

# Refurbishment & Management Asbestos Survey Report

for

Bournemouth Christchurch Poole Council

At

Old Town Hall  
30 High Street  
Christchurch  
BH23 1AJ



Surveyed by Tim Godleman & Dale Brindley  
Surveyors Authorisation Signature

Handwritten signature of Tim Godleman &amp; Dale Brindley.

Quality checked by Kieran Evans  
Signature of checker

Handwritten signature of Kieran Evans.

The Testing Lab Job Number J111736



7758

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## Section 1 – Executive Summary

- Scope, Type and Extent of Survey
- Site Specific Location and **Summary of ACM's** and Risk Scores
- Actions and Priorities
- Site Specific Areas of No Access

- **Scope, Type and Extent of Survey**

The scope of this survey was to attend site and carry out a Refurbishment & Management Asbestos Survey to the property known as Old Town Hall . Care **MUST** be taken to read the site specific information in section 2. The area was temporarily vacant whilst the survey was undertaken. During this inspection information was to be collated and recorded about the location and condition of asbestos containing materials and this information was to be used to carry out a risk assessment for each individual occurrence. The results of the risk assessments will be used to compile the asbestos management plan. This report relates **ONLY** to the specific building depicted on the front cover and should not be reproduced without the permission of the producer.

Please note that material risk assessments (MRA) are collected as standard, Priority Risk Assessments (PRA) are collected at the clients request and are not covered within the scope of TTLs UKAS accreditation.

Should any suspect material be uncovered after this report has been issued, The Testing Lab Ltd **MUST** be contacted in the first instance and shown the material in situ, to verify the said materials prior to any subsequent remedial action. No liability will be accepted for remedial works which have not been verified by The Testing Lab Ltd.

- **Site Specific Location and Summary of ACM's and Risk Scores**

Below is a summary chart showing the locations of all of the components which have been identified as an asbestos containing material. ACM's with high scores are highlighted in red. For the individual material assessment pages please refer to section 5 – Pictures and risk scores of individual occurrences. For drawings depicting the exact location of the inspected component please see section 4 – Marked up plans.

**Summary of ACM's**

Action	Priority	Material Risk	Means of Identification	Asbestos Type	Surface Treatment	Condition	Accessibility	Qty	Product Type	Location	Survey Type	As	Record ID
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NO ASBESTOS CONTAINING MATERIALS WERE FOUND DURING THE INSPECTION

The table below depicts items which were assessed but were either non suspect or NADIS. Other components may have been looked at but are not listed due to the nature of the component and obvious common knowledge. If in doubt about a component please call The Testing Lab on 0800 1 777264.

Record ID	Survey Type	Location	Sample Ref	Qty	Action
<a href="#">S001</a>	Refurbishment	Main, External, Roof, Roof, Roof		Num	No further action required
<a href="#">S002</a>	Refurbishment	Main, External, Roof, Roof, Roof		Num	No further action required
<a href="#">S003</a>	Refurbishment	Main, External, Roof, Roof, Roof		Num	No further action required
<a href="#">S004</a>	Refurbishment	Main, First, Loft, Roof, Roof		Num	No further action required
<a href="#">S005</a>	Refurbishment	Main, First, Loft, Roof, Roof		Num	No further action required
<a href="#">S006</a>	Refurbishment	Main, First, Loft, Beams & Columns, Beams & Columns		Num	No further action required
<a href="#">S007</a>	Refurbishment	Main, First, Loft, Floor, Floor		Num	No further action required
<a href="#">S008</a>	Refurbishment	Main, First, Loft, Water Tank, Water Tank		Num	No further action required
<a href="#">S009</a>	Refurbishment	Main, First, Loft, Loft Hatch, Panel	S009	1 Sqr Mtrs	No Further Action Required
<a href="#">S010</a>	Management	Main, First, Small Hall, Ceiling, Walls & Floor, Ceiling, Walls & Floor		Num	No further action required
<a href="#">S011</a>	Management	Main, First, Kitchen, Ceiling, Walls & Floor, Ceiling, Walls & Floor		Num	No further action required
<a href="#">S012</a>	Management	Main, First, Landing & Stairs, Ceiling, Walls & Floor, Ceiling, Walls & Floor		Num	No further action required

<a href="#">S013</a>	Management	Main, Ground, Male W.C, Ceiling, Walls & Floor, Ceiling, Walls & Floor		Num	No further action required
<a href="#">S014</a>	Management	Main, Ground, Female W.C, Ceiling, Walls & Floor, Ceiling, Walls & Floor		Num	No further action required
<a href="#">S015</a>	Management	Main, Ground, Store, Ceiling, Walls & Floor, Ceiling, Walls & Floor		Num	No further action required
<a href="#">S017</a>	Management	Main, Ground, Lobby, Ceiling, Walls & Floor, Ceiling, Walls & Floor		Num	No further action required
<a href="#">S018</a>	Management	Main, External, All Elevations, Roof, Walls External & Rain Water Goods, Roof, Walls External & Rain Water Goods		Num	No further action required

- **Actions and Priorities**

If asbestos has been found in your premises then it will need managing. In keeping with current HSE Guidance, TTL has adopted methods of evaluating the various risks associated with ACMs. The inspection will indicate the material score under the heading 'material score' and if included we will indicate the 'priority score under the 'priority' column. The higher the risk the higher the score and likewise for the priority. If the asbestos is likely to be affected by planned refurbishment works or demolition, then we advise removal as the only option.

**(Priority Assessment Scoring is outside the scope of TTL UKAS accreditation as such will remain the responsibility of the Duty Holder).**

If the Priority Risk is reported as N/A then no Priority Risk Assessments have been collected (or the sampled material has been reported as non asbestos containing).

Management options are indicated by the initial of the actions as below:-

**L** – Label. We advise you to label the component with the recognised asbestos warning labels but this may also depend on the location and the sensitivity of circumstance.

**PTW** – We advise you create a Permit to Work system. This is a documented system which makes a trades person report to the duty holder prior to carrying out any works. During this reporting process information on asbestos containing materials and their locations along with methods of work can be communicated. This may also involve labelling.

**E** – Encapsulate. In order for you to protect the environment we advise you cover the ACM with a skin. This skin can be a paint or board and may need to be done by a licensed contractor. It may also need labelling post encapsulation.

**M** – Manage. This means if the ACM is safe it will need managing. To manage asbestos you need to check it's condition at least every year depending on the likelihood that it may get disturbed. You will need to record that re-inspection, communicate it's findings in your updateable management plan and you will need to recognise and implement any remedial works required to keep the ACM safe.

**R** – Remove. We recommend this material be removed. This may require a licensed asbestos removal specialist.

**No Access** – Further investigation will be required. This is normally because one of the following criteria was met whilst the surveyor was on site.

1. A risk assessment identified high risk exposure to the surveyor normally due to high voltage or other hazardous materials being present
2. The surveyor needs a licensed contractor to remove some asbestos in order to see beyond a specific component
3. Access was denied on the day of survey either by the occupier or the duty holder restricted intrusive works within the original scope in order to prevent excessive and costly repairs to decor etc.



**NFA** – No further action required.

- **Site Specific Areas of No Access**

The following areas were not accessed and need to be incorporated within the management plan and/or inspected during the re-inspection campaign, **see Section 2, Site Info/Additional notes for further information.**

Record ID	Location	No Access Justification
S016	Main, Ground, Store, Electrics	A risk assessment identified high risk exposure to the surveyor normally due to high voltage or other hazardous materials being present.

- **Material Assessment Algorithm**

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

Risk Score	Potential to release asbestos fibres
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10 or more	High
7 - 9	Medium
5 – 6	Low
4 or less	Very Low

## **Section 2 – Full Introduction**

- **Scope, Purpose, Aims and Objectives**
- **Agreed Exclusions**
- **Site Specific Information**
- **Age of Building**
- **Current Use of Building**
- **Construction Type**

- **Scope, Purpose, Aims and Objectives**

This is a report on a Refurbishment & Management asbestos survey.

The Control of Asbestos Regulations 2012 creates an explicit 'Duty' to manage asbestos in non-domestic properties. The scope of this report is to give advice to the duty holder on how they should manage asbestos within this premises.

The purpose of this report is to record the location, the extent, the product type and the type of asbestos located along with the means of identification on the date of the survey for all ACM's within the premises.

The aim of this survey report is to carry out individual risk assessments for each identified occurrence of asbestos containing material.

The main objective of this survey report is to present all of the information collated during the site survey that the duty holder may need to compile an asbestos management plan and in doing so enable the duty holder to comply with Regulation 4 – The Duty to Manage Asbestos in non-domestic premises.

This is a refurbishment survey to the cupola and the roof only with management survey to the remainder of the property.

- **Agreed Exclusions**

N/A

- **Site Specific Information**
- **Age of Building**
- **Current Use of Building**
- **Construction Type**

During the survey we were briefed by the clients 'familiar' person and during this session we were informed that the current use of the building is a town hall and prior to this it was the same. The current occupants have been in the building since unknown and there is no previously known asbestos within the premises.

The building was constructed in circa 1800 and has 2 floors. The general construction to the main roof is slate/tile and lath and felt, external walls are a portal frame with brick/block infill panels, the ground floor is made out of timber, upper floors are timber, internal partitions are constructed out of mixture of metal/timber stud and block with plaster, the windows and doors are generally mixed aluminium, timber and upvc and the rain water goods are mixed plastic and metal. The area depicted upon the enclosed drawing is where the survey took place and as such all other areas not shown on the drawing are excluded from this survey.

Additional notes:-

Limited access to roof due to bird netting. Metal water tanks. Timber below carpets.  
No access to electrics due to being live.

## **Section 3 – General Site and Survey Information**

- **Name and address of Organisation**
- **Name of Surveyor/s**
- **Client Details**
- **Address of Survey**
- **Date of Survey**
- **Date of Report**
- **Summary of Areas Included Within this Survey**
- **Summary of Areas Excluded Within this Survey and Site Specific Exclusions**
- **Survey Method**
- **Type of Survey**
- **Method Variations/deviations and Reasons**
- **Site Specific Exclusions and Inaccessible Areas**

- **Name and address of Organisation**

The Testing Lab Ltd  
Unit 2  
James Road Industrial Estate  
James Road  
Adwick-le-Street  
Doncaster  
DN6 7HH

Telephone 0800 1 777264 or 08452 600288

- **Name of Surveyor/s**

Surveyed by Tim Godleman & Dale Brindley

- **Client Details**

Bournemouth Christchurch Poole Council

Civic Centre  
Municipal Road

Poole  
BH15 2RU

- **Address of Survey**

Bournemouth Christchurch Poole Council  
Old Town Hall  
30 High Street

Christchurch  
BH23 1AJ

- **Date of Survey – 24/05/2019**

- **Date of Report – 29/05/2019**

- **Summary of Areas Included Within this Survey**

Old Town Hall – For site specific details see Section 2 – Full Introduction.

- **Summary of Areas Of No Access Within this Survey.**

Electrics\Electrics in Store on Ground in Main

- **Survey Method**

This survey was a combined Refurbishment & Management asbestos survey.

Here at The Testing Lab Ltd we take Health and Safety seriously and as such all of our surveyors are trained to a minimum standard and hold the qualification British Occupational Health Society's P402 or the Royal Society for Public Health (RSPH) Level 3 Award in Asbestos Surveying. The surveying team carried with them a copy of our standard method statement and safe systems of work. A copy of which is kept within our site file.

When we attended your site we were escorted around the premises. (HSG 264 para 77). This was done in order to gather information on the building and any previous works which may have been carried out on the premises. It was also to identify any potential hazards that the surveyor may have had to face whilst on site and carry out any risk assessments that he may have felt necessary. If there was any areas of no access for whatever reason they are listed within the executive summary along with the reasons as to why no access was gained.

The survey was only commenced when the surveyor was satisfied that the conditions were safe to do so.

- **Type of Survey**

This survey is a combined Refurbishment & Management asbestos survey.

This Refurbishment & Management survey was carried out because part of the building/site is due to undergo some works and other parts of the site/building are simply to be managed. It is a varying combination of a management survey and/or a pre-refurbishment survey or a pre-demolition survey.

A management survey is the standard survey. Its purpose is to locate, as far as reasonably practicable, the presence and extent of any suspect ACM's in the building which could be damaged or disturbed during normal occupancy, including foreseeable maintenance and installation, and to assess their condition. Management surveys will often involve minor intrusive work and some disturbance. The extent of intrusion will vary between premises and depend on what is reasonably practicable for individual properties, i.e. it will depend on factors such as the type of building, the nature of construction, accessibility etc. A management survey will include the assessment of the various ACM's and their ability to release fibres into the air if they are disturbed in some way. This 'material' assessment will give a good initial guide to the priority for managing ACM's as it will identify the materials which will most readily release airborne fibres if they are disturbed. The survey will usually involve sampling and analysis to confirm the presence or absence of ACM's. However a management survey can also involve presuming the presence or absence of asbestos. A management survey can be completed using a combination of sampling ACM's and presuming ACM's or, indeed just presuming. Any materials presumed to contain asbestos must also have their condition assessed (i.e. a material assessment). (HSG264 paragraph 41 to 45 inclusive).

A pre-refurbishment/pre-demolition survey is needed before any refurbishment or demolition work is carried out. This type of survey is used to locate and describe, as



far as reasonably practicable, all ACM's in the area where the work will take place or in the whole building if demolition is planned. The survey will be fully intrusive and involve destructive inspection, as necessary to gain access to all areas, including those that may be difficult to reach. A refurbishment and demolition survey may also be required in other circumstances, e.g. when more intrusive maintenance and repair work will be carried out or for plant removal or dismantling. The survey does not normally assess the condition of the asbestos, other than to indicate areas of damage or where additional asbestos debris may be present. However, where the asbestos removal may not take place for some time, the ACM's condition will need to be assessed and the materials managed. (HSG264 paragraph 51 to 52 inclusive).

Asbestos can be found when the actual refurbishment or demolition is carried out, by means of areas deeper into the building fabric being exposed by works or areas being uncovered that were not evident at the time of inspection. For this reason this report should only ever be used as guidance to the sites or buildings asbestos elements and strongly recommend that during refurbishment or demolition, an analyst is employed on site to inspect and sample any suspect materials that may get discovered during works.

Individual samples are marked as per type of inspection.

- **Method Variations/deviations and Reasons**

There were no variations to the method statement and HSG264.

Where appropriate we will exchange information with other inspection bodies or organisations to improve the general standard and consistency of accredited inspection results. However consideration will be made to Confidentiality and commercial sensitivities.

## Section 4 – Survey Results

- **Marked up Plans**

Drawings are marked with the following legend.

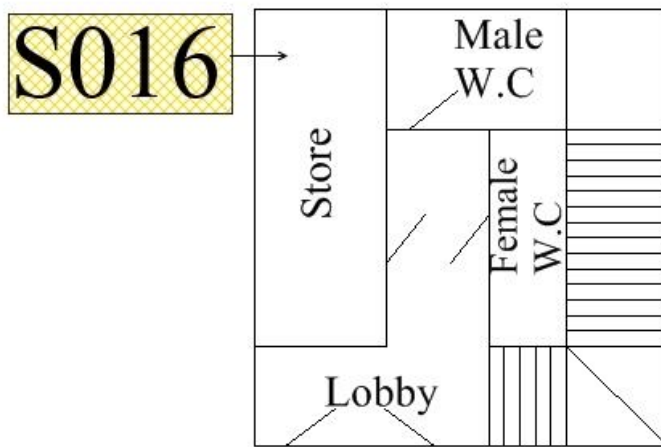
### Legend



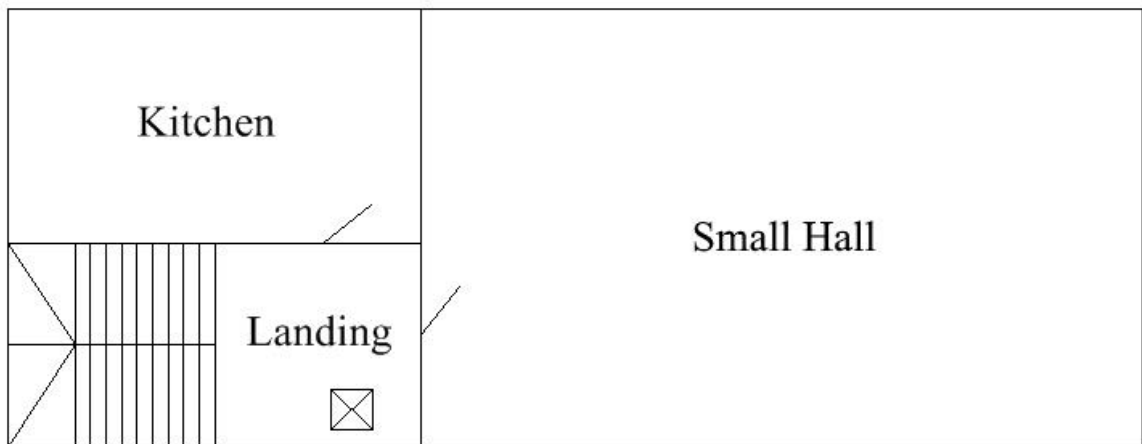
Asbestos Containing Materials



No Access (Presumed To Contain Asbestos)



Ground



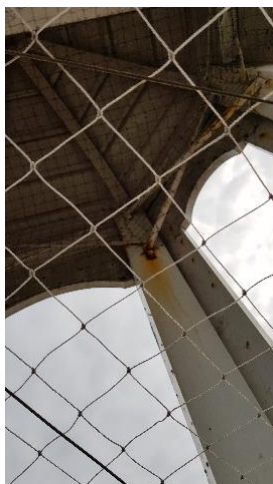
First

## **Section 5 – Conclusions and Actions**

- **Pictures and Risk Scores of Individual Occurrences.**

## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S001	<b><u>SURVEY TYPE</u></b>	Refurbishment
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	Non suspect material
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	External	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	Roof	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Roof	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Roof	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No further action required
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No further action required



### **RECOMMENDATIONS**

No further action required

## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S002	<b><u>SURVEY TYPE</u></b>	Refurbishment
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	Non suspect material
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	External	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	Roof	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Roof	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Roof	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No further action required
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No further action required



### **RECOMMENDATIONS**

No further action required

## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S003	<b><u>SURVEY TYPE</u></b>	Refurbishment
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	Non suspect material
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	External	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	Roof	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Roof	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Roof	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No further action required
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No further action required



### **RECOMMENDATIONS**

No further action required

## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S004	<b><u>SURVEY TYPE</u></b>	Refurbishment
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	Non suspect material
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	First	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	Loft	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Roof	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Roof	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No further action required
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No further action required



### **RECOMMENDATIONS**

No further action required



## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S005	<b><u>SURVEY TYPE</u></b>	Refurbishment
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	Non suspect material
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	First	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	Loft	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Roof	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Roof	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No further action required
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No further action required



### **RECOMMENDATIONS**

No further action required

## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S006	<b><u>SURVEY TYPE</u></b>	Refurbishment
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	Non suspect material
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	First	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	Loft	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Beams & Columns	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Beams & Columns	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No further action required
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No further action required



### **RECOMMENDATIONS**

No further action required

## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S007	<b><u>SURVEY TYPE</u></b>	Refurbishment
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	Non suspect material
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	First	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	Loft	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Floor	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Floor	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No further action required
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No further action required



### **RECOMMENDATIONS**

No further action required

## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S008	<b><u>SURVEY TYPE</u></b>	Refurbishment
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	Non suspect material
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	First	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	Loft	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Water Tank	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Water Tank	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No further action required
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No further action required



### **RECOMMENDATIONS**

No further action required

## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S009	<b><u>SURVEY TYPE</u></b>	Refurbishment
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	NADIS
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	First	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	Loft	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Loft Hatch	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Panel	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	1 Sqr Mtrs
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No Further Action Required
<b><u>LAB</u></b>	The Testing Lab Ltd	<b><u>NEXT INSPECTION</u></b>	No Further Action Required



### **RECOMMENDATIONS**

No further action required

## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S010	<b><u>SURVEY TYPE</u></b>	Management
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	Non suspect material
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	First	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	Small Hall	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Ceiling, Walls & Floor	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Ceiling, Walls & Floor	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No further action required
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No further action required



### **RECOMMENDATIONS**

No further action required

## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S011	<b><u>SURVEY TYPE</u></b>	Management
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	Non suspect material
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	First	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	Kitchen	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Ceiling, Walls & Floor	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Ceiling, Walls & Floor	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No further action required
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No further action required



### **RECOMMENDATIONS**

No further action required

## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S012	<b><u>SURVEY TYPE</u></b>	Management
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	Non suspect material
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	First	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	Landing & Stairs	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Ceiling, Walls & Floor	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Ceiling, Walls & Floor	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No further action required
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No further action required



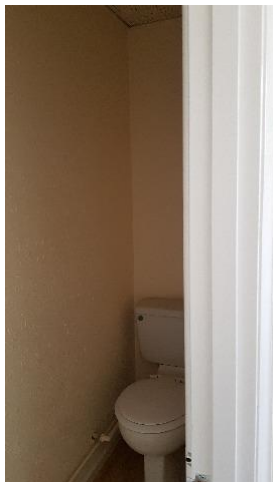
### **RECOMMENDATIONS**

No further action required



## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S013	<b><u>SURVEY TYPE</u></b>	Management
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	Non suspect material
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	Ground	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	Male W.C	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Ceiling, Walls & Floor	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Ceiling, Walls & Floor	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No further action required
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No further action required



### **RECOMMENDATIONS**

No further action required

## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S014	<b><u>SURVEY TYPE</u></b>	Management
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	Non suspect material
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	Ground	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	Female W.C	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Ceiling, Walls & Floor	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Ceiling, Walls & Floor	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No further action required
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No further action required



### **RECOMMENDATIONS**

No further action required

## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S015	<b><u>SURVEY TYPE</u></b>	Management
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	Non suspect material
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	Ground	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	Store	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Ceiling, Walls & Floor	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Ceiling, Walls & Floor	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No further action required
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No further action required



### **RECOMMENDATIONS**

No further action required

## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S016	<b><u>SURVEY TYPE</u></b>	Management
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	No Access
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	No Access
<b><u>FLOOR</u></b>	Ground	<b><u>CONDITION</u></b>	No Access
<b><u>ROOM</u></b>	Store	<b><u>PRODUCT TYPE</u></b>	No Access
<b><u>POSITION</u></b>	Electrics	<b><u>MATERIAL RISK</u></b>	12 (H)
<b><u>COMPONENT</u></b>	Electrics	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	Further investigation may be required.
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No Access



### **RECOMMENDATIONS**

A risk assessment identified high risk exposure to the surveyor normally due to high voltage or other hazardous materials being present.

## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S017	<b><u>SURVEY TYPE</u></b>	Management
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	Non suspect material
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	Ground	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	Lobby	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Ceiling, Walls & Floor	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Ceiling, Walls & Floor	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No further action required
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No further action required



### **RECOMMENDATIONS**

No further action required

## MATERIAL AND PRIORITY ASSESSMENT RECORD

<b><u>CLIENT</u></b>	Bournemouth Christchurch Poole Council	<b><u>SITE</u></b>	Bournemouth Christchurch Poole Council  Old Town Hall 30 High Street  Christchurch BH23 1AJ
<b><u>MATERIAL ASSESSMENT REF</u></b>	S018	<b><u>SURVEY TYPE</u></b>	Management
<b><u>DATE TAKEN</u></b>	24/05/2019	<b><u>ASBESTOS TYPE</u></b>	Non suspect material
<b><u>BUILDING</u></b>	Main	<b><u>SURFACE TREATMENT</u></b>	Not Selected
<b><u>FLOOR</u></b>	External	<b><u>CONDITION</u></b>	Not Selected
<b><u>ROOM</u></b>	All Elevations	<b><u>PRODUCT TYPE</u></b>	Not Selected
<b><u>POSITION</u></b>	Roof, Walls External & Rain Water Goods	<b><u>MATERIAL RISK</u></b>	0 (VL)
<b><u>COMPONENT</u></b>	Roof, Walls External & Rain Water Goods	<b><u>PRIORITY RISK</u></b>	N/A
<b><u>ACCESSIBILITY</u></b>	N/A	<b><u>QUANTITY</u></b>	Num
<b><u>SURVEYOR</u></b>	Tim Godleman & Dale Brindley	<b><u>ACTION</u></b>	No further action required
<b><u>LAB</u></b>	In-House Database	<b><u>NEXT INSPECTION</u></b>	No further action required



### **RECOMMENDATIONS**

No further action required

## **Section 6 - Bulk Analysis Results**

- **Name and Address of Lab**
- **Method Reference**
- **UKAS Details and Bulk Certificate**
- **Contact Details**

- Name and Address of Lab

The Testing Lab Ltd is committed to carrying out its duties as per CAR2012, any samples taken for analysis have been sent to a UKAS accredited testing laboratory for the identification of fibres in bulk materials. The details of the lab used for this report are:-

The Testing Lab Ltd  
Unit 4 James Road  
Adwick le Street  
Doncaster

DN6 7HH

The UKAS Number for this lab is 7758

- Method Reference

This report may contain four types of identification. It may contain 'No suspect material' which means the surveyor recognises the product and they know it does not contain asbestos. eg Timber fascia or plasterboard. If the surveyor either recognises the component as a known ACM then they may 'presume' it contains asbestos as per HSG 264 paragraph 45 to 46 inclusive. It may be identified by 'strongly presumed' which means it is visually identical to another assessment carried out recently as per HSG 264 paragraph 48. If an actual sample has been taken and it has been submitted to a UKAS lab then the type of asbestos will be identified and labelled accordingly. If a material is presumed, strongly presumed or identified then the material assessment will be carried out.

Samples of materials submitted to the lab will have been analysed using transmitted/polarised light microscopy and centre stop dispersion staining techniques based upon HSE's HSG248.





The Testing Lab Ltd  
James Road, Adwick le Street  
Doncaster, DN6 7HH  
TEL: 08001 777 264

E-mail: info@thetestinglab.eu Web: www.thetestinglab.eu



## CERTIFICATE OF ANALYSIS OF ASBESTOS IN BULK MATERIALS

JOB NO: 025282/1

### CLIENT DETAILS:

Client: Borough of Poole For the attention of: Les Lane  
Client Address: Civic Centre, Room 203, Municipal Road, Poole, BH15 2RU  
Site Address: Old Town Hall

### SAMPLE DETAILS:

TTL Reference: J111736 No. Samples Received: 1  
Date of Sample Receipt: 24 May 2019 Date of Analysis: 29 May 2019  
Sample Taken By: Tim Godleman & Dale Brindley

### LABORATORY RESULTS:

Aslab ID	Client Sample Reference	Sample Component	Sample Location	Result
01	S009	Insulating Board	Loft Loft Hatch	NAD

Key: NAD - No Asbestos Detected in this sample

Method: Samples of materials, referenced as shown above, have been analysed qualitatively to determine the presence of asbestos fibres. Fibres in the sample were identified using a stereo microscope, polarised light and dispersion staining in accordance with in-house Procedure MQP118 based on Appendix 2 of HSG 248 'Asbestos: The analyst's guide for sampling, analysis and clearance procedures'.  
Disclaimer: Opinions and interpretations, including the description of material type, are outside the scope of our UKAS accreditation. Results apply only to the sample(s) listed in the table above. No responsibility is accepted for errors which may have arisen during sampling or transportation and responsibility cannot be taken for the accuracy, representative nature and location of samples taken by external customers. This test report shall not be reproduced except in full without our prior written approval.

Analyst(s): ALISA EGLITE

Analyst Signature(s):

Approved by: (Approval should be from Laboratory Manager or other authorised personnel)

Name: KIRSTEE-LEIGH BRANSTON  
Position: LABORATORY MANAGER

Authorised Signature:

Report Issue Date: 29 May 2019

MQF3166 ISSUE NO: 01 ISSUE DATE: 08/17

Page 1 of 1

The Testing Lab Ltd, company registration 07352591  
Directors: P.J.F.Thomas, S.Swinbourne & H.Manning



The Testing Lab Ltd

Unit 2  
James Road Industrial Estate  
James Road  
Adwick-le-Street  
Doncaster  
South Yorkshire  
DN6 7HH

Telephone 0800 1 777264 or 08452 600288

[www.thetestinglab.eu](http://www.thetestinglab.eu)