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Original Report Number 09103
New Report Number 09103/17341

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EAST DEVON DISTRICT COUNCIL

**HSG 264 Management
Asbestos Survey of
Exmouth Town Hall
St Andrews Road
Exmouth EX8 1AW**

**Re-Inspection 4 & 12 October 2017
(next inspection due by 4 October 2018)**

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Presented by:

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Issue Date 1 November 2017

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Report Details

Survey consultants: Environmental Services
Exeter EX2 8UB

Original report number / survey date: 09103 / 01.06.09

Subsequent report numbers / survey dates: 14378 / 14.10.14
15723 / 15.01.16, 01.02.16 &
07.04.16
17040 / 25.01 & 01.02.17

Re-inspection conducted by: Nicholas Mayne

Re-inspection dates: 04.10.17 & 12.10.17

Name & address of premises re-inspected: Exmouth Town Hall
Exmouth EX8 1AW

Report prepared by: Nicholas Mayne

Report issued: 1 November 2017

Re-inspection report number: 09103/17341

Client: East Devon District Council

Re-inspection commissioned by: Simon Allchurch

Re-inspection report reviewed by: Tony Mayne

Signed: 

Surveyor's signatures: 


Interpretation of report provenance

The original asbestos survey of the site/building was undertaken in 2009 and reported using report number 09103. The re-inspection is reported using the original report number suffixed with the new report number. Each time the building is re-inspected the suffix alone alters. The documents which formed part of the original survey, which are re-produced in the re-inspection report, will only carry the original report number.

Executive Summary

Location of asbestos containing materials by risk band categories:

HIGH RISK

- None.

MEDIUM RISK

- None.

LOW RISK

- None.

VERY LOW RISK

- GF reception – asbestos bitumen floor adhesive (below carpet) (I).
- GF male toilets – asbestos textile gaskets/seals to vent. trunking (P).
- GF former council of voluntary services office, adjoining office & adjoining corridor – asbestos bitumen floor tile adhesive (composite sample, concealed below existing floor coverings) (I).
- GF former registrar & adjoining rear elevation office – asbestos bitumen floor tile adhesive (composite sample, concealed below existing floor coverings) (I).
- GF external asbestos cement corrugated sheeting forming boundary wall in rear courtyard (I).
- GF external boiler room – asbestos felt to flat roof (P).
- 1F external asbestos cement soffits to perimeter of building (I).

NO ASBESTOS DETECTED IN SAMPLE

- 1F former room FO9 – wall boarding within electrical riser (I).
- 2F roof void – lining to rear face of external roof tiles (I).
- 2F floor void (of former toilets) – loose fill insulation on rear face of 1F council chamber ceiling (I).

KEY: I = Identified SP = Strongly Presumed P = Presumed

Areas not accessed (indicated on floor plans in appendix 4 where appropriate) and therefore presumed to contain asbestos until confirmed otherwise:

- GF-2F lift shaft.

Survey Objectives

The following report has been prepared on behalf of East Devon District Council and details the location of ACMs (asbestos containing materials) re-inspected during a visit to Exmouth Town Hall on 4 & 12 October 2017. This re-inspection follows an original survey of the whole building undertaken on 1 June 2009, with a later visit made on 14 October 2014 to carry out a refurbishment/demolition survey (see note 2 on page 7) of specified internal walls on the GF and 1F. In 2016, further specified elements of the building were subjected to a refurbishment/demolition survey; on 15 January, 1 February and 7 April. Following these 2016 visits, the refurbishment work commenced and as they progressed, their scope was altered/extended. Consequently, Environmental Services made further visits throughout 2017 to undertake additional material sampling, with the corresponding analysis certificates reproduced in appendix 3. The survey and re-inspection visits were undertaken following the guidance given in the Health and Safety Executive's publication HSG 264 Asbestos: The survey guide.

Upon original instruction of the client, the procedure adopted was for a management survey (see note 1 on page 7); any material sampling requested by the client is undertaken only where this can be achieved without subjecting the surveyor to any risk, or causing any unnecessary damage to the premises. Management surveys can also allow for presumptions, or strong presumptions, to be made on materials suspected of containing asbestos.

This re-inspection survey was requested by the client in order for an updated asbestos register of the building to be produced as part of their ongoing management of ACMs within Exmouth Town Hall. This report also follows the completion of a major refurbishment of the building, during which time a number of ACMs were removed. The associated paperwork relating to these works is contained within appendix 5.

Note 1

The definition of a management survey can be summarised by the following extract taken from HSG 264, “*A management survey is the standard survey. Its purpose is to locate, as far as reasonably practicable, the presence and extent of any ACMs in the building which could be damaged or disturbed during normal occupancy, including maintenance and installation, and to assess their condition.*”

Note 2

The definition of a refurbishment/demolition survey can be summarised by the following extract taken from HSG 264, “*This type of survey is used to locate and describe as far as reasonably practicable, all ACMs in the area where the refurbishment 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.*”

Scope of survey

Areas included in the previously undertaken management survey at the client's request:

- All accessible areas of Exmouth Town Hall were included in the survey.

Areas included in the previously undertaken refurbishment/demolition surveys at the client's request:

- Only those areas/elements of Exmouth Town Hall due to be affected by the refurbishment works were included in these surveys; their extent is highlighted on the floor plans in appendix 4.

Areas/items excluded from the previously undertaken surveys at the client's request and therefore presumed to contain asbestos until confirmed otherwise (areas shown on floor plans in appendix 4 where appropriate):

- With respect to the management and refurbishment/demolition surveys, the external roofing felt to the flat roof of the boiler room was excluded, as sampling may have compromised the integrity of the roof.
- With respect to the refurbishment/demolition surveys only, elements of the building not due to be disturbed/demolished, were excluded from the surveys.

Areas/items excluded from the previously undertaken surveys as the client stated they were constructed/installed post 2000 and therefore extremely unlikely to contain asbestos:

- The 2F external covering to the main flat roof.

Inaccessible areas/items discovered during the previously undertaken surveys which the client provided no prior information on, or access to and therefore presumed to contain asbestos until confirmed otherwise (areas shown on floor plans in appendix 4 where appropriate):

- GF-2F lift shaft.
- GF male toilets – sampling of the presumed asbestos textile gaskets/seals to the ventilation ductwork.

- The potential use of asbestos packers and/or cavity closures around doors and windows, below capping to parapet walls etc, was not investigated during the refurbishment/demolition surveys. This would have necessitated removing these units thus compromising security. This caveat excludes the four rear elevation windows (1F & 2F) due to have been removed.

Deviations from the Health and Safety Executive's publication HSG 264:

- None.

Survey Technique

The re-inspection of ACMs at Exmouth Town Hall was conducted following a documented in-house procedure SP3/1.0 “Surveys for the presence of asbestos containing materials”. The material sampling strategy originally employed was conducted following a documented in-house procedure SP1/1.3 “Bulk sampling”. Both procedures are based upon the requirements detailed in the Health and Safety Executive’s publications HSG 264 Asbestos: The survey guide and HSG 248 Asbestos: The analyst’s guide for sampling, analysis and clearance procedures.

A SIF (survey inspection form) was completed by the surveyor for every individual room or area accessed during the original survey and each was identified using existing references, or those agreed upon with the client. In addition to recording general construction and fixtures/fittings, SIFs also detail all construction materials “presumed” to contain asbestos, or those that have been sampled. All of these materials were photographed and a recommendation made concerning remedial action or ongoing management; this recommendation forms the “recommended management action” for the material concerned. The location, extent, surface treatment, condition and accessibility of each presumed, or sampled material was also recorded and forms the material risk assessment in accordance with HSG 264 appendix 4.

Analyses to determine the presence of asbestos fibres within samples collected during the original survey were undertaken by the UKAS accredited laboratory of Environmental Services in Exeter following a documented in-house analytical procedure AP1/1.5 using PLM (Polarised Light Microscopy) based upon the requirements of the Health and Safety Executive’s publication HSG 248.

With the exception of those items that were clearly not asbestos (stone, timber, plasterboard, glass etc), one of two approaches was adopted, in accordance with the client’s instructions, for all other materials:

1. where reasonably practicable, representative samples were collected for subsequent analysis to determine the presence, or absence, of asbestos
- or
2. the material was “presumed” to contain asbestos until confirmed otherwise (see executive summary on pages 4 and 5 for details of these materials).

A material will be **strongly presumed** to contain asbestos if its appearance is similar to an ACM, where laboratory analysis has confirmed the presence of asbestos in similar construction materials, or similar situations, or where asbestos is known to have been used during the manufacture of the product.

A “default” situation where a material is **presumed** to contain asbestos will be adopted where there is insufficient evidence (i.e. no analysis) to confirm that it is asbestos free.

Any area not accessed, or inspected, is presumed to contain asbestos unless there is strong evidence that it does not.

Survey Caveat

The re-inspection of ACMs at Exmouth Town Hall Centre was limited to areas that were specified by the client and accessible at the time of the survey (see scope of survey on page 8). This report reflects the surveyor's findings on the day of re-inspection and therefore does not take into account any subsequent changes to the site. Although every care is taken to investigate and identify all ACMs, even refurbishment/demolition surveys (see survey objectives note 2 on page 7) are subject to some limitations. Whenever circumstances deem it necessary, or the surveyor considers it appropriate, some, or all, of the following have been excluded from the surveys:

- Areas where obtaining a sample for subsequent analysis would be destructive to the premises, including fixtures and fittings, i.e. partitions where asbestos might be concealed behind decorative finishes (paint, plaster, timber, wall tiles etc.), fire doors, soil pipes etc. and fire-proof safes.
- Cavity closures and packing materials used around windows, door frames and under timber joists etc. where it would be necessary to entirely remove the item in order to obtain a sample.
- Inaccessible floor ducts, voids and other confined spaces, especially where specialist tools are required to gain access, unless the client makes a specific request for the survey to include these areas and access arrangements are made in advance.
- Areas where specialist equipment, other than a three metre ladder, is required to gain access, unless the client makes a specific request for the survey to include these areas and access arrangements are made in advance.
- Lift shafts, motor rooms and other plant rooms where attendance by a specialist engineer or contractor is required, unless the client makes a specific request for the survey to include these areas and access/isolation arrangements are made in advance.
- Areas where inspection would require the removal, or re-location, of fixtures and fittings, including carpets, vinyl flooring, floor boards, floor tiles etc.

- Pipework insulated with non-asbestos insulation that might conceal the presence of asbestos, or asbestos debris, has only been subjected to a limited inspection. While the inspection seeks to identify the presence of concealed asbestos, without removing all non-asbestos insulation, its absence cannot be guaranteed.
- Areas where access would require disturbance, or removal of a suspected or identified ACM.

If material sampling has been requested by the client, this has not been undertaken where:

- The act, or subsequent result of sampling might endanger the surveyor or occupiers of the area, i.e. electrical flash guards, gaskets and seals, especially those associated with exhaust gases, unless the client makes a specific request for the survey to include these items and isolation arrangements are made in advance.
- The act of sampling has been prevented by the client, or any third party acting on his behalf, or by the occupiers of the premises.
- The taking of samples would leave areas of the premises exposed to the weather and the possibility of subsequent damage, i.e. roof coatings, external window and door panels etc, unless the client makes a specific request for the survey to include these areas and adequate weather proofing arrangements are made to remediate the effects of the sampling.

It is also worth emphasising that occasionally some materials, especially decorative ceiling finishes and pipework insulation might not be homogeneous over their entire surface, or length and while the sampling strategies employed seek to minimise these potential errors, their absence cannot be guaranteed.

As a result of these limitations it is recommended that prior to any major refurbishment, structural alterations, or demolition work, a refurbishment/demolition survey is undertaken in the areas affected, unless already previously subjected to a refurbishment/demolition survey. Where the extent of ACMs has been quantified in this report, these are approximations only and should not be used by removal contractors to provide fixed priced quotations for the cost of asbestos removal.

Regulations

The current regulations, guidance notes and codes of practice relating to work on ACMs are detailed below. When work on any asbestos based materials within the premises is undertaken, the relevant regulations must be adhered to. Where no ACMs were discovered in the survey, the following notes have been included for information purposes only.

Work on all ACMs is subject to:

1. The Health & Safety at Work etc. Act 1974
SI 1974/1439 ISBN 0 10 543774 3
2. The Control of Asbestos Regulations 2012
SI 2012/632
3. Managing & working with asbestos
Control of Asbestos Regulations 2012
Approved Code of Practice & Guidance L143
2nd edition – December 2013

In addition to complying with the above, it is recommended that the guidance detailed in the following publications should be thoroughly understood and, where appropriate, implemented by all contractors undertaking work on any ACMs:

4. Asbestos: The Licensed Contractors Guide HSG 247
ISBN 0 7176 1667 3
5. Asbestos Essentials - Task Manual 2012
HSG 210 (third edition) - ISBN 987 0 7176 6503 7
6. Respiratory Protective Equipment at Work HSG 53
ISBN 0 7176 29046X
7. The Hazardous Waste Regulations 2005

It is recommended that personnel who are responsible in any way for the management of ACMs within non-domestic properties should have a working knowledge of the following:

8. Management of Health and Safety at Work Regulations 1999
SI 1999/3242 – ISBN 0 11 085625 2
9. A comprehensive guide to managing asbestos in premises
HSG 227 2012 – ISBN 0 7176 2381 5

Results

The results of the re-inspection are contained in the following appendices to this report, with appendices 1 and 4 (where appropriate) forming the asbestos register for Exmouth Town Hall (HSG 264, paragraphs 137-139). The appendices are arranged as follows;

Appendix 1 – Asbestos register and management plan

This contains details of all the samples taken and presumptions made during the original survey, and subsequent visits made by Environmental Services, that were still present within the building at the point of re-inspection. This appendix also records each materials' location, a photographic record (where possible), a material assessment score based on the algorithm contained in appendix 4 of HSG 264 and a priority assessment score (where appropriate) based on the algorithm contained in appendix 3, table 3 of HSG 227; the algorithms are reproduced in appendix 3 of this report.

Appendix 2– Laboratory reports

The sample numbers contained within the laboratory reports may be cross-referenced to the material assessment records where they appear under the heading “sample reference”. The analysis certificates resulting from all material sampling Environmental Services has carried out at Exmouth Town Hall, since first visiting on 1 June 2009, are contained within this appendix.

Appendix 3 – Material and priority assessment algorithms

The algorithms are reproduced from appendix 4 of HSG 264 (material assessment) and appendix 3, table 3 of HSG 227 (priority assessment). The material assessments have been completed based on the information obtained during the re-inspection. The priority assessments have, at this stage, been left blank to be completed by the client. As a result, the total risk score has also been left blank and can be enumerated by the client once the priority assessment scores have been assigned by summing the material and priority assessment scores.

Appendix 4 – Plan(s) of the site showing sampling positions and extent of survey

The plan(s) in this appendix show the sampling positions and the numbers correspond to the drawing references on the material assessment records. The plan(s) also show areas not surveyed and where appropriate, the type of survey undertaken.

Appendix 5 – Asbestos removal history

The information in this appendix details any asbestos removal undertaken on the site and provided by the client.

Recommendations

The results of the re-inspection indicate that there are a small number of presumed and identified ACMs remaining within Exmouth Town Hall and the recommended action for these materials is clearly defined within appendix 1 under the column headed “recommended management action”. Under this column, all materials presumed or found to contain asbestos are colour coded according to their material assessment score only; the code used is shown at the foot of the appendix. Non-asbestos items are colour coded green. The recommended action is also based solely on the material assessment score and in each case is the minimum required to reduce the potential risk from these materials as far as practicable. The complete removal of the identified ACM is always an option, but not always the most practicable solution.

Items requiring immediate attention:

- None.

Items requiring attention in the short term:

- None.

Items requiring continued attention:

It is recommended that in order to comply with the requirements of regulation 4 of The Control of Asbestos Regulations 2012, the following is undertaken for all presumed and identified ACMs remaining within the building:

- Undertake priority risk assessments, using the algorithm contained in appendix 3 of this report, in order to provide a total material and priority risk assessment score for each presumed and identified ACM.
- Review the risk assessments contained within this report at least every twelve months and especially if there is reason to believe that they are no longer valid, or when changes are made to the premises which affect the assessments (regulation 4(6)).
- Record the results of all assessments and reviews (regulation 4(7)).

- Develop a management plan which clearly establishes how the asbestos in the premises is to be managed (regulation 4(8) and (9)) or if a management plan has been developed ensure that it is reviewed at least every six months (regulation 4 (10)).

The management plan must include:

1. A strategy for each of the ACMs (i.e. removal, encapsulation, signing, monitoring etc.).
2. Who is responsible for the management of the ACMs.
3. How the information is to be recorded.
4. How the information is to be disseminated to all those likely to disturb the ACMs and to employees.
5. How the information is to be made available to the emergency services.
6. Review the material assessments at least every twelve months (regulation 4(9)), or sooner if any previous assessment becomes invalid.

It is also essential that a policy is developed covering the control of all contractors employed to work on the site to ensure that they are aware of the risks associated with ACMs, together with the findings and limitations of this survey and the associated register and management plan.

Finally, it should be re-iterated that, as a result of the limitations detailed in the survey caveat, there is a possibility that all ACMs might not have been discovered. It is therefore recommended that prior to any further demolition, major refurbishment, or structural alterations, areas where a management survey only has been undertaken, are subjected to a full access refurbishment/demolition survey covering the area(s) concerned. Thereafter, arrangements should be made to sample and analyse any suspect materials discovered during the refurbishment/demolition works that are not identified within the management and refurbishment/demolition survey reports.

APPENDIX 1

ASBESTOS REGISTER AND MANAGEMENT PLAN

ENVIRONMENTAL SERVICES, EXETER EX2 8UB

Asbestos Register and Management Plan						
Client: East Devon District Council, Knowle, Sidmouth EX10 8HL						
Site: Exmouth Town Hall, St Andrews Road, Exmouth EX8 1AW						
Project Number: 17341		Re-inspection Dates: 4 & 12 October 2017		HSG264 management survey		
Sample Ref	Location/Client Ref	Item/Quantity	Material Assessment Score		Priority Assessment Score	
BS21384 (taken 01.06.09)	GF reception	Bituminous floor adhesive concealed below carpet (full extent on GF unknown) / N/Q	Product Type	1	Normal Occupant Activity	
			Condition	0	Likelihood of Disturbance	
Plan Ref	Product Type	Fibre Type(s)	Treatment	0	Human Exposure Potential	
1	Asbestos reinforced composite	Chrysotile fibre	Asbestos Type	0	Maintenance Activity	
			Material Assessment Total	2	Priority Assessment Total	
			Total Risk Score			
			Recommended Management Action			
			As the full extent of an asbestos containing bituminous adhesive below existing floor coverings on the GF has not been investigated, it is strongly presumed to be present throughout the GF. Manage this material until removed in accordance with The Control of Asbestos Regulations 2012			
Sample Ref	Location/Client Ref	Item/Quantity	Material Assessment Score		Priority Assessment Score	
Presumption (due to inaccessibility)	GF male toilets	Flange gaskets/seals to ventilation duckwork in ceiling void / N/Q	Product Type	1	Normal Occupant Activity	
			Condition	0	Likelihood of Disturbance	
Plan Ref	Product Type	Fibre Type(s)	Treatment	0	Human Exposure Potential	
2	Asbestos reinforced composite	Chrysotile fibre	Asbestos Type	2	Maintenance Activity	
			Material Assessment Total	3	Priority Assessment Total	
			Total Risk Score			
			Recommended Management Action			
			Treat as ACM and manage until confirmed otherwise			

ENVIRONMENTAL SERVICES, EXETER EX2 8UB

Asbestos Register and Management Plan					
Client: East Devon District Council, Knowle, Sidmouth EX10 8HL					
Site: Exmouth Town Hall, St Andrews Road, Exmouth EX8 1AW					
Project Number: 17341		Re-inspection Dates: 4 & 12 October 2017		HSG264 management survey	
Sample Ref	Location/Client Ref	Item/Quantity	Material Assessment Score		Priority Assessment Score
BS17/838 (taken 23.03.17)	GF council of voluntary services, adj office & corridor	Bituminous floor adhesive (composite sample from below floor coverings, full extent on GF unknown) / N/Q	Product Type	1	Normal Occupant Activity
			Condition	0	Likelihood of Disturbance
Plan Ref	Product Type	Fibre Type(s)	Treatment	0	Human Exposure Potential
3	Asbestos reinforced composite	Chrysotile fibre	Asbestos Type	0	Maintenance Activity
			Material Assessment Total	2	Priority Assessment Total
			Total Risk Score		
			Recommended Management Action		
			As the full extent of an asbestos containing bituminous adhesive below existing floor coverings on the GF has not been investigated, it is strongly presumed to be present throughout the GF. Manage this material until removed in accordance with The Control of Asbestos Regulations 2012		
Sample Ref	Location/Client Ref	Item/Quantity	Material Assessment Score		Priority Assessment Score
BS17/840 (taken 23.03.17)	GF registrar & adjoining rear elevation office	Bituminous floor adhesive (composite sample from below floor coverings, full extent on GF unknown) / N/Q	Product Type	1	Normal Occupant Activity
			Condition	0	Likelihood of Disturbance
Plan Ref	Product Type	Fibre Type(s)	Treatment	0	Human Exposure Potential
4	Asbestos reinforced composite	Chrysotile fibre	Asbestos Type	0	Maintenance Activity
			Material Assessment Total	2	Priority Assessment Total
			Total Risk Score		
			Recommended Management Action		
			As the full extent of an asbestos containing bituminous adhesive below existing floor coverings on the GF has not been investigated, it is strongly presumed to be present throughout the GF. Manage this material until removed in accordance with The Control of Asbestos Regulations 2012		

ENVIRONMENTAL SERVICES, EXETER EX2 8UB

Asbestos Register and Management Plan					
Client: East Devon District Council, Knowle, Sidmouth EX10 8HL					
Site: Exmouth Town Hall, St Andrews Road, Exmouth EX8 1AW					
Project Number: 17341		Re-inspection Dates: 4 & 12 October 2017		HSG264 management survey	
Sample Ref	Location/Client Ref	Item/Quantity	Material Assessment Score		Priority Assessment Score
BS21386 (taken on 01.06.09)	GF external rear courtyard	Corrugated sheeting forming boundary wall / Approx. 25 sq mtrs	Product Type	1	Normal Occupant Activity
			Condition	1	Likelihood of Disturbance
Plan Ref	Product Type	Fibre Type(s)	Treatment	1	Human Exposure Potential
5	Asbestos cement	Chrysotile fibre	Asbestos Type	1	Maintenance Activity
			Material Assessment Total	4	Priority Assessment Total
			Total Risk Score		
			Recommended Management Action		
			Manage until removed in accordance with The Control of Asbestos Regulations 2012		
Sample Ref	Location/Client Ref	Item/Quantity	Material Assessment Score		Priority Assessment Score
Presumption (as sampling may compromise roof integrity)	GF external boiler room	Felt to flat roof / Approx. 15 sq mtrs	Product Type	1	Normal Occupant Activity
			Condition	0	Likelihood of Disturbance
Plan Ref	Product Type	Fibre Type(s)	Treatment	0	Human Exposure Potential
6	Asbestos reinforced composite	Chrysotile fibre	Asbestos Type	1	Maintenance Activity
			Material Assessment Total	2	Priority Assessment Total
			Total Risk Score		
			Recommended Management Action		
			Treat as ACM and manage until confirmed otherwise		

ENVIRONMENTAL SERVICES, EXETER EX2 8UB

Asbestos Register and Management Plan						
Client: East Devon District Council, Knowle, Sidmouth EX10 8HL						
Site: Exmouth Town Hall, St Andrews Road, Exmouth EX8 1AW						
Project Number: 17341		Re-inspection Dates: 4 & 12 October 2017		HSG264 management survey		
Sample Ref	Location/Client Ref	Item/Quantity	Material Assessment Score		Priority Assessment Score	
BS14/2616 (taken 14.10.14)	1F service riser	Lining to rear face of partition walls & door / N/A	Product Type	N/A	Normal Occupant Activity	
			Condition	N/A	Likelihood of Disturbance	
Plan Ref	Product Type	Fibre Type(s)	Treatment	N/A	Human Exposure Potential	
7	Insulation board	Organic fibre. Asbestos fibres not detected	Asbestos Type	N/A	Maintenance Activity	
			Material Assessment Total	N/A	Priority Assessment Total	
			Total Risk Score			
			Recommended Management Action			
			No action required			
Sample Ref	Location/Client Ref	Item/Quantity	Material Assessment Score		Priority Assessment Score	
BS16/0385 (taken 01.02.16)	1F service riser	Wall boarding within electrical riser / N/A	Product Type	N/A	Normal Occupant Activity	
			Condition	N/A	Likelihood of Disturbance	
Plan Ref	Product Type	Fibre Type(s)	Treatment	N/A	Human Exposure Potential	
7	Insulation board	Organic fibre. Asbestos fibres not detected	Asbestos Type	N/A	Maintenance Activity	
			Material Assessment Total	N/A	Priority Assessment Total	
			Total Risk Score			
			Recommended Management Action			
			No action required			

ENVIRONMENTAL SERVICES, EXETER EX2 8UB

Asbestos Register and Management Plan						
Client: East Devon District Council, Knowle, Sidmouth EX10 8HL						
Site: Exmouth Town Hall, St Andrews Road, Exmouth EX8 1AW						
Project Number: 17341		Re-inspection Dates: 4 & 12 October 2017		HSG264 management survey		
Sample Ref	Location/Client Ref	Item/Quantity	Material Assessment Score		Priority Assessment Score	
BS21387 (taken 01.06.09)	1F external	Soffits to perimeter of building / N/Q	Product Type	1	Normal Occupant Activity	
			Condition	0	Likelihood of Disturbance	
Plan Ref	Product Type	Fibre Type(s)	Treatment	0	Human Exposure Potential	
8	Asbestos cement	Chrysotile fibre	Asbestos Type	0	Maintenance Activity	
			Material Assessment Total	2	Priority Assessment Total	
			Total Risk Score			
			Recommended Management Action			
			Manage until removed in accordance with The Control of Asbestos Regulations 2012			
Sample Ref	Location/Client Ref	Item/Quantity	Material Assessment Score		Priority Assessment Score	
BS14/2619 (taken 14.10.14)	2F roof void	DPM to rear face of external walls / N/A	Product Type	N/A	Normal Occupant Activity	
			Condition	N/A	Likelihood of Disturbance	
Plan Ref	Product Type	Fibre Type(s)	Treatment	N/A	Human Exposure Potential	
9	Bituminous felt	Organic fibre. Asbestos fibres not detected	Asbestos Type	N/A	Maintenance Activity	
			Material Assessment Total	N/A	Priority Assessment Total	
			Total Risk Score			
			Recommended Management Action			
			No action required			

ENVIRONMENTAL SERVICES, EXETER EX2 8UB

Asbestos Register and Management Plan							
Client: East Devon District Council, Knowle, Sidmouth EX10 8HL							
Site: Exmouth Town Hall, St Andrews Road, Exmouth EX8 1AW							
Project Number: 17341		Re-inspection Dates: 4 & 12 October 2017		HSG264 management survey			
Sample Ref	Location/Client Ref	Item/Quantity	Material Assessment Score		Priority Assessment Score		
BS16/0124 (taken 15.01.16)	2F roof void	Roofing felt / N/A	Product Type	N/A	Normal Occupant Activity		
			Condition	N/A	Likelihood of Disturbance		
Plan Ref	Product Type	Fibre Type(s)	Treatment	N/A	Human Exposure Potential		
10	Bituminous felt	Organic fibre. Asbestos fibres not detected	Asbestos Type	N/A	Maintenance Activity		
			Material Assessment Total	N/A	Priority Assessment Total		
			Total Risk Score				
			Recommended Management Action				
			No action required				
Sample Ref	Location/Client Ref	Item/Quantity	Material Assessment Score		Priority Assessment Score		
BS17/293 (taken 01.02.17)	2F floor void below former toilets	Loose fill insulation within floor void (on rear face of council chamber ceiling) / N/A	Product Type	N/A	Normal Occupant Activity		
			Condition	N/A	Likelihood of Disturbance		
Plan Ref	Product Type	Fibre Type(s)	Treatment	N/A	Human Exposure Potential		
11	Vermiculite insulation	Asbestos fibres not detected	Asbestos Type	N/A	Maintenance Activity		
			Material Assessment Total	N/A	Priority Assessment Total		
No photo available			Total Risk Score				
			Recommended Management Action				
			No action required				

ENVIRONMENTAL SERVICES 48 SHILLINGFORD ROAD EXETER EX2 8UB

RISK ASSESSMENT RATING FOR:

Client: East Devon District Council, Council Offices, Sidmouth EX10 8HL

Site: Exmouth Town Hall, St Andrews Road, Exmouth EX8 1AW

Material Assessment Score	Priority Assessment Score	Total Risk Score
Red: High risk (MA = 10-12)	Red: High risk (PA = 10-12)	Red: High risk (TR = 19-24)
Orange: Medium risk (MA = 7-9)	Orange: Medium risk (PA = 7-9)	Orange: Medium risk (TR = 13-18)
Yellow: Low risk (MA = 5-6)	Yellow: Low risk (PA = 5-6)	Yellow: Low risk (TR = 9-12)
Grey: Very low risk (MA = 2-4)	Grey: Very low risk (PA = 0-4)	Grey: Very low risk (TR = 2-8)
Green: Asbestos Free	Green: Asbestos Free	Green: Asbestos Free

APPENDIX 2

ENVIRONMENTAL SERVICES

LABORATORY REPORTS

ENVIRONMENTAL SERVICES

OCCUPATIONAL & ENVIRONMENTAL NOISE
OCCUPATIONAL HYGIENE · POLLUTION MEASUREMENT



2099

Report on Bulk Material for Asbestos Identification Sampling undertaken by Environmental Services

Client East Devon District Council
Council Offices, Knowle, Sidmouth EX10 8HL

Site Exmouth Town Hall
St. Andrews Road, Exmouth EX8 1AW

Project No. 17040

Client Order No. Ref. Steve Pratten (Relocation Manager)

Sampling Officer # A P Mayne

Sampling Date 10 August 2017

Analysis Date 10 August 2017

Introduction Analyses to determine the presence of asbestos fibres are carried out following a documented in-house analytical procedure using microscopic techniques and based on the requirements detailed in the Health & Safety Executive's publication HSG 248

Summary of Test Results

Laboratory Sample No.	Sample Location/Client Reference	Product Type †	Analytical Result
BS17/1873	GF ladies toilets – board lining to masonry side wall in LH cubicle	Asbestos cement	Chrysotile fibre
BS17/1874	GF ladies toilets – black membrane lining masonry wall in LH cubicle	Adhesive	Asbestos fibres not detected
BS17/1875	GF ladies toilets – black membrane lining masonry wall in RH cubicle	Adhesive	Asbestos fibres not detected

Environmental Services accepts no responsibility for the interpretation of any results by other parties.

Environmental Services is accredited by UKAS for bulk sampling and analysis of materials for the presence of asbestos fibre. Bulk sampling undertaken by Environmental Services follows the requirements of HSG248 and internal procedure SP1.

† Denotes an interpretation or opinion which falls outside the scope of UKAS accreditation.

* Denotes a small sample which might not be representative. Where the surveyor considers the material to be visually consistent with asbestos insulating board or circumstances deem it necessary, or as requested by the client, a small sample may be taken in compliance with HSG 248.

A handwritten signature in black ink that reads 'A. P. Mayne'.

Analyst: A P Mayne
Quality & Technical Manager

Issue Date: 11 August 2017

ENVIRONMENTAL SERVICES

OCCUPATIONAL & ENVIRONMENTAL NOISE
OCCUPATIONAL HYGIENE · POLLUTION MEASUREMENT



2099

Report on Bulk Material for Asbestos Identification Sampling undertaken by Environmental Services

Client East Devon District Council
Council Offices
Knowle
Sidmouth EX10 8HL

Site Exmouth Town Hall
Roof top – CW tank/flue outlet

Project No. 17218

Client Order No. -

Sampling Officer # A P Mayne

Sampling Date 19 May 2017

Analysis Date 22 May 2017

Introduction Analyses to determine the presence of asbestos fibres are carried out following a documented in-house analytical procedure using microscopic techniques and based on the requirements detailed in the Health & Safety Executive's publication HSG 248

Summary of Test Results

Laboratory Sample No.	Sample Location/Client Reference	Product Type †	Analytical Result
BS17/1282	Insulation within CW enclosure	Insulation board (rigid foam)	Asbestos fibres not detected
BS17/1283	Insulation within CW enclosure	Mineral fibre	Asbestos fibres not detected
BS17/1284	Bituminous felt threshold	Bituminous felt with organic fibre	Asbestos fibres not detected

Environmental Services accepts no responsibility for the interpretation of any results by other parties.

Environmental Services is accredited by UKAS for bulk sampling and analysis of materials for the presence of asbestos fibre. Bulk sampling undertaken by Environmental Services follows the requirements of HSG248 and internal procedure SP1.

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Analyst: A P Mayne
Quality & Technical Manager

Issue Date: 23 May 2017

ENVIRONMENTAL SERVICES

OCCUPATIONAL & ENVIRONMENTAL NOISE
OCCUPATIONAL HYGIENE · POLLUTION MEASUREMENT



2099

Report on Bulk Material for Asbestos Identification **Sampling undertaken by Environmental Services**

<u>Client</u>	East Devon District Council Council Offices, Knowle Sidmouth EX10 8HL
<u>Site</u>	Exmouth Town Hall St. Andrews Road Exmouth EX8 1AW
<u>Project No.</u>	17040
<u>Client Order No.</u>	Ref. Steve Pratten (Relocation Manager)
<u>Sampling Officer</u>	N A Mayne
<u>Sampling Date</u>	23 March 2017
<u>Analysis Date</u>	23 March 2017
<u>Introduction</u>	Analyses to determine the presence of asbestos fibres are carried out following a documented in-house analytical procedure using microscopic techniques and based on the requirements detailed in the Health & Safety Executive's publication HSG 248

Summary of Test Results

Laboratory Sample No.	Sample Location/Client Reference	Product Type †	Analytical Result
BS17/837	GF council of voluntary services office, adjoining office & adjoining corridor – floor tiles below carpets (composite sample)	Asbestos reinforced composite	Chrysotile fibre
BS17/838	GF council of voluntary services office, adjoining office & adjoining corridor – bituminous floor tile adhesive (composite sample)	Asbestos reinforced composite	Chrysotile fibre
BS17/839	GF registrar & adjoining rear elevation office – floor tiles below carpets (composite sample)	Asbestos reinforced composite	Chrysotile fibre

Laboratory Sample No.	Sample Location/Client Reference	Product Type †	Analytical Result
BS17/840	GF registrar & adjoining rear elevation office – bituminous floor tile adhesive (composite sample)	Asbestos reinforced composite	Chrysotile fibre
BS17/841	1F committee room – low level wall vents (to rear elevation wall)	Plaster with organic fibre	Asbestos fibres not detected

Environmental Services accepts no responsibility for the interpretation of any results by other parties.

Environmental Services is accredited by UKAS for bulk sampling and analysis of materials for the presence of asbestos fibre.

Bulk sampling undertaken by Environmental Services follows the requirements of HSG248 and internal procedure SP1.

† Denotes an interpretation or opinion which falls outside the scope of UKAS accreditation.

* Denotes a small sample which might not be representative. Where the surveyor considers the material to be visually consistent with asbestos insulating board or circumstances deem it necessary, or as requested by the client, a small sample may be taken in compliance with HSG 248.



Analyst: N A Mayne
Assistant Quality & Technical Manager

Issue Date: 23 March 2017

ENVIRONMENTAL SERVICES

OCCUPATIONAL & ENVIRONMENTAL NOISE
OCCUPATIONAL HYGIENE · POLLUTION MEASUREMENT



2099

Report on Bulk Material for Asbestos Identification **Sampling undertaken by Environmental Services**

Client East Devon District Council
Council Offices
Knowle, Sidmouth EX10 8HL

Site Exmouth Town Hall
St. Andrews Road, Exmouth EX8 1AW

Project No. 17040

Client Order No. Ref. Steve Pratten (Relocation Manager)

Sampling Officer A P Mayne

Sampling Date 24 February 2017

Analysis Date 24 February 2017

Introduction Analyses to determine the presence of asbestos fibres are carried out following a documented in-house analytical procedure using microscopic techniques and based on the requirements detailed in the Health & Safety Executive's publication HSG 248

Summary of Test Results

Laboratory Sample No.	Sample Location/Client Reference	Product Type †	Analytical Result
BS17/596	First floor committee room – floor covering below laminate	Composite with organic fibre	Asbestos fibres not detected
BS17/597	First floor council chamber lobby – green material below sheet vinyl	Composite with organic fibre	Asbestos fibres not detected
BS17/598	GF to 1F staircase- stair treads	Composite with organic fibre	Asbestos fibres not detected
BS17/599	GF to 1F staircase – stair nosing	Plastic	Asbestos fibres not detected

Environmental Services accepts no responsibility for the interpretation of any results by other parties.
Environmental Services is accredited by UKAS for bulk sampling and analysis of materials for the presence of asbestos fibre. Bulk sampling undertaken by Environmental Services follows the requirements of HSG248 and internal procedure SP1.

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* Denotes a small sample which might not be representative. Where the surveyor considers the material to be visually consistent with asbestos insulating board or circumstances deem it necessary, or as requested by the client, a small sample may be taken in compliance with HSG 248.

Analyst: A Mayne
17040/BS17/596-599

Issue Date: 9 March 2017

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ENVIRONMENTAL SERVICES

OCCUPATIONAL & ENVIRONMENTAL NOISE
OCCUPATIONAL HYGIENE · POLLUTION MEASUREMENT



2099

Report on Bulk Material for Asbestos Identification

Client East Devon District Council
Council Offices
Knowle, Sidmouth EX10 8HL

Site Exmouth Town Hall
St. Andrews Road
Exmouth EX8 1AW

Project No. 17040

Client Order No. Ref. Steve Pratten (Relocation Manager)

Sampling Officer N A Mayne

Sampling Date 1 February 2017

Analysis Date 3 February 2017

Introduction Analyses to determine the presence of asbestos fibres are carried out following a documented in-house analytical procedure using microscopic techniques and based on the requirements detailed in the Health & Safety Executive's publication HSG 248

Summary of Test Results

Laboratory Sample No.	Sample Location/Client Reference	Product Type †	Analytical Result
BS17/293	2F toilets – vermiculite insulation within floor void (on rear face of 1F council chamber ceiling)	Vermiculite insulation	Asbestos fibres not detected
BS17/294	External boiler room – rope seal around boiler flue (concealed behind fire resistant sealant & collected in its entirety as a sample)	Asbestos textile	Chrysotile fibre

Environmental Services accepts no responsibility for the interpretation of any results by other parties.
Environmental Services is accredited by UKAS for bulk sampling and analysis of materials for the presence of asbestos fibre. Bulk sampling undertaken by Environmental Services follows the requirements of HSG248 and internal procedure SP1.
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* Denotes a small sample which might not be representative. Where the surveyor considers the material to be visually consistent with asbestos insulating board or circumstances deem it necessary, or as requested by the client, a small sample may be taken in compliance with HSG 248.

N Mayne

Analyst: N A Mayne
Assistant Quality & Technical Manager

Issue Date: 3 February 2017

17040/BS17/293-294

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ENVIRONMENTAL SERVICES

OCCUPATIONAL & ENVIRONMENTAL NOISE
OCCUPATIONAL HYGIENE · POLLUTION MEASUREMENT



2099

Report on Bulk Material for Asbestos Identification

Client East Devon District Council
Council Offices
Knowle
Sidmouth EX10 8HL

Site Exmouth Town Hall
St. Andrews Road
Exmouth EX8 1AW

Project No. 17040

Client Order No. Ref. Steve Pratten (Relocation Manager)

Sampling Officer A P Mayne

Sampling Date 25 January 2017

Analysis Date 25 January 2017

Introduction Analyses to determine the presence of asbestos fibres are carried out following a documented in-house analytical procedure using microscopic techniques and based on the requirements detailed in the Health & Safety Executive's publication HSG 248

Summary of Test Results

Laboratory Sample No.	Sample Location/Client Reference	Product Type †	Analytical Result
BS17/205	External boiler room – pipework insulation (sample 1)	Insulation with mineral fibre	Asbestos fibres not detected
BS17/206	External boiler room – pipework insulation (sample 2)	Polystyrene	Asbestos fibres not detected

Environmental Services accepts no responsibility for the interpretation of any results by other parties.
Environmental Services is accredited by UKAS for bulk sampling and analysis of materials for the presence of asbestos fibre. Bulk sampling undertaken by Environmental Services follows the requirements of HSG248 and internal procedure SP1.

† Denotes an interpretation or opinion which falls outside the scope of UKAS accreditation.

* Denotes a small sample which might not be representative. Where the surveyor considers the material to be visually consistent with asbestos insulating board or circumstances deem it necessary, or as requested by the client, a small sample may be taken in compliance with HSG 248.

Analyst: A Mayne
Quality & Technical Manager

Issue Date: 30 January 2017

17040/BS17/205-206

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ENVIRONMENTAL SERVICES

OCCUPATIONAL & ENVIRONMENTAL NOISE
OCCUPATIONAL HYGIENE · POLLUTION MEASUREMENT



2099

Report on Bulk Material for Asbestos Identification

Client East Devon District Council
c/o AECOM
Belvedere House
Exeter EX2 5WS

Site Exmouth Town Hall
St Andrews Road
Exmouth EX8 1AW

Project No. 15723

Client Order No. Ref. Dominic Fearon

Sampling Officer A Mayne

Sampling Dates 23 February & 8 April 2016

Analysis Dates 25 February & 11 April 2016

Introduction Analyses to determine the presence of asbestos fibres are carried out following a documented in-house analytical procedure using microscopic techniques and based on the requirements detailed in the Health & Safety Executive's publication HSG 248

Summary of Test Results

Laboratory Sample No.	Sample Location/Client Reference	Product Type †	Analytical Result
BS16/0771	GF town clerk's office & reception – ceiling tiles	Insulation board with organic fibre	Asbestos fibres not detected
BS16/0772	GF foyer – ceiling tiles	Insulation board with organic fibre	Asbestos fibres not detected
BS16/0773	GF kitchen & link corridor – vinyl flooring	Composite	Asbestos fibres not detected
BS16/0774	Partition between GF offices	Insulation board with organic fibre	Asbestos fibres not detected

Laboratory Sample No.	Sample Location/Client Reference	Product Type †	Analytical Result
BS16/1170	GF gents toilet – vinyl flooring	Composite	Asbestos fibres not detected

Environmental Services accepts no responsibility for the interpretation of any results by other parties.

Environmental Services' UKAS accreditation includes bulk sampling and analysis of materials for the presence of asbestos fibre.

† Denotes an interpretation or opinion which falls outside the scope of UKAS accreditation.

* Denotes a small sample which might not be representative. Where the surveyor considers the material to be visually consistent with asbestos insulating board or circumstances deem it necessary, or as requested by the client, a small sample may be taken in compliance with HSG 248.



Analyst: A Mayne
Quality & Technical Manager

Issue Date: 11 April 2016

ENVIRONMENTAL SERVICES

OCCUPATIONAL & ENVIRONMENTAL NOISE
OCCUPATIONAL HYGIENE · POLLUTION MEASUREMENT



2099

Report on Bulk Material for Asbestos Identification

<u>Client</u>	East Devon District Council c/o AECOM Belvedere House Exeter EX2 5WS
<u>Site</u>	Exmouth Town Hall St Andrews Road Exmouth EX8 1AW
<u>Project No.</u>	15723
<u>Client Order No.</u>	Ref. Dominic Fearon
<u>Sampling Officer</u>	A Mayne
<u>Sampling Date</u>	1 February 2016
<u>Analysis Date</u>	2 February 2016
<u>Introduction</u>	Analyses to determine the presence of asbestos fibres are carried out following a documented in-house analytical procedure using microscopic techniques and based on the requirements detailed in the Health & Safety Executive's publication HSG 248

Summary of Test Results

Laboratory Sample No.	Sample Location/Client Reference	Product Type †	Analytical Result
BS16/0377	GF room FO7 – ceiling tiles	Insulation board with organic fibre	Asbestos fibres not detected
BS16/0378	GF room FO6 – ceiling tiles	Insulation board with organic fibre	Asbestos fibres not detected
BS16/0379	GF room FO4 – ceiling tiles	Insulation board with mineral fibre	Asbestos fibres not detected
BS16/0380	GF room F14 – ceiling tiles	Insulation board with mineral fibre	Asbestos fibres not detected
BS16/0381	GF room F14 (toilet area) – floor covering	Vinyl composite	Asbestos fibres not detected

Laboratory Sample No.	Sample Location/Client Reference	Product Type †	Analytical Result
BS16/0382	GF room F12 – ceiling tiles	Insulation board with mineral fibre	Asbestos fibres not detected
BS16/0383	GF room F12 – composite sample of notice boards	Insulation board with organic fibre	Asbestos fibres not detected
BS16/0384	GF room F09 – electrical riser inner door face	Insulation board with organic fibre	Asbestos fibres not detected
BS16/0385	GF room F09 – board on wall	Insulation board with organic fibre	Asbestos fibres not detected
BS16/0386	GF room FO9 – redundant board on floor	Insulation board with organic fibre	Asbestos fibres not detected

Environmental Services accepts no responsibility for the interpretation of any results by other parties.

Environmental Services' UKAS accreditation includes bulk sampling and analysis of materials for the presence of asbestos fibre.

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Analyst: A Mayne
Quality & Technical Manager

Issue Date: 2 February 2016

ENVIRONMENTAL SERVICES

OCCUPATIONAL & ENVIRONMENTAL NOISE
OCCUPATIONAL HYGIENE · POLLUTION MEASUREMENT



2099

Report on Bulk Material for Asbestos Identification

<u>Client</u>	East Devon District Council c/o AECOM Belvedere House Exeter EX2 5WS
<u>Site</u>	Exmouth Town Hall St Andrews Road Exmouth EX8 1AW
<u>Project No.</u>	15723
<u>Client Order No.</u>	Ref. Dominic Fearon
<u>Sampling Officer</u>	A Mayne
<u>Sampling Date</u>	15 January 2016
<u>Analysis Date</u>	18 January 2016
<u>Introduction</u>	Analyses to determine the presence of asbestos fibres are carried out following a documented in-house analytical procedure using microscopic techniques and based on the requirements detailed in the Health & Safety Executive's publication HSG 248

Summary of Test Results

Laboratory Sample No.	Sample Location/Client Reference	Product Type †	Analytical Result
BS16/0111	2F room 23 – notice board	Insulation board with organic fibre	Asbestos fibres not detected
BS16/0112	2F room 23 – pipework insulation (composite sample)	Insulation with mineral fibre	Asbestos fibres not detected
BS16/0113	2F room 23 – vinyl flooring	Composite	Asbestos fibres not detected
BS16/0114	2F room 22 – notice board	Insulation board with organic fibre	Asbestos fibres not detected
BS16/0115	2F store room – vinyl flooring	Composite	Asbestos fibres not detected
BS16/0116	2F kitchen/rest room – vinyl flooring (grey)	Composite	Asbestos fibres not detected

Laboratory Sample No.	Sample Location/Client Reference	Product Type †	Analytical Result
BS16/0117	2F kitchen/rest room – vinyl flooring (red)	Composite	Asbestos fibres not detected
BS16/0118	2F kitchen/rest room – notice board	Insulation board with organic fibre	Asbestos fibres not detected
BS16/0119	2F office – notice board (1)	Insulation board with organic fibre	Asbestos fibres not detected
BS16/0120	2F office – notice board (2)	Insulation board with organic fibre	Asbestos fibres not detected
BS16/0121	2F office – notice boards (x2) (composite sample)	Insulation board with organic fibre	Asbestos fibres not detected
BS16/0122	2F office – thin notice board	Insulation board with organic fibre	Asbestos fibres not detected
BS16/0123	2F office – notice board	Insulation board with organic fibre	Asbestos fibres not detected
BS16/0124	2F roofing felt (accessed through room 25)	Bituminous composite with organic fibre	Asbestos fibres not detected

Environmental Services accepts no responsibility for the interpretation of any results by other parties.

Environmental Services' UKAS accreditation includes bulk sampling and analysis of materials for the presence of asbestos fibre.

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* Denotes a small sample which might not be representative. Where the surveyor considers the material to be visually consistent with asbestos insulating board or circumstances deem it necessary, or as requested by the client, a small sample may be taken in compliance with HSG 248.



Analyst: A Mayne
Quality & Technical Manager

Issue Date: 19 January 2016

ENVIRONMENTAL SERVICES

OCCUPATIONAL & ENVIRONMENTAL NOISE
OCCUPATIONAL HYGIENE · POLLUTION MEASUREMENT



2099

Report on Bulk Material for Asbestos Identification

<u>Client</u>	East Devon District Council Council Offices Knowle Sidmouth EX10 8HL
<u>Site</u>	Exmouth Town Hall St. Andrews Road Exmouth EX8 1AW
<u>Project No.</u>	14378
<u>Client Order No.</u>	P004473
<u>Sampling Officer</u>	N A Mayne
<u>Sampling Date</u>	14 October 2014
<u>Analysis Date</u>	15 October 2014
<u>Introduction</u>	Analyses to determine the presence of asbestos fibres are carried out following a documented in-house analytical procedure using microscopic techniques and based on the requirements detailed in the Health & Safety Executive's publication HSG 248

Summary of Test Results

Laboratory Sample No.	Sample Location/Client Reference	Product Type †	Analytical Result
BS14/2616	1F electrical cupboard – lining to rear face of partition walls and door	Insulation board with organic fibre	Asbestos fibres not detected
BS14/2617	2F office & adjoining corridor – double skin partition wall boarding (upper layer)	Insulation board with organic fibre	Asbestos fibres not detected
BS14/2618	2F office & adjoining corridor – double skin partition wall boarding (concealed below upper layer)	Fibre board with organic fibre	Asbestos fibres not detected

Laboratory Sample No.	Sample Location/Client Reference	Product Type †	Analytical Result
BS14/2619	2F ceiling void – damp proof membrane to rear face of external walls	Bituminous felt with organic fibre	Asbestos fibres not detected
BS14/2620	2F store to room 23 – floor covering	Composite with organic fibre	Asbestos fibres not detected
BS14/2621	2F electrical cupboard – floor covering	Composite with organic fibre	Asbestos fibres not detected
BS14/2622	2F store to room 20 – floor covering	Composite with organic fibre	Asbestos fibres not detected
BS14/2623	2F room 16 & adjoining kitchen/restroom – double skin partition wall boarding	Fibre board with organic fibre	Asbestos fibres not detected

Environmental Services accepts no responsibility for the interpretation of any results by other parties. Environmental Services UKAS accreditation includes the bulk sampling and analysis of materials for the presence of asbestos fibre; surveying techniques fall outside the scope of this accreditation.

† Denotes an interpretation or opinion which falls outside the scope of UKAS accreditation.

* Denotes a small sample which might not be representative. Where the surveyor considers the material to be visually consistent with asbestos insulating board, or circumstances deem it necessary, or as requested by the client, a small sample may be taken in compliance with HSG 248.

N Mayne

Analyst: N A Mayne
Assistant Quality & Technical Manager

Issue Date: 28 October 2014

ENVIRONMENTAL SERVICES

OCCUPATIONAL & ENVIRONMENTAL NOISE
OCCUPATIONAL HYGIENE · POLLUTION MEASUREMENT



2099

Report on Bulk Material for Asbestos Identification

Client East Devon District Council
Council Offices
Knowle
Sidmouth EX10 8HL

Site Exmouth Town Hall
St Andrews Road
Exmouth EX8 1AW

Project No. 09103

Client Order No. SA/442958

Sampling Officer N A Mayne

Sampling Date 1 June 2009

Introduction Analyses to determine the presence of asbestos fibres are carried out following a documented in-house analytical protocol using microscopic techniques and based on the procedures detailed in the Health & Safety Executive's publication HSG 248.

Summary of Test Results

Laboratory Sample No.	Sample Location/Client Reference	Product Type	Analytical Result
BS21383	GF kitchen – sink drum and drainer patches	Bitumen	Organic fibre. Asbestos fibres not detected
BS21384	GF reception – bituminous floor adhesive	Asbestos reinforced composite	Chrysotile fibre
BS21385	GF registrar – lining to both faces of door	Asbestos insulation board	Amosite fibre

Laboratory Sample No.	Sample Location/Client Reference	Product Type	Analytical Result
BS21386	GF external yard – corrugated wall sheets	Asbestos cement	Chrysotile fibre
BS21387	1F external soffits to the perimeter of the building	Asbestos cement	Chrysotile fibre

Interpretation and opinions contained within this report fall outside the scope of UKAS accreditation. Environmental Services will accept no responsibility for the interpretation of any results by other parties. Environmental Services UKAS accreditation includes the bulk sampling and subsequent analysis of materials for the presence of asbestos fibre; surveying techniques fall outside the scope of this accreditation.

Signed:



Issue Date: 3 June 2009

N A Mayne
Assistant Quality & Technical Manager

APPENDIX 3

MATERIAL AND PRIORITY ASSESSMENT ALGORITHMS

MATERIAL ASSESSMENT ALGORITHM

Sample Variable	Score	Examples of scores
Product type (or debris from product)	1	Asbestos reinforced composites (e.g. plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finished, asbestos cement etc.)
	2	Asbestos insulating board, mill boards, other low density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper & felt
	3	Thermal insulating (e.g. pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses & 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 of 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, vinyl tiles, painted or asbestos cement (with exposed face painted or encapsulated)
	1	Enclosed sprays and lagging, AIB (with exposed face painted or encapsulated), unsealed asbestos cement sheets etc.
	2	Unsealed AIB, or encapsulated lagging & sprays
	3	Unsealed lagging & sprays
Asbestos type	1	Chrysotile
	2	Amphibole asbestos excluding Crocidolite
	3	Crocidolite

PRIORITY ASSESSMENT ALGORITHM

Assessment Parameter	Score	Examples of score variables
Normal occupant activity		
Main activity in area	0	Rare disturbance activity (e.g. little used store room)
	1	Low disturbance activities (e.g. office type activity)
	2	Periodic disturbance (e.g. industrial or vehicular activity which may contact ACMs)
	3	High levels of disturbance (e.g. fire door with AIB sheet)
Secondary activities	as above	as above

Likelihood of disturbance		
Location	0	Outdoors
	1	Large rooms or well-ventilated areas
	2	Rooms up to 100 sq.m
	3	Confined spaces
Accessibility	0	Unusually inaccessible or unlikely to be disturbed
	1	Occasionally likely to be disturbed
	2	Easily disturbed
	3	Routinely disturbed
Extent/amount	0	Small amounts or items (e.g. strings, gaskets)
	1	>10sq.m or 10m pipe run
	2	>10 - <50sq.m or >10 - <50m pipe run
	3	>50sq.m or >50m pipe run

Human exposure potential		
Number of occupants	0	None
	1	1 - 3
	2	4 - 10
	3	>10
Frequency of use	0	Infrequent
	1	Monthly
	2	Weekly
	3	Daily
Average time each use	0	<1 hour
	1	>1 - <3 hours
	2	>3 - <6 hours
	3	>6 hours

Maintenance activity		
Type of maintenance activity	0	Minor disturbance (e.g. possibility of contact when gaining access)
	1	Low disturbance (e.g. changing light bulbs in AIB ceiling)
	2	Medium disturbance (e.g. lifting 1 or 2 AIB ceiling tiles to access valve)
	3	High levels of disturbance (e.g. removing a number of AIB ceiling tiles to replace valve or for re-cabling)

Frequency of maintenance activity	0	ACM unlikely to be disturbed for maintenance
	1	<1 per year
	2	>1 per year
	3	>1 per month

APPENDIX 4

PLANS OF SITE

SHOWING SAMPLING POSITIONS

AND EXTENT OF SURVEY

KEY:

MATERIAL SAMPLED AND CONFIRMED AS ASBESTOS FREE

MATERIAL PRESUMED, STRONGLY PRESUMED OR IDENTIFIED AS ASBESTOS

SHADING INDICATES EXTENT OF WHOLE ROOMS SURVEYED DURING R & D SURVEY

DARK GREEN LINE INDICATES THE COMPOSITION OF A SPECIFIC WALL ASSESSED DURING R & D SURVEY

ENVIRONMENTAL SERVICES, EXETER
REPORT NO: 17341
PLAN 1 OF 3 TO BE READ IN CONJUNCTION WITH FULL REPORT

EAST DEVON DISTRICT COUNCIL
Keevil, Sidmouth, Devon, EX10 8HL
Tel: (01393) 518551
www.eastdevon.gov.uk

PROPERTY SERVICES

job title: EXMOUTH TOWN HALL

drawing: EXISTING GROUND FLOOR PLAN

INFORMATION FOR THE CONTRACTOR
Contractors must verify all dimensions on site before setting out, preparing shop drawings or otherwise commencing work. No dimensions for setting out any part of the works are to be scaled from this drawing.

scale: 1:100 @ A2
date: 6-4-09
drawn: SA
rev:

5. ASBESTOS CEMENT EXTERNAL SHEETING FORMING BOUNDARY WALL IN REAR COURTYARD

6. PRESUMED ASBESTOS EXTERNAL FELT TO BOILER ROOM ROOF

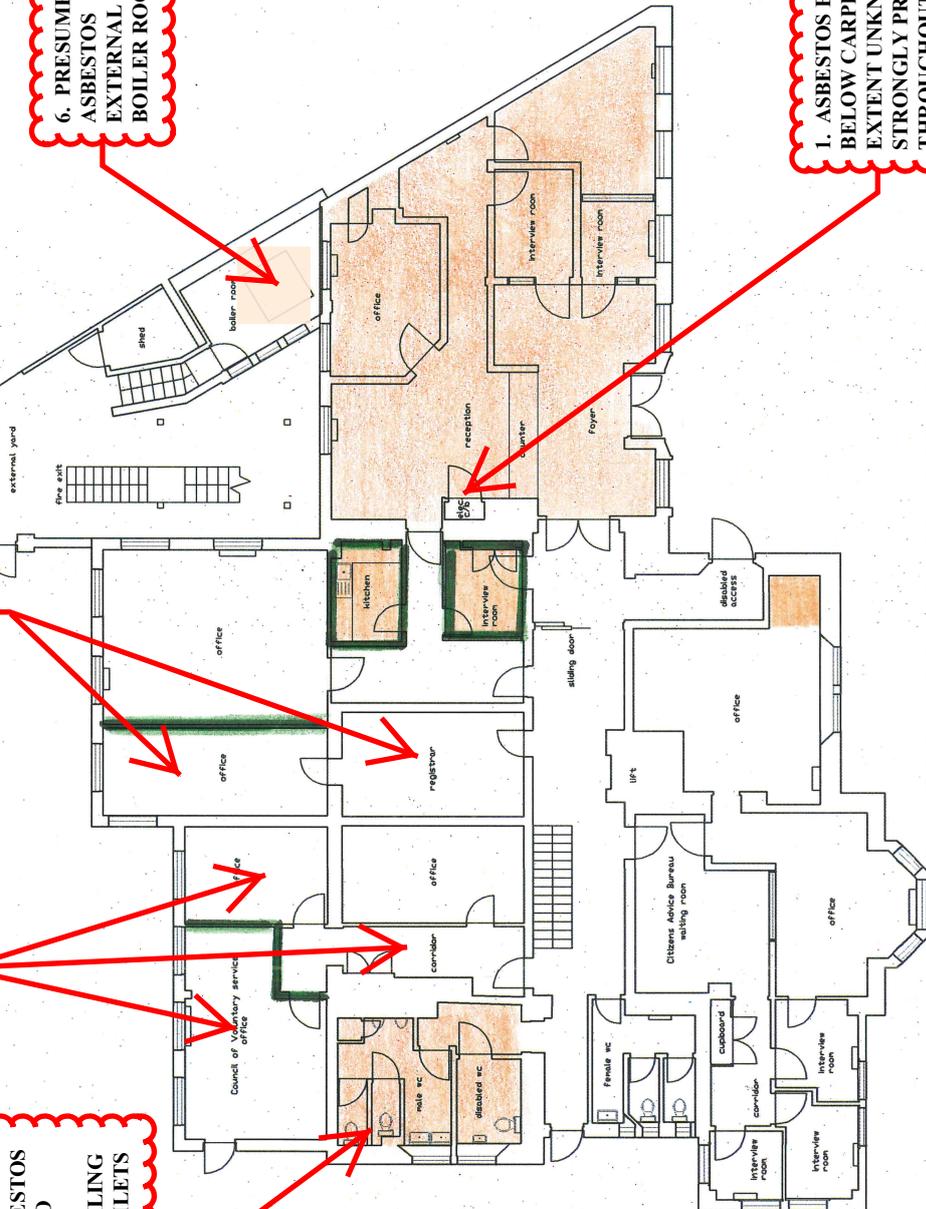
1. ASBESTOS BITUMEN BELOW CARPET (FULL EXTENT UNKNOWN, STRONGLY PRESUMED THROUGHOUT GF)

4. ASBESTOS BITUMEN BELOW CARPETS (FULL EXTENT UNKNOWN, STRONGLY PRESUMED THROUGHOUT GF)

ASBESTOS BITUMEN FLOOR ADHESIVE STRONGLY PRESUMED TO BE PRESENT BELOW EXISTING FLOOR COVERINGS THROUGHOUT THE GROUND FLOOR

3. ASBESTOS BITUMEN BELOW CARPETS (FULL EXTENT UNKNOWN, STRONGLY PRESUMED THROUGHOUT GF)

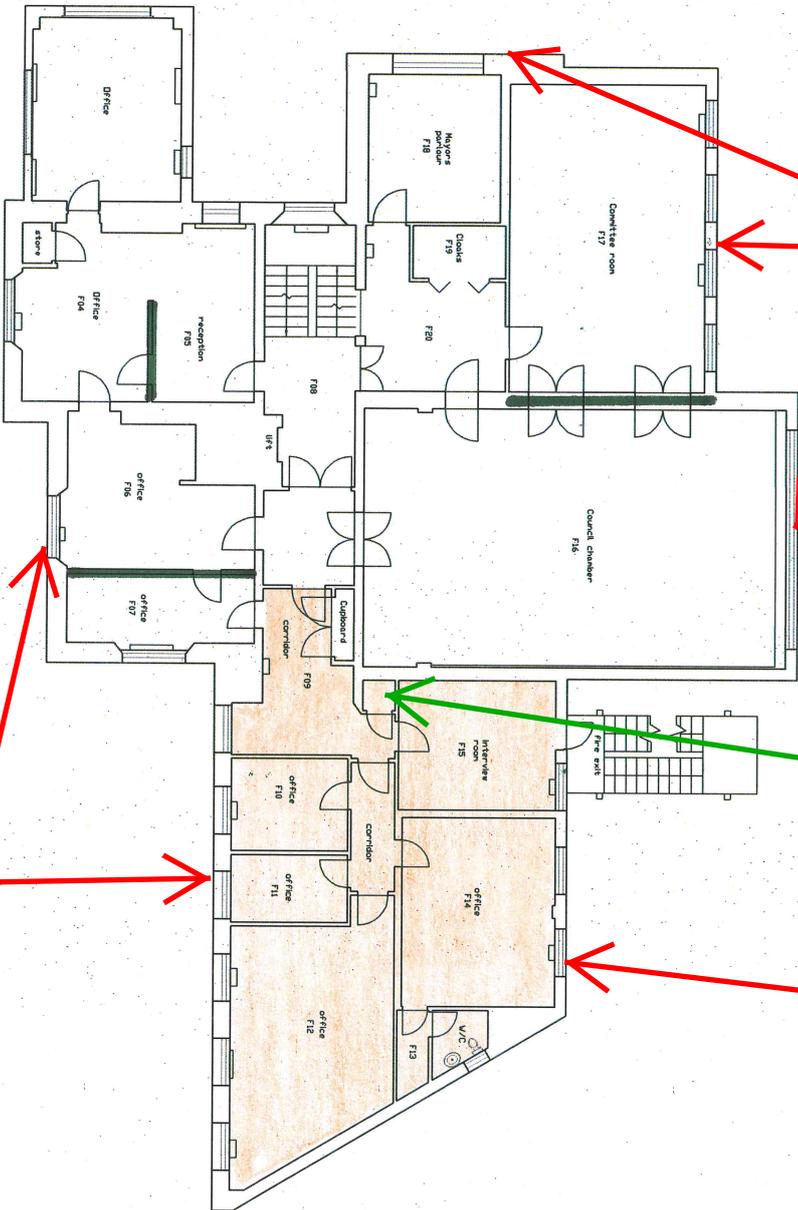
2. PRESUMED ASBESTOS GASKETS/SEALS TO VENTILATION DUCTWORK IN CEILING VOID OF MALE TOILETS



8. ASBESTOS CEMENT EXTERNAL SOFFITS TO PERIMETER OF BUILDING

7. NON-ASBESTOS WALL BOARDING WITHIN SERVICE RISER

8. ASBESTOS CEMENT EXTERNAL SOFFITS TO PERIMETER OF BUILDING



8. ASBESTOS CEMENT EXTERNAL SOFFITS TO PERIMETER OF BUILDING

KEY:

MATERIAL SAMPLED AND CONFIRMED AS ASBESTOS FREE

MATERIAL PRESUMED, STRONGLY PRESUMED OR IDENTIFIED AS ASBESTOS

SHADING INDICATES EXTENT OF WHOLE ROOMS SURVEYED DURING R & D SURVEY

DARK GREEN LINE INDICATES THE COMPOSITION OF A SPECIFIC WALL ASSESSED DURING R & D SURVEY

ENVIRONMENTAL SERVICES, EXETER
 REPORT NO: 17341
 PLAN 2 OF 3 TO BE READ IN CONJUNCTION WITH FULL REPORT

EAST DEVON DISTRICT COUNCIL
 Kennels, Sidmouth, Devon, EX10 9HL
 Tel: (01395) 516551
 www.eastdevon.gov.uk

PROPERTY SERVICES

JOB title: EXMOUTH TOWN HALL

drawing: EXISTING FIRST FLOOR PLAN

INFORMATION FOR THE CONTRACTOR
 Contractors must verify all dimensions on site before setting out, preparing shop drawings or ordering materials. No dimensions for setting out or any part of the works are to be scaled from this drawing.
 scale: 1:100 @ A2 date: 6.4.09
 drawn: SA
 checked: SA
 Rev. No: PW/01/48/02

KEY:

MATERIAL SAMPLED AND CONFIRMED AS ASBESTOS FREE

MATERIAL PRESUMED, STRONGLY PRESUMED OR IDENTIFIED AS ASBESTOS

SHADING INDICATES EXTENT OF WHOLE ROOMS SURVEYED DURING R & D SURVEY

DARK GREEN LINE INDICATES THE COMPOSITION OF A SPECIFIC WALL ASSESSED DURING R & D SURVEY

ENVIRONMENTAL SERVICES, EXETER
REPORT NO: 17341
PLAN 3 OF 3 TO BE READ IN CONJUNCTION WITH FULL REPORT



EAST DEVON DISTRICT COUNCIL

Keeble, Sidmouth,
Devon, EX10 5PL
Tel: 01392 515551
www.eastdevon.gov.uk

PROPERTY SERVICES

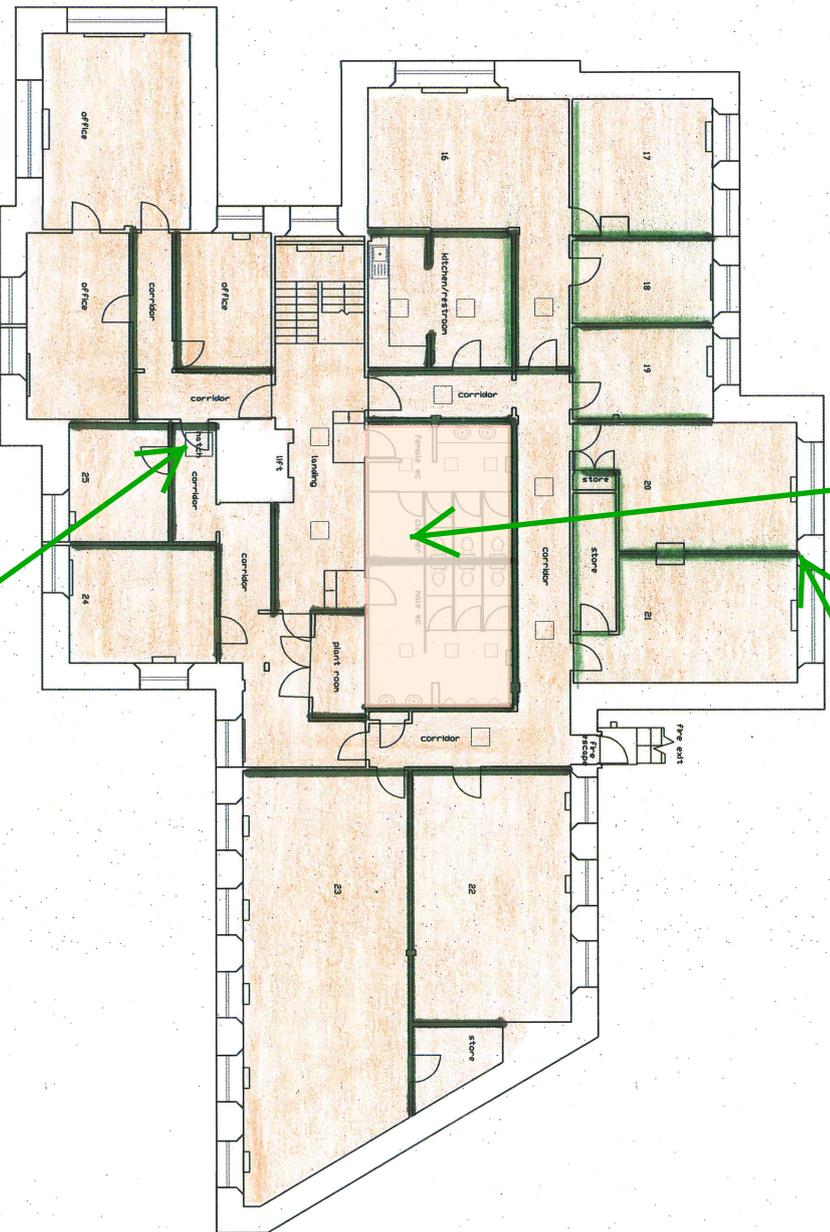
job title:
EXMOUTH TOWN HALL

drawing:
EXISTING SECOND FLOOR PLAN

INFORMATION FOR THE CONTRACTOR
Contractors must verify all dimensions on site before setting out, preparing shop drawings or otherwise commencing work. No dimensions for setting out any part of the works are to be scaled from this drawing.

scale: 1:100 @ A2
date: 6.4.09
drawn: SA

drawn by: PW/01/48/03



11. NON-ASBESTOS LOOSE FILL INSULATION WITHIN FLOOR VOID (ON REAR FACE OF IF COUNCIL CHAMBER CEILING)

10. NON-ASBESTOS ROOFING FELT WITHIN ROOF VOID

9. NON-ASBESTOS DPM TO REAR FACE OF EXTERNAL WALLS (WITHIN ROOF VOID)

APPENDIX 5

ASBESTOS REMOVAL HISTORY

APPENDIX 5

**HISTORY OF ASBESTOS REMOVAL FROM
EXMOUTH TOWN HALL**

- Date:** 5, 6, 7 & 10 April 2017
- Work undertaken by:** Environmental Services, Exeter
- Operation:** Removal and disposal of asbestos floor tiles from the GF Council of Voluntary Service office and the adjoining office & corridor. Removal and disposal of asbestos floor tiles from the GF registrar office and adjoining rear elevation office (Environmental Services' sample numbers BS17/837 & 839).
-
- Date:** 11 August 2017
- Work undertaken by:** Environmental Services, Exeter
- Operation:** Removal and disposal of an asbestos cement wall lining board in the GF female toilets (Environmental Services' sample number BS17/1873).
- .

ENVIRONMENTAL SERVICES

OCCUPATIONAL & ENVIRONMENTAL NOISE
OCCUPATIONAL HYGIENE · POLLUTION MEASUREMENT

SUITABILITY OF RE-OCCUPATION REPORT

The following information is provided in order to meet the requirements of the HSE's document L143 paragraphs 465-467.

Site: Exmouth Town Hall, St Andrews Road, Exmouth EX8 1AW

Specific locations: GF Council of Voluntary Services office and adjoining office & corridor, GF Registrar and adjoining office

Work undertaken for: East Devon District Council, Sidmouth EX10 8HL

Work undertaken by: Environmental Services, Exeter EX2 8UB

Dates of work: 5, 6, 7 & 10 April 2017

Description of work: Removal and disposal of the asbestos reinforced composite floor tiles, concealed below carpet. Where the two could not be separated, the carpet was treated and disposed of as a hazardous waste. Upon completion, the now exposed asbestos containing bituminous adhesive was sealed with PVA and all surfaces cleaned with a type H vacuum and/or tack rags as necessary.

Extent of visual inspection: On completion, a thorough visual inspection was undertaken throughout the working areas for the presence of any traces of asbestos floor tile debris or associated dust/debris resulting from the removal works. This inspection included the waste route from the offices to the outside compound. The items inspected are as follows; the floor, skirting and architraves, plug sockets, window sills and window frames.

As the areas inspected were found to be free from any traces of asbestos floor tile debris or associated dust and debris arising from the removal works, the above five mentioned areas are considered suitable for reoccupation by those undertaking the next phase of the reinstatement works.

NOTE: The remaining bituminous floor adhesive has been identified as containing Chrysotile fibre (white asbestos). Timber skirtings were not removed, to avoid causing unnecessary damage, and therefore traces of tile remain trapped below them.



Inspected by: N A Mayne
Assistant Quality & Technical Manager

Issue Date: 11 April 2017

The Hazardous Waste Regulations 2005: Consignment Note



PRODUCER'S/HOLDER'S/CONSIGNOR'S COPY • CARRIER'S COPY • CONSIGNEE'S COPY

PART A Notification details

1 Consignment note code: **01CENV104701**

2 The waste described below is to be removed from (name, address, postcode, telephone, e-mail, facsimile):
**EXMOUTH TOWN HALL
ST ANDREWS ROAD
EXMOUTH EX8 1AW**

3 The waste will be taken to (name, address and postcode):
**EMS WASTE SERVICES LTD
HILL BARTON BUSINESS PARK
EXETER EX5 1DR**

4 The waste producer was (if different from 2) (name, address, postcode, telephone, e-mail, facsimile):
**ENVIRONMENTAL SERVICES
EXETER EX2 8UB 01392438251**

PART B Description of the waste If continuation sheet used, tick here

1 The process giving rise to the waste(s) was: **REFURBISHMENT** 2 SIC (2007) for the process giving rise to the waste: **45.25 /**

3 WASTE DETAILS (where more than one waste type is collected all of the information given below must be completed for each EWC identified)

Description of waste	List of wastes (EWC code)(6 digits)	Quantity (kg)	The chemical/biological components in the waste and their concentrations are:		Physical form (gas, liquid, solid, powder, sludge or mixed)	Hazard code(s)	Container type, number and size
			Component	Concentration (% or mg/kg)			
ASBESTOS FLOOR TILES AND BITUMEN ADHESIVE	170605		CHRYSOTILE	10%	SOLID	HPS HP7	19 bags

The information given below is to be completed for each EWC identified

EWC code	UN identification number(s)	Proper shipping name(s)	UN class(es)	Packing group(s)	Special handling requirements
170605	2590	ASBESTOS CHRYSOTILE	9	3	-

PART C Carrier's certificate

(If more than one carrier is used, please attach schedule for subsequent carriers. If schedule of carriers is attached tick here.)

I certify that I today collected the consignment and that the details in A2, A3 and B3 are correct and I have been advised of any specific handling requirements.

Where this note comprises part of a multiple collection the round number and collection number are:

1 Carrier name: **NICHOLAS MAYNE**
On behalf of (name, address, postcode, telephone, e-mail, facsimile):
AS 'A4'

2 Carrier registration no./reason for exemption: **CB/CN5714XL**

3 Vehicle registration no. (or mode of transport, if not road): **WG65UUS**

Signature **N. Mayne**

Date **07.04.17** Time **1155**

PART D Consignor's certificate

I certify that the information in A, B and C has been completed and is correct, that the carrier is registered or exempt and was advised of the appropriate precautionary measures. All of the waste is packaged and labelled correctly and the carrier has been advised of any special handling requirements.

I confirm that I have fulfilled my duty to apply the waste hierarchy as required by Regulation 12 of the Waste (England and Wales) Regulations 2011.

1 Consignor name: **NICHOLAS MAYNE**
On behalf of (name, address, postcode, telephone, e-mail, facsimile):
AS 'A4'

Signature **N. Mayne**

Date **07.04.17** Time **1155**

PART E Consignee's certificate (where more than one waste type is collected all of the information given below must be completed for each EWC)

Individual EWC code(s) received	Quantity of each EWC code received (kg)	EWC code accepted/rejected	Waste management operation (R or D code)
170605	240	ACCEPTED	D15

1 I received this waste at the address given in A3 on: Date **07-04-2017** Time **1200**

2 Vehicle registration no. (or mode of transport if not road):

3 Where waste is rejected please provide details:

I certify that waste permit/exempt waste operation number:

authorises the management of the waste described in B at the address given in A3.

Where the consignment forms part of a multiple collection, as identified in Part C, I certify that the total number of consignments forming the collection are:

Name: **EMS WASTE SERVICES LTD**
 Address: **Hill Barton Bus. Park, Clivet St Mary Exeter EX5 1DR**
 Tel: **01392 233748**

07 APR 2017

Signature: **EA Haz. Waste Ltd ACBARR**

Date: **07-04-2017** Time: **1200**

The Hazardous Waste Regulations 2005: Consignment Note



PRODUCER'S/HOLDER'S/CONSIGNOR'S COPY • CARRIER'S COPY • CONSIGNEE'S COPY

PART A Notification details

1 Consignment note code: **01CENV/04702**

2 The waste described below is to be removed from (name, address, postcode, telephone, e-mail, facsimile):
**EXMOUTH TOWN HALL
 ST ANDREWS ROAD
 EXMOUTH EX8 1AW**

3 The waste will be taken to (name, address and postcode):
**EMS WASTE SERVICES LTD
 HILL BARTON BUSINESS PARK
 EXETER EX5 1DR**

4 The waste producer was (if different from 2) (name, address, postcode, telephone, e-mail, facsimile):
**ENVIRONMENTAL SERVICES
 EXETER EX2 8UB 01392 438251**

PART B Description of the waste

If continuation sheet used, tick here

1 The process giving rise to the waste(s) was: **REFURBISHMENT** 2 SIC (2007) for the process giving rise to the waste: **45.25.1**

3 WASTE DETAILS (where more than one waste type is collected all of the information given below must be completed for each EWC identified)

Description of waste	List of wastes (EWC code)(6 digits)	Quantity (kg)	The chemical/biological components in the waste and their concentrations are:		Physical form (gas, liquid, solid, powder, sludge or mixed)	Hazard code(s)	Container type, number and size
			Component	Concentration (% or mg/kg)			
ASBESTOS FLOOR TILES AND BITUMEN ADHESIVE	170605		CHRYSOTILE	10%	SOLID	HPS HP7	

The information given below is to be completed for each EWC identified

EWC code	UN identification number(s)	Proper shipping name(s)	UN class(es)	Packing group(s)	Special handling requirements
170605	2590	ASBESTOS CHRYSOTILE	9	3	—

PART C Carrier's certificate

(If more than one carrier is used, please attach schedule for subsequent carriers. If schedule of carriers is attached tick here.)

I certify that I today collected the consignment and that the details in A2, A3 and B3 are correct and I have been advised of any specific handling requirements.

Where this note comprises part of a multiple collection the round number and collection number are:

NA /

1 Carrier name: **NICHOLAS MAYNE**
 On behalf of (name, address, postcode, telephone, e-mail, facsimile):
As 'A4'

2 Carrier registration no./reason for exemption: **CB/CN5714XL**

3 Vehicle registration no. (or mode of transport, if not road):
WG65UUS

Signature **N Mayne**

Date **10-4-17** Time **1350**

PART D Consignor's certificate

I certify that the information in A, B and C has been completed and is correct, that the carrier is registered or exempt and was advised of the appropriate precautionary measures. All of the waste is packaged and labelled correctly and the carrier has been advised of any special handling requirements.

I confirm that I have fulfilled my duty to apply the waste hierarchy as required by Regulation 12 of the Waste (England and Wales) Regulations 2011.

1 Consignor name: **NICHOLAS MAYNE**
 On behalf of (name, address, postcode, telephone, e-mail, facsimile):
As 'A4'

Signature **N Mayne**

Date **10-4-17** Time **1300**

PART E Consignee's certificate (where more than one waste type is collected all of the information given below must be completed for each EWC)

Individual EWC code(s) received	Quantity of each EWC code received (kg)	EWC code accepted/rejected	Waste management operation (R or D code)
170605	240	ACCEPTED	D15

1 I received this waste at the address given in A3 on: Date **10/04/2017** Time **1347**

2 Vehicle registration no. (or mode of transport if not road):

3 Where waste is rejected please provide details:

I certify that waste permit/exempt waste operation number:

authorises the management of the waste described in B at the address given in A3.

Where the consignment forms part of a multiple collection, as identified in Part C, I certify that the total number of consignments forming the collection are:

EMS WASTE SERVICES LTD
 Hill Barton Business Park, Clyst St Mary, Exeter, EX5 1DR. Tel: 01395 233748

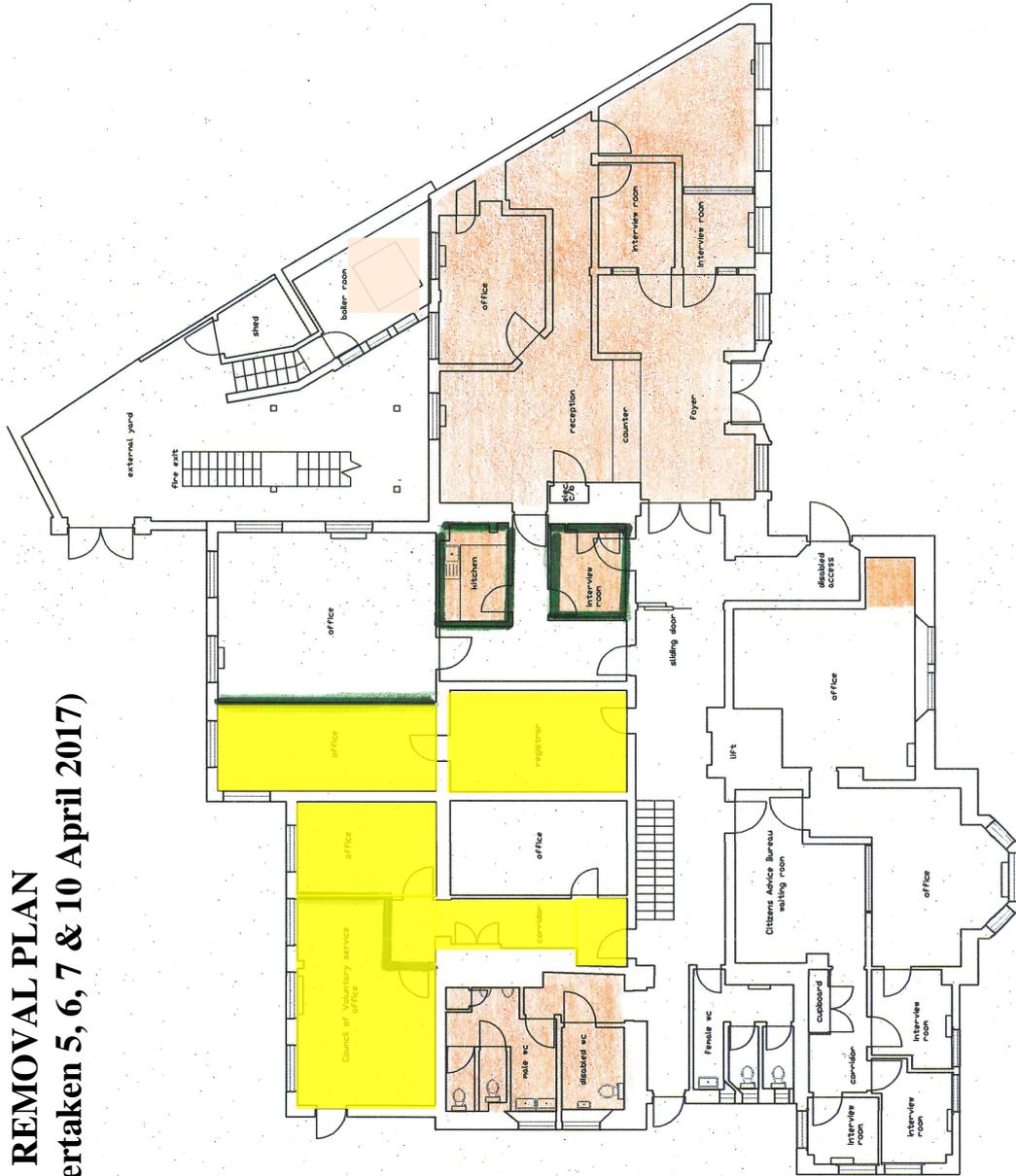
10 APR 2017

EPR/ BP3896VD / EAWML 100903
 EA Haz. Waste Reg. ACB688

Signature

Date **10/04/2017** Time **1547**

**ENVIRONMENTAL SERVICES, EXETER -
EXTENT OF ASBESTOS FLOOR TILE
REMOVAL PLAN
(work undertaken 5, 6, 7 & 10 April 2017)**



KEY:

YELLOW SHADING INDICATES EXTENT OF ASBESTOS FLOOR TILES TO BE REMOVED FROM BELOW CARPETS, BEFORE THE EXPOSED ASBESTOS BITUMEN IS SEALED

SHADING INDICATES EXTENT OF WHOLE ROOMS SURVEYED DURING PREVIOUS R & D SURVEY

DARK GREEN LINE INDICATES THE COMPOSITION OF A SPECIFIC WALL ASSESSED DURING PREVIOUS R & D SURVEY

APR	NOV	BY:	DATE:
		amendment:	

EAST DEVON DISTRICT COUNCIL
 Knowle, Sidmouth,
 Devon, EX10 8HL
 Tel: (01393) 518551
 www.eastdevon.gov.uk

PROPERTY SERVICES
 job title: EXMOUTH TOWN HALL
 drawing: EXISTING GROUND FLOOR PLAN

INFORMATION FOR THE CONTRACTOR
 Contractors must verify all dimensions on site before setting out, preparing shop drawings or otherwise commencing work. No dimensions for setting out any part of the works are to be scaled from this drawing.

scale: 1:100 @ A2	date: 6-4-09
drawn: SA	rev:
dwg No: PM/01/48/01	

ENVIRONMENTAL SERVICES

OCCUPATIONAL & ENVIRONMENTAL NOISE
OCCUPATIONAL HYGIENE · POLLUTION MEASUREMENT

SUITABILITY OF RE-OCCUPATION REPORT

The following information is provided in order to meet the requirements of the HSE's document L143 paragraphs 465-467.

Site: Exmouth Town Hall
St Andrews Road
Exmouth EX8 1AW

Specific location: GF female toilets

Work undertaken for: East Devon District Council
Sidmouth EX10 8HL

Work undertaken by: Environmental Services
48 Shillingford Road
Exeter EX2 8UB

Date of work: 11 August 2017

Description of work: Removal and disposal of the asbestos cement lining to the masonry wall in the LH cubicle. Upon completion, all adjacent surfaces cleaned with a type H vacuum and/or tack rags as necessary.

Extent of visual inspection: On completion, a thorough visual inspection was undertaken throughout the working area for the presence of any traces of asbestos cement debris or associated dust/debris resulting from the removal works. This inspection included the waste route from the toilets to the outside compound. The items inspected are as follows; the floor, skirting, timber battens to which the asbestos cement was nailed, plastic toilet soil pipe and window sill.

As the areas inspected were found to be free from any traces of asbestos cement debris or associated dust and debris arising from the removal works, the GF female toilets are considered suitable for reoccupation by those undertaking the next phase of the reinstatement works.



Inspected by: N A Mayne
Assistant Quality & Technical Manager

Issue Date: 11 August 2017

The Hazardous Waste Regulations 2005: Consignment Note



PRODUCER'S/HOLDER'S/CONSIGNOR'S COPY • CARRIER'S COPY • CONSIGNEE'S COPY

PART A Notification details

- 1 Consignment note code: **01CENV108701**
- 2 The waste described below is to be removed from (name, address, postcode, telephone, e-mail, facsimile):
**EXMOUTH TOWN HALL
ST ANDREWS ROAD
EXMOUTH EX8 1AW**
- 3 The waste will be taken to (name, address and postcode):
**EMS WASTE SERVICES LTD
HILL BARTON BUSINESS PARK
EXETER EX5 1DR**
- 4 The waste producer was (if different from 2) (name, address, postcode, telephone, e-mail, facsimile):
**ENVIRONMENTAL SERVICES
EXETER EX2 8UB 0392 438251**

PART B Description of the waste

- 1 The process giving rise to the waste(s) was: **REFURBISHMENT** 2 SIC (2007) for the process giving rise to the waste: **45.251**
- 3 WASTE DETAILS (where more than one waste type is collected all of the information given below must be completed for each EWC identified)

Description of waste	List of wastes (EWC code)(6 digits)	Quantity (kg)	The chemical/biological components in the waste and their concentrations are:		Physical form (gas, liquid, solid, powder, sludge or mixed)	Hazard code(s)	Container type, number and size
			Component	Concentration (% or mg/kg)			
ASBESTOS CEMENT	170605		CHRYSOTILE	15%	SOLID	HPS+HP7	3

The information given below is to be completed for each EWC identified

EWC code	UN identification number(s)	Proper shipping name(s)	UN class(es)	Packing group(s)	Special handling requirements
170605	2590	ASBESTOS CHRYSOTILE	9	3	

PART C Carrier's certificate

(If more than one carrier is used, please attach schedule for subsequent carriers. If schedule of carriers is attached tick here.)

I certify that I today collected the consignment and that the details in A2, A3 and B3 are correct and I have been advised of any specific handling requirements.

Where this note comprises part of a multiple collection the round number and collection number are:

- 1 Carrier name: **NICK MAYNE**
 On behalf of (name, address, postcode, telephone, e-mail, facsimile):
As 'A4' CB/DU41674
- 2 Carrier registration no./reason for exemption: **CB/EN5714XL**
- 3 Vehicle registration no. (or mode of transport, if not road): **WG650US**
- Signature: **N Mayne**
 Date: **11.08.17** Time: **1015**

PART D Consignor's certificate

I certify that the information in A, B and C has been completed and is correct, that the carrier is registered or exempt and was advised of the appropriate precautionary measures. All of the waste is packaged and labelled correctly and the carrier has been advised of any special handling requirements.

I confirm that I have fulfilled my duty to apply the waste hierarchy as required by Regulation 12 of the Waste (England and Wales) Regulations 2011.

1 Consignor name: **NICK MAYNE**
 On behalf of (name, address, postcode, telephone, e-mail, facsimile):
As 'A4'

Signature: **N Mayne**
 Date: **11.08.17** Time: **1015**

PART E Consignee's certificate (where more than one waste type is collected all of the information given below must be completed for each EWC)

Individual EWC code(s) received	Quantity of each EWC code received (kg)	EWC code accepted/rejected	Waste management operation (R or D code)
170605	60	accepted	D15

- 1 I received this waste at the address given in A3 on: Date **11 08 2017** Time **1018**

- 2 Vehicle registration no. (or mode of transport if not road): **WG650US**
- 3 Where waste is rejected please provide details:
N/A

I certify that waste permit/exempt waste operation number:

authorises the management of the waste described in B at the address given in A3.

Where the consignment forms part of a multiple collection, as identified in Part C, I certify that the total number of consignments forming the collection are:

Name: **R SHILLAM**
 On behalf of (name, address, postcode, telephone, e-mail, facsimile):

EMS WASTE SERVICES LTD
 Hill Barton Bus. Park, Cyst St Mary
 Exeter EX5 1DR Tel: 01395 233748

11 AUG 2017

Signature: **R Shillam**
 Date: **11/08/17** Time: **0907**
 EA Reg. Waste Reg. Act 2002