was advised that destructive inspection will involve that removal of a number of windows, which will be required making secure during/after the survey. The client has requested a less intrusive survey into these areas and for the window frames to remain in situ.

Underground services were not included in the survey.

It has been agreed with the client that there was not any unsafe structures on site.

7.0 Sampling and Analysis:



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

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

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

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

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

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

Key to Analysis Results:

Chrysotile - White Asbestos

Amosite - Brown Asbestos

Crocidolite - Blue Asbestos

Tremolite - Rare Asbestos

Actinolite - Rare Asbestos

Anthophyllite - Rare Asbestos

8.0 Survey Results - Interpretation:



Survey Results

- 8.1 The results of the survey inspections and sampling undertaken are recorded on the enclosed Survey Data Sheets (appendix 2), Asbestos Register (appendix 1) and General Building Construction by location (Appendix 3). Where asbestos containing material have been identified or presumed to be present then a Material Assessment Algorithm has been calculated as detailed in HSG 264 and reproduced in the table below:
- 8.2 Within the survey data sheets the individual scores in brackets, for each sample variable, are added together to form the final material risk assessment algorithm score.
- 8.3 The non asbestos general building construction materials identified by visual inspection are recorded in Appendix 3: General Building Construction. These items have not been sampled and consist of, non fibrous materials EG) Masonry, timber etc and fibrous materials that have not contained asbestos. EG) MMMF, plasterboard etc.
- 8.4 Suspected materials that were subject to bulk sampling which were confirmed as non asbestos are recorded individually within the survey data sheets: Appendix 1.

8.0 Survey Results - Interpretation (cont):



Material Risk Assessment Algorithm

Product type [or debris from product]

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

Extent of damage/deterioration

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

Surface treatment

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

Asbestos Type

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

Material Risk Assessment Score

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

Appendix 1 - Asbestos Register



Building	Floor	Location - Room - Item	S,P,SP,AS Sample No	Product Type	Condition	Surface Treatment	Asbestos Type	Quantity	Accessibility	Material Score	Recommendation	Surveyors Comments
Horsforth Town Council	2nd	Stairs/landing - 206 - Grey stair nosings	S MF001017	Reinforced Composite	Low Damage	Completely Sealed	Chrysotile	18no.	Routinely disturbed	3	Remove	N/A
Horsforth Town Council	1st	Cupboard - 101 - Cement panels lining ceiling and walls, with associated debris to shelf top	S MF001019	Asbestos Cement	High Damage	Unsealed	Chrysotile	2m	Routinely disturbed	7	Restrict access/remove	N/A
Horsforth Town Council	Ground	Office - G01 - Bitumen adhesive to floor beneath carpet	S MF001020	Reinforced Composite	Low Damage	Completely Sealed	Chrysotile	8m ²	Routinely disturbed	3	Remove	N/A
Horsforth Town Council	Ground	Office - G02 - Bitumen adhesive to floor beneath carpet	As MF001020	Reinforced Composite	Low Damage	Completely Sealed	Chrysotile	8m ²	Routinely disturbed	3	Remove	N/A
Horsforth Town Council	Ground	Reception area - G03 - Bitumen adhesive to floor beneath carpet	As MF001020	Reinforced Composite	Low Damage	Completely Sealed	Chrysotile	8m ²	Routinely disturbed	3	Remove	N/A
Horsforth Town Council	Ground	Entrance Lobby - G05 - Bitumen adhesive to floor beneath carpet and modern vinyl	As MF001020	Reinforced Composite	Low Damage	Completely Sealed	Chrysotile	8m ²	Routinely disturbed	3	Remove	N/A

KEY:

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

Appendix 1 - Asbestos Register (cont)

Building	Floor	Location - Room - Item	S,P,SP,AS Sample No	Product Type	Condition	Surface Treatment	Asbestos Type	Quantity	Accessibility	Material Score	Recommendation	Surveyors Comments
Horsforth Town Council	Ground	Staff Room - G09 - Bitumen adhesive to floor beneath carpet	As MF001020	Reinforced Composite	Low Damage	Completely Sealed	Chrysotile	15m ²	Routinely disturbed	3	Remove	N/A
Horsforth Town Council	Ground	Kitchen - G10 - Bitumen adhesive to floor beneath carpet	As MF001020	Reinforced Composite	Low Damage	Completely Sealed	Chrysotile	9m ²	Routinely disturbed	3	Remove	N/A
Horsforth Town Council	Ground	Toilet - G11 - Bitumen adhesive to floor beneath modern vinyl	As MF001020	Reinforced Composite	Low Damage	Completely Sealed	Chrysotile	2m ²	Routinely disturbed	3	Remove	N/A
Horsforth Town Council	Ground	Lobby - G12 - Bitumen adhesive to floor beneath carpet	As MF001020	Reinforced Composite	Low Damage	Completely Sealed	Chrysotile	10m ²	Routinely disturbed	3	Remove	N/A
Horsforth Town Council	Z-Sub Level 1	Stairs/landing area - Z101 - Bitumen adhesive to landing area	As MF001020	Reinforced Composite	Low Damage	Completely Sealed	Chrysotile	1m ²	Routinely disturbed	3	Remove	N/A


KEY:


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Appendix 2 – Survey Data Sheets



Service Type	Refurbishment Survey		
Report Revision Number	1	Surveyors	Ant Green
Project Number	J018815	Survey Date	13 Oct 2022
Site Address:	Horsforth Town Council 3 The Green Town Street Horsforth LS18 4RH	Bulk Analysis Laboratory	Scopus Asbestos Compliance
		Date Samples taken	13/10/2022

	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	2nd Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Archive Room - 201	No asbestos bearing materials were identified at the time of survey	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				

	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	2nd Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Store - 202	No asbestos bearing materials were identified at the time of survey	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				

KEY:

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

Survey Data Sheets (cont)




	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	2nd Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Toilet - 203	Refurb location: Timber floor beneath modern vinyl	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	2nd Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Office - 204	No asbestos bearing materials were identified at the time of survey	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				

KEY:

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

Survey Data Sheets (cont)


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	2nd Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Office - 205	Refurb Location: Timber floorboards accessed	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
Material Risk Score					
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	2nd Floor	Chrysotile (1)
	Building	Room	Item	Quantity	
	Horsforth Town Council	Stairs/landing - 206	Grey stair nosings	18no.	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	S MF001017	Reinforced Composite (1)	Completely Sealed (0)	Low Damage (1)	Routinely disturbed
Material Risk Score					
3					
Recommended action	Remove				
Surveyor comments	N/A				

KEY:

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

Survey Data Sheets (cont)


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	2nd Floor	No Asbestos Detected (0)
	Building	Room	Item	Quantity	
	Horsforth Town Council	Stairs/landing - 206	Grey vinyl to stairs	8m ²	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	S MF001018	Reinforced Composite (1)	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	2nd Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Eaves space - 207	Access to eaves space from hatch only due to small hatch and no crawlboards for safe access	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				

KEY:

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Survey Data Sheets (cont)


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	2nd Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Eaves space - 207	No asbestos bearing materials were identified at the time of survey	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	1st Floor	Chrysotile (1)
	Building	Room	Item	Quantity	
	Horsforth Town Council	Cupboard - 101	Cement panels lining ceiling and walls, with associated debris to shelf top	2m	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	S MF001019	Asbestos Cement (1)	Unsealed (2)	High Damage (3)	Routinely disturbed
	Material Risk Score				
7					
Recommended action	Restrict access/remove				
Surveyor comments	N/A				

KEY:

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

Survey Data Sheets (cont)


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	1st Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Office - 102	No asbestos bearing materials were identified at the time of survey	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	1st Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Toilet - 103	Refurb Location: Timber panel to ceiling	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				

KEY:

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

Survey Data Sheets (cont)


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	1st Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Toilet lobby - 104	Refurb Location: Timber floor beneath vinyl	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	1st Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Cupboard - 105	No asbestos bearing materials were identified at the time of survey	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				

KEY:

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

Survey Data Sheets (cont)

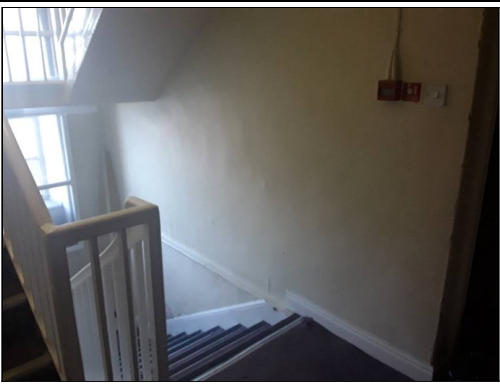
	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	1st Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Office - 106	No asbestos bearing materials were identified at the time of survey	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
Material Risk Score					
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	1st Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Main Office - 107	No asbestos bearing materials were identified at the time of survey	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
Material Risk Score					
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				

KEY:

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

Survey Data Sheets (cont)


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	1st Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Landing/stairs - 108	No asbestos bearing materials were identified at the time of survey	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				

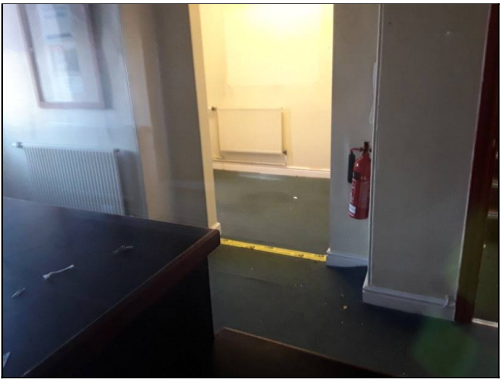
	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Ground Floor	Chrysotile (1)
	Building	Room	Item	Quantity	
	Horsforth Town Council	Office - G01	Bitumen adhesive to floor beneath carpet	8m ²	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	S MF001020	Reinforced Composite (1)	Completely Sealed (0)	Low Damage (1)	Routinely disturbed
	Material Risk Score				
3					
Recommended action	Remove				
Surveyor comments	N/A				

KEY:

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

Survey Data Sheets (cont)


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Ground Floor	Chrysotile (1)
	Building	Room	Item	Quantity	
	Horsforth Town Council	Office - G02	Bitumen adhesive to floor beneath carpet	8m ²	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	As MF001020	Reinforced Composite (1)	Completely Sealed (0)	Low Damage (1)	Routinely disturbed
	Material Risk Score				
3					
Recommended action	Remove				
Surveyor comments	N/A				


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Ground Floor	Chrysotile (1)
	Building	Room	Item	Quantity	
	Horsforth Town Council	Reception area - G03	Bitumen adhesive to floor beneath carpet	8m ²	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	As MF001020	Reinforced Composite (1)	Completely Sealed (0)	Low Damage (1)	Routinely disturbed
	Material Risk Score				
3					
Recommended action	Remove				
Surveyor comments	N/A				

KEY:

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

Survey Data Sheets (cont)


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Ground Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Waiting area - G04	No asbestos bearing materials were identified at the time of survey	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				

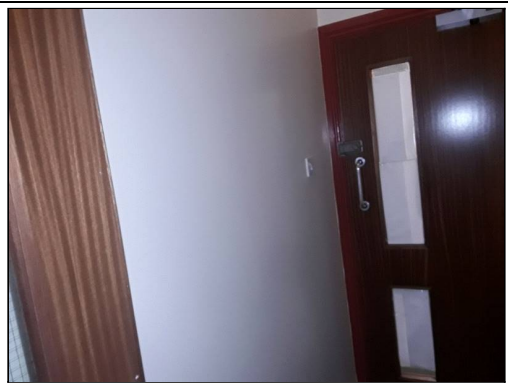
	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Ground Floor	Chrysotile (1)
	Building	Room	Item	Quantity	
	Horsforth Town Council	Entrance Lobby - G05	Bitumen adhesive to floor beneath carpet and modern vinyl	8m ²	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	As MF001020	Reinforced Composite (1)	Completely Sealed (0)	Low Damage (1)	Routinely disturbed
	Material Risk Score				
3					
Recommended action	Remove				
Surveyor comments	N/A				

KEY:

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

Survey Data Sheets (cont)


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Ground Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Office - G06	Refurb Location: Solid and plasterboard walls	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Ground Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Cloakroom - G07	Refurb Location: Solid and plasterboard walls	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				

KEY:

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

Survey Data Sheets (cont)


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Ground Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Office - G08	Refurb Location: Solid and plasterboard walls	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Ground Floor	Chrysotile (1)
	Building	Room	Item	Quantity	
	Horsforth Town Council	Staff Room - G09	Bitumen adhesive to floor beneath carpet	15m ²	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	As MF001020	Reinforced Composite (1)	Completely Sealed (0)	Low Damage (1)	Routinely disturbed
	Material Risk Score				
3					
Recommended action	Remove				
Surveyor comments	N/A				

KEY:

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

Survey Data Sheets (cont)

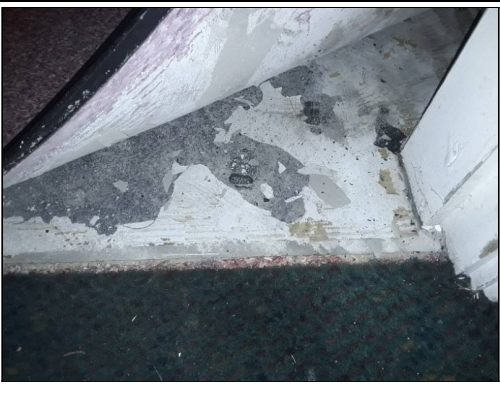
	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Ground Floor	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Kitchen - G10	Refurb location: Solid and plasterboard walls	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Ground Floor	Chrysotile (1)
	Building	Room	Item	Quantity	
	Horsforth Town Council	Kitchen - G10	Bitumen adhesive to floor beneath carpet	9m ²	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	As MF001020	Reinforced Composite (1)	Completely Sealed (0)	Low Damage (1)	Routinely disturbed
	Material Risk Score				
3					
Recommended action	Remove				
Surveyor comments	N/A				

KEY:

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

Survey Data Sheets (cont)


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Ground Floor	Chrysotile (1)
	Building	Room	Item	Quantity	
	Horsforth Town Council	Toilet - G11	Bitumen adhesive to floor beneath modern vinyl	2m ²	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	As MF001020	Reinforced Composite (1)	Completely Sealed (0)	Low Damage (1)	Routinely disturbed
Material Risk Score					
3					
Recommended action	Remove				
Surveyor comments	N/A				


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Ground Floor	Chrysotile (1)
	Building	Room	Item	Quantity	
	Horsforth Town Council	Lobby - G12	Bitumen adhesive to floor beneath carpet	10m ²	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	As MF001020	Reinforced Composite (1)	Completely Sealed (0)	Low Damage (1)	Routinely disturbed
Material Risk Score					
3					
Recommended action	Remove				
Surveyor comments	N/A				

KEY:

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

Survey Data Sheets (cont)


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Z-Sub Level 1	Chrysotile (1)
	Building	Room	Item	Quantity	
	Horsforth Town Council	Stairs/landing area - Z101	Bitumen adhesive to landing area	1m ²	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	As MF001020	Reinforced Composite (1)	Completely Sealed (0)	Low Damage (1)	Routinely disturbed
	Material Risk Score				
3					
Recommended action	Remove				
Surveyor comments	N/A				


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Z-Sub Level 1	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Store - Z102	No asbestos bearing materials were identified at the time of survey	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				

KEY:

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

Survey Data Sheets (cont)

	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Z-Sub Level 1	No Asbestos Detected (0)
	Building	Room	Item	Quantity	
	Horsforth Town Council	Store - Z103	Bitumen cable wrap to electrics	11m	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	S MF001021	Reinforced Composite (1)	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				


	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	Z-Sub Level 1	N/A
	Building	Room	Item	Quantity	
	Horsforth Town Council	Store - Z104	No asbestos bearing materials were identified at the time of survey	N/A	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	N/A	N/A	N/A	N/A	N/A
	Material Risk Score				
N/A					
Recommended action	No further action required				
Surveyor comments	N/A				

KEY:

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

Survey Data Sheets (cont)



	Survey Date:	Lead Surveyor	Survey Type	Floor	Analysis
	13 Oct 2022	Ant Green	Refurbishment Survey	External	No Asbestos Detected (0)
	Building	Room	Item	Quantity	
	Horsforth Town Council	All areas - E01	Putty to timber framed windows	100lm	
	Sample No (S,SP,P,As)	Product Type	Surface Treatment	Condition	Accessibility
	S MF001022	Reinforced Composite (1)	N/A	N/A	N/A
	Material Risk Score				
	N/A				
	Recommended action	No further action required			
	Surveyor comments	N/A			

KEY:

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

Appendix 3 - General Building Construction by Location



Building	Floor	Room No:	Room Type	Item
Horsforth Town Council	2nd Floor	201	Archive Room	Plasterboard ceiling and walls, timber floor, timber beams, solid fireplace with brick chimney lining
Horsforth Town Council	2nd Floor	202	Store	Plasterboard ceiling, plasterboard and timber walls, timber floor
Horsforth Town Council	2nd Floor	203	Toilet	Plasterboard ceiling, plasterboard walls, timber floor beneath modern vinyl
Horsforth Town Council	2nd Floor	204	Office	Plasterboard ceiling, plasterboard walls, timber floor, modern electrics, timber beams to ceiling
Horsforth Town Council	2nd Floor	205	Office	Plasterboard ceiling, plasterboard walls, timber floor, timber beams to ceiling
Horsforth Town Council	2nd Floor	206	Stairs/landing	Lath and plaster ceiling, solid walls, timber floor and stairs beneath vinyl
Horsforth Town Council	2nd Floor	207	Eaves space	Modern lining to underside of roof, brick walls, plasterboard and lath and plaster floor with loose MMMF insulation throughout, plastic soilpipe
Horsforth Town Council	1st Floor	101	Cupboard	Cement lining to ceiling and walls, timber floor beneath carpet, timber shelving
Horsforth Town Council	1st Floor	102	Office	Lath and plaster ceiling, solid walls, timber floor beneath carpet, timber surrounds to windows, modern rope cords to windows, timber boxing
Horsforth Town Council	1st Floor	103	Toilet	Lath and plaster ceiling with timber panel, solid and plasterboard walls, timber floor beneath vinyl
Horsforth Town Council	1st Floor	104	Toilet lobby	Lath and plaster ceiling, solid and plasterboard walls, timber floor beneath vinyl, polystyrene casing to plastic water heater
Horsforth Town Council	1st Floor	105	Cupboard	Solid ceiling and walls, timber floor beneath carpet, timber shelving
Horsforth Town Council	1st Floor	106	Office	Plasterboard ceiling, solid walls, timber floor beneath carpet, timber surrounds to windows, modern rope cords to windows
Horsforth Town Council	1st Floor	107	Main Office	Plasterboard ceiling, solid and plasterboard walls, timber floor beneath carpet, timber panelling and surrounds to windows, modern rope cords to windows, solid curved walls to recesses, plastic columns/conduits
Horsforth Town Council	1st Floor	108	Landing/stairs	Lath and plaster ceiling, solid and plasterboard walls, timber floor beneath carpet and modern self levelling compound, modern stair nosings

Appendix 3 - General Building Construction by location (cont)



Building	Floor	Room No:	Room Type	Item
Horsforth Town Council	Ground Floor	G01	Office	Plasterboard ceiling, solid walls, solid floor beneath carpet
Horsforth Town Council	Ground Floor	G02	Office	Plasterboard ceiling, solid walls, solid floor beneath carpet, timber panelling to window surrounds
Horsforth Town Council	Ground Floor	G03	Reception area	Plasterboard ceiling, solid walls, solid floor beneath carpet, timber panelling to window surrounds
Horsforth Town Council	Ground Floor	G04	Waiting area	Plasterboard ceiling, solid walls with timber panel desk area, timber floor beneath carpet and vinyl, timber panelling to window surrounds
Horsforth Town Council	Ground Floor	G05	Entrance Lobby	Lath and plaster ceiling, solid walls, solid floor beneath carpet and modern vinyl
Horsforth Town Council	Ground Floor	G06	Office	Lath and plaster ceiling, solid and plasterboard walls, timber floor beneath carpet, timber panelling to window surrounds
Horsforth Town Council	Ground Floor	G07	Cloakroom	Lath and plaster ceiling, solid and plasterboard walls, timber floor beneath carpet, sealed timber boxing
Horsforth Town Council	Ground Floor	G08	Office	Lath and plaster ceiling, solid and plasterboard walls, timber floor beneath carpet, sealed timber boxing
Horsforth Town Council	Ground Floor	G09	Staff Room	Lath and plaster ceiling, solid and plasterboard walls, timber floor beneath carpet, sealed timber boxing
Horsforth Town Council	Ground Floor	G10	Kitchen	Lath and plaster and plasterboard ceiling with bulk head, solid and plasterboard walls, timber floor beneath modern vinyl, modern sink unit, modern boiler and metal flue
Horsforth Town Council	Ground Floor	G11	Toilet	Plasterboard ceiling, solid walls, solid floor beneath modern vinyl, timber boxing housing MMMF lagged pipework
Horsforth Town Council	Ground Floor	G12	Lobby	Plasterboard and lath and plaster ceilings, solid and plasterboard walls, solid floor beneath carpet, modern server equipment
Horsforth Town Council	Z-Sub Level 1	Z101	Stairs/landing area	Plasterboard ceiling, solid walls and floor, unlagged metal pipework throughout
Horsforth Town Council	Z-Sub Level 1	Z102	Store	Stone ceiling, walls and floor, unlagged metal pipework throughout
Horsforth Town Council	Z-Sub Level 1	Z103	Store	Stone ceiling, walls and floor, modern electrics with timber backing panel, modern gas meter unit, unlagged metal pipework throughout

Appendix 3 - General Building Construction by location (cont)



Building	Floor	Room No:	Room Type	Item
Horsforth Town Council	Z-Sub Level 1	Z104	Store	Stone ceiling, walls and floor, unlagged metal pipework throughout, stone shelving
Horsforth Town Council	External	E01	All areas	Slate tile roof, stone walls, plastic rainwater goods, timber framed windows, glass door header, timber doors

Appendix 4 – Sample Certificates



Certificate of Bulk Analysis

Customer: Inspectas Compliance Ltd
Customer Address: Suite 1.11 Woodhead House,
 Woodhead Road Centre 27 Business Park, Birstall,
 West Yorkshire, WF17 9TD
Site Address: Horsforth Town Council, 3 The Green,
 Town Street Horsforth
Client Reference: J018815

Project Number: P-28009
Samples Received On: 14/10/2022
Samples Taken By: Client
No of Samples: 6
Date of Analysis: 14/10/2022

Sample No.	Client Sample No.	Sample Location	Sample Details	Asbestos Type(s) Present	Analysts Name
S001	MF001017	Stairs/landing 6	Stair Nosing - Reinforced Plastics/Composites	Chrysotile	Sudheer Lankapalli
S002	MF001018	Stairs/landing 6	Stairs - Vinyl Products	NAD	Sudheer Lankapalli
S003	MF001019	Cupboard 1	Panels Lining Ceiling and Walls, with associated Debris to Shelf Top - Cement Product	Chrysotile	Sudheer Lankapalli
S004	MF001020	Office 1	Adhesive to Floor beneath Carpet - Bituminous Product	Chrysotile	Sudheer Lankapalli
S005	MF001021	Store 3	Cable Wrap to Electrics - Bituminous Product	NAD	Sudheer Lankapalli
S006	MF001022	All areas 1	Timber Framed Windows - Putty	NAD	Sudheer Lankapalli

Key: NAD = No Asbestos Detected

Authorised Signatory:		Name / Position:	Sai Annapureddy/Quality Manager	Date of Issue:	14/10/2022
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Statement of Certification

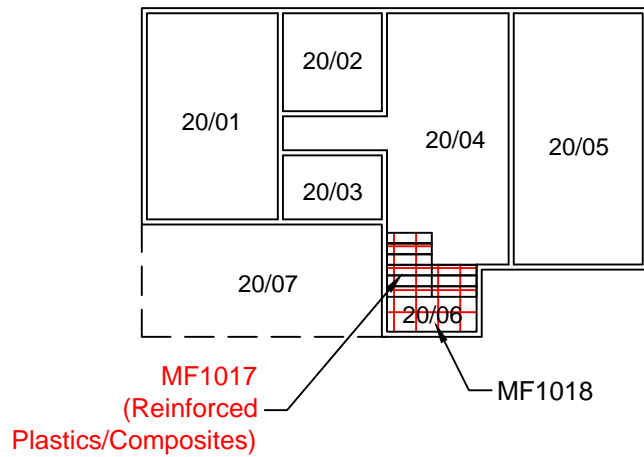
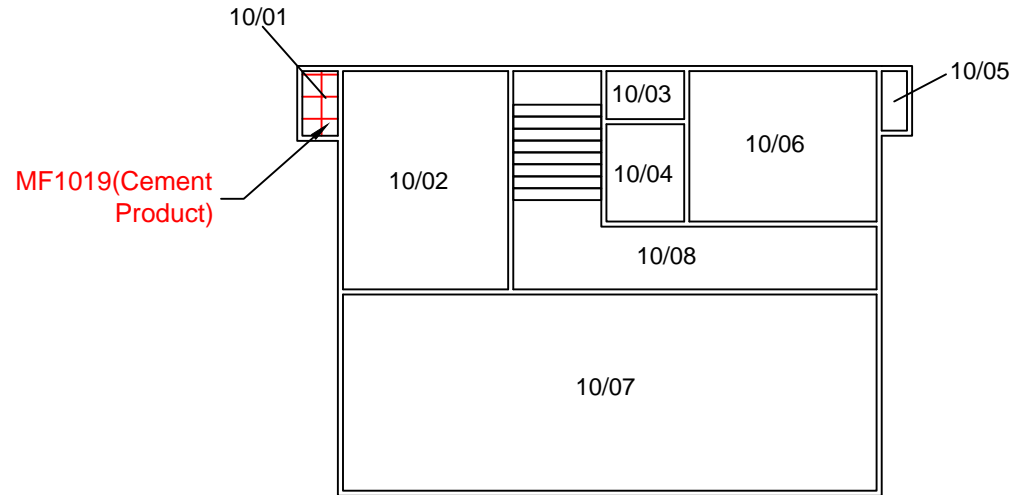
This is to certify that analysis has been carried out to determine the presence of asbestos fibres using Polarised Light Microscopy and Dispersion Staining Techniques. The method used is UKAS accredited and in accordance with Scopus Asbestos Compliance in house current method/procedure and the HSG 248 Asbestos: The analysts guide for sampling analysis and clearance procedures - appendix 2, 'Asbestos in bulk materials: Sampling and identification by polarised light microscopy (PLM). The samples were analysed as received.

This Certificate may not be reproduced other than in full, except with the prior written approval of the issuing laboratory. Notes, opinions and interpretations expressed herein are outside the scope of UKAS Accreditation.

When the Test Certificate indicates sample(s) taken by the customer, the following disclaimers apply: Scopus Asbestos Compliance cannot accept responsibility for the accuracy of the information provided by the customer or whether samples(s) taken were representative of the material sampled. Scopus Asbestos Compliance is not responsible for sampling techniques carried out by individual(s) not directly employed within the Company.

Appendix 5 – Plans







KEY

AC001 POSITIVE SAMPLES

AC001 NEGATIVE SAMPLES

 AREAS OF NO ACCESS

 ACM PRESENTS

 OUTSIDE SCOPE OF WORK

G/01 ROOM NUMBERS

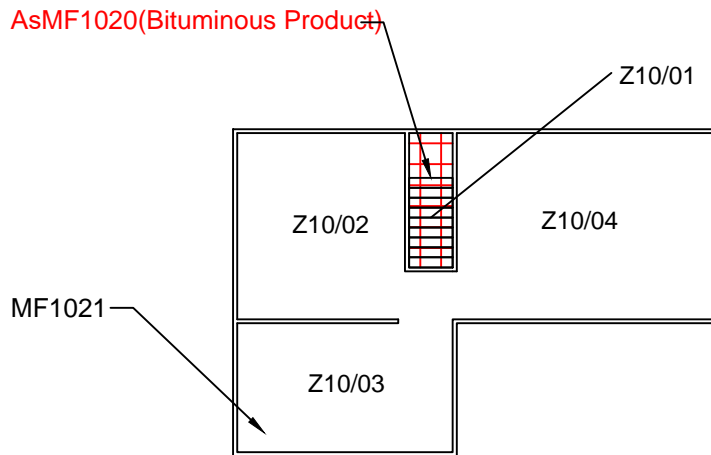
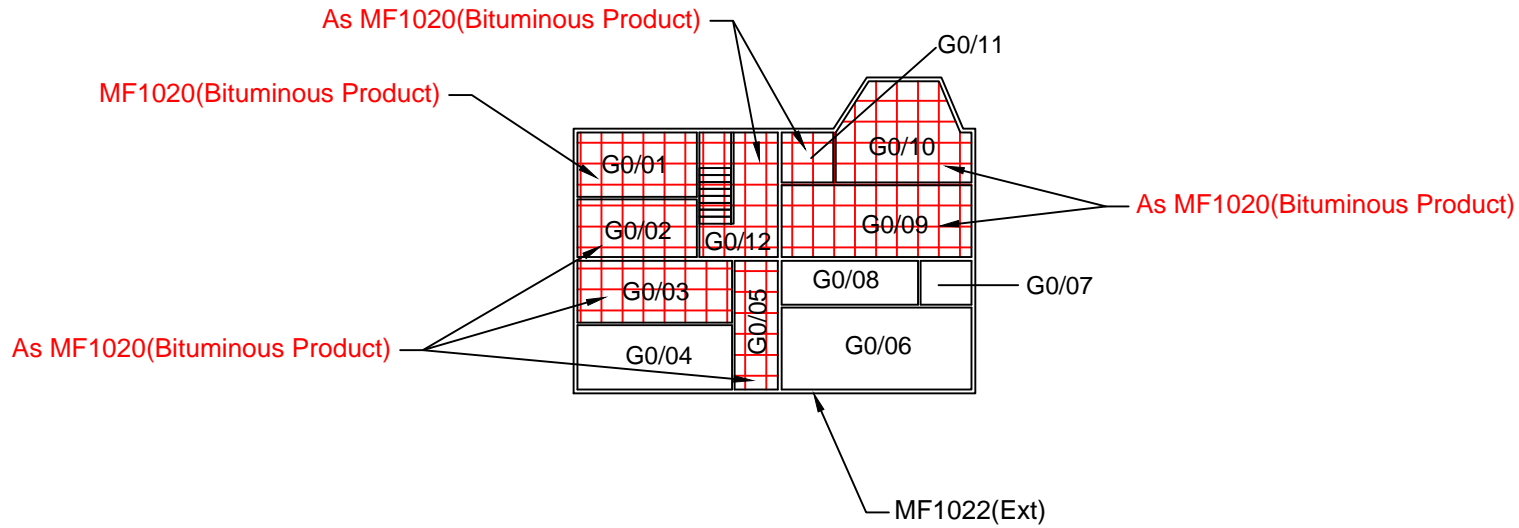
PLAN NOT TO SCALE

JOB REFERENCE: J18815

Horsforth Town Council,
3 The Green,
Town Street,
Horsforth,
LS18 4RH

Floor: First & Second Floor


AUTHOR: BN




KEY

AC001 POSITIVE SAMPLES

AC001 NEGATIVE SAMPLES

 AREAS OF NO ACCESS

 ACM PRESENTS

 OUTSIDE SCOPE OF WORK

G/01 ROOM NUMBERS

PLAN NOT TO SCALE

JOB REFERENCE: J18815

Horsforth Town Council,
3 The Green,
Town Street,
Horsforth,
LS18 4RH

Floor: Basement & Ground Floor

AUTHOR: BN

9.0 Recommendations:



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

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

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

9.4 All ACM's identified within this report are removed prior to start of the refurbishment.

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

9.4.2 Where asbestos residue or debris has been identified within an area, then it should be presumed that all surfaces including any plant and equipment within the area are likely to be contaminated and will be subject to the same remediation procedures.

9.5 Where there is a delay to the removal of the ACM's and refurbishment scheme, or some ACM's are to be retained then;

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

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

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

9.6 During the course of the survey any areas not accessed, are detailed within the Data Sheets of this report, along with a comment on the reason for non access. Asbestos has been presumed to be present until further inspection and sampling to these areas proves otherwise.

9.7.1 Site specific recommendations in respect to the location and condition of asbestos materials identified during the course of this inspection are detailed in the Survey Data Sheets and Asbestos register.

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

9.7.3 If we have identified asbestos materials in poor condition, it is recommended that air monitoring is carried out within a number of areas where asbestos materials have been identified in order to assess airborne fibre levels in comparison to the clearance indicator, and control limit to these areas and adjacent areas.

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

Licensed Asbestos Removal

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

Notifiable Non Licensed Works

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

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

Non Notifiable Non Licensed work

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

-If a non-licensed contractor is appointed to undertake the removal works on the above materials, the following points must be adhered to:

- All operatives undertaking work on the material must have asbestos awareness training and practical asbestos training.