

Asbestos Management Survey Of

> PC Melbourne Slope The Promenade Cromer Norwich NR27 9HE

Report Number: BGL/9801

This report is to be read in conjunction with – NATAS Environmental Ltd 09/0205/02



HENDERSON BUSINESS CENTRE NORWICH, NR5 8BF Telephone: (01603) 251707 E-mail: info@broadland-group.co.uk



0295

Company No. 3501184

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General Site and Survey Information

Survey Date	3 rd April 2014	Survey Type	Monogoment Survey
Surveyors	Spencer Whalley	HSG 264	Management Survey
Client Name and	Address:	Instructing Party	Address:
North Norfolk Di	strict Council	As Client.	
Holt Road			
Cromer			
Norfolk			
Order No:	TBC	Order No:	
Contact:	Mr Tony Turner	Contact:	
Telephone:	01263 516196/ 07909675381	Telephone:	

Site Address:	Report compiled by:
PC Melbourne Slope	Grant Curtis
The Promenade	Broadland Group Limited
Cromer	Henderson Business Centre
Norwich	Ivy Road
NR27 9HF	Norwich
	NR5 8BF
	Signature:
Reviewed by: B Howard	Contact
4	Contact.
Signature:	Title
~	
Date: 8 th April 2014	Telephone:
Final review by lead surveyor	Surveyor: S Whalley
and authorisation to	$C \rightarrow 00$
release report to client	Signature:
	Date: 8 th April 2014
	Date: 8 th April 2014

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Section 1: Executive Summary

A Management Survey was carried out on the 3rd April 2014 by Spencer Whalley (Lead Surveyor) at:

PC Melbourne Slope, The Promenade, Cromer, Norwich, NR27 9HE

Areas not normally accessed on a Management Survey:

Partition wall voids, cavity wall voids, under secured flooring, floor voids, behind fixed boxing, ducting, cladding insulation, fire door cores, live electrical plant and fuse boards, inside cold rooms, ovens, fridges.

Type of Survey, Scope and Extent

• A management survey was conducted to all internal and external areas.

Asbestos Containing Materials were identified in the following areas:

• There were no asbestos containing materials identified in this survey.

This report only contains information within the specified area of the survey. Information regarding all other areas of the premises should be referred back to the report as issued by **NATAS Environmental Ltd 09/0205/02**

Section 2: Introduction

Broadland Group Ltd was instructed by:

Mr Tony Turner of North Norfolk District Council, Holt Road, Cromer, Norfolk

To carry out a Management Asbestos Survey as defined in HSG264 Asbestos: The Survey Guide.

At: PC Melbourne Slope, The Promenade, Cromer, Norwich, NR27 9HE

Building Details: The building is a purpose built public toilet block.

A management survey (as defined in HSG264) purpose is to locate, as far as reasonably practicable, the presence and extent of any suspect ACMs in the building which could be damaged or disturbed during normal occupancy, including foreseeable maintenance and installation, and to assess their condition.

Representative samples should be collected and analysed for the presence of asbestos.

All areas as far as reasonably practicable are to be inspected, including those above suspended ceilings and inside risers, service ducts, etc.

Highlight areas of concern, specifically those requiring immediate attention.

Provide detailed survey report including inspection records, photographs and highlighted site plans to orientate and amplify the findings.

The purpose of the survey is to help manage asbestos in the duty holder's premises. The survey has to provide sufficient information for: an asbestos register and plan to be prepared, a suitable risk assessment to be carried out and a written plan to manage the risks to be produced. The process is shown schematically below.



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Section 3: Methodology/Technical Information

3.1 Survey

The survey was conducted by means of visual inspection and subsequent sampling of materials suspected of containing asbestos by trained surveyors experienced in the techniques of recognising and sampling asbestos materials.

The survey was undertaken in accordance with in-house methods IM2 and based on HSG 264 & HSG 248 under Broadland Group Ltd's UKAS Accreditation (ISO/IEC 17020).

3.2 Sampling

Representative samples of materials suspected of containing asbestos were carefully collected and transferred to containers prior to transfer to the laboratory. Equipment used for the collection of the samples was decontaminated prior to each sample being collected.

After collection of the sample, the surfaces of the area around the sample point were sealed in order to prevent fibre release. The sample was given a reference number and a self adhesive label was affixed to the sample area, where possible.

In areas where there were substantial quantities of visually uniform materials, a small number of samples were taken as being representative of the whole area.

Where there was large numbers of identical items distributed in numerous locations throughout the site, e.g. cement flue pipes, oven door seals etc., fewer samples may have been taken. In this case, it is assumed that all identical items have the same composition, as those analysed and specified in the record sheet.

Where a "NO ACCESS" is used, this indicates that the area specified, was not accessible to the surveyor at the time of the survey, either because of locked doors or because to gain access would have required an unreasonable amount of dismantling of the building structure. In these circumstances, it has to be presumed, that ACM's may be present within these areas.

Materials referred to as Asbestos Insulating Board and Asbestos Cement has been defined by visual appearance only by the surveyor whilst the material is in situ.

3.3 Presumed and Strongly Presumed

The duty to manage requirement in the Control of Asbestos Regulations 2012 regulation 4 allows materials to be 'presumed' to contain asbestos. Therefore in the asbestos survey, materials can be presumed to contain asbestos. There are two levels of 'presumption'.

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

Where laboratory analysis has confirmed the presence of asbestos in a similar construction material; Materials in which asbestos is known to have been commonly used in the manufactured product at the time of installation (e.g. corrugated cement roof and wall sheeting, cement gutters and drainpipes, cement water tanks,

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ceiling tiles, insulating boards); Materials which have the appearance of asbestos but no sample has been taken, e.g. thermal insulation on a pipe where fibres are clearly visible.

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

If bulk samples are collected they would be analysed using a combination of dispersion staining and polarised light microscopy as described in HSG 248 The Analysts Guide within a UKAS accredited laboratory.

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3.5 Material assessment

The purpose of the material assessment is to establish the relative ability of various types of ACM's to release fibres into the air, should they be disturbed. The type of fibre is also taken into account. A simple four parameter additive algorithm is used to assess the likely magnitude of release from the material, given a standard disturbance. This is evaluated using for categories: high, medium, low and very low.

The four main parameters which determine the amount of fibre release from an ACM when subject to a standard disturbance are:

- Product type;
- Extent of damage or deterioration;
- Surface treatment/Fibre Release; and
- Asbestos type.

Each parameter is scored as:

High = 3, Medium = 2 or Low = 1; two categories also have a nil score.

The value assigned to each of the four parameters is added together to give a total score of between 2 and 12.

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

Examples of scoring for each parameter are given at the end of this section.

The scores detailed in the inspection records are defined and highlighted as follows:

- 10 or more High potential to release fibres if disturbed
- 7-9 Medium potential to release fibres if disturbed
- 5-6 Low potential to release fibres if disturbed
- 4 or less Very low potential to release fibres if disturbed

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3.6 Inspection Record Notes

Sample variable	Score	Examples of scores
Product type (or debris from	1	Asbestos-reinforced composited (plastics, resins, mastics,
product)		roofing felts, vinyl floor tiles, semi-rigid paints or decorative
		finishes, asbestos cement etc).
	2	AIB, millboards, other low-density insulation boards,
		asbestos textiles, gaskets, ropes and woven textiles, asbestos
		paper and felt.
	3	Thermal insulation (eg pipe and boiler lagging), sprayed
-		asbestos, loose asbestos, asbestos mattresses and packing.
Extent of	0	Good condition: no visible damage.
damage/deterioration		
	1	Low damage: a few scratches or surface marks, broken edges
		on boards, tiles etc.
	2	Medium damage: significant breakage of materials or several
		small areas where material has been damaged revealing
		loose asbestos fibres.
	3	High damage or delimitation of materials, sprays and
		thermal insulation. Visible asbestos debris.
Surface treatment	0	Composite materials containing asbestos: reinforced plastics,
		resins, vinyl tiles.
	1	Enclosed sprays and lagging, AIB (with exposed face painted
		or encapsulated) asbestos cement sheets etc.
	2	Unsealed AIB, or encapsulated lagging and sprays
	3	Unsealed lagging and sprays
Asbestos type	1	Chrysotile
	2	
	2	Amphibole asbestos excluding Crocidolite
	3	Crocidolite

PRODUCT TYPE					
Bituminous	(BIT)	Insulating Board	(IBD)	Rope/Yarn	(RYT)
Cement	(CEM)	Insulation	(INS)	Spray Coating	(SPC)
Debris	(DEB)	Loose Insulation	(LIN)	Textured Coating	(TEX)
Friction Products	(FRI)	Man Made Mineral Fibre	(M3F)	Vinyl/thermo Plastic	(VTP)
Galbestos	(GAL)	Other	(OTH)		
Gasket	(GAS)	Paper	(PAP)		

ASBESTOS TYPE			
If material not sampled:	Presumed	Р	(3)
	Strongly Presumed	SP	(3)
If material sampled:	Chrysotile	СН	(1)
	Amosite	AM	(2)
	Crocidolite	CR	(3)
	Anthophylite	AN	(2)
	Actinolite	AT	(2)
	Tremolite	TR	(2)
	No Asbestos Detected in	NADIS	(0)
	Sample		

ACCESSIBILITY	ACCESSIBILITY							
	Restricted	(R) - e.g. requires ladders / attic						
	Semi-restricted	(S) – e.g. locked room						
	Open	(O) – accessible areas, e.g. rooms, corridors						

ACTION		
	Remove	(RM)
	Reseal	(RS)
	Seal/Encapsulate	(SE)
	No Action Required	(NAR)
	Inspect and Manage	(IN)
	Decontaminate	(DE)

Section 4: Conclusions & Recommendations

Details of all the ACM's identified are listed within the Inspection Record Sheets (Appendix (i)).

4.1 Generally

All access and activities causing disturbance to areas containing asbestos should be restricted and the associated risks appropriately assessed.

The asbestos findings should be made available to all those persons likely to come in contact with asbestos, especially any contractors proposing to work on site.

Background air monitoring during normal occupation should be carried out to all areas of the site where asbestos containing materials have been identified. The purpose of which, is to confirm airborne fibre levels, are satisfactory in relation to non occupational exposure of employees and visitors to the site.

The client should be aware of the limitations and scope of this survey and the possibility of further ACM's that can only be identified by further more detailed investigative survey works.

Broadland Group Ltd recommends that the findings of this Asbestos Survey Report shall 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. The specification should encompass the site conditions and the extent of ACMs/contamination present.

4.2 Asbestos Management Plan

A documented Asbestos Management Plan should be instigated so as to comply with 'Regulation 4' of the 'Control of Asbestos Regulations 2012 – The duty to manage asbestos in none domestic premises.

This plan should be kept up to date and involve regular inspection of ACM's left in situ (Appendix (v) – Six monthly inspection log sheet).

The material assessment identifies the high risk materials, that is, those which will most readily release airborne fibres if disturbed.

It does not automatically follow that those materials assigned the highest material score in the material assessment will be the materials that should be given the priority for remedial action.

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Management priority must be determined by carrying out a risk assessment which will take into account factors such as:

- the location of the material;
- its extent;
- the use to which the location is put;
- the occupancy of the area;
- the activities carried out in the area; and
- the likelihood /frequency with which maintenance activities are likely to take place.

4.3 Asbestos Policy

An Asbestos Management Policy must be formulated and implemented.

The policy specifically should address the Client's Statement of Intent in respect to asbestos issues, Management Structure and levels of responsibilities in relation to Regulation 4 of CAR 2012.

4.4 Asbestos Training

As described within Regulation 10 of The Control of Asbestos Regulations 2012 appropriate training must be provided to all those responsible for the day to day management of the site and those who may/will come into contact with ACMs as part of their normal employment. (Asbestos Awareness).

Broadland Group Ltd has the facilities to assist in all of the above if required.

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Appendix (i): Inspection Records

AS ENCLOSED RECORD SHEETS

BROADLAND GROUP LTD. RECORD SHEET

Client: No	orth Norfolk	District Council, Holt R	oad, Cromer, N	lorfolk							Surveyors: Spencer Whalley	Survey Date: 3rd April 2014	
Location:	PC Melbou	rne Slope, The Promena	ade, Cromer, N	orwich, NR27	9HE]	Survey Type: Management Survey	Project No: BGL/9801	
Sample No.	Floor	Location	Product Type MA Score	Asbestos Type MA Score	Damage MA Score	Fibre Release MA Score	Extent	Access- ibility	MA Score	Photo Ref	Comments		Action
1 V01	2 Ground Floor	3 Store 1	-	-	-	-	-	-	-	-	12 Solid walls, solid floor, ceramic wall tiles, solid trunking	ceiling, modern electrics, plastic	13 NAR
V02	Ground Floor	Store 2	-	-	-	-	-	-	-	-	Solid walls, solid floor, solid ceiling, foam to pipes		NAR
V03	Ground Floor	Ladies W.C	-	-	-	-	-	-	-	-	Solid walls, solid floor, ceramic wall tiles, timber windows, part timber panels to ceiling, foam to pipes, solid ceiling above suspended ceiling		NAR
01	Ground Floor	Ladies W.C	IBD	NADIS	М	н	20m²	о	-	01	Insulating board panels to ceiling		NAR
AS01	Ground Floor	Ladies W.C	DEB	NADIS	н	н	NM	0	-	02	Insulating board debris	s to floor	NAR
V04	Ground Floor	Cistern Void	-	-	-	-	-	-	-	-	Solid walls, solid floor, timber cei	ling, plastic cisterns	NAR
V05	Ground Floor	Gents W.C	-	-	-	-	-	-	-	-	Solid walls, solid floor, timber windows, UPVC an wall and floor til	d timber cladding to walls, ceramic les	NAR
As = As sar number V = Visual Observatio	nple	NADIS = No Asbestos Detected in Sample	SP= Strongly Presumed P = Presumed AM = Amosite CH = Chrysotile CR = Crocidolit AN = Anthophy AT = Actinolite TR = Tremolite	e e /llite	G = Good Cond L= Low M = Medium H = High	VL = Very Low L = Low M = Medium H = High	m m ² m ³ nm = not measured	R = Restricto S = Semi Restricted O = Open N = No acce at time of so	ed ss irvey		VNSAM = Visually No Suspect Asbestos Materials	RM = Remove RS = Re-seal SE = Seal / Enc. NAR = No Actio IN = Inspect an DE = Decontan	apsulate on Required d Manage hinate

BROADLAND GROUP LTD. RECORD SHEET

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Client: No	orth Norfolk	District Council, Holt R	load, Cromer, N	lorfolk							Surveyors: Spencer Whalley	Survey Date: 3rd April 2014	
										_			
Location:	PC Melbou	rne Slope, The Promen	ade, Cromer, N	orwich, NR27	9HE						Survey Type: Management Survey	Project No: BGL/9801	
			Product	Asbestos		Fibre							
Sample	Floor	Location	Туре	Туре	Damage	Release	Extent	Access-	MA	Photo	Comments		Action
No.			MA Score	MA Score	MA Score	MA Score		ibility	Score	Ref			
1	2	3	4	5	6	7	8	9	10	11	12		13
AS01	Ground Floor	Gents W.C	IBD	NADIS	G	L	NM	ο	-	03	Insulating board ceiling	g panels	NAR
V06	Ground Floor	Disabled W.C	-	-	-	-	-	-	-	-	Solid walls, solid floor, ceramic wall and floor tiles, modern cistern, timber windows and door, timber and UPVC cladding to walls		NAR
AS01	Ground Floor	Disabled W.C	IBD	NADIS	G	L	NM	0	-	-	Insulating board ceiling panels		NAR
V07	Ground Floor	Undercroft	-	-	-	-	-	-	-	-	Solid walls, solid floor, so	olid ceiling	NAR
V08	Ground Floor	Canopy	-	-	-	-	-	-	-	-	Solid walls, solid floor, ceramic wall and floor t	iles, timber windows and doors	NAR
AS01	Ground Floor	Canopy	IBD	NADIS	G	L	NM	0	-	04	Insulating board ceilir	ng tiles	NAR
V09	External	External	-	-	-	-	-	-	-	-	Solid walls, timber windows and doo	ors, ceramic wall tiles	NAR
As = As san number V = Visual Observatio	t mple	NADIS = No Asbestos Detected in Sample	SP= Strongly Presumed P = Presumed AM = Amosite CH = Chrysotile CR = Crocidolit AN = Anthophy AT = Actinolite TR = Tremolite	e Ilite	G = Good Cond L= Low M = Medium H = High	VL = Very Low L = Low M = Medium H = High	m m ² m ³ nm = not measured	R = Restricto S = Semi Restricted O = Open N = No acce at time of so	ed ess urvey		VNSAM = Visually No Suspect Asbestos Materials	RM = Remove RS = Re-seal SE = Seal / Enc NAR = No Actio IN = Inspect an DE = Decontan	apsulate on Required d Manage hinate

BROADLAND GROUP LTD. RECORD SHEET

Client: No	orth Norfolk	District Council, Holt F	Road, Cromer, N	lorfolk							Surveyors: Spencer Whalley	Survey Date: 3rd April 2014	
										_			
Location:	PC Melbou	rne Slope, The Promen	ade, Cromer, N	orwich, NR27	9HE						Survey Type: Management Survey	Project No: BGL/9801	
										-			
			Product	Asbestos		Fibre							
Sample	Floor	Location	Туре	Туре	Damage	Release	Extent	Access-	MA	Photo	Comments		Action
No.			MA Score	MA Score	MA Score	MA Score		ibility	Score	Ref			
1	2	3	4	5	6	7	8	9	10	11	12		13
02	External	External	BIT	NADIS	G	VL	25m²	0	-	05	Bitumen roof cover	ing	NAR
			-	-	-	-	-	-	-	-			
			-	-	-	-	-	-	-	-			
			-	-	-	-	-	-	-	-			
			-	-	-	-		-	-	-			
			-	-	-	-	-	-	-	-			
			-	-	-	-	-	-	-	-			
As = As san number V = Visual	mple		SP= Strongly Presumed P = Presumed		G = Good Cond	VL = Very Low	m m ² m ³	R = Restrict S = Semi Restricted	ed		VNSAM = Visually No Suspect Asbestos Materials	RM = Remove RS = Re-seal SE = Seal / Enc	ansulate
Observatio	on	NADIS = No Asbestos Detected in Sample	AM = Amosite CH = Chrysotile CR = Crocidolit AN = Anthophy AT = Actinolite	e /llite	M = Medium H = High	M = Medium H = High	nm = not measured	O = Open N = No acce at time of s	ess urvey			NAR = No Actio IN = Inspect an DE = Decontan	on Required d Manage hinate
			TR = Tremolite										

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Appendix (ii): Drawings

The Survey was undertaken based on your site layout plans (No plan reference)

The plans show sampling points and any areas of ACM's are highlighted as defined in the key.

Appendix (ii)



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Appendix (ii)



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Appendix (ii)

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Appendix (iii): Photographs

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PHOTOGRAPH 01, SAMPLE 01: Insulating board ceiling panels – Ladies W.C (No asbestos detected in sample)



PHOTOGRAPH 02, SAMPLE AS01: Insulating board debris to floor – Ladies W.C (No asbestos detected in sample)



PHOTOGRAPH 03, SAMPLE AS01: Insulating board ceiling panels – Gents W.C (No asbestos detected in sample)

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PHOTOGRAPH 04, SAMPLE AS01: Insulating board ceiling tiles – Canopy (No asbestos detected in sample)



PHOTOGRAPH 05, SAMPLE 02: Bitumen roof covering – External (No asbestos detected in sample)

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Appendix (iv): Certification

Project No: BGL/9801

 Ref: F143
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Broadland Group Ltd

Henderson Business Centre Ivy Road Norwich NR5 8BF Tel: 01603 251775



CERTIFICATE OF ANALYSIS ASBESTOS FIBRE IDENTIFICATION IN BULK MATERIALS

Project No: BGL/9801

Date: 4th April 2014

Client: North Norfolk District Council, Holt Road, Cromer, Norfolk

Site Address: PC Melbourne Slope, The Promenade, Cromer, Norwich, NR27 9HE

BGL Ref. Number	Site/Client Ref. No	Sample Location and Material Type	Asbestos Fibres Identified *1	Comments *2
N4666	01	Insulating Board panels to ceiling – Ladies W.C	NADIS	
N4667	02	Roof Covering – External	NADIS	

*1 If NADIS entered = No Asbestos Detected in Sample

*2 Any non-asbestos fibres identified are not within BGL's UKAS accreditation

Sampled by: Spencer Whalley

Name of Analyst: Spencer Whalley

Date of Receipt by Lab: 4th April 2014

Date of Analysis: 4th April 2014

Reviewed by: Brad Howard

Analysis was performed based on the HSE published method as described in HSG248 and the Broadland Group Ltd., in-house analytical procedures as described in IM 3. Broadland Group Ltd., cannot accept any responsibility for discrepancies or inaccuracies arising from the collection, quantity of material, labelling or description of samples by the customer or any of his/her agents or representatives prior to entry into the laboratory. Any opinions or interpretations expressed (either herein or verbally) based upon the analysis of the fragment of material seen are not within the scope of UKAS accreditation and are therefore inadmissible as anything other than an individuals opinion. Broadland Group Ltd and the laboratory of Broadland Group Ltd., will not accept any responsibility for amendments or changes to this certificate of analysis after issue

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Appendix (v): Six – Twelve Monthly Inspection Record Sheet

AS ENCLOSED RECORD SHEET

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 Issue: A
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Appendix (v)

6 - 12 MONTHLY INSPECTION LOG SHEET							
SITE DETAILS:	SITE DETAILS: PC Melbourne Slope, The Promenade, Cromer, Norwich, NR27 9HE						E Y: 03 April 2014
DUTY HOLDER:	OUTY HOLDER: North Norfolk District Council, Holt Road, Cromer, Norfolk						
Next Inspection Date Due	Actual Inspection Date	Comp	oany / Competent Person Underta	king Inspection	Inspection Document Reference		Comments
04 October 2014							
06 April 2015							
07 October 2015							
08 April 2016							
09 October 2016							
11 April 2017							
12 October 2017							
14 April 2018							
15 October 2018							
17 April 2019							
18 October 2019							
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