



Pre-Construction Information

For

The Conversion to a Library

At

8 Boscawen Road, Perranporth

For

Perranzabuloe Parish Council



Date: December 2024

Version: 01

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Author	Daryl Hill Principal Designer	Signed 	Date: 04 December 2024
Reviewed	Phil Crossley Director	Signed 	Date: 04 December 2024

AMENDMENT LOG

Revision	Reason for Issue	Section Updated	Author	Reviewed

PREAMBLES

Pre-Construction Information

The Pre-construction Information has been prepared in accordance with the requirements of the Construction (Design and Management) Regulations 2015 (the CDM Regulations). It has been compiled on the basis of the information available about the project at the time of this revision.

This document is intended to collate information provided into a useful document that can be taken forward and used to plan the project in terms of general cooperation and consideration as well as detailing known health and safety issues.

This document does not attempt to list the responsibilities of the Principal Contractor, of which he should already be fully aware. Further details of such can be viewed in guidance document L153 for the CDM Regulations 2015. This document does however give a guide as to the issues that have been identified already and inform of any site peculiarities or Client restrictions.

This document should not be used in isolation for planning health and safety matters as reference should always be made to other information detailed as well as tender information. Site inspections should always be carried out by the Principal Contractor prior to works commencing to ensure all relevant issues have been identified as far as reasonably possible.

Construction Stage

The successful contractor should note that the appointment will not be confirmed unless or until the Client is satisfied as to the competence of the contractor to fulfil these duties and as to the adequacy of resources to be allocated to the health and safety aspects of the project.

Construction Phase Plan

It is a requirement under the CDM Regulations 2015 that the Principal Contractor produces a comprehensive Construction Phase Plan (herein referred to as the Plan). This plan must be submitted to the Principal Designer for review at least two weeks before works commence on site.

The information provided within this document and other documents referenced herein should be referred to when the Principal Contractor is preparing the Plan. Details of how the hazards will be managed should be included.

The Plan must not be a generic health & safety policy style document but must detail actual information that will be implemented. Irrelevant and out of date information (including reference to the 1994 Regulations) must be removed or amended.

The Principal Contractor shall assume full responsibility for the maintenance of this information and for the development of the Construction Phase Plan which shall be up-dated as necessary during the course of the project.

No construction shall be allowed to commence without receipt of written confirmation that the Client is satisfied that the plan is satisfactorily developed and appropriate to the work at hand and the welfare facilities are suitable and sufficient.

1.0 DESCRIPTION OF PROJECT

1.1 Location

8 Boscawen Road, Perranporth

1.2 Project Description

The Project consists of the following:

1. Demolition of Existing Internal Wall
2. Removal of all existing fixtures and fittings
3. Removal of external windows and doors and associated fittings
4. Removal of existing ground floor
5. Construction of new internal floors and partitions
6. Re-roofing
7. Provision of new windows
8. New internal finishes
9. New mechanical and electrical services
10. Landscaping

1.3 Programme

Planned commencement:	01/03/2025
Contract period:	20 weeks
Mobilisation period (minimum):	3 weeks (after instruction of Principal Contractor before commencement of works on site)

The Principal Contactor is required to provide a detailed programme of the works which will be used and updated on a regular basis. Any significant changes to the programme should be notified to the Client in good time

1.4 Contact Details for Duty Holders

Client

Perranzabuloe Parish Council
Chyanhale
Ponsmere Valley
Perranporth
Cornwall
TR6 0DB

Principal Designer

Crossley Hill Chartered Surveyors
5 Frances Street
Truro
Cornwall
TR1 3DN

Lead Designer

Crossley Hill Chartered Surveyors
5 Frances Street
Truro
Cornwall
TR1 3DN

Principal Contractor

TBC

1.5 Extent and Location of Existing Plans and Records

A number of surveys, reports and plans relating to the property and relevant to the works are, included within this document, held by Crossley Hill Chartered Surveyors, copies can be obtained from these parties on request. The relevant information is referred to in the following sections of this document.

2.0 CLIENT'S CONSIDERATIONS & MANAGEMENT REQUIREMENTS

2.1 Planning & Managing Construction Work

The Client attaches particular importance to the promotion of a positive Health & Safety Culture on all their construction sites, and as a result requires that the following Safety Goals are targeted:

- Project to be managed to achieve 'Zero' accidents
- If this target is not met all accidents are to be fully investigated and details reported as necessary and published to the Client
- The project shall not receive any HSE enforcement action
- The scheme shall comply with any current HSE initiatives; current initiatives include; the 'Asbestos Hidden Danger' Campaign and the 'Shatter Lives' slips and trips campaign

The Principal Contractor will need to identify in the Plan exactly how the project will be planned and managed detailing, but not limited to, the sections provided in this document. This will include the need for a full and detailed programme of works.

2.2 Communication & Liaison between the client and others

It should be ensured that the lines of communication throughout the project are maintained to a high degree. Therefore any significant information produced or received should be passed to the relevant people in good time.

The Principal Contractor is to include within his construction phase plan; details of how clear communication lines will be maintained between all key parties. Including how relevant information from this document and his construction phase plan will be passed to the subcontractors.

The Principal Contractor is to identify how and when communication and liaison will take place in the form of schedules of meetings etc. The method for passing information to all parties should also be detailed.

2.3 Arrangements for Security of the Site

The Principal Contractor must ensure that adequate security measures are implemented to prevent unauthorised access to the site. All necessary site hoarding and/or enclosures are to be provided by the Principal Contractor to isolate the site works and protect the public and adjacent activities. The site shall not be left in an unsecured condition.

The client has identified the boundaries on the Block and Location Plan Drawing Number CH19569-00030PL which need to be kept secure throughout the course of the contract.

The Principal Contractor must note they have a duty of care to trespassers under the Occupiers Liability Act 1984 and reasonably practicable security measures must be undertaken.

Due to the nature of the site vehicle movement is to be kept to a minimum.

Details of how the Principal Contractor will comply with these provisions must be included within the Construction Phase Plan.

2.4 Arrangements for Welfare Provision and First Aid

Adequate provision will need to be made by the Principal Contractor for all required welfare facilities in accordance with Schedule Two of the CDM Regulations 2015.

The Principal Contractor must include within his Construction Phase Plan; details of the following:

- Details of welfare facilities being provided;
- Details of any phasing requirements for the welfare facilities

The Principal Contractor is required to make suitable provision for first aid facilities in accordance with the Health and Safety (First Aid) Regulations 1981. Details of equipment provided and trained first aiders must be included within the Construction Phase Plan.

2.5 Fire Precautions and Emergency Procedures

The Principal Contractor is required to comply with the 'Joint Code of Practice on the Protection from Fire of Construction Sites and Buildings Undergoing Renovation' (known as The Fire Code) and accordingly produce a fire safety plan as part of the Construction Phase Plan which is updated as required whilst the project progresses.

There are no specific fire precautions other than those that would normally be connected with working on such a site. Any specific fire risks brought about by the construction works will need to be raised in the Plan and detailed as required to reduce risks wherever possible.

The details relating to emergency procedures will need to be detailed in the Plan to include items such as those detailed in the list below:

- Means of warning and escape
- Significant accidents(s)
- Bomb threat
- UXO strike
- Utilities strike

2.6 No-go Areas

The works are restricted to the site area only and no deviation from this is permitted. It is particularly important that the adjacent land users are protected and no access into or disturbance of those areas will be permitted.

2.7 Site Rules

The Plan is to detail all site rules used by the Principal Contractor and the method of relating these to the workforce, such as in the site induction procedure. Inductions will be required for all visitors where the site rules will be related. The rules are to be explained to all persons working and visiting the site at the induction stage. A copy is to be displayed on site in an accessible location and individual points reinforced as required as part of the Principal Contractors discipline policy.

2.8 Permit to Work Systems

The Principal Contractor is to set out within the Construction Phase Plan the work activities that will trigger the need for a permit to work system. The Permit to work system is to be rigorously enforced.

For Work in existing client premises the client requires the Principal Contractor implement the following permit to work procedures:

- Work at height

- Demolition and Temporary Works
- Work on services
- Work affecting the load bearing capacity of the building
- Noisy and/or vibratory works
- Hot works

2.9 Personal Protective Equipment (PPE)

Strict details will need to be provided in relation to PPE to ensure the safety of all construction staff, project team members and visitors. The Principal Contractor will need to detail what PPE requirements are the minimum standard and make suitable PPE available for workers and visitors. All risk assessments and method statements will need to identify what task specific PPE is required.

2.10 Confined Spaces

The Principal Designer has not been made aware of any areas designated as confined spaces

3.0 ENVIRONMENTAL RESTRICTIONS AND EXISTING ON-SITE RISKS

SAFETY HAZARDS

3.1 Access and Egress

The Principal Contractor is to note that the following restrictions are present on the neighbouring roads:

Restricted width access roads on all routes to the site
Restricted load capacity on access roads to site
Traffic and speed calming measures on access road to site

Access to and from the site is via the BS3284 and Boscawen Road for the duration of the project. The Contractor should note that no large vehicular access is available into the site and no drop of zones or parking areas are available on site.

A detailed traffic management plan will need to be produced by the Principal Contractor to show information in relation, but not limited to, all items noted below:

- Access routes
- Delivery / working times
- Parking (contractors & visitors)
- Construction vehicle storage & refuelling (bunded area)
- Delivery drop off
- Banksman
- Materials storage
- Waste storage
- Waste collection
- Wheel wash / road cleaning / inspection
- Pedestrian & vehicles routes

A clean area will need to be provided for deliveries / waste removal to ensure that no mud or debris will be transferred onto the road. Arrangements are also to be detailed in the event that any cleaning is required.

There is very limited parking on site and the Principal Contractor will have to make alternative provisions.

The occupiers of the adjacent properties to the above site are sensitive to noise and traffic movements and this must be planned in order to reduce disturbance and inconvenience to them. Therefore the numbers of vehicles must be kept to a minimum as well as deliveries and waste collections which should be planned to occur at off peak periods and the positioning of vehicles during drop off and collection given due consideration to prevent blocking the road.

3.2 Deliveries, Storage and Waste Collection

All deliveries are to be made to the site entrance. Materials are to be stored in a position away from site boundaries within the building where possible to reduce the risk of theft and arson. The Principal Contractor is to include in his Construction Phase Plan a plan showing the positioning of all skips and material storage area.

3.3 Adjacent Land Uses

The neighbourhood shows a mix of property types including, residential, commercial, retail and leisure. These will need to have due consideration made for them, particularly when planning site security, vehicle movement, noisy or vibratory works and for the delivery of materials.

3.4 Existing Storage of Hazardous Substances

None identified to the Principal Designer

3.5 Location of Existing services

The extent of the existing services has been identified by review of the services on site. This should not be relied upon alone and the Principal Contractor must allow for further visual inspection of exposed services and use of cable avoidance scanning tools. Construction work should not be carried out unless or until the Principal Contractor is satisfied that all services in the vicinity of the works have been identified. Further investigation may be required subject to the extent of the works; such as during deep excavations.

The following services have been identified:

- Underground electrical cable
- Electrical services, fuse boards and consumer unit
- Drainage
- Heating and hot water pipework

Should any previously unidentified services be found then these should be protected, isolated if appropriate and reported to all parties as soon as possible and marked on a services plan for future reference.

3.6 Existing Structural Information

The Principal Designer has not been made aware of any issues or risks over and above the removal of the existing internal partitions.

Should the Principal Contractor discover any structural abnormalities work in the area is to cease immediately and the Principal Designer and Employers Representative informed at the earliest practicable opportunity.

3.7 Previous Structural Modifications

None identified to the Principal Designer

3.8 Fire Damage, Ground Shrinkage, Movement or Poor Maintenance

None identified to the Principal Designer.

3.9 Fragile Materials

None identified to the Principal Designer.

3.10 Traffic Routes on Site

The traffic movements on site are to be kept to a minimum. Where possible vehicles are to turn within the site entrance so that vehicles leave forwards. Where this is not possible suitable banks

men are to be provided.

3.11 Unexploded Ordnance

None have been reported to the Principal Designer.

3.12 Other safety Risks

The Principal Contractor is to consider the hazards detailed below and include within his Construction Phase Plan methods as to how each matter will be dealt with to ensure the health, safety and welfare for his employees, subcontractors and third parties; when carrying out these activities:

- Working at height
- Scaffolding and other temporary works
- Excavation and trenches
- Demolition
- Hot Works

HEALTH HAZARDS

3.13 Asbestos

The asbestos has been removed from the site. Please refer to attached certificates.

Despite the above it is possible that asbestos containing materials are still present within the ground/site. The Principal Contractor is to ensure that appropriate control measures are in place and all operatives are aware of the presence of Asbestos and what to do should a suspected ACM be discovered on site. Should a suspected ACM be discovered on site; work in the area is to cease immediately and the Principal Designer and Clients representative informed immediately.

All Asbestos removal needs to be undertaken by a competent/licensed removal contractor in accordance with Control of Asbestos at Work regulations 2012. Details of the removal and completion certificates need to be made available for inclusion in the H&S File.

3.14 Hazardous Materials within the Structure

No hazardous materials have been identified to the Principal Designer.

Should the Principal Contractor discover any hazardous or suspected hazardous materials within the structure; he is to cease work immediately and inform the Principal Designer and Client's Representative immediately.

3.15 Health Risks Arising from Client Activities

None have been identified to the Principal Designer.

3.16 Other significant health risks

The following significant health risks have been noted as being present in the site/ building:

- Leptospirosis (weils' disease)
- Ornithosis (bird related diseases)

4.0 Significant Design and Construction Hazards

4.1 Design Assumptions and Suggested Work Methods

None identified

4.2 Coordination of Ongoing Design and Handling Design Changes

Any ongoing design changes are to be distributed to all relevant parties in good time in order to improve coordination and to ensure that all relevant health, safety and other issues have been identified. The Principal Contractor is to detail how such changes will be managed and who will retain responsibility for distributing and following up on such changes.

The following items have been designated as contractor design portions:

- M&E systems etc
- Scaffold
- Temporary Works
- Service installations

The Principal Contractor and designers will be required to ensure that any significant design changes are notified to the Principal Designer as soon as reasonably practicable and before work on that element commences on site

4.3 Significant Risks identified during design

The Principal Contractor should refer to the Hazard Identification Schedule and Residual Risk Assessment in Appendix C for information on significant risks that the designers could not design out.

The sanction of the suitability of the Construction Phase Plan in compliance with regulations 23(1)(a); and 23(2) and 22(1)(c) is dependent on the inclusion of satisfactory method statements in respect the items noted above.

4.4 Materials Requiring Precautions

No materials are known to have been specified which will require specific precautions other than those in normal use in the construction industry, which will require COSHH assessments in any case.

4.5 Asbestos Declaration

The designers are required to provide a declaration stating they have not specified any Asbestos Containing Materials.

The Principal Contractor is required to provide a declaration stating he has not installed any Asbestos Containing Materials.

The above information will be used by the Client to form part of their Asbestos Register in accordance with the Control of Asbestos Regulations 2012.

5.0 HEALTH AND SAFETY FILE

It is a requirement of the Regulations that the Principal Contractor implements an effective management system by which the requisite information is provided for inclusion in the Health and Safety File which should include:

- Brief description on the work carried out
- Residual hazards and how they have been dealt with (for example surveys or other information concerning contaminated land, water bearing strata, buried services etc)
- Key structural principles incorporated in the design of the structure (e.g. bracing, sources of substantially stored energy including pre or post tensioned members) and safe working loads for floors and roofs, particularly where these may preclude placing scaffolding or heavy machinery there
- Any hazards associated with the materials used (for example hazardous substances, lead paint, special coatings which should not be burned off)
- Health and safety information about equipment provided for cleaning or maintaining the structures
- The nature, location and markings of significant services, including firefighting services
- As-built drawings of the structure, its plant and equipment
- Operation and Maintenance information in relation to all building aspects including services and plant installed.
- Any other information relevant to the construction and future of the building, including demolition which should be passed to future users of the building.

APPENDIX A – CONSTRUCTION PHASE PLAN REQUIREMENTS

1. Description of Project

- a. Project description and programme details including any key dates;
- b. Details of Client, Principal Designer, designers, Principal Contractor and other consultants
- c. Extent and location of existing records and plans that are relevant to health and safety on site, including information about existing structures when appropriate.

2. Management of the work

- a. Management structure and responsibilities
- b. Health and safety goals for the project and arrangements for monitoring and review of health and safety performance
- c. Arrangements for
 - i. Regular liaison between parties on site
 - ii. Consultation with the workforce
 - iii. Exchange of design information between the Client, designers, Principal Designer and contractors on site
 - iv. Handling design changes during the project
 - v. The selection and control of contractors
 - vi. Exchange of health and safety information between contractors
 - vii. Site security
 - viii. Site induction
 - ix. On site training
 - x. Welfare facilities and first aid
 - xi. Reporting and investigation of accidents and incidents, including near misses
 - xii. Production and approval of risk assessments and written systems of works
- d. Site rules (including drug and alcohol policy)
- e. Fire and emergency procedures

3. Arrangements for controlling significant risks

a. Safety risks, including

- i. Delivery and removal of materials (including waste) and work equipment taking account of any risk to the public, for example during access or egress from the site
- ii. Dealing with services
- iii. Accommodating adjacent land uses
- iv. Stability of structures
- v. Preventing falls
- vi. Work with or near fragile materials
- vii. Control of lifting operations
- viii. Maintenance of plant and equipment
- ix. Work on excavations or work where there are poor ground conditions
- x. Work on wells, underground earthworks or tunnels
- xi. Work on or near water where there is a risk of drowning
- xii. Work involving diving
- xiii. Work in a caisson or compressed air working
- xiv. Work involving explosives
- xv. Traffic routes and segregation of vehicles and pedestrians
- xvi. Storage of materials and work equipment
- xvii. Any other safety risks

b. Health risks, including:

- i. Removal of asbestos
- ii. Dealing with contaminated land
- iii. Manual handling
- iv. Use of hazardous substances
- v. Reducing noise and vibration
- vi. Work with ionising radiation
- vii. Exposure to UV radiation
- viii. Any other significant health risks

4. Health and Safety File

- a. Layout and format
- b. Arrangements for the collection and gathering of information
- c. Storage of information

APPENDIX B – HEALTH AND SAFETY FILE

Section 1 General Information

- 1.1 Important Notice
 - 1.1.1 Statutory Requirements
 - 1.1.2 Purpose of the Health & Safety File
- 1.2 File Maintenance
 - 1.2.1 Keeping and Maintaining the File
 - 1.2.2 Amendments to the File

Section 2 Project Particulars

- 2.1 Brief Description of Project
- 2.2 Address of the Project
- 2.3 Project Dates
- 2.4 Project Directory

Section 3 Design Criteria

- 3.1 Lead Designer - key design principles
- 3.2 Architectural - design philosophy statement
- 3.3 Structural
 - 3.3.1 Design philosophy statement
 - 3.3.2 Safe working loads/limits (floors & roofs)
 - 3.3.3 Details of stored energy
 - 3.3.4 Special arrangements for lifting
- 3.4 Building Services
 - 3.4.1 Design philosophy statement
 - 3.4.2 Safe access to plant & equipment
- 3.5 Design Solution Statements
 - 3.5.1 Access Strategy statement
 - 3.5.2 Firefighting strategy

Section 4 Residual Hazards & Risks

- 4.1 Residual Hazards
- 4.2 Residual Hazardous Materials

Section 5 Maintenance & General Details

- 5.1 Cleaning and Maintenance Strategy/ Statement
- 5.2 Contractor's advice and suggested method statements
- 5.3 Cleaning and Maintenance Provisions - Special Requirements
- 5.4 Future Demolition or Dismantling
 - 5.4.1 Prior Arrangements
- 5.5 Environment and disposal of waste materials and products
- 5.6 Commissioning reports and test certificates
- 5.7 Warranties & Guaranties
- 5.8 Surveys and Investigation Reports
- 5.9 Planning and Building Regulations Approval Documents

Appendix C – RISK REGISTER

Hazard Identification Schedule														
Boscawen Road, Perranporth														
Reference No	Updated	Activity/ Location	Initial Owner	Identified Hazard or Risk. <i>Focus on hazard / activity leading to unusual, significant or unacceptable Risk (be specific) Please state what the specific hazard/risk is, and where / when it may occur.</i>	Persons at Risk				Design Measure for <u>Hazard Elimination</u> or <u>Risk Reduction</u> . include alternatives considered/ ruled out (please give reasons)	Hazard Eliminated	Residual Risk <i>to be controlled * <u>during construction</u> (information for Health & Safety Plan) and/or * <u>throughout life of building</u> (Health & Safety File)</i>	Residual Risk Owner <i>Client, Designer, Contractor</i>	Construction Phase Plan	H&S File
					Construction	Maintenance	Client	Gen. Public						
1. Site Wide Elements														
1.1		Site Security	Principal Designer	Rick of trespassers. Adjacent use houses etc.	X		X	X	Principal Contractor is to ensure that suitable site security arrangements are in place, to ensure that the site is secured against theft and vandalism	No		Principal Contractor	Yes	No
2. Construction Stage														
2.1		Lifting heavy materials	Principal Designer	Works involving heavy materials need to be undertaken due to the nature of the project.					Contractor to create RAMS for all site procedures involving heavy lifting. Mitigating the risk where possible through the use of machinery.	No		Principal Contractor	Yes	No
2.2		Works, Removal and Delivery of Materials	Principal Designer	Works are in the vicinity of the park and tennis courtsk	X		X	X	Contractor to provide suitable access and segregation between the users	No		Principal Contractor	Yes	No
2.3		Dust	Principal Designer	Adjacent Uses are particularly susceptible to dust	X		X		Contractor to implement suitable screening and dust suppression.	No		Principal Contractor	Yes	No
2.4		Existing Services	Principal Designer	Existing services to be removed	X				Contractor to undertake survey to log and identify all services prior to undertaking demolition works.	No		Principal Contractor	Yes	No
2.5		Manual handling	Principal Designer	Weight of construction materials such as trusses	X				The designer is to consider using lightweight materials, when they finalise the design, or specifying a method of using them	No		Principal Contractor	Yes	No
2.6		Demolition and temporary works	Principal Designer	Works involve the removal of the loadbearing partition requiring temporary works to be installed to the roof structure	X		X	X	Contractor to provide a suitable management plan. Suitable temporary support as necessary to be installed to retain existingroof structures	No		Principal Contractor	Yes	No
2.7		Paint sealants	Principal Designer	Paint sealants are present in paint identified in the specification, therefore cannot be designed out.	x	x	x		Contractor to refer to all COSHH datasheets.	No		Principal Contractor	Yes	Yes
2.8		Site Location	Principal Designer	Works being undertaken close to a public highway	X			X	Allow for provision of suitable signage and segregation from highway to ensure workwers are not within the carraigway	No		Principal Contractor	Yes	No
3. Maintenance, Use and Demolition														
3.1		Cleaning and Maintenance	Principal Designer	Risk of falls from height		X	X		Access provisions to roof to be improved with non-slip matting and re-routing cable which cause a trip hazard	No		Client	N	Yes

Appendix D – ASBESTOS CERTIFICATES



COVER SHEET

Customer Details	Shield Environmental Services Ltd (Truro)	Job / Report Number	J145448/AB01	Issue N°.	1
Asbestos Contractor	Shield Environmental Services Ltd	Site Contact	Kieron Abraham		

Site Address	8 Boscawen Road Perranporth Cornwall TR6 0EP	Date	22/01/2020
		SSL Analyst	Stephen Daines

Plan of Work ref:	159152	Asbestos Licence No.	841900684
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Summary of works (areas to be assessed and dates carried out)


Carry out a 4SC following the removal of AIB panels from the ground floor office.

Acknowledgements

I have been advised by	Stephen Daines	that the area has PASSED all stages, the Certificate of Reoccupation CAN be issued and the area is SUITABLE for occupation
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Inspection Result (Statements of Conformity), decisions contained in this report have been reached by following the assessment criteria detailed in HSG248 "Asbestos: The analysts' guide for sampling, analysis and clearance procedures".
I confirm receipt of this report, that the contents are an accurate account of site conditions and acknowledge the outcomes

Site Contact:	Kieron Abraham	Signature:		Date	22/01/2020
				Time	18:34

Signed on behalf of Scientific Services Ltd.		Start Time	22 Jan 2020 16:17	Finish Time	22 Jan 2020 18:38
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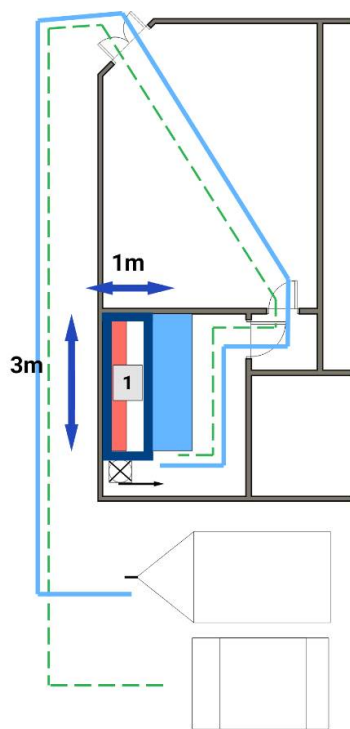
AIR TEST REPORT

Customer Details	Shield Environmental Services Ltd (Truro)	Job / Report Number	J145448/AB01	Issue N°.	1
Asbestos Contractor	Shield Environmental Services Ltd	Site Contact	Kieron Abraham		
Site Address	8 Boscawen Road Perranporth Cornwall TR6 0EP	Date	22/01/2020		
		SSL Analyst	Stephen Daines		

UKAS accredited method(s) used:

1. HSG248: The analysts guide for sampling, analysis and clearance procedures. Appendix 1: Fibres in air.
2. Scientific Services Ltd. In-house test method document: D3TA2 & D3TA3

Site Diagram



KEY

NPU	
Enclosure/ Work Area	
Airlock	
Baglock	
Area of ACM removal	
Area of ACM to remain	
Building Outline	
Transit Route	
Waste Route	
Skip (or Van)	
DCU	
Pump Location	

NOT TO SCALE

Drawn by:	Stephen Daines	Signature:	
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AIR TEST REPORT

Job / Report Number											J145448/AB01		Issue N°.		1
Sample Ref	Test Type	Pump Location	Date	Pump N°	Cowl N°	Start Time	Start Flow (L/min)	End Time	End Flow (L/min)	Elapsed Time (mins)	Volume (V) Litres	Fibres (N)	Fields (N)	Calculated Result (f/ml)	Reported Result (f/ml)
AB000231	C	1	22/01/2020	SSL(A)0025	SSL(A)3045	17:14	12.08	17:56	12.08	42	507	5.5	190	0.0027	<0.01
AB000232	FB	Field Blank	22/01/2020	N/A	SSL(A)3048	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Test Type Key: C - Clearance; R - Reassurance; B - Background; L - Leak; D - DCU; P - Personal; FB - Field Blank														1000ND ² Vnd ²	960 Vn
Barometer		SSL(A)0250		Temperature		10°C		Pressure		1032hPa		Slide Management		SSL(A)0468	
Microscope		SSL(A)0247		Count Location		WK68 KFD		Filter diameter (D)		22mm		Flow Meters		SSL(A)0343	
NPL Test Slide		SSL(A)0108		Band 5 Visible?		Yes		Stage Micrometer		SSL(A)0107		Graticule Diameter (d)		100µm	

Notes

- Control of Asbestos Regulations 2012 (L143 Edition 2) - 452 states, "the airborne fibre concentration in the enclosure/work area is, after final clearing, to be less than 0.010 fibre/cm³".
- Sampling and testing was carried out in accordance with documented 'in house' laboratory test methods and procedures based on HSG248. Any deviations from these procedures are noted below.

Comments:
None

SSL Analyst	Stephen Daines	Signature		Date	22/01/2020
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CERTIFICATE OF REOCCUPATION

Customer Details	Shield Environmental Services Ltd (Truro)	Job / Report Number	J145448/AB01	Issue N°.	1
Asbestos Contractor	Shield Environmental Services Ltd	Site Contact	Kieron Abraham		

Stage 1 of 4: Preliminary check of Site Condition and Job Completeness

Requirement	YES / NO	Comments
1.1 Plan of work checked to confirm areas to be assessed. (Record any problems, differences, fixed installations or ACMs to remain).	Yes	Enclosure size is listed in POW as 19m3 however actual size (set up as per diagram) is <10m3.


State YES if the following (where appropriate) are intact and operating, free from obvious debris, waste sacks and unnecessary equipment. Record any problems in the comments box below.

	YES / NO		YES / NO
1.2 Work areas (including enclosure)	Yes	1.5 Skip area and waste route	Yes
1.3 Air Extraction units	Yes	1.6 Transit route	Yes
1.4 Hygiene Facilities	Yes	1.7 Viewing panels / CCTV	Yes
		1.8 Smoke Test/Leak Test completed	Yes

Comments:
General dust and debris to floor throughout building.

INSPECTION RESULT	PASSED
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Inspection Result (Statements of Conformity), decisions contained in this report have been reached by following the assessment criteria detailed in HSG248 "Asbestos: The analysts' guide for sampling, analysis and clearance procedures" sections 6.5 - 6.10 (including Boxes 6.1 & 6.2)

Assessed by:	Stephen Daines	Signature:		Date	22/01/2020
				Time	17:04

Stage 2 of 4: Thorough Visual Inspection

Requirement	YES / NO	Comments:
2.1 Airlock/baglock/enclosure are free of waste bags, materials and unnecessary equipment	Yes	Airlock and NPU present. Walls, floor and ceiling fully sheeted. The AIB panels have been removed along with the timbers that they were attached to. The wall behind the removed panels is in poor condition with areas of loose, degraded plaster.
2.2 All ACMs have been completely removed from underlying surfaces (any to remain should be intact & sealed).	Yes	
2.3 Interior surfaces inside the enclosure are free from debris and fine settled dust.	Yes	
Duration of Visual (mins)	10	

INSPECTION RESULT	PASSED
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Inspection Result (Statements of Conformity), decisions contained in this report have been reached by following the assessment criteria detailed in HSG248 "Asbestos: The analysts' guide for sampling, analysis and clearance procedures" sections 6.14 - 6.17 & 6.23 - 6.29

Assessed by:	Stephen Daines	Signature:		Date	22/01/2020
				Time	17:14



CERTIFICATE OF REOCCUPATION


Customer Details	Shield Environmental Services Ltd (Truro)	Job / Report Number	J145448/AB01	Issue N°.	1
Asbestos Contractor	Shield Environmental Services Ltd	Site Contact	Kieron Abraham		

Stage 3 of 4: Clearance air monitoring inside the enclosure


Note for 3.5 (below): the criteria for a 1-pump clearance is that the volume of the enclosure is less than 10m³.

Sampling Information	YES / NO		
3.1 All areas are dry	Yes	3.5 Area (m ²) / Volume (m ³) of Enclosure	3m ² / 7.2m ³
3.2 Air movers off and sealed	Yes	3.6 Total number of samples collected	1
3.3 No evidence of lock down sprays	Yes	3.7 Total time of disturbance (mins)	1.5
3.4 Any temporary floor covering removed	Yes	3.8 Method of disturbance used	Brush

NB: The sample results and a drawing showing sample locations is contained within the Air Monitoring Report (Pages 2 & 3 of this report).

Comments: None					
INSPECTION RESULT				PASSED	
Inspection Result (Statements of Conformity), decisions contained in this report have been reached by following the assessment criteria detailed in HSG248 "Asbestos: The analysts' guide for sampling, analysis and clearance procedures" sections 6.31 - 6.36					
Assessed by:	Stephen Daines	Signature:		Date	22/01/2020
				Time	18:16

Stage 4 of 4: Assessment of site for reoccupation

Requirement	YES / NO	Comments:			
4.1 Former enclosure/work area and the immediate surrounding area are free from any visible debris, asbestos sacks and waste	Yes	As noted at stage 1, general dust and debris present to the floor throughout the building however no obvious ACM visible.			
4.2 Transit and waste routes are free from any asbestos debris, asbestos sacks and waste.	Yes				
4.3 All ACMs in the scope of work have been removed and any known ACMs are intact and encapsulated	Yes				
INSPECTION RESULT			PASSED		
This area has		PASSED and CAN be reoccupied			
Inspection Result (Statements of Conformity), decisions contained in this report have been reached by following the assessment criteria detailed in HSG248 "Asbestos: The analysts' guide for sampling, analysis and clearance procedures" sections 6.37 - 6.39					
Assessed by:	Stephen Daines	Signature:		Date	22/01/2020
				Time	18:30




ADDITIONAL INFORMATION

Customer Details	Shield Environmental Services Ltd (Truro)	Job / Report Number	J145448/AB01	Issue N°.	1
Asbestos Contractor	Shield Environmental Services Ltd	Site Contact	Kieron Abraham		

COMMENT / OBSERVATION / RECOMMENDATION

N/A

Assessed by:	Stephen Daines	Signature:		Date	22/01/2020
				Time	18:30

The Hazardous Waste Regulations 2005: Consignment Note - Fibrous

Project No: 159152
Customer: Arium



PART A Notification details

- 1 Consignment note code: **SHIELD / C7793**
- 2 The waste described below is to be removed from (name, address, postcode, telephone, email, facsimile):
8 BOSCAWEN STREET, PERRANPORTH, CORNWALL TR6 0EP.
- 3 The waste will be taken to (name, address and postcode)
Shield Environmental Storage and Waste Transfer Station. TR1 2SU
- 4 The waste producer was (if different from 2)
Shield Environmental Services Ltd, Shield House, Caxton Business Park, Crown Way, Warmley, Bristol BS30 8XJ Tel: 0117 960 6366 Fax: 0117 960 5583 enquiries@shieldenvironmental.co.uk

PART B Description of the waste

If continuation sheet used, tick here ☐

- 1 The process giving rise to the waste(s) was: **ASBESTOS REMOVAL**
- 2 SIC 2007 for the process giving rise to the waste: **39.001**
- 3 WASTE DETAILS (where more than one waste type is collected all of the information given below must be completed for each EWC identified)

Description of waste	List of wastes (EWC code) (6 digits)	Quantity (kg)	The chemical/biological components in the waste and their concentrations are:	Physical form (gas, liquid, solid, powder, sludge, or mixed)	Hazard code(s)	Container type, number and size
INSULATION MATERIAL CONTAINING ASBESTOS	170601	240	AMOSITE 15% - 25%	SOLID	H7	16 WASTE BAGS

The information given below is to be completed for each EWC identified

EWC code	UN identification number(s)	Proper shipping name(s)	UN class(es)	Packing groups(s)	Special handling requirements
170601	UN2212	WASTE BROWN ASBESTOS	9	II (E)	MANUAL ONLY

PART C Carrier's certificate

If more than one carrier is used, please attach schedule for subsequent carriers.
If schedule of carriers is attached tick here ☐

I certify that I collected the consignment, and that the details in A2, A3 and B3 are correct and I have been advised of any specific handling requirements.
Where this note comprises part of a multiple collection the round number and collection number are: **1**

1 Carrier name: **K ABRAHAM**
On behalf of
As **A4 + A5**

2 Carrier registration no. **CBDU96863**

3 Vehicle registration no. **WJ13 WY**

Signature
Date **22/01/2020** Time **1600**

PART D Consignor's certificate

I certify that the information in A, B and C has been completed and is correct, that the carrier is registered or exempt and was advised of the appropriate precautionary measures. All of the waste is packaged and labelled correctly and the carrier has been advised of any special handling requirements.
I confirm that I have fulfilled my duty to apply the waste hierarchy as required by Regulation 12 of the waste (England and Wales) Regulations 2011.

1 Consignor name: **K ABRAHAM**
On behalf of
As **A4 + A5**

Signature
Date **22/01/2020** Time **1600**

PART E Consignee's certificate (Where more than one waste type is collected all of the information given below must be completed for each EWC)

Individual EWC code(s) received	Quantity of each EWC code received (kg)	EWC code accepted / rejected	Waste management operation (R or D code)
170601	240 KG	A	D-15

1 I received this waste at the address given in A3 on: Date **23/01/2020** Time **0750**

2 Vehicle registration no. (or mode of transport if not road): **WJ13 WY**

3 Where waste is rejected please provide details:
I certify that waste permit/exempt waste operation number:

EPR/DB3909TF

authorises the management of the waste described in B at the address given in A3

Where the consignment forms part of a multiple collection, as identified in Part C, I certify that the total number of consignments forming the collection are:

Name:
On behalf of (name, address, postcode, telephone, e-mail, facsimile):

ALW AS

Signature:

Date **23/01/2020** Time **0750**