



Conducted: March 2015

Asbestos Risk Assessment



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Bison Assist disclaims any responsibility to the client and others in respect of any matter outside the scope of the above.

Report prepared by Sam Pickles

Date: - 23rd March 2015

Survey commissioned for and on behalf of:

Oswyn House Dental Practice
Oswyn House
20 Oswald Road
Oswestry, SY11 1RE

This report is confidential to Oswyn House Dental Practice. Bison Assist accepts no responsibility of any nature to any third party to whom this report or any part thereof is made known.

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INSTRUCTION	
No asbestos containing materials found	✓
Asbestos containing material found As detailed in Section 9	✓
Retain copy of this survey on site	✓
Insert this survey into the Asbestos Register retained on site	✓
Ensure contractors are aware of the presence of asbestos, where applicable, in their area of work	✓
Undertake the following remedial works As detailed in Section 6	✓
Commission a specialist asbestos removal contractor to remove all items applicable (Bison Assist can advise on this)	✓
Ensure that suitable assessments are undertaken and recorded in writing for all the asbestos removal activities on site	✓

1. Summary of Consultants Recommendations

2. Introduction

2.1 Background Information

Asbestos is a naturally occurring silicate mineral that has been used commercially since the late 1800's. Due to its versatile nature approximately 3000 asbestos products were produced, the 1960s and 1970s saw the largest scale asbestos usage in the UK. Some asbestos products were in use up until the ban on the usage of Chrysotile in 1999.

The three main types of asbestos found in buildings are;

- Crocidolite (Blue) asbestos
- Amosite (Brown) asbestos
- Chrysotile (White) asbestos

All are hazardous, but due to their composition, blue and brown fibres are more hazardous than their white counterpart.

Inhaling asbestos fibres can lead to asbestos related disease such as asbestosis and Mesothelioma. Asbestos is only a risk when fibres are released and breathed in. Asbestos related diseases currently are responsible for 4000 deaths per year in the UK; this figure is expected to rise over the coming years.

Although it is now illegal to use asbestos in the construction of buildings, the large extent of the many thousands of tonnes used in the past is still in place.

As long as asbestos remains in good condition and is not disturbed, damaged or deteriorating through age, there is no risk to health. If asbestos is disturbed the risks are very much increased.

2.2 Legislation

The Health & Safety at Work Act 1974 requires employers to provide a safe workplace for all their employees. Asbestos and work with asbestos is covered by specialist regulations, The Control of Asbestos Regulations 2006 (CAR 2006).

The duty to manage requires those in control of the premises to:

1. Take reasonable steps to determine the location and condition of materials likely to contain asbestos.
2. Presume materials contain asbestos unless there is strong evidence that they do not.
3. Set up and maintain a record of the location and condition of the ACM's or presumed ACM's in premises.
4. Assess the risk of the likelihood of anyone being exposed to fibres from these materials.
5. Prepare a plan setting out how the risks from the materials are to be managed.
6. Take the necessary steps to put the plan into action.
7. Review and monitor the plan periodically.
8. Provide information on the location and condition of the materials to anyone who is liable to work on or disturb them.

2.3 Executive Summary

Bison Assist carried out the requested management survey to assist **Oswyn House Dental Practice**, to determine whether asbestos or asbestos containing materials were contained within the building(s), identifying the nature of these through sampling and making risk assessments and recommendations as appropriate.

The report and accompanying drawings (where provided) should be consulted before any building or installation work is carried out in the building. All building users should be made aware of the contents of the report. It should not be used for the purposes of costing asbestos removal work. No responsibility will be accepted should the information contained herein be used in this way. Any person(s) using the report in this way **MUST** satisfy themselves as to the extent of the asbestos within the designated areas and thereby ensure that their tender is sufficient in every respect to remove **ALL** the asbestos within these areas.

3. A guide to using your asbestos register

This register is designed to enable the commissioning client to begin to fulfil part of their legal duty of care under *The Control of Asbestos Regulations 2006 (CAR 2006)*, by demonstrating that they have taken reasonable steps to determine the location and condition of asbestos containing materials (ACM's) within their premises. This register will also serve as the basis for risk assessment and for the formulation of asbestos management plans.

To continue to fulfil the duty of care, this register must be kept up to date and any alteration in the condition or removal of any ACM's monitored, noted and the register updated. Moreover all employees, contractors or any other person who may come into contact with any of the (ACM's) detailed should be shown this register to ensure safe methods of work.

The asbestos register tables and in-depth risk assessment sheets will provide you with all the immediate information you need to know about any asbestos products located during the survey. The descriptions, photos and marked plans should give you a comprehensive view of the exact locations of any ACM's found.

As the person responsible for managing asbestos, It is highly recommended that you familiarise yourself with the locations and broadcast any relevant information to maintenance staff, contractors and any persons who may come into regular contact with any of the products. A short training session for all relevant staff may be required.

The recommendations made in this report are guidelines for what you should do to manage any risk from any asbestos products found. It is advisable to meet with all those concerned to discuss the options and produce a viable management plan.

Appendices:

Analysis reports detailing the location of the samples taken and asbestos type found are located in Appendix 1.

Appendix 2 contains the location of all confirmed ACM's described and illustrated on plans - **where these have been provided or prepared.**

4. Survey Methodology

4.1 - Survey Type

The type of survey undertaken depended on the purpose for which the register is intended to be used; this will have been discussed at any initial planning meeting.

The Health and Safety Executives Guidance Note HSG 264 Asbestos: The Survey Guide defines two separate types of survey.

Management Surveys – Standard sampling, identification and assessment survey (Sampling survey)

This is the standard asbestos survey, which aims to identify, quantify and provide a risk assessment on all asbestos containing materials within a premises. Samples from each type of suspected ACM found are collected and analysed to confirm or refute the surveyor's judgement. If the material sampled is confirmed to contain asbestos, other similar homogeneous objects in the building can strongly be presumed to contain asbestos. Less homogeneous materials will require a greater number of samples. The number of samples taken should be sufficient for the surveyor to make an adequate decision as to whether asbestos is, or is not, present. This survey will not require inspection by destructive means. Due to the nature of occupation of some buildings, e.g. schools or hospitals, some surveys will be non-intrusive and all areas where access was not gained are clearly defined.

Pre-demolition/refurbishment Surveys – Full access sampling and identification survey

This type of survey is required by CAR 2006 (and often CDM 2009) before any works on the fabric of a building can commence. This type of survey is used to locate and describe, as far as reasonably practicable, all ACM's in the building and may involve destructive inspection as necessary, to gain access to all areas, including those deemed difficult to reach by the surveyor. A full sampling programme is undertaken to identify possible ACM's and estimate their volume and surface area. The survey is designed to be used as a basis for tendering the removal of ACM's from the building prior to demolition or major refurbishment so the survey does not therefore assess the condition of any asbestos found; other than note areas of damage or where additional debris may be expected to be found.

IN THIS INSTANCE A MANAGEMENT ASBESTOS SURVEY WAS CARRIED OUT

4.2 General Procedure

A suitably qualified surveyor undertaking a Management survey inspected the building. Where necessary, samples were taken for subsequent laboratory analysis in order to determine their asbestos content, if any. Sampling points were repaired as appropriate and marked with identifiers. Sample points were photographed to be included in the recommendations section. In addition sample points will have been marked on the buildings' plans where these are provided or have been prepared separately.

All surveys meet the requirements defined in Draft Guidance Note HSG 264 Asbestos: The Survey Guide (first edition 29th January 2010).

Sampling of all suspected asbestos containing materials was undertaken in accordance with the requirements of the following documentation:

- The Health and Safety at Work Act 1974.
- The Control of Asbestos Regulations 2006, as amended, and the approved codes of practice issued for work in conjunction with the regulations.
- 'Asbestos and man-made mineral fibres in buildings', published by the Department of the Environment, Transport and the Regions.
- Construction (Design and Management) Regulations 2009.
- Guidance Notes issued by the Health and Safety Executive:
- Guidance Note EH10 'Asbestos: Exposure limits and measurement of airborne dust Concentrations.
- Guidance Note HSG 189/2 'Working with Asbestos Cement'.
- Guidance Note HSE 264 Asbestos: The survey guide (First Draft January 2010).
- Guidance note HSG248 'The Analysts Guide for Sampling, Analysis and Clearance Procedures' 2005
- Bison Assist Asbestos Survey Manual.

4.3 Extent of Survey and Exclusions

- The survey has been limited to those areas, which were accessible at the time of the survey. All areas not accessed are highlighted within the asbestos register tables.
- Management surveys do not as a matter of course, include the inspection of flues, ducts, voids or any similarly enclosed areas, the access to which necessitates the use of specialist equipment or tools; or which could cause damage to decoration, fixtures or the structure. This does not apply to management surveys due to the nature of the survey.
- Lift shafts, plant rooms or similar, which require the attendance of a specialist engineer are not inspected for any type of survey, unless there has been a specialist engineer present to ensure compliance with Health and Safety guidelines and ensure the integrity of the equipment.
- Management surveys do not as a matter of course, include the inspection of areas or surfaces that would require the removal or relocation of carpets, furniture, blinds, curtains, fixtures or fittings. In the course of refurbishment/demolition surveys the aforementioned areas are included and come within the specifications of a refurbishment/demolition survey.

- Areas of buildings that required specialist access equipment other than stepladders will be noted within the body of the report and the extent of inspection noted.
- Management surveys do not report on concealed spaces, which may exist within the fabric of the building where the extent and presence of these is not evident due to inaccessibility or insufficient knowledge of the structure at the time of the survey. Refurbishment/demolition surveys wherever possible will report voids within the fabric of the building where the extent and presence of these is clearly evident and are accessible without endangering the survey team or other personnel. Refurbishment/demolition surveys do not report or comment on cavity wall voids or concealed spaces in the fabric of the building where the presence or extent of these spaces is not evident at the time of the inspection. Management and Refurbishment/demolition surveys do not extend to searching for concealed asbestos where removal of materials suspected of containing asbestos would be required for the inspection.
- No responsibility is accepted for the presence of asbestos in voids (under floor, floor, wall or ceiling) other than those opened up during the investigation.
- It is recommended that bulk samples be taken, at the required density, from all materials that upon visual inspection appeared likely to contain asbestos. However sampling density may have reduced where the client has imposed technical or financial restraints (e.g. fixed price fee) and the report annotated accordingly.
- Samples were not taken where prohibited or prevented by the client, tenant or their representative or other persons authorised or unauthorised.
- Whilst every effort has been made to identify the true nature and extent of the material present in the building under survey, no responsibility can be accepted for the presence of asbestos in materials other than those sampled at the requisite density.
- Bulk samples have been taken from all materials which upon visual inspection appeared likely to contain asbestos with the exception of items of bitumen, plastic, resin or rubber which contain asbestos, the thermal and acoustic properties of which are identical to their main purpose which falls outside the scope of the approved Code of Practice for Work with Asbestos Insulation, Asbestos Coating, and Asbestos Insulating Board (Third Edition) 1999.
- During the course of Management surveys inspection of pipework was restricted primarily to the insulation visible. The presence of debris to pipework, which is not readily visible or would require the removal and replacement of overlying non-asbestos insulation, is considered outside the scope of a Management survey. In the course of Refurbishment/demolition surveys only a limited inspection was carried out of pipe work concealed by overlying non-asbestos insulation. Limited samples were taken and deemed as 'representative'.
- Materials have been referred to as Asbestos Insulating Board or Asbestos Cement based upon their asbestos content and visual appearance alone. Density checks on materials have not been carried out unless stated otherwise.
- It must be noted that the information contained within this report is compiled and dealt with in a number of sections to achieve an overall assessment of the site, when considering the risks associated with any asbestos found. It is important therefore that when issuing information to contractors or regulating authorities the complete report be issued in order that no information is knowingly withheld.

5. Access to the site

Whilst carrying out the survey associated with this report, Bison Assist made every effort to gain access to all areas that may contain asbestos. However some areas may not have been accessed by the surveyor without causing disruption to the materials, or limited access may have been available at the time. Bison Assist cannot be held responsible for any asbestos materials that may become uncovered during future works within these inaccessible areas. It is recommended that these areas are presumed to contain asbestos until it is proven that they do not.

5.1 Premises Overview

Description of the building:	The building is a converted old Victorian home with 3 floors, situating 4 surgeries.
Single/Multi Occupancy	Single Occupancy
Opening Hours	Monday to Friday 08:35 to 17:00
Number of Floors	3
Name of Duty Holder (person who is ultimately responsible):	Mrs Helen Griffiths
Appointed Responsible Person (for day to day management):	Mrs Helen Griffiths
Deputy Responsible Person (to cover holidays and illness):	None
Average daily footfall of: Employees (Estimate).	10
Average daily footfall of: Patients / Visitors / Others: (Estimate)	40-50

5.2 Control Measures

Question	Response	Details
Has the premises had a previous Asbestos Risk Assessment conducted within the last 12 months?	No	
Has the premise undergone any remedial work since the last inspection?	No	
Does the premise have any history of Asbestos?	No	
Were Asbestos samples previously taken?	No	

6. Analysis of Samples

6.1 Bulk Samples and Analysis Report

Samples were sent to our nominated fully accredited UKAS ISO 17025 laboratory (Scopes Asbestos Analysis Services Ltd) for analysis. Asbestos is identified by a combination of techniques, principally:

- (i) An initial visual inspection;
- (ii) A stereomicroscopic examination;
- (iii) Polarised light microscopy;
- (iv) Dispersion staining.

No single test is definitive and the analyst will have taken all evidence into account. The method is defined in guidance note HSG248 'Analysts Guide for Sampling, Analysis and Clearance Procedures' 2005, published by the Health and Safety Executive and is employed by Scopes Asbestos Analysis Services Ltd laboratories in accordance with their UKAS ISO 17025 accreditation.

Certificates of analysis for the samples taken are presented in Appendix 1, included on the certificate is the address of the laboratory, the analysts name and the laboratories UKAS accreditation number

Certificates of analysis, for the samples taken during this survey are presented in Appendix 1.

NADIS (No Asbestos Detected In Sample) denotes that no asbestos was detected in the bulk sample during laboratory analysis.

6.2 Quality Assurance and Accreditation

Bison Assist operates stringent quality control procedures while carrying out surveys and sampling and our nominated UKAS accredited laboratory meets the requirements of ISO UKAS 17025, "General requirements for the competence of testing and calibration laboratories" 2005.

Our asbestos surveys are undertaken in accordance with the requirements of 'HSG 264 Asbestos: The survey guide' (first edition January 2010).

6.3 Observations/Asbestos history

No previous surveys or registers were available for reference purposes at the time of the survey.

7. Risk Assessment

The production of a written plan, specifying the measures to be taken to control and manage the risk from identified and presumed asbestos containing materials is a requirement of the new duty to manage under the Control of Asbestos Regulations.

The method of risk assessment, which has been adopted here, is based on both material assessment as defined by HSG264 Asbestos: The Survey Guide and an in-house priority assessment algorithm. The algorithm sets out the factors, which are most relevant in assessment of the potential release of fibres from a suspect material. The material assessment identifies the materials that will most readily release airborne fibres if disturbed. It does not automatically follow that those materials should be given priority for remedial action. Management priority must be determined by carrying out a risk assessment that will take into account factors such as:-

- The location of material,
- Its extent,
- The use to which the location is put,
- The occupancy of an area,
- Activities carried out in the area,
- Frequency of activity.

These two factors provide an overall risk score, which has been used to define potential management actions.

Under the Control of Asbestos Regulations the duty holder is required to make the risk assessments themselves, using the information given in the survey and their knowledge of the activities carried out within the premises. This report and register assists in that process by providing scores and suggested management actions, however the duty remains with the duty holder.

7.1 Material Assessment

The four main parameters, which are used in order to determine the amount of fibre release from an asbestos-containing product when subject to standard disturbance, are:

- Asbestos type,
- Product type,
- Extent of damage or deterioration,
- Surface treatment.

Variable	Notes
A. Product Type	<ul style="list-style-type: none"> • Plastics, resins, mastics, roofing felt, vinyl floor tiles, textured coatings, asbestos cement • Asbestos insulation board, mill board, textiles, gaskets, ropes, paper, felt • Thermal Insulation, sprayed asbestos, loose asbestos, asbestos mattresses and packing
B. Extent of damage / deterioration	<ul style="list-style-type: none"> • Good condition, no visible damage • Low damage : A few scratches or surface marks, broken edges • Medium damage: Significant breakage of non friable materials revealing loose fibres • High damage: of friable materials, visible asbestos debris
C. Surface treatment	<ul style="list-style-type: none"> • Non friable composite materials • Enclosed sprays and lagging, AIB, unsealed asbestos cement • Unsealed AIB, or encapsulated lagging or sprays • Unsealed lagging or sprays
D. Asbestos type	<ul style="list-style-type: none"> • Chrysotile • Amosite • Crocidolite

8. Asbestos Register Tables

Location of suspected Asbestos Containing Products

Floor	Area	Comment
All floors inspected	Not all areas where accessible.	See below

Question	Response	Details
Element 1		
Room Name:	Surgery 1	
Any potential Asbestos?	No	No asbestos found
Risk:	No	
Element 2		
Room Name:	Loft space	
Any potential Asbestos?	N/A	The loft space was not accessible when on site.
Risk:	N/A	
Element 3		
Room Name:	Surgery 2	
Any potential Asbestos?	No	No asbestos found
Risk:	No	
Element 4		
Room Name:	Surgery 3	
Any potential Asbestos?	No	
Risk:	No	
Element 5		
Room Name:	Surgery 4	
Any potential Asbestos?	No	
Risk:	No	
Element 6		
Room Name:	Waiting rooms and reception	
Any potential Asbestos?	No	

Risk:	No	
Element 7		
Room Name:	Kitchen and staff areas	
Any potential Asbestos?	No	No asbestos found; all fire places have been decommissioned. No heat mats or insulation found using asbestos.
Risk:	No	
Element 8		
Room Name:	Toilets and Bathrooms	
Any potential Asbestos?	No	
Risk:	No	
Element 9		
Room Name:	Basement	
Any potential Asbestos?	No	The basement was checked but not all areas where accessible. No asbestos found where seen
Risk:	No	

Comments

It was deemed at the time of the risk assessment that no samples were deemed necessary as no Asbestos Containing Products were noted.

Glossary & key to tabulated Asbestos Register

N.A.D.I.S = No Asbestos Detected in Sample

R: Referenced to previous sample and is therefore the same e.g. REF 12 reference this sample to sample 12 and adopt similar recommendations.

Location and Unique Identifier

The location column refers to the room or area concerned. The room area locator number is the unique reference given to that room or area during the survey. This prevents confusion if the area's usage is changed or if the building undergoes refurbishment where some areas or rooms may be removed or expanded. All locator numbers are marked on the plans located in Appendix 2 of this report.

B01 = the first room inspected on the basement level.

G01 = the first room inspected on the ground floor.

0101 = the first room inspected on the buildings first floor.

Item

The item column refers to the specific item or product sampled. Each item has been labelled accordingly and photographed during the survey. Photographs are located in the recommendations section (6). NSMD indicates No Suspect Material Detected.

Sample Number

Each sample has been given an individual number, which is clearly marked on the item label (see above) and on the plans (where provided) located in Appendix 2 of this report.

Asbestos Type

This refers to the type(s) of asbestos that were found in the sample upon analysis at our UKAS accredited laboratory. For further information on asbestos type please see the certificates of analysis located in Appendix 1.

Extent

The extent column will quantify how large a single asbestos product is or how many similar products are present in that location.

Material, Priority Risk Scoring and Risk Rating

Risk assessments carried out at the time of the survey have been used to create a risk rating. There are four overall risk ratings, **very low risk** products, **low risk** products, **medium risk** products and **high risk** products.

NOTE:

Although we endeavour to work through a building in a methodical manner, sample numbers may not be sequential as sampling may jump from floor to floor, depending on access at the time.

9.0 Recommendations

The recommendations section is to be used in conjunction with the register tables and is designed to give more detailed observations relating to the condition of any asbestos products found and details the risk they may pose, along with the immediate and long term management actions required. In managing any asbestos risks, there are many options available and the recommendations made in this report are designed to be suitable when taking factors such as location, usage, occupation and condition into consideration.

It should be noted that these recommendations are not definitive and are only based on the information available at the time of survey. Other material facts and circumstances unknown at the time of the survey may mean other options may be equally suitable. These need to be discussed and decided upon before producing a final strategic management plan.

9.1 Recommended Actions

Recommended action will normally involve removal, encapsulation or management as described below:

1. Removal, of those items vulnerable to constant damage, or in an extremely deteriorated condition when removal is the only practicable option, or, where refurbishment or demolition works are planned, where asbestos products will have to be removed before hand.
2. Enclosure or encapsulation, together with making good materials when they are in poor condition or vulnerable to damage or deterioration.
3. Management is the preferred option when asbestos products are in good condition. This usually involves labelling and re-inspecting the products on a regular basis and recording the findings.

9.2 Definition of terms

Enclosure:	Provision of a physical barrier to provide protection of the ACM so as to prevent it being disturbed or damaged.
Encapsulation:	Provision of a PVA based coating to effect a continuous seal to the surface of the material, preventing fibre release.
Labelling:	Fixing of standard 'red A' label as described in MDHS 100 at location to warn of the asbestos hazard present.
Periodic Inspection:	Inspection of the material at regular (defined) intervals to verify its condition or the general usage of the area has not changed in any way. All findings must be dated, recorded and kept with this register.

- Repair:** If the material suffers from minor damage which may result in further damage over time e.g. loose tiles, panels or covers; these must be corrected using safe methods of work in conjunction with the Licensing Regulations (Amendment) 1998.
- Removal:** Complete removal of the material and resultant debris under controlled conditions and in conjunction with the Licensing Regulations (Amendment) 1998.

9.3 Site Specific Observations and Recommendations

The recommendations generated within this report and register is overridden if the building is subject to major structural alteration or refurbishment.

Strictly within the scope and limitations of the Refurbishment/demolition Survey methods employed on this particular survey coupled with the laboratory sample analysis Bison Assist make the following recommendations (see overleaf – individual records contain recommendations).

NOTE:

Recommendations are only made upon the positive identification of asbestos within a sample.



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