

Rochdale Borough Council



Survey Type:		HSG264 Refurb/Demo Asbestos Survey	
Building Name:		Bowlee Bungallow	
	Name	Signature	Issue Date
Report by:	John Stobbs		19 th July 2024
Approved by:	Keith Russel		

Original Survey Date – 19th July 2024
Project Reference – Demo 2024

Declaration form

STOP & HOLD POINT

All personnel involved in carrying out building refurbishment/demolition or similar such work at these premises must sign this declaration:

"I confirm that I have read this survey report and studied the enclosed asbestos register".

Organization	Name	Signature	Date

Please note:

Although a thorough and diligent search has been carried out for asbestos materials throughout these premises, there is no guarantee that all occurrences have been identified. Before commencing any work on these premises, all maintenance staff/contractors are required to carry out a visual inspection of the work area. Should this inspection reveal any suspect material, then it must be reported to the responsible person for the building, and left undisturbed until its composition is ascertained.

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1. Executive Summary

At the request of Emma Shanks a Refurbishment/Demolition* survey for asbestos containing materials was undertaken at Bowlee Bungallow, Heywood old Rd, Middleton, M24 4SD

The scope of the works, as advised by the client, is summarised in Section 2.

This section should be read in conjunction with Section 4 – Survey Results and Section 5 - Conclusions & Actions.

During the survey the following asbestos containing materials have been identified in the area highlighted in the drawing attached:

Items requiring immediate remedial action:	1. None
Items requiring remedial action in due course (6-12 months):	1. None
Items requiring implementation of management actions:	1. Floor tiles throughout

Identified asbestos materials will require safe management as documented in Regulation 4 of the Control of Asbestos Regulations 2012 if refurbishment or demolition is not immediately planned. Advised remedial actions are detailed in the recommendations section of this report.

It should be presumed that the inaccessible areas detailed in Section 4.4 will contain asbestos and be managed accordingly until such time that the areas can be inspected and proven to be asbestos free.

The survey took the form of a R&D survey. Selected samples were obtained from materials which may contain asbestos, and the quantity and location of these materials throughout the building was noted.

The client is advised not to solely read the asbestos register and results section as a definitive description of all asbestos based materials within the building.

THIS REPORT SHOULD BE READ IN ITS ENTIRETY.

*Refer to Appendix A – Survey Types for definition.

2. Introduction

Rochdale Borough Council conducted a Refurbishment/Demolition survey to determine the presence of asbestos containing materials at Bowlee Bungallow, Heywood Old Rd, Middleton on the 19th July 2024.

The survey brief can be summarised as follows;

1. To provide an experienced asbestos surveyor/team to carry out a Refurbishment/Demolition Asbestos Survey of all relevant parts of the building as outlined in HSG264 Asbestos: The Survey Guide*.
2. To take representative samples of any materials suspected of containing asbestos and have the samples analysed by a UKAS accredited laboratory in accordance with HSG248: The Analysts Guide.
3. To prepare a detailed written report showing the location and extent of all identified asbestos installations along with any remedial recommendations necessary.

The survey was conducted by John Stobbs in 19.07.2024.

SURVEY PLAN

The exact areas to be surveyed and the survey types requested to be carried out in these areas are as follows:

Area/building to be surveyed	Survey type	Scope of refurbishment/demolition works	Areas/Installations excluded
Bowlee Bungallow	R&D	Demolition	Live services

The methodology associated with this survey is given in Appendix B.

*Refer to appendix A – Survey Types for definition.

3. General site and survey information

HSG 264 recommends that, wherever possible, a preliminary desk study be carried out in order to gather information pertinent to the building(s) under investigation.

3.1 Desk study

	Known information
Building(s) name/address	Bowlee Bungallow, Heywood old Rd, Middleton, M24 4SD
Age(s) of construction	Circa 1960
Building description	Traditional brick built cavity single storey dwelling with flat roof design
Usage of site	Living accommodation
Site conditions	Un occupied
Drawings / Plans	No Drawings available
Information on any previous asbestos removal operations at the site	N/A

3.2 General building information

The general NON-ASBESTOS materials used in the structure are described below. Where sampled these will be referred to in the building register and results (see Section 4)

Location	Description
Floors	Timber with a mixture of concrete sections and floor tiles
Sub floors	N/A
Walls external	Brick
Walls internal	Internal blockwork and stud walls with plasterboard and skim finish
Ceilings suspended	N/A
Ceilings solid	Plasterboard
Plant	Gas heating and gas hot water
Doors / Windows	UPVC and timber mix
Heating	Gas wet heating
Roof type	Felt single ply membrane
Roof materials	Bitumen
Insulation pipes	N/A
Insulation boilers	N/A
Insulation loft	N/A
Out buildings	N/A
Other materials	Timber pipe boxings

4. Survey results

Section contents

4.1 Asbestos survey register

4.2 Known/presumed asbestos & Asbestos Cement

4.3 Access status report

4.4 Sample results

4.5 Negative samples

4.6 Drawings / plans

4.7 Asbestos operations

4.1 Asbestos Survey Register

All areas of building were accessed that were highlighted in the works drawing.
ACM floor tiles were located during the survey

4.2 Known/presumed asbestos & Asbestos Cement

Floor tiles and adhesive

4.3 Access status report

All areas accessed during survey to include the following

- All internal rooms.
- Roof space.
- External walls

4.4 Table of sample results

See sample results

CERTIFICATE OF BULK FIBRE ANALYSIS

PROJECT REF: J269500	CERT NO.: J269500
CUSTOMER: Rochdale Borough Council	DATE RECEIVED: 07.07.22
DETAILS: Asbestos Management Unit Floor 2 Number One Riverside Smith Street Rochdale OL16 1XU	DATE ANALYSED: 08.07.22 DATE REPORTED: 08.07.22 (Verbal) DATE REPORTED: 08.07.22 (Document)
SITE DETAILS: Bowlee Bungalow, Bowlee Community Park, Heywood,	
SAMPLED BY: Rochdale Borough Council	

Sample No.	Sample Location	Sample Description	Sample Comments	Asbestos Type(s)
BS099663	KR0389 - Bedroom1 - Floor adhesive**	Black fragments	-	Chrysotile
BS099664	KRO390 - Bedroom 2 - Floor tile and adhesive**	Green fragments with bitumen	In both tile and bitumen	Chrysotile
BS099665	KR0391 - Circulation - Straw board to ceiling**	Grey fragments	-	NAD
BS099666	KR0392 - Kitchen - Sink pad**	Black fragments	-	NAD

Comments:

UKAS accredited for identification and site sampling. All analysis in accordance with HSG248 - Asbestos: The analysts' guide for sampling, analysis and clearance procedures 2005 and AEC 2 - Procedures manual for asbestos bulk sampling and identification of asbestos fibres.

Descriptions marked ‘**’ in this report/certificate denote information supplied by the customer. AEC cannot take responsibility for the accuracy and representative nature of samples taken by customers. All sample location information given by AEC within the report is the opinion of the surveyor. Sample comments that are **FFP = Fine fibres present, ‘but too thin to identify’** or **FFP/AL = Fine fibres present, asbestos like ‘but too thin to identify’**. **Trace = one or two fibres only were identified**. This report shall not be reproduced, except in full, without approval of the laboratory, to provide assurance that parts of the report are not taken out of context.

Asbestos types: Chrysotile = white asbestos; † = Asbestos Amosite = brown asbestos; Crocidolite = blue asbestos; Tremolite; Actinolite; Anthophyllite; NAD = No Asbestos Detected.

Signed:  Analysis completed at Manchester Laboratory. Authorised on behalf of Airborne Environmental Consultants Ltd.	Print: Aleksandra Lesiak Position: Lab Analyst Date: 08.07.22
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4.5 Negative Samples

See sample results attached

Asbestos Register:

BOWLEE PAVILION

Property Reference. BOWLEE PAVILION
Survey company RMBC
Surveyor name SAFE

Survey date & time 08/02/2013
Date printed 16/11/2018
Page No 1 of 6



Photo Ref 297

LOCATION OF SURVEY

Block

All

Interior/Exterior

Exterior

Floor/Exterior Position

04 West elevation

Room/Area

SURVEY DETAILS

Survey Ref	Other risks	Prone to damage
0026606	N/A	N/A
Position	Extent of material (m2)	Warning label fixed
Wall	N/A	N/A
Material use	Surface treatment	Sample label fixed
Paper	N/A	N/A
Product type	Extent of damage	Recommendations
N/A	N/A	N/A

SAMPLE ANALYSIS RESULTS

Sample Number
AO5580

Chrysotile content
None

Amosite content
None

Crocidolite content
None

Other Asbestos content
None

Material risk score

N/A

Notes & Remedial Actions

presumed present behind all similar timber cladding around the building

Asbestos Register:

BOWLEE PAVILION

Property Reference. BOWLEE PAVILION
Survey company RMBC
Surveyor name SAFE

Survey date & time 08/02/2013
Date printed 16/11/2018
Page No 2 of 6



Photo Ref 298

LOCATION OF SURVEY

Block

All

Interior/Exterior

Exterior

Floor/Exterior Position

04 West elevation

Room/Area

SURVEY DETAILS

Survey Ref	Other risks	Prone to damage
0026607	N/A	N/A
Position	Extent of material (m2)	Warning label fixed
Wall	N/A	N/A
Material use	Surface treatment	Sample label fixed
bitumen packer	N/A	N/A
Product type	Extent of damage	Recommendations
N/A	N/A	N/A

SAMPLE ANALYSIS RESULTS

Sample Number
AO5581

Chrysotile content
None

Amosite content
None

Crocidolite content
None

Other Asbestos content
None

Material risk score

N/A

Notes & Remedial Actions

behind timber battens

Asbestos Register:

BOWLEE PAVILION

Property Reference. BOWLEE PAVILION
Survey company RMBC
Surveyor name SAFE

Survey date & time 08/02/2013
Date printed 16/11/2018
Page No 3 of 6



Photo Ref 299

LOCATION OF SURVEY

Block

All

Interior/Exterior

Exterior

Floor/Exterior Position

04 West elevation

Room/Area

SURVEY DETAILS

Survey Ref

0026608

Other risks

N/A

Prone to damage

N/A

Position

Wall

Extent of material (m2)

N/A

Warning label fixed

N/A

Material use

damp proof course

Surface treatment

N/A

Sample label fixed

N/A

Product type

N/A

Extent of damage

N/A

Recommendations

N/A

SAMPLE ANALYSIS RESULTS

Sample Number

AO5582

Chrysotile content

None

Amosite content

None

Crocidolite content

None

Other Asbestos content

None

Material risk score

N/A

Notes & Remedial Actions

at high level between brick and timber

Asbestos Register:

BOWLEE PAVILION

Property Reference. BOWLEE PAVILION
Survey company RMBC
Surveyor name SAFE

Survey date & time 08/02/2013
Date printed 16/11/2018
Page No 4 of 6



Photo Ref 300

LOCATION OF SURVEY

Block

All

Interior/Exterior

Exterior

Floor/Exterior Position

06 Roof

Room/Area

SURVEY DETAILS

Survey Ref

0026609

Other risks

N/A

Prone to damage

N/A

Position

Roof

Extent of material (m2)

N/A

Warning label fixed

N/A

Material use

roof felt

Surface treatment

N/A

Sample label fixed

N/A

Product type

N/A

Extent of damage

N/A

Recommendations

N/A

SAMPLE ANALYSIS RESULTS

Sample Number

AO5583

Chrysotile content

None

Amosite content

None

Crocidolite content

None

Other Asbestos content

None

Material risk score

N/A

Notes & Remedial Actions

Asbestos Register:

BOWLEE PAVILION

Property Reference. BOWLEE PAVILION
Survey company RMBC
Surveyor name TI

Survey date & time 19/05/2004
Date printed 16/11/2018
Page No 5 of 6

No Picture Available

LOCATION OF SURVEY

Block

Changing

Interior/Exterior

Interior

Floor/Exterior Position

00 Ground floor

Room/Area

02 WC

Photo Ref 752

SURVEY DETAILS

Survey Ref

0010832

Other risks

N/A

Prone to damage

N/A

Position

Floor

Extent of material (m2)

N/A

Warning label fixed

No

Material use

Floor tiles

Surface treatment

N/A

Sample label fixed

Yes

Product type

N/A

Extent of damage

N/A

Recommendations

N/A

SAMPLE ANALYSIS RESULTS

Sample Number

AO3294

Chrysotile content

None

Amosite content

None

Crocidolite content

None

Other Asbestos content

None

Material risk score

N/A

Notes & Remedial Actions

Asbestos Register:

BOWLEE PAVILION

Property Reference. BOWLEE PAVILION
Survey company RMBC
Surveyor name TI

Survey date & time 19/05/2004
Date printed 16/11/2018
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No Picture Available

LOCATION OF SURVEY

Block

Changing

Interior/Exterior

Interior

Floor/Exterior Position

00 Ground floor

Room/Area

03 WC

Photo Ref n/a

SURVEY DETAILS

Survey Ref

0010833

Other risks

N/A

Prone to damage

N/A

Position

Floor

Extent of material (m2)

N/A

Warning label fixed

No

Material use

Floor tiles

Surface treatment

N/A

Sample label fixed

No

Product type

N/A

Extent of damage

N/A

Recommendations

N/A

SAMPLE ANALYSIS RESULTS

Sample Number

AO3294/01

Chrysotile content

None

Amosite content

None

Crocidolite content

None

Other Asbestos content

None

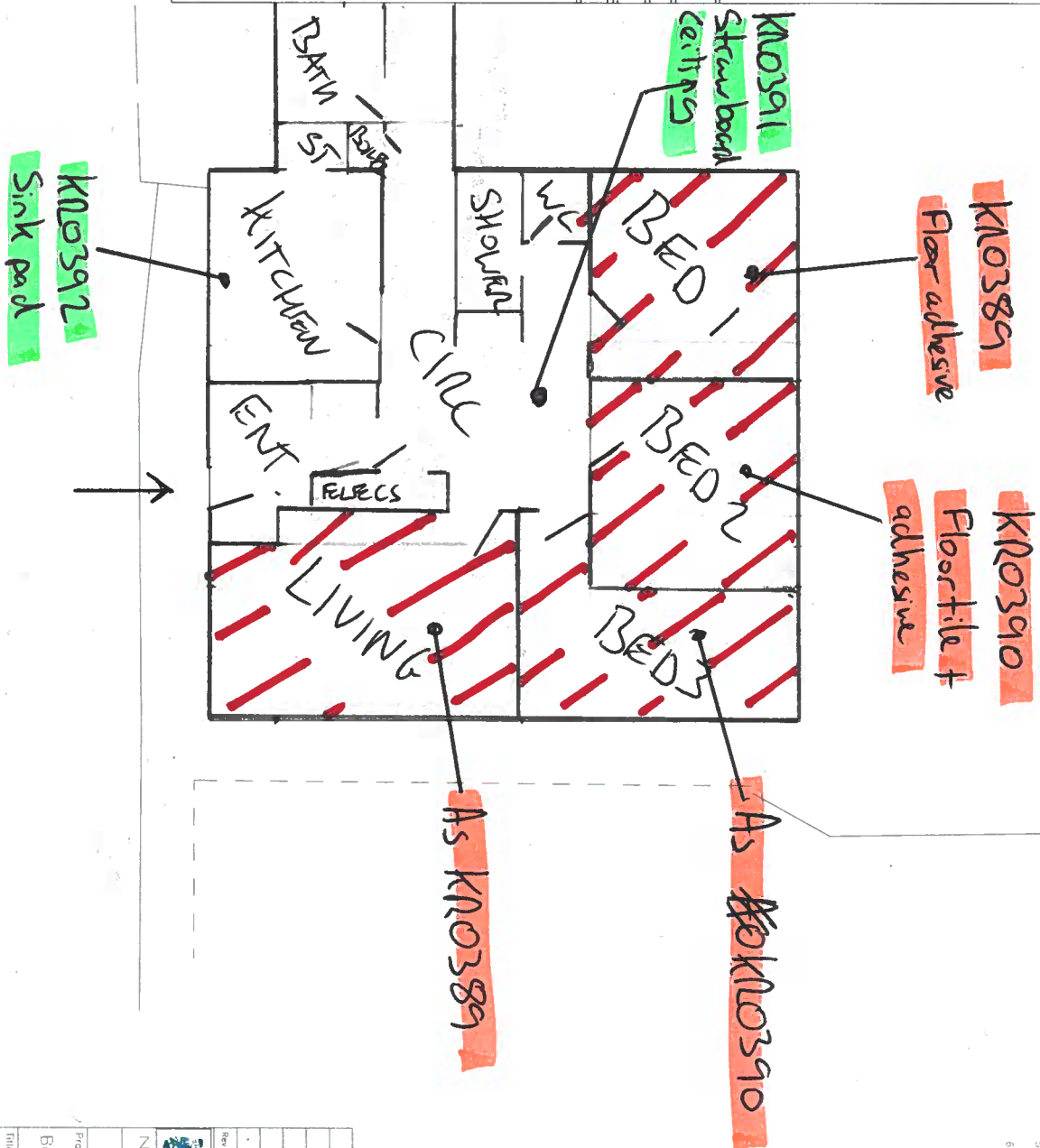
Material risk score

N/A

Notes & Remedial Actions

4.6 Drawings / Plans /Photos-

See sketch attached.
Photos attached



NOTES

1. All dimensions are in millimetres unless noted otherwise.
2. All dimensions must be taken on site and not measured off drawing.
3. All levels refer to metres Above Ordnance Datum (AOD).
4. NOT TO SCALE
5. LAND SURF AREA CIRCLED
6. All dimensions are in millimetres

 ROCHDALE BOROUGH COUNCIL	Project: 146 Bowlee Community Park Heywood Old Road		Date: 11/03/11
	Title: Pavilion Floor Plan		
Drawn: [blank] Asset Mgt: [blank]		Date: 01/03/11	
1:100 of A1		1:100 of A1	
Dwg No: A1/146/002.		1	

Bowlee bungallow



1



2



3



4



5



6



7



8

Bowlee bungallow



9

4.7 Asbestos operations (There are no known Asbestos removals in the building)

This section should be used to record any information regarding remedial actions undertaken on the asbestos materials identified within this report.

This could include removal, encapsulation, sealing or repair of asbestos materials identified in Section 4.

If required, more pages can be added. Remedial action records and relevant additional information i.e. removal method statements, clearances paperwork, etc should be kept within an asbestos management file.

[illegible]

5. Conclusions and Actions

There were ACMs floor tiles and Adhesive located throughout the property, if there are any concerns during demolition Rochdale BC Asbestos unit should be contacted.

Appendix A - Survey Types

The objective of the survey was to identify, where practicable, asbestos containing materials (ACMs) used in the building structure/fabric, which, if worked upon, are regulated by the Control of Asbestos Regulations 2012.

In particular, reference was made to the following features, where present, throughout the building:

Building Fabric	Wall linings
Upstands, firebreaks and bulkheads	Fire doors
Window sills	Heaters
Cement roofing	Guttering
Insulation flues	Beam encasings
Soffits	Thermal encasings
Suspended ceilings	Sprayed Coatings

The HSE publication *HSG264 Asbestos: The Survey Guide* sets out the methodology for asbestos surveying any premises for ACMs. It defines two types of asbestos survey:

Management survey

The Management Survey is required to manage ACMs during the normal occupation and use of premises.

A Management Survey aims to ensure that:

- 1 nobody is harmed by the continuing presence of ACM in the premises or equipment;
- 2 that the ACM remain in good condition; and
- 3 that nobody disturbs it accidentally

The Management Survey must locate ACM that could be damaged or disturbed by normal activities, by foreseeable maintenance, or by installing new equipment. It involves minor intrusion and minor asbestos disturbance to make a Materials Assessment. This shows the ability of ACM, if disturbed, to release fibres into the air. It guides the client in prioritising any remedial work.

Refurbishment/Demolition survey

The Refurbishment/Demolition Survey is required where the premises, or part of it, need upgrading, refurbishment or demolishing. The Survey does not need a record of the ACM condition.

A Refurbishment/Demolition Survey aims to ensure that:

1. nobody will be harmed by work on ACM in the premises or equipment;
2. such work will be done by the right contractor in the right way

The Survey must locate and identify all ACM before any structural work begins at a stated location or on stated equipment at the premises. It involves destructive inspection and asbestos disturbance. The area surveyed must be vacated, and certified 'fit for reoccupation' after the survey.

Appendix B - Survey Methodology

In order to accurately survey buildings for the presence of asbestos, it is advisable that representative samples are taken from installations suspected of containing asbestos. The survey has been conducted by experienced surveyors following the guidance set out in *HSG264 Asbestos: The Survey Guide*. It is essential, therefore, that suitable procedures are adopted to ensure that the sampling work does not lead to the release of significant amounts of asbestos fibres into the air.

Rochdale BC surveyors have many years' experience in carrying out such surveys, and adopt the following general procedures to ensure that personnel working in the building under survey are not put at risk. These procedures are as follows:

- The number of samples to be taken is left to the discretion of the surveyor on site. In some situations it may be prudent to assume some materials are asbestos rather than take unnecessary samples.
- In some circumstances, materials which are visually identical to previously sampled materials at the premises will be cross-referenced to minimise sampling activity.
- Samples taken will be analysed by an independent UKAS accredited laboratory.
- Occasionally, samples are not taken due to lack of safe access, because to do so would cause irreparable damage to the material, or because materials of identical appearance have already been sampled at the premises. In these cases, the installations are referenced in the report as 'Known/Presumed asbestos'.
- Sampling will be taken from occupied parts of the building only at times when the areas are vacant.
- Sampling is carried out carefully and in such a way as to minimise the release of asbestos fibres.
- Surfaces onto which dust or debris may fall, will be covered with an impervious sheet before the sample is taken (unless the surface itself is impervious) and be cleaned afterwards by a dustless method such as a damp cloth which is then double wrapped within two self-sealing bags. This package will then be disposed of as asbestos waste.
- All sampling equipment will be cleaned between sample points with wet wipes to prevent cross contamination.
- All samples will be double wrapped within two self-sealing polythene bags to prevent any possible chance of fibre release.
- Air testing carried out in the past has shown that fibre levels given off during asbestos sampling of the above nature typically gives results below the clearance indicator level of 0.010 fibres per millilitre of air.
- Once the sample has been taken, a unique sample number label with the client name and date will be attached to the location.
- An asbestos survey record and risk assessment will be completed for each sample location.
- Personnel carrying out the sampling will wear appropriate respiratory and protective equipment at the time of sampling only.

- If any installation is found to be in a poor condition giving a potential for the release of airborne asbestos fibres then Rochdale BC will inform the person in charge of the premises as to the safe treatment of the material.

Sampling methods will vary dependent on the nature of the material. Typical sampling methods are as follows:	
Material	Method
Dust and loose materials	Scrape as much dust as is necessary for analysis into a polythene bag. The area will then be sealed using a light spray coat of Poly Vinyl Acetate (PVA) adhesive solution.
Pipe lagging/sprayed-coating	Pipework - representative samples will be taken of each homogeneous pipe run. Spray-coated ceilings or walls should be sampled at either end of the material, i.e. usually two samples being sufficient. The sample shall be pre-wetted before passing a cork borer through the layers of the material. The sample will then be carefully placed into a polythene bag and the sample area sealed with PVA solution, foil tape or a suitable proprietary filler/sealant where appropriate.
Asbestos Insulation Boarding (AIB), millboard and composite panels.	For AIB and millboards one sample approximately is sufficient per area. If there is evidently more than one type of panel, then representative samples of each should be taken, but if the boarding is all visibly the same then cross-referencing will be undertaken to minimise the need for unnecessary sampling. All material types shall be pre-wetted before passing through a cork borer, or for harder materials a knife or pliers will be used, to obtain a sample. Again the sample area will be immediately sealed with PVA solution and covered with tape to give an airtight seal.
Asbestos Ropes/Yarns	For asbestos rope/fabric materials which contain a uniform concentration of asbestos throughout, a single sample of each suspect installation shall be taken for analysis. All materials shall be pre-wetted before taking a sample using either a Stanley knife and/or a pair of pliers. The sample area will be immediately sealed with PVA solution and covered with adhesive tape to give an airtight seal.
Textured Coatings etc.	A representative sample of textured coating shall be collected for analysis. The area shall be pre-wetted before taking the sample using a Stanley knife. The sample area shall be immediately sealed

	with a PVA solution
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Appendix C - Limitations of Survey (Management surveys)

Whilst the survey team made every effort to examine all suspect materials, Rochdale BC cannot guarantee that all asbestos-based materials have been located. Some materials may well be hidden within the fabric of the building and may only come to light when the building is being demolished or refurbished.

Rochdale BC can not accept responsibility for any asbestos materials, which are hidden within the building fabric, which may be exposed during any such work.

Particular difficulties are also associated with areas where ad-hoc alteration and refurbishment have previously been carried out, and where asbestos may be hidden behind cladding materials.

The results of sample analysis refer specifically to the sample taken from the locations defined in the report. Experience has shown that materials can vary greatly in relatively short distances from sample points. It should not be assumed that materials similar in appearance to those sampled are asbestos-free.

Risers, voids and structural ducts were inspected where readily de-mountable covers existed at access points.

Asbestos fuse pads, rope and cement products may be present in all electrical switchgear, however, these could not be fully accessed during this survey for Health and Safety reasons.

No equipment, machinery, or ducting was moved, opened up or examined during the survey.

Where asbestos materials prevented further access to areas (e.g. above asbestos ceilings), the investigation was halted.

Floor finishes such as linoleum and carpets etc., were not taken up.

Manhole covers believed to be part of the drainage system were not accessed.

To minimise damage to the fabric of the building, sub-surface examinations of walls, floors (such as concrete, solid plaster, resins and timber materials etc) and ceilings were not carried out.

Fire doors frequently contain an inner layer of asbestos material for fire retardant purposes. The presence of such an inner layer is difficult to determine without causing significant damage to doors. Such sampling activities were therefore not undertaken unless specifically requested. Under normal circumstances the asbestos contained within a fire door does not present a risk to health but caution is advised during maintenance work, i.e. renewing locks etc.

A limited inspection only has been carried out of pipework concealed by overlaying non-asbestos insulation. Inspection of pipework has been restricted primarily to the insulation visible. The presence of asbestos insulation debris/residue to pipework, which is not readily visible or would require the removal and replacement of overlying non-asbestos insulation, has been considered out of the scope of this survey.

Access in ceiling voids, roof spaces and floor ducts was limited at the time of survey due to access restrictions and safety reasons.

Areas not inspected must be presumed to contain asbestos and treated as such until further investigation is completed.

Should any further suspicious materials be encountered during refurbishment works, then these should be immediately reported to Rochdale BC, and the materials identified before work can proceed.

Appendix D - Legal Requirements

All work with asbestos containing materials is controlled under the Control of Asbestos Regulations 2012. The object of these regulations, made under the Health and Safety at Work etc. Act 1974, is to minimise worker's exposure to asbestos fibre within the work place.

This is further addressed under the Management of Health & Safety at Work Regulations 1999, which place a duty on employers to assess all significant risks posed as part of their undertaking, including their buildings, and to take suitable steps to reduce these risks. Hence, if asbestos is present in the workplace, it is the responsibility of the employer to ensure, firstly, that he/she knows where it is, and secondly, that it is maintained in a safe and proper manner so as not to pose a threat to the health of his/her workforce.

Approved Codes of Practices' and guidance notes have been produced by the Health and Safety Executive so that building managers, employers, employees and contractors can achieve compliance with the requirements of the regulations.

The substantial majority of projects which involve work with asbestos spray coating, thermal insulation materials and asbestos insulating boards, require the contractor or persons carrying out the works to be licensed under The Control of Asbestos Regulations 2012.

In order to comply with Regulation 5 of the Control of Asbestos Regulations 2012, a detailed "Plan of Work" and "Risk Assessment" should be prepared by the employer engaged in asbestos removal, to ensure workers' exposure to asbestos fibres is estimated and appropriate controls put in place to ensure that this exposure is minimal. With certain minor exceptions, the removal of asbestos insulation, spray coating and asbestos insulation board must be undertaken by a contractor licenced to work with asbestos by the HSE. Asbestos removal by an unlicensed contractor may be an offence.

There is no legal requirement to remove any asbestos material in good condition which continues to perform the function for which it was installed. However, it is recommended that any material in poor condition should be removed or sealed appropriately.

Appendix E - Risk Management

The risk assessment system for asbestos materials adopted by Rochdale Borough Council is the HSE guidance document "Material and priority scoring tools".
<http://www.hse.gov.uk/asbestos/assets/docs/materials-priority-scoring.pdf>

Material Risk Assessment

To arrive at a material risk score the following factors are each given a numerical score:

- Product type (score range 1-3)
- Extent of damage (score range 0-3)
- Surface treatment (score range 0-3)
- Asbestos type (score range 1-3)

The total scores for each factor are combined to give a risk value. Each factor contains a range of values resulting in a Material Risk Score ranging between 2 and 12. The Material Risk Score for each ACM is identified within the asbestos register.

Priority Assessment

- Normal occupant activity
 - Main type of activity in area (score range 0-3)
- Likelihood of disturbance
 - Location (score range 0-3)
 - Accessibility (score range 0-3)
 - Extent/amount (score range 0-3)
- Human exposure potential
 - Number of occupants (score range 0-3)
 - Frequency of use of area (score range 0-3)
 - Average time area is in use (score range 0-3)
- Maintenance activity
 - Type of maintenance activity (score range 0-3)
 - Frequency of maintenance activity (score range 0-3)

The average score for each factor is combined to give a risk value. Each factor contains a range of values resulting in a Priority Score ranging between 0 and 12.

Total Priority Risk Assessment

The Material Risk Score & Priority Score are then added together to give an overall Total Priority Risk Assessment rating for each material. Although recommendations are issued, these are basic and will vary according to the situation; it is desirable that some standardisation of action is achieved. It is therefore proposed that the following guidelines be adopted:

TOTAL PRIORITY RISK RATING RECOMMENDATIONS AND COMMENTS

Category Numbers – 17+

It is likely in situations with such a high rating, that persons are currently being exposed to some level of asbestos fibre contamination.

This exposure will vary according to location conditions - for example, the intensity of use of a heating system or the nature of airflow and movement around a damaged ceiling. It may be possible to clarify the exposure level by use of atmospheric fibre counts. However, the concentrations involved are likely to be low in comparison with occupational exposure limits. Due to the potential exposure, areas or situations, which fall into this category, should be regarded as a matter for concern.

In most circumstances, immediate plans for removal of the asbestos concerned should be implemented, or at least the rapid sealing of the affected area.

Category Numbers – 14-16

Situations within this category are potentially hazardous and still warrant careful consideration in the short term in that any slight deterioration in one of a number of contributory factors will result in unacceptable deterioration within a short passage of time. In these situations, it is therefore necessary for the asbestos to be encapsulated/removed on a programmed basis, but within a specified timescale.

It is recommended that the maximum period should be 1 year and that in the meantime emergency repair and sealing operations should be undertaken where any deterioration or damage occurs.

Category Numbers – 9-13

Situations within this category do not pose any imminent risk and the likelihood of fibre release is low under existing conditions. It is recommended that materials falling within this category should be regularly assessed to monitor the condition as potential deterioration will occur with the passage of time.

It is recommended that situations within this category should be inspected on a 12 monthly basis to ascertain any change in circumstances.

Category Number – 2-8

Situations within this category are of low priority. The situation should be assessed on the basis of a 1-year inspection cycle to ascertain any change in category.

NB: these are only guidelines and are in no way representative of all situations. Each installation is assessed individually and high risk situations brought immediately to the building manager's attention while the survey progresses.

Appendix F - General Notes for Information

The following is a summary of building features and materials commonly found to contain asbestos. It is often extremely difficult or impossible to detect these installations, or positively identify the presence of asbestos within them, without conducting a destructive survey or obtaining samples for analysis. Also included are areas not routinely examined for safety reasons.

This summary is not a complete list but is intended to emphasise the importance of a full asbestos survey and building register, and to reinforce the requirement for care and attention to be taken before and during maintenance, repair, refurbishment or demolition works.

BUILDING FEATURES

- **Ceiling voids, floor voids, wall cavities, risers**

Such features are not checked in occupied areas for safety reasons. Entering voids, cavities and risers carries a high risk of fibre release from the disturbance of any asbestos material within, which may contaminate adjacent areas. Voids, cavities and risers may be completely sealed, and detected only if shown on building construction plans or during refurbishment/demolition.

In general, voids, cavities and risers may only be checked in unoccupied areas where safe access is available.

- **Trunking/Ductwork**

Trunking/ductwork may contain asbestos internally as ventilation linings or gaskets, which are not visible, until the equipment is disassembled. Such equipment is often found within **ceiling voids** (see above).

- **Windows**

Asbestos panels may be located above or below windows, which are covered with wallpaper, paint, or covered with hardboard/plasterboard or painted glass. External examination may only be possible where safe access is available. In addition, asbestos may be present in the form of glazing mastic. Positive identification of this type of material is not possible without sampling and analysis.

- **Columns**

Structural columns are often completely blocked or bricked in. If inspection of the columns compromises the integrity and safety of structural columns then they will not be examined.

- **Plaster Ceilings**

Areas above plaster ceilings cannot be inspected if access above cannot be achieved and/or destructive techniques cannot be applied.

- **External areas, roofs, high-level areas**

Such areas will only be inspected if safe access can be achieved.

- **Confined Spaces**

Such areas will only be checked if safe access can be achieved, and only by appropriately trained operatives.

- **Restricted Access**

Secure areas subject to restricted access will not be checked unless special arrangements have been made through the client within the remit of the survey.

- **Lift shafts/motors**

Lift shafts, doors and motors may contain asbestos components. For safety reasons lifts will not be inspected unless they are known to have been isolated by a qualified lift engineer.

- **Heater units, boilers, mechanical equipment, refrigerators, cold rooms, safes and kilns**

All such equipment may contain asbestos internally, or within recesses/plinths etc. which is not visible until dismantled.

POTENTIAL ASBESTOS INSTALLATIONS

- **Thermal Insulation**

Often found within **ceiling voids, floor voids, wall cavities, risers** (see above). Thermal insulation to pipes etc. which contains asbestos is often not uniform in its application or composition. Although a representative number of locations relative to the extent of the material may be examined and found to be non-asbestos, it is possible that asbestos has been incorporated in a number of isolated locations. An inner skin of asbestos pipe insulation or paper lining may also be found beneath a non-asbestos outer layer. Lagging construction of this type is often difficult to identify without sampling and analysis.

- **Sprayed Coatings**

Sprayed coating material, which contains asbestos, is often not uniform in its application or composition. Although a representative number of locations relative to the extent of the material may be examined and found to be non-asbestos, it is possible that asbestos has been incorporated in a number of isolated locations. In areas where sprayed coating is found on ceilings or structural steelwork, it is often also present as overspray behind plaster applied to walls and beneath the floor screed. This cannot be detected without applying destructive techniques.

- **Insulating Boards**

Asbestos insulating board, millboard and other low density boards have been used in a multitude of installations in buildings. Original asbestos boards may have been covered with non-asbestos boarding/plasterboard, covered with wall paper or painted at a later date. Boards used as shuttering may have been concreted over/covered by later wall, ceiling or floor finishes.

- **Debris**

Often found within **ceiling voids, floor voids, wall cavities, risers**, (see above). Small amounts of asbestos debris are very difficult to locate and may be present at any location. General debris containing asbestos cannot be identified without extensive sampling and analysis techniques.

- **Encapsulated Debris**

Small amounts of debris may have been painted over after previous asbestos remedial works. This is a common occurrence in boiler/plant rooms.

- **Floor Tiles**

Thermoplastic floor tiles often contain asbestos within the bonded material, or it may be contained within the adhesive used to affix the tiles. The risk of fibre release under normal occupation is minimal. All floor tiles are usually assumed to contain asbestos until sampled.

- **Plaster and Textured Coatings (“Artex”)**

Certain plaster, paints and textured coatings applied to walls, ceilings or structural beams etc. can contain asbestos. Positive identification is not possible without sampling and analysis. The matrix of the material is non-homogenous, meaning an uneven distribution of asbestos fibres throughout the material.

- **Expansion Joints and Cement Sleeves**

These may have been used in the building but are usually concreted over as part of the finishing works. These can only usually be detected if they are mentioned in the building construction plans or when demolition takes place.

- **Flange Gaskets**

Not usually visible until the pipework is dismantled. All gaskets are usually presumed to contain asbestos and to be disposed of as asbestos waste when replaced during the course of routine maintenance.

- **Roof Slates/sheets**

Asbestos roof slates are very similar in appearance to natural slates. Roofing materials will not be checked if safe access cannot be achieved.

- **Roofing Felt/Damp Courses**

Bituminous products may contain asbestos in low concentrations. Without sampling and analysis, it is very difficult to determine the presence of asbestos in these products, but the risk of fibre release is extremely low.

- **Wall Fixings**

Loose asbestos was often used as a plugging material for wall fixings, and are usually covered with wallpaper, painted or plastered over.

- **Asbestos Materials Behind Known Asbestos**

Asbestos materials may conceal further asbestos materials behind them. This would only be known when the outermost material could be safely removed.

- **Non-asbestos Insulated Services**

Services re-insulated with MMMF, vegetable fibre, cork, polystyrene, etc. may have residual asbestos insulation adhering to their surface. It is not possible to check all surfaces unless all of the new insulation is removed. However, exposed sections, valves, etc. will be examined where possible.