

Reinspection Survey

On Behalf Of

Swindon Borough Council

Date of Survey: 12/06/2019

Next Annual Reinspection Due: 12/06/2020

Survey Reference Number: A-17427



Clarence House
Civic Campus
Euclid Street
Swindon
Wiltshire
SN1 2JH

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Section 1: Contact Information

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Section 2: Introduction

2.1 Executive Summary

A.S.I. Environmental Ltd received a request from Swindon Borough Council to undertake a reinspection of known asbestos at the premises known as:

Clarence House

Civic Campus

Euclid Street

Swindon

Wiltshire

on behalf of Swindon Borough Council.

Reinspection surveys entail a visual inspection of all previously identified ACMs listed in the last available asbestos survey or reinspection report. If still present, updated observations are recorded to update the item's material assessment algorithm.

The scope of the reinspection will generally only cover these previously identified items which could be asbestos containing materials (ACMs) or non-accessible areas. Where a previously non-accessible area becomes available for inspection, this will be done and any newly identified ACMs appended to the report. New assessments will record suspected ACMs as 'Presumed' or 'Strongly Presumed' unless bulk sampling can be agreed with the client as an extra charge.

The reinspected items will be recorded using the original survey's descriptions of location and material. Any original survey bulk sample results will be referenced for each item and their locations may be indicated by site diagrams (Appendix I) when these are available.

Areas not accessed during the survey are summarised as follows. These should be presumed to contain asbestos:

Entry	Floor	Location	Description
002	Ground Floor	Understairs Cupboard	Unable to locate as per previous survey J018777

Asbestos Containing Materials (ACMs) identified during the survey have been assessed for their condition at the time of inspection. This information has been used to categorise each one according to its potential to release fibres, if disturbed. This ranges over: high, medium, low and very low risks. Any which have been rated as these are listed below.

Entry	Floor	Location	Description	Recommendation	Associated Risk
001	Basement	Store - B03	Insulation residue to pipes - Insulation	Manage	Medium
001	Basement	Store - B03	Insulation residue to walls - Insulation	Manage	Medium
002	Ground Floor	Understairs Cupboard	No Access into Understairs Cupboard	Inspection Required	-
003	Ground Floor	Lobby - 019	Floor tiles & Adhesive - Floor Tile + Adhesive	Manage	Very Low

Entry	Floor	Location	Description	Recommendation	Associated Risk
004	Ground Floor	Understairs Cupboard - 020	Floor tiles & Adhesive - Floor Tile + Adhesive	Manage	Very Low
005	Ground Floor	Lobby - 023	Floor tiles & Adhesive - Floor Tile + Adhesive	Manage	Very Low
006	Ground Floor	Fire Escape - 024	Floor tiles & Adhesive - Floor Tile + Adhesive	Manage	Very Low
007	1st Floor	Office - 105	Safe - Insulating Board	Manage	Medium
008	External	External	Undercloak - Cement	Manage	Very Low
009	Ground Floor	Understairs Cupboard - 025	Floor tiles & Adhesive - Floor Tile + Adhesive	Manage	Very Low

2.2 General Site Information

The premises surveyed comprise the following:

Property Type: Commercial offices

Approx Building Age: 1900s

Surveying methods used are ASI in-house procedures which are based on HSE guidance document HSG 264. Variations and deviations from these methods, if any, are detailed below.

Areas included in the survey:

Asbestos Re-inspection Survey to the positive items previously found under report number J018777 carried out on 16/05/2018 by HBE Compliance Services

The areas included in the survey are as indicated by the site diagrams (Appendix I).

Areas excluded from the scope of this reinspection survey:

The following areas are not covered by this survey. These, if any, are in addition to any individual 'no access' areas which may have been recorded in areas which could not be accessed to carry out reinspection of an item or group of items.

All other areas

The surveyors attending site were:

Ben Beavis

The survey was completed on the 12/06/2019.

Section 3: Survey Results Summary

3.1 Guidance

Non-Accessible

Non-accessible areas are recorded where an area is inaccessible to the surveyors. Non-accessed areas should be regarded as containing asbestos until they can be assessed by a competent person.

Presumed / Strongly Presumed

In the absence of any other information or if the surveyor cannot gain full access to a suspicious area or material, it must be PRESUMED that asbestos is present and the asbestos type present is AMPHIBOLE.

If the surveyor observes that a material is identical in composition to a previously identified ACM, then it may be STRONGLY PRESUMED. A strong presumption of asbestos content may also be made when a product type is identified which is known for example by age, brand and composition or may have visible asbestos fibres.

Referred Samples

When similar materials or products are encountered in separate locations, the item may be sampled once and subsequent occurrences referred back to this initial sample for their method of identification. The referred samples will therefore take on the same analysis result as the original by recording a strong presumption of the asbestos fibre content.

Accessibility

Items recorded during the survey will be assessed by the surveyor for their level of accessibility to any occupants of that room or area. This is done by allocating one of the four categories; usually inaccessible, occasionally, easily, routinely.

3.2 Survey Results – Asbestos Summary

ASI Job Ref: A-17427

Site: Clarence House, Civic Campus, Euclid Street, Swindon, Wiltshire

Inspection Date: 12/06/2019

Entry	Building	Floor	Area	Item Description	Identification Method	Asbestos Fibre Type(s)	Approx. Extent	Material Risk	Accessibility	Room Note
001	Clarence House	Basement	Store - B03	Insulation residue to walls - Insulation	Previously Sampled AD006141	Amosite	1 m ²	Medium	Difficult	Other: Refer to sample ref AD006141 in previous report J018777
001	Clarence House	Basement	Store - B03	Insulation residue to pipes - Insulation	Previously Sampled AD006143	Amosite	1 lin m	Medium	Medium	Other: Refer to sample ref AD006143 in previous report J018777
002	Clarence House	Ground Floor	Understairs Cupboard	No Access	No Access	N/A		-		Other: Unable to locate as per previous survey J018777
003	Clarence House	Ground Floor	Lobby - 019	Floor tiles & Adhesive - Floor Tile + Adhesive	Previously Sampled AD006131	Chrysotile	6 m ²	Very Low	Easy	Other: Refer to sample ref AD006131 in previous report J018777
004	Clarence House	Ground Floor	Understairs Cupboard - 020	Floor tiles & Adhesive - Floor Tile + Adhesive	Previously Sampled AD006131	Chrysotile	4 m ²	Very Low	Easy	Other: Refer to sample ref AD006131 in previous report J018777
005	Clarence House	Ground Floor	Lobby - 023	Floor tiles & Adhesive - Floor Tile + Adhesive	Previously Sampled AD006131	Chrysotile	3 m ²	Very Low	Easy	Other: Refer to sample ref AD006131 in previous report J018777
006	Clarence House	Ground Floor	Fire Escape - 024	Floor tiles & Adhesive - Floor Tile + Adhesive	Previously Sampled AD006131	Chrysotile	3 m ²	Very Low	Easy	Other: Refer to sample ref AD006131 in previous report J018777
007	Clarence House	1st Floor	Office - 105	Safe - Insulating Board	Presumed	Presumed	1 no	Medium	Difficult	
008	Clarence House	External	External	Undercloak - Cement	Previously Sampled AD006144	Chrysotile	6 lin m	Very Low	Difficult	Other: Refer to sample AD006144 in previous report J018777
009	Clarence House	Ground Floor	Understairs Cupboard - 025	Floor tiles & Adhesive - Floor Tile + Adhesive	Previously Sampled AD006131	Chrysotile	3 m ²	Very Low	Easy	Other: Refer to sample ref AD006131 in previous report J018777

3.3 Survey Results – Non-Asbestos Summary

ASI Job Ref: A-17427

Site: Clarence House, Civic Campus, Euclid Street, Swindon, Wiltshire

Inspection Date: 12/06/2019

No items found

Section 4: Asbestos Register

Survey Details

Entry Number	001
Lead Surveyor	Ben Beavis
Inspection Type	Reinspection
Inspection Date	12/06/2019
Next Inspection Date	12/06/2020

Item Details

Area Title	Store - B03
Floor / Level	Basement
Product Type	Insulation
Sample Reference	Previously Sampled
Item Description	Insulation residue to walls: Insulation
Estimated Extent	1 m ²

Material Algorithm

Product Type	Thermal insulation, sprayed asbestos, loose asbestos etc.	3	Material Factor	Potential for Fibre Release
Treatment	Refer to Appendix III	2	>= 10	High
Damage Extent	Good Condition	0	7 – 9	Medium
Asbestos Type	Amosite	2	5 – 6	Low
Material Factor Rating		7	2 – 4	Very Low

Material Assessment

Material Factor Rating	Result from Material Assessment (above)	7
Material Category	Potential for fibre release	Medium

Advised Actions

Manage - Condition and surface treatment are adequate for the material to be left in place. Asbestos warning stickers may be applied.

This advised action is the opinion of the surveyor on site at the time of inspection.

Asbestos management decisions are the responsibility of the duty holder

Survey Reference No A-17427

Survey Details

Entry Number	001
Lead Surveyor	Ben Beavis
Inspection Type	Reinspection
Inspection Date	12/06/2019
Next Inspection Date	12/06/2020

Item Details

Area Title	Store - B03
Floor / Level	Basement
Product Type	Insulation
Sample Reference	Previously Sampled
Item Description	Insulation residue to pipes: Insulation
Estimated Extent	1 lin m



Material Algorithm

Product Type	Thermal insulation, sprayed asbestos, loose asbestos etc.	3	Material Factor	Potential for Fibre Release
Treatment	Refer to Appendix III	2	>= 10	High
Damage Extent	Low Damage	1	7 – 9	Medium
Asbestos Type	Amosite	2	5 – 6	Low
Material Factor Rating		8	2 – 4	Very Low

Material Assessment

Material Factor Rating	Result from Material Assessment (above)	8
Material Category	Potential for fibre release	Medium

Advised Actions

Manage - Condition and surface treatment are adequate for the material to be left in place. Asbestos warning stickers may be applied.

This advised action is the opinion of the surveyor on site at the time of inspection.

Asbestos management decisions are the responsibility of the duty holder

Survey Reference No A-17427

Survey Details

Entry Number 002
Lead Surveyor Ben Beavis
Inspection Type Reinspection
Inspection Date 12/06/2019
Next Inspection Date 12/06/2020

Item Details

Area Title	Understairs Cupboard
Floor / Level	Ground Floor
Product Type	N/A
Sample Reference	No Access
Item Description	No Access Gained
Estimated Extent	N/A

No Photo Available

Material Algorithm

Product Type	-	-	Material Factor	Potential for Fibre Release
Treatment	Refer to Appendix III	-	>= 10	High
Damage Extent	-	-	7 – 9	Medium
Asbestos Type	-	-	5 – 6	Low
Material Factor Rating		-	2 – 4	Very Low

Material Categories

Material Assessment

Material Factor Rating	Result from Material Assessment (above)	-
Material Category	Potential for fibre release	

Advised Actions

Inspection Required - It was not possible to access and inspect the area or item during the survey. Presume asbestos material is present until full inspection is completed.

This advised action is the opinion of the surveyor on site at the time of inspection.

Asbestos management decisions are the responsibility of the duty holder

Survey Reference No A-17427

Survey Details

Entry Number	003
Lead Surveyor	Ben Beavis
Inspection Type	Reinspection
Inspection Date	12/06/2019
Next Inspection Date	12/06/2020

Item Details

Area Title	Lobby - 019
Floor / Level	Ground Floor
Product Type	Floor Tile + Adhesive
Sample Reference	Previously Sampled
Item Description	Floor tiles & Adhesive: Floor Tile + Adhesive
Estimated Extent	6 m ²



Material Algorithm

Product Type	Asbestos reinforced composites etc.	1	Material Factor	Potential for Fibre Release
Treatment	Refer to Appendix III	0	>= 10	High
Damage Extent	Low Damage	1	7 – 9	Medium
Asbestos Type	Chrysotile	1	5 – 6	Low
Material Factor Rating		3	2 – 4	Very Low

Material Assessment

Material Factor Rating	Result from Material Assessment (above)	3
Material Category	Potential for fibre release	Very Low

Advised Actions

Manage - Condition and surface treatment are adequate for the material to be left in place. Asbestos warning stickers may be applied.

This advised action is the opinion of the surveyor on site at the time of inspection.

Asbestos management decisions are the responsibility of the duty holder

Survey Reference No A-17427

Survey Details

Entry Number	004
Lead Surveyor	Ben Beavis
Inspection Type	Reinspection
Inspection Date	12/06/2019
Next Inspection Date	12/06/2020

Item Details

Area Title	Understairs Cupboard - 020
Floor / Level	Ground Floor
Product Type	Floor Tile + Adhesive
Sample Reference	Previously Sampled
Item Description	Floor tiles & Adhesive: Floor Tile + Adhesive
Estimated Extent	4 m ²



Material Algorithm

Product Type	Asbestos reinforced composites etc.	1	Material Factor	Potential for Fibre Release
Treatment	Refer to Appendix III	0	>= 10	High
Damage Extent	Low Damage	1	7 – 9	Medium
Asbestos Type	Chrysotile	1	5 – 6	Low
Material Factor Rating		3	2 – 4	Very Low

Material Assessment

Material Factor Rating	Result from Material Assessment (above)	3
Material Category	Potential for fibre release	Very Low

Advised Actions

Manage - Condition and surface treatment are adequate for the material to be left in place. Asbestos warning stickers may be applied.

This advised action is the opinion of the surveyor on site at the time of inspection.

Asbestos management decisions are the responsibility of the duty holder

Survey Reference No A-17427

Survey Details

Entry Number	005
Lead Surveyor	Ben Beavis
Inspection Type	Reinspection
Inspection Date	12/06/2019
Next Inspection Date	12/06/2020

Item Details

Area Title	Lobby - 023
Floor / Level	Ground Floor
Product Type	Floor Tile + Adhesive
Sample Reference	Previously Sampled
Item Description	Floor tiles & Adhesive: Floor Tile + Adhesive
Estimated Extent	3 m ²



Material Algorithm

Product Type	Asbestos reinforced composites etc.	1	Material Factor	Potential for Fibre Release
Treatment	Refer to Appendix III	0	>= 10	High
Damage Extent	Low Damage	1	7 – 9	Medium
Asbestos Type	Chrysotile	1	5 – 6	Low
Material Factor Rating		3	2 – 4	Very Low

Material Assessment

Material Factor Rating	Result from Material Assessment (above)	3
Material Category	Potential for fibre release	Very Low

Advised Actions

Manage - Condition and surface treatment are adequate for the material to be left in place. Asbestos warning stickers may be applied.

This advised action is the opinion of the surveyor on site at the time of inspection.

Asbestos management decisions are the responsibility of the duty holder

Survey Reference No A-17427

Survey Details

Entry Number	006
Lead Surveyor	Ben Beavis
Inspection Type	Reinspection
Inspection Date	12/06/2019
Next Inspection Date	12/06/2020

Item Details

Area Title	Fire Escape - 024
Floor / Level	Ground Floor
Product Type	Floor Tile + Adhesive
Sample Reference	Previously Sampled
Item Description	Floor tiles & Adhesive: Floor Tile + Adhesive
Estimated Extent	3 m ²



Material Algorithm

Product Type	Asbestos reinforced composites etc.	1	Material Factor	Potential for Fibre Release
Treatment	Refer to Appendix III	0	>= 10	High
Damage Extent	Low Damage	1	7 – 9	Medium
Asbestos Type	Chrysotile	1	5 – 6	Low
Material Factor Rating		3	2 – 4	Very Low

Material Assessment

Material Factor Rating	Result from Material Assessment (above)	3
Material Category	Potential for fibre release	Very Low

Advised Actions

Manage - Condition and surface treatment are adequate for the material to be left in place. Asbestos warning stickers may be applied.

This advised action is the opinion of the surveyor on site at the time of inspection.

Asbestos management decisions are the responsibility of the duty holder

Survey Reference No A-17427

Survey Details

Entry Number	007
Lead Surveyor	Ben Beavis
Inspection Type	Reinspection
Inspection Date	12/06/2019
Next Inspection Date	12/06/2020

Item Details

Area Title	Office - 105
Floor / Level	1st Floor
Product Type	Insulating Board
Sample Reference	Presumed
Item Description	Safe: Insulating Board
Estimated Extent	1 no



Material Algorithm

Product Type	Asbestos insulating board, millboards, gaskets & ropes etc.	2	Material Factor	Potential for Fibre Release
Treatment	Refer to Appendix III	1	>= 10	High
Damage Extent	Low Damage	1	7 – 9	Medium
Asbestos Type	Presumed	3	5 – 6	Low
Material Factor Rating		7	2 – 4	Very Low

Material Assessment

Material Factor Rating	Result from Material Assessment (above)	7
Material Category	Potential for fibre release	Medium

Advised Actions

Manage - Condition and surface treatment are adequate for the material to be left in place. Asbestos warning stickers may be applied.

This advised action is the opinion of the surveyor on site at the time of inspection.

Asbestos management decisions are the responsibility of the duty holder

Survey Reference No A-17427

Survey Details

Entry Number	008
Lead Surveyor	Ben Beavis
Inspection Type	Reinspection
Inspection Date	12/06/2019
Next Inspection Date	12/06/2020

Item Details

Area Title	External
Floor / Level	External
Product Type	Cement
Sample Reference	Previously Sampled
Item Description	Undercloak: Cement
Estimated Extent	6 lin m



Material Algorithm

Product Type	Asbestos reinforced composites etc.	1	Material Factor	Potential for Fibre Release
Treatment	Refer to Appendix III	1	>= 10	High
Damage Extent	Low Damage	1	7 – 9	Medium
Asbestos Type	Chrysotile	1	5 – 6	Low
Material Factor Rating		4	2 – 4	Very Low

Material Assessment

Material Factor Rating	Result from Material Assessment (above)	4
Material Category	Potential for fibre release	Very Low

Advised Actions

Manage - Condition and surface treatment are adequate for the material to be left in place. Asbestos warning stickers may be applied.

This advised action is the opinion of the surveyor on site at the time of inspection.

Asbestos management decisions are the responsibility of the duty holder

Survey Reference No A-17427

Survey Details

Entry Number	009
Lead Surveyor	Ben Beavis
Inspection Type	Reinspection
Inspection Date	12/06/2019
Next Inspection Date	12/06/2020

Item Details

Area Title	Understairs Cupboard - 025
Floor / Level	Ground Floor
Product Type	Floor Tile + Adhesive
Sample Reference	Previously Sampled
Item Description	Floor tiles & Adhesive: Floor Tile + Adhesive
Estimated Extent	3 m ²



Material Algorithm

Product Type	Asbestos reinforced composites etc.	1	Material Factor	Potential for Fibre Release
Treatment	Refer to Appendix III	0	>= 10	High
Damage Extent	Low Damage	1	7 – 9	Medium
Asbestos Type	Chrysotile	1	5 – 6	Low
Material Factor Rating		3	2 – 4	Very Low

Material Assessment

Material Factor Rating	Result from Material Assessment (above)	3
Material Category	Potential for fibre release	Very Low

Advised Actions

Manage - Condition and surface treatment are adequate for the material to be left in place. Asbestos warning stickers may be applied.

This advised action is the opinion of the surveyor on site at the time of inspection.

Asbestos management decisions are the responsibility of the duty holder

Section 5: Asbestos Management

5.1 Summary

Asbestos management is a legal duty under regulation 4 of the Control of Asbestos Regulations 2012. The person responsible, known as 'the duty holder' is usually the owner or leaseholder of the premises. In practice, the person managing the maintenance and repair of a building must manage any asbestos in it. The regulation currently applies to all non-domestic buildings and common areas of residential rented buildings.

The purpose of this survey is to record the location and condition of asbestos containing materials (ACMs).

This information needs to be made easily accessible to all building users, particularly maintenance workers or contractors.

Ongoing asbestos management requires assigning responsibility for the tasks involved which would include:

- Drawing up a priority action list to deal with any damaged or vulnerable materials e.g. removal, repair or encapsulation / enclosing.
- Regular inspection of ACMs left in place (<1-year interval)
- Recording and updating of information.
- Making presence of ACMs known to any relevant people and provide information. This means making updated records available and could include applying warning labels to ACMs and providing training.

5.2 HSE Guidance

Guidance on asbestos management is available from the HSE website www.hse.gov.uk/pubns. HSE books are available as free downloads (PDF)

Appendix I - Floor Plans

Survey Reference No A-17427

Site: Clarence House, Civic Campus, Euclid Street, Swindon, Wiltshire

Inspection Date: 12/06/2019

Refer to page 9-18

Appendix II – Bulk Sample Certificate

No samples were taken during the course of this survey.

Appendix III

Key to Material Assessment Algorithms

This key outlines the scoring method used to compute the Material Risks reported in the Asbestos Summary and Register sections.

Material assessments are conducted in line with the procedures outlined in HSG 264.

This key details all parameters of the Material Assessment Algorithm. Each parameter is assigned a weighting according to the physical property of the material observed at the time of the inspection or resulting from sample analysis.

The sum of the weightings provides the Material Factor Rating.

Product Types

Weighting = 1	Weighting = 2	Weighting = 3
Asbestos Cement Textured Coating Reinforced Composite Well Bound Material	Asbestos Insulation Board Asbestos Textiles/Paper	Asbestos Insulation/Coating

Existing Surface Treatment	Weighting Scores
Reinforced Plastics/Resins/Vinyl tiles	0
Asbestos cement / Textured coating	1
Asbestos Insulation Board (sealed)	1
Asbestos Textiles / Paper	2
Asbestos Insulation Board (unsealed)	2
Asbestos Insulation / coating (sealed)	2
Asbestos Insulation / coating (unsealed)	3

Extent of Damage to Product	Weighting Scores
N/A	0
None	0
Low	1
Medium	2
High	3

Asbestos Fibre Type	Weighting Scores
N/A	0
NADIS	0
Chrysotile	1
Actinolite	2
Amosite	2
Amosite-Chrysotile	2
Anthophyllite	2
Tremolite	2
Crocidolite	3
Crocidolite-Amosite	3
Crocidolite-Chrysotile	3
Presumed	3

Appendix IV

Terms and Conditions

The Asbestos reinspection will only look at items previously identified during an asbestos management survey and re-assess their condition. This process may require minor intrusive work to inspect, under floor coverings, above false ceilings, inside risers, service ducts and lift shafts. The level of intrusion will attempt to be in keeping with the type of maintenance or installation work likely in that area (e.g. installation of new cabling or equipment). Access will generally be gained using simple hand tools such as chisel or screwdrivers. Relevant areas which could not be accessed (e.g. rooms or areas inside rooms) are recorded as such and presumed to still contain asbestos. Any other areas not accessed must also be presumed to contain asbestos.

Any previously non-accessed areas which require full survey will be carried out only under a separate order with the appropriate survey type for that area and its associated terms / conditions and limitations.

The Asbestos Management Survey and this reinspection report cannot be used to fulfil the asbestos survey requirements of major refurbishment or demolition works. A Management Survey should be used to provide information to be used within the asbestos management plan.

It is not possible to regard the findings of any survey as being definitive. There remains a possibility that additional ACMs may be found as they are often hidden within the structure of buildings or within sealed areas. Without extensive demolition work, ASI cannot be held responsible for any omissions to the final report. Whilst every effort has been made to locate and identify all sources of asbestos containing material, some may have been missed due to repairs, alterations etc., or where fabrications and other finishes have been applied or where different specifications such as a possible mixture of asbestos and non-asbestos materials have been applied in the same area. Only by sampling every piece of suspect material (e.g. pipework, panels to walls; ceiling tiles, floor tiles etc.), can we be certain of all compositions to all materials and the timescale and cost this is clearly impractical.

In compliance with the Data Protection Act 1998, ASI will transmit survey results securely via e-mail fax or post.

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In non-accessible areas or sections in areas it must be assumed that asbestos is present until proven otherwise.

The surveyors are responsible for ensuring the adequate treatment of sample points to ensure any additional fibre release is prevented, where possible. Repair and making good are the responsibility of the client.

Lead Surveyor: Ben Beavis

Signature:

Date: 12/06/2019

A handwritten signature in black ink, appearing to be 'BB' followed by a stylized flourish.

Asbestos Survey Reviewed by: Justin Renn

Signature:

Date: 18/06/2019

A handwritten signature in black ink, appearing to be 'J. Renn' in a cursive style.