



Our Ref: J178225 FI: 2
Your Ref: .
Date: 04/11/2019

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MANAGEMENT ASBESTOS SURVEY

OF

**FORMER LLOYDS BANK,
CAMP ROAD,
BORDON
GU35 0LH**

ON BEHALF OF

EAST HAMPSHIRE DISTRICT COUNCIL



DISCLAIMER

Envirochem completed this survey on the basis of a specified program of work and terms and conditions agreed with the Client. All reasonable skill and care, bearing in mind the project objectives and the agreed scope of work, have been exercised during the preparation of this survey report.

Following the issue of this survey report, responsibility to any parties for any matters arising, which may be considered outside of the agreed scope of work, will not be accepted by Envirochem.


This survey report is confidential. Envirochem will accept liability to no parties with the exception of the Client. Without the written agreement of Envirochem, no one with the exception of the Client, may rely upon or have the benefit of this survey report.

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Any questions or matters arising from this survey report should be addressed to Envirochem.

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	Name	Signed	Dated
Report Authorised By	Ben Lambert Lead Surveyor		4 Nov 2019

SECTION 1 - Executive Summary

This report is based on the findings of a management asbestos survey (as defined by Health and Safety Executive (HSE) Guidance Note HSG264: Asbestos: The Survey Guide) carried out by Envirochem at Former Lloyds Bank, Camp Road, Bordon, GU35 0LH. The purpose of the survey was to determine the location, extent and product type of all reasonably accessible asbestos containing materials (ACMs) within the building.

Scope of work

The scope of work is a management asbestos of the Former Lloyds Bank.

Asbestos identified

SAMPLE NUMBER	SAMPLE DESCRIPTION	PRODUCT TYPE
Sample 2	Ground Floor Room 1, Vinyl floor tiles and adhesive beneath carpet.	Vinyl tile & adhesive
Ref. Sample 2	Ground Floor Room 2, Vinyl floor tiles and adhesive beneath carpet.	Vinyl tile & adhesive

Areas of no access

The following areas were not accessed at the time of the survey:

AREA	REASON FOR NON-ACCESS
Roof Void, No access into roof void, no safe means of access through hatch due to height and suspended ceiling.	No access into roof void, no safe means of access through hatch due to height and suspended ceiling.
Ground Floor Room 4 including Kitchen Area, No access within water heater, no isolation certificate present.	No access within water heater, no isolation certificate present.
Ground Floor Toilet, No access in electrical boards, no isolation certificate present.	No access in electrical boards, no isolation certificate present.

Until the above locations are accessed, as stated within HSE Guidance Note HSG 264, it should be presumed that these areas contain ACMs.

Asbestos containing materials with high material assessment scores and actions required

SAMPLE NUMBER	SAMPLE DESCRIPTION	PRODUCT TYPE	ACTION REQUIRED
All asbestos containing materials noted within this survey are to be managed and re-inspected annually			

For further details on actions required, please refer to Section 7 – Recommendations

SECTION 2 – Introduction and Site Information

Envirochem Analytical Laboratories Ltd is a well established, independent organisation. We are United Kingdom Accreditation Service (UKAS) accredited as a testing laboratory (Number: 1227) and as an inspection body (Number: 260). This accreditation covers fibre identification of asbestos bulk samples, air monitoring for asbestos and asbestos building surveys. All asbestos lead surveyors hold, as a minimum qualification, the British Occupational Hygiene Society (BOHS) proficiency certificate in Building surveys and bulk sampling for asbestos (P402). Likewise, those employed in the other fields mentioned hold, as a minimum qualification, the relevant BOHS proficiency certificate.

We also have expertise and experience in setting up and monitoring asbestos management plans.

This report is based on the findings of a management asbestos survey (as defined by Health and Safety Executive (HSE) Guidance Note HSG264: Asbestos: The Survey Guide) carried out by Envirochem at Former Lloyds Bank, Camp Road, Bordon, GU35 0LH. Further details of the survey site can be found in Section 3.

The survey was carried out on the 31st October 2019 by Ben Lambert on behalf of Envirochem Analytical Laboratories Ltd, 12 The Gardens, Fareham, Hampshire, PO16 8SS, as instructed by Peter Griffiths of East Hampshire District Council, Penns Place, Petersfield, GU31 4EX.

The purpose of the survey was to determine the location, extent and product type of all reasonably accessible asbestos containing materials (ACMs) within the building. This is in order to provide the necessary information to enable the preparation of an asbestos material assessment. The asbestos material assessment is the first stage in developing a management plan, which is used to control the risk of exposure of asbestos to the building occupants and visitors. This is required under Regulation 4 of the Control of Asbestos Regulations 2012.

For further information with respect to the survey report or in developing a management plan or to arrange a free consultation at our premises please contact Mr Matthew Hurst or Mr Stuart White on 01329 287777.

The survey involved a thorough visual inspection of all reasonably accessible areas within the building. HSE Guidance Note HSG264 states that areas where access cannot be gained must be presumed to contain asbestos materials until evidence can prove otherwise.

The location and description of all suspected ACMs within all safely accessible areas of the building were recorded. ACMs have not been disturbed or removed during the course of this survey. There is the possibility for additional ACMs to be present behind those identified, which may only be discovered during subsequent asbestos removal work.

Samples of each different type of suspected ACM were collected in accordance with HSE Guidance Note HSG264 for laboratory analysis. The samples were then analysed in accordance with HSE Guidance Note HSG248 (Asbestos: The analysts' guide for sampling, analysis and clearance procedures) to identify, which suspected ACMs, actually contained asbestos.

For sampled suspected ACMs, similar homogenous materials used in the same way throughout the building have not been sampled. In this instance the referenced suspected ACM can be strongly presumed to have the same make up as the sampled suspected ACM. Where a suspected ACM cannot be sampled but visually identified only there will be a presumption as to the make up of the material.

The type, condition and ease of fibre release if disturbed is noted for all identified, strongly presumed and presumed ACMs and an asbestos material assessment is created. If no ACMs are discovered during the survey an asbestos material assessment will not be created and developing an asbestos management plan is not necessary.

It should be noted that even when there are no ACMs identified in any particular area this is not a guarantee that ACMs are not

present in this area. Due caution must always be taken when dealing with building materials and suspected ACMs must be reported and left undisturbed until further investigation proves it safe to proceed.

The survey report should be consulted prior to any building or installation work being carried out within the building. All building users should be made aware of the contents of the survey report. It must be noted that prior to any demolition or major refurbishment work a pre-demolition/major refurbishment (as defined by HSE Guidance Note HSG264) survey would be required to locate all ACMs.

The survey report should not be used for the purposes of costing asbestos removal work. No responsibility will be accepted should the information contained herein be used in this way. Any person or people using the report in this way must satisfy themselves as to the extent of the ACMs within the designated areas and thereby ensure that their tender is sufficient in every respect to remove all the ACMs within these areas, including any that may be hidden behind identified, strongly presumed or presumed ACMs.

Each sample has been inspected by the surveyor with a visual assessment of the product type being made. In accordance with the CAR 2012, if a conclusive answer is required for purposes of asbestos removal whether a product is either an insulation board or a cement product type, then a separate water absorption test must be performed at the request of the client.

SECTION 3 - Initial Observations

A management asbestos survey was carried out at Former Lloyds Bank, Camp Road, Bordon, GU35 0LH.

Externally the property is constructed of Clay roof tiles, Felt lay to flat roof, Wooden fascia, Wooden soffit, Brick/block walls, Metal window frames, Wooden door, Wooden door frames, Wooden canopy on front of building.



SECTION 4 - Areas of No Access

For the purposes of this survey accessible areas were deemed to be those which were reasonably and safely reachable on foot or from a stepladder or by removing a screw sealed cover without damaging the buildings fabric or fittings.

During the course of this survey no ACMs have been disturbed or removed. There is the possibility that additional ACMs may be present behind those identified. These additional ACMs would only become evident during any subsequent asbestos removal work.

As stated within HSE Guidance Note HSG264 areas where access cannot be gained must be presumed to contain ACMs until evidence can prove otherwise.

Specific Inaccessible Areas

AREA	REASON FOR NON-ACCESS
Roof Void, No access into roof void, no safe means of access through hatch due to height and suspended ceiling.	No access into roof void, no safe means of access through hatch due to height and suspended ceiling.
Ground Floor Room 4 including Kitchen Area, No access within water heater, no isolation certificate present.	No access within water heater, no isolation certificate present.
Ground Floor Toilet, No access in electrical boards, no isolation certificate present.	No access in electrical boards, no isolation certificate present.

SECTION 5 - Method Statement

Sampling of Suspected Asbestos Containing Materials (ACMs)

Samples of each different type of suspected ACM were collected in accordance with HSE Guidance Note HSG264 for laboratory analysis.

- The surveyor(s) visited each area to identify the position and number of samples. Also they assessed the health and safety requirements both for the occupiers of the adjacent areas as well as the surveyors.
- During sampling, the surveyors wore the personal protective equipment as appropriate to the risk assessment. In critical areas, warning signs were posted to restrict access during sampling.
- Sampling locations were damped down to reduce the risk of fibre release and samples were collected with shadow vacuuming where necessary. Upon completion of the sampling any debris created was cleaned by either H-type vacuums or wet wiping.
- The sample was placed in a labelled plastic bag, sealed and then placed in a second bag. Where required the sampling position was made good to minimise fibre release and labelled.
- Details of the samples location, product type, extent, surface treatment, accessibility and condition were recorded to enable an asbestos materials risk assessment register to be prepared.

Fibre Identification of Suspected Asbestos Containing Materials (ACMs)

Each sampled suspected ACM was analysed in the laboratory in accordance with HSE Guidance Note HSG248. This analysis involved stereo microscopy and polarised light microscopy in association with dispersion staining techniques.

Using polarised light microscopy very fine asbestos fibres such as those present in some textured coatings may not always be identifiable.

SECTION 6 - Observations

Former Lloyds Bank - External

External

Clay roof tiles, Felt lay to flat roof, Wooden fascia, Wooden soffit, Brick/block walls, Metal window frames, Wooden door, Wooden door frames, Wooden canopy on front of building.

Former Lloyds Bank - Ground Floor

Room 1

Plasterboard ceiling, Brick/block walls, Plaster covering to walls, Wooden door, Wooden door frame, Metal window frames, Metal door, Metal door frame, Carpet covering to floor, Concrete floor, Modern electric heater, Plastic electrical conduit.

Putty to metal window frames. - Sample 1 - No Asbestos Identified

Vinyl floor tiles and adhesive beneath carpet. - Sample 2 - Asbestos Identified -
Recommendation - Manage

Room 2

Plasterboard ceiling, Modern suspended ceiling, Brick/block walls, Plaster covering to walls, Wooden door, Wooden door frame, Metal window frames, Carpet covering to floor, Concrete floor, Modern electric heater, Plastic conduit.

Putty to metal window frames. - Ref. Sample 1 - No Asbestos Strongly Presumed

Vinyl floor tiles and adhesive beneath carpet. - Ref. Sample 2 - Asbestos Strongly Presumed -
Recommendation - Manage

Room 3

Plasterboard ceiling, Brick/block walls, Plaster covering to walls, Wooden door, Wooden door frame, Metal window frames, Carpet covering to floor, Concrete floor, Modern electric heater, Plastic electrical conduit.

Room 4 including Kitchen Area

Plasterboard ceiling, Brick/block walls, Plaster covering to walls, Wooden door, Wooden door frame, Metal window frames, Carpet covering to floor, Concrete floor, Plastic electrical conduit.

No access within water heater, no isolation certificate present.

Toilet

Plasterboard ceiling, Brick/block walls, Plaster covering to walls, Ceramic tile covering, Ceramic toilet cistern, Metal window frames, Wooden door, Wooden door frame, Modern vinyl floor lay, Concrete floor, Modern hand dryer, Modern water heater, Electrical boards in wooden cupboard.

No access in electrical boards, no isolation certificate present.

Former Lloyds Bank - Roof Void

Roof Void

No access into roof void, no safe means of access through hatch due to height and suspended ceiling.

SECTION 7 - Recommendations (Based Upon Asbestos Material Assessment)

For all identified, strongly presumed and presumed ACMs discovered during the survey a recommendation based upon asbestos material assessment has been proposed. A more in depth explanation for each of these recommendations is included for your information and reference.

For further information regarding the recommendations or to arrange asbestos removal work please contact Mr Matthew Hurst or Mr Stuart White on 01329 287777.

Management of ACMs (Manage)

For the ACMs stated within the survey report requiring management it is recommended that their presence is noted, they are left in place and where appropriate that they are labelled. Additionally anyone who may damage the material in the course of their work is informed and abrading, drilling or cutting of the material should be avoided. The condition of the material should be reviewed on an annual or biannual basis.

Sealing/encapsulation and management of ACMs (Seal/encapsulate)

For the ACMs stated within the survey report requiring sealing/encapsulation it is recommended that their presence is noted, they are left in place, sealed/encapsulated (by a HSE licensed asbestos removal specialist) and where appropriate that they are labelled. Additionally anyone who may damage the material in the course of their work is informed and abrading, drilling or cutting of the material should be avoided. The condition of the material should be reviewed on an annual or biannual basis.

Removal of licensed ACMs (Remove (licensed))

For the licensed ACMs stated within the survey report requiring removal it is recommended that their presence is noted and that they are removed by a HSE licensed asbestos removal specialist under controlled conditions. Following removal of the ACMs a 4-stage clearance monitoring by a UKAS accredited organisation should be conducted. In the interim anyone who may damage or come in to contact with the material in the course of their work is informed and abrading, drilling or cutting of the material should be avoided.

Removal of non-licensed ACMs (Remove (non-licensed))

For the non-licensed ACMs stated within the survey report requiring removal it is recommended that their presence is noted and that they are removed by a HSE licensed asbestos removal specialist as part of ongoing maintenance work. Following removal of the ACMs reassurance air monitoring by a UKAS accredited organisation should be conducted. In the interim anyone who may damage or come in to contact with the material in the course of their work is informed and abrading, drilling or cutting of the material should be avoided.

Urgent removal of ACMs (Urgent Removal)

For the ACMs stated within the survey report requiring urgent removal it is recommended that as soon as reasonably practicable they are removed by a HSE licensed asbestos removal specialist under controlled conditions. Following removal of the ACMs a 4-stage clearance monitoring by a UKAS accredited organisation should be conducted. Additionally access to this area should be prevented/restricted until the ACM has been removed.

SECTION 8 - Preparation of a Management Plan

Under Regulation 4 of the Control of Asbestos Regulations 2012, which came into effect on the 6th April 2012, there is a duty to prevent or adequately control a buildings occupants and visitors exposure to asbestos. In order to do this, a management plan covering all the identified, strongly presumed and presumed ACMs discovered during the survey, must be created. This is based upon a risk assessment developed from the asbestos material assessment produced from the survey and a priority assessment.

Asbestos only presents a risk when fibres are released into the air and breathed in. The likelihood of asbestos fibres being released from an ACM depends on two main factors – the potential of the material to release fibres and the likelihood of it being disturbed. The potential of the material to release fibres (the asbestos material assessment) is based on an algorithm (taken from HSE Guidance Note HSG264) which is used to produce numbers to rank the relative potential for fibre release.

The second part – the likelihood of the ACM being disturbed (the priority assessment) – depends on a number of factors, including the extent of the material, how accessible it is, how many people are in the area, the activity in the area and what maintenance work is undertaken.

The client as the duty holder is required under the Control of Asbestos Regulations 2012 to create the priority assessment used to develop the risk assessment, which the management plan will be based upon.

The asbestos material assessment created by Envirochem includes the likelihood of the ACM being disturbed based on normal use of the building, which will assist the client in developing the priority assessment.

Once the priority assessment has been created the scores from the asbestos material assessment and the priority assessment can be combined. The combined score is the risk assessment score, which forms the basis of the management plan, which is used to control the risk of exposure to asbestos, to the occupants and visitors.

Envirochem will be more than happy to assist in the preparation of a detailed management plan. For further information please contact Mr Matthew Hurst or Mr Stuart White on 01329 287777.

As a general principle, ACM in good condition and unlikely to be disturbed can be left in place and managed. ACM in poor condition or likely to be significantly disturbed would need to be repaired, sealed/encapsulated or removed.

As part of the management plan procedures need to be put in place to inform anybody likely to disturb ACMs. This may include some or all of the following – the use of labels, notices detailing the location of the ACM, bringing the asbestos material assessment to the attention of relevant personnel.

Envirochem would recommend the management plan being reviewed at a minimum of yearly intervals.

SECTION 9 - Asbestos Removal and Disposal

Under the Control of Asbestos Regulations 2012, there are three categories of asbestos removal; licensed, non notifiable and notifiable non-licensed work. For licensed work, generally involving asbestos insulation, insulation board and coatings, only a HSE licensed asbestos removal specialist can carry out this work. This work would generally take place inside an enclosure incorporating a three-stage airlock and kept under negative pressure.

Licensable work can only occur once a 14-day period has passed since the HSE received notification from the HSE licensed asbestos removal specialist of the forthcoming asbestos work.

The other two categories, non notifiable and notifiable non-licensed work, trained operatives with the correct equipment should be used as a minimum, Envirochem would always recommend using a licensed contractor for this work. For the purpose of this survey report, all work that would fall into these two categories have been classified as, removal (non-licensed). If these materials are to be removed, a risk assessment should be carried out by the removal operatives on the condition of the material at the time of pre removal and the expected fibre levels from similar work to allow the material to be categorised as non notifiable or notifiable non-licensed work. If the material is classified as notifiable non-licensed work, the local authority should be informed of the removal works prior to it commencing.

All waste with an asbestos content in excess of 0.1% of the total weight is classified as special waste and therefore must be deposited at a site which is licensed to accept special waste.

It is the recommendation of Envirochem that all work involving ACMs is undertaken by a HSE licensed asbestos removal specialist to ensure all legislation and guidelines are adhered to.

For information regarding work with asbestos or to arrange work with asbestos please contact Mr Matthew Hurst or Mr Stuart White on 01329 287777.



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Asbestos Fibre Identification Report

Client: East Hampshire District Council
Penns Place, Petersfield, GU31 4EX

Site Address: Former Lloyds Bank, Camp Road, Bordon, GU35 0LH

Sampled By: Ben Lambert, Envirochem

Date sampled/received: 31st October 2019

Date analysed: 1st November 2019

Analyst/s: Matt Hurst

Analysis Location: 12 The Gardens, Broadcut, Fareham, Hampshire, PO16 8SS

ANALYTICAL PROCEDURE

Fibre identification was carried out in accordance with the documented 'in-house' method (2.01) based on the HSE Guidance Note HSG 248. These employed stereo microscopy, polarized microscopy and dispersion staining techniques.

RESULTS

Sample No.	Sample Ref.	Location	Asbestos Detected	Asbestos Type
Sample 1	AA000759	Ground Floor Room 1, Putty to metal window frames.	No	
Sample 2	AA000760	Ground Floor Room 1, Vinyl floor tiles and adhesive beneath carpet.	Yes	Chrysotile

NOTES:

1. Sample(s) were examined for the presence of 6 types of asbestos fibres: crocidolite (blue), amosite (brown), chrysotile (white), anthophyllite, actinolite and tremolite.
2. The results shown in this test report specifically refer to the sample(s) tested as received unless otherwise stated and samples collected by the client are evaluated using information provided by the client. For samples collected by the client the date of receipt is deemed to be the same as the date sampled.
3. Envirochem is a UKAS accredited laboratory for sampling and identification of asbestos containing materials.
4. Comments, observations and opinions are outside the scope of UKAS accreditation.
5. The analytical method in the HSG248 does not quantify the amount of asbestos present, therefore UKAS accreditation does not permit quantification.
6. If, during fibre identification, only 1 or 2 fibres are seen and identified as asbestos, then the term 'trace asbestos identified' is used.
7. This report shall not be reproduced except in full, without written approval of Envirochem.

SIGNATURE:  

Authorised signatory

PRINT NAME: Matt Hurst

Reg. No. 2378228 England. Registered Office: Envirochem, 12 The Gardens, Broadcut, Fareham, Hampshire, PO16 8SS.

Envirochem Analytical Laboratories Ltd.

List of Asbestos Containing Materials

Site Address Former Lloyds Bank, Camp Road, Bordon, GU35 0LH
Date of Survey 31st October 2019
Reference Number J178225

Sample No.	Location	Level of Identification	Extent	Accessibility	Product Type	Extent of Damage	Surface Treatment	Asbestos Type	Assessment Score	Recommended Action
Sample 2	Ground Floor Room 1, Vinyl floor tiles and adhesive beneath carpet.	Identified	12 m ²	Usually inaccessible or unlikely to be disturbed	Vinyl tile & adhesive	1 Low Damage	1 Completely Sealed	0 Chrysotile	1 Very Low	3 Management of ACMs (Manage)
Ref. Sample 2	Ground Floor Room 2, Vinyl floor tiles and adhesive beneath carpet.	Strongly Presumed	12 m ²	Usually inaccessible or unlikely to be disturbed	Vinyl tile & adhesive	1 Low Damage	1 Completely Sealed	0 Chrysotile	1 Very Low	3 Management of ACMs (Manage)

Envirochem Analytical Laboratories Ltd.

Appendix 3 - List of Negative Samples

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Site Address Former Lloyds Bank, Camp Road, Bordon, GU35 0LH
Date of Survey 31st October 2019
Reference Number J178225
Surveyors Ben Lambert

Sample No.	Location	Product Type
Sample 1	Ground Floor Room 1, Putty to metal window frames.	Putty
Ref. Sample 1	Ground Floor Room 2, Putty to metal window frames.	Putty

APPENDIX 4 - Key for Asbestos Material Assessment

Product Type (or debris from products)

Product Group 3

Asbestos Insulation	3
Sprayed Asbestos	3
Loose Asbestos	3

Product Group 2

Asbestos Insulation Boards (AIB)	2
Asbestos Millboards	2
Asbestos Woven Products	2
Asbestos Gaskets	2
Asbestos Paper	2

Product Group 1 (Asbestos reinforced composites)

Textured Coatings / Artex	1
Asbestos Cement Products	1
Vinyl Tiles	1
Vinyl Lay	1
Roofing Felts	1
Resin	1
Paint	1
Sink Pad	1
Cistern	1

Extent of Damage or Deterioration

Debris	3
High Damage	3
Medium Damage	2
Low Damage (Few Scratches or Marks)	1
No Damage (Good Condition No Obvious Signs of Deterioration)	0

Surface Treatment

Asbestos Insulation/Sprayed Asbestos

Unsealed Insulation and Sprayed Asbestos	3
Sealed / Painted Insulation and Sprayed Asbestos	2
Enclosed Insulation and Sprayed Asbestos	1

Asbestos Insulation Boards (AIB)/Asbestos Millboards

Unsealed Asbestos Boards	2
Sealed / Painted Asbestos Boards (exposed face)	1
Enclosed Asbestos Boards	0

Asbestos Woven Products

Unsealed Woven Products	2
Sealed / Painted Woven Products	1

Asbestos Cement Products

Unsealed Asbestos Cement	1
Sealed / Painted Asbestos Cement	0

Asbestos Gaskets

Gasket Unsealed	1
Gasket Sealed	0

Asbestos Reinforced Composites

Composite Material	0
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Possible Asbestos Type

Crocidolite	3
Amosite (Amphibole Asbestos excluding Crocidolite)	2
Chrysotile	1

Asbestos Material Assessment Score

High Potential to Release Fibres if Disturbed	10 Points
Medium Potential to Release Fibres if Disturbed	7-9 Points
Low Potential to Release Fibres if Disturbed	5-6 Points
Very Low Potential to Release Fibres if Disturbed	4 or less Points

APPENDIX 5 - Photographs

Sample 2: Former Lloyds Bank. Ground Floor. Room 1. Vinyl floor tiles and adhesive beneath carpet.



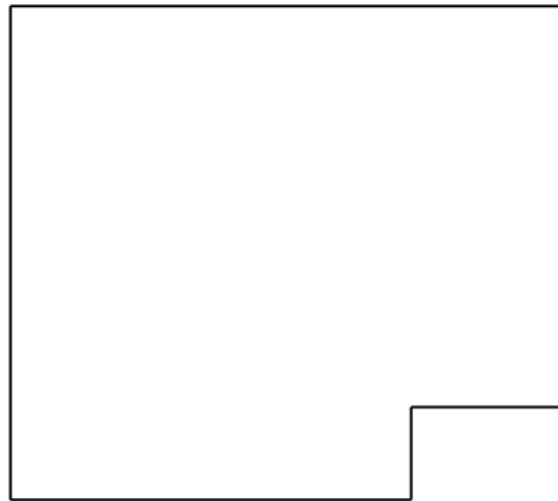
Ref. Sample 2: Former Lloyds Bank. Ground Floor. Room 2. Vinyl floor tiles and adhesive beneath carpet.



APPENDIX 6 - Marked Plans

Client: East Hampshire District Council
Site: Former Lloyds Bank
Camp Road
Bordon
GU35 0LH

External



Client: East Hampshire District Council
Site: Former Lloyds Bank
Camp Road
Bordon
GU35 0LH

