

**NON-CONFIDENTIAL
BOROUGH OF TAMWORTH**



CABINET

24th October 2023

Thursday, 26th October, 2023, 6.00 pm in Town Hall, Market Street, Tamworth

SUPPLEMENT – ADDITIONAL DOCUMENTS

Further to the Agenda and Papers for the above meeting, previously circulated, please find attached the following further information, which was not available when the agenda was issued:

Agenda No. Item

7. **Virement of funds within housing capital programmes.** (Pages 3 - 30)
(Report of the Portfolio Holder for Housing and Planning)

Yours faithfully

A handwritten signature in black ink, consisting of stylized initials and a long horizontal stroke.

Chief Executive

To Councillors: P Turner, T Jay, A Cooper, S Smith, P Thompson and M Summers.

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Thursday, 26 October 2023

Report of the Portfolio Holder for Housing and Planning**Virement of Funds within Housing Capital Programmes.****Exempt Information**

Not exempt.

Purpose

To agree the virement of funds from within existing budgets to enable payment for the Soil Ventilation Pipe works project which has overspent budget by £215,000 due to unforeseen additional works identified as the project has progressed. Virements of budgets of a value greater than £100,000 requires Cabinet approval.

Recommendations

It is recommended that Cabinet agree the virement of funds from existing underspent budget's within the 2023/2024 Capital programme as set out below:

- £124,250 from CR4028 (High Rise Refuse Chute Renewals).
- £90,750 from CR4024 (High Rise Ventilation).

Executive Summary

The Soil Ventilation Project involved the replacement of the whole sections of Soil Ventilation Pipes in all six high rise blocks and has a budget of £2,510,000.

As the project progressed, a number of additional and unanticipated works were identified resulting in additional costs. As these issues were identified once work had commenced it was not feasible to halt the project and seek additional budget as this would have greatly inconvenienced residents and led to further additional costs due to the need to remobilise the works. The unanticipated works included-

Contaminated flooring with asbestos. This contamination is costly to remove and is notifiable to both the Health and Safety Executive and the building control service. This contamination was not anticipated as this is not a usual feature in these types of works and materials. Preliminary sampling was undertaken but the issues were not present in every property and unfortunately not present in the preliminary samples taken. This meant that it was only as invasive works commenced on a property by property basis and routine testing was undertaken that the extent of the problem became apparent. A sample asbestos report relating to this issue is attached at Appendix A.

Drainage issue with existing drainage infrastructure. Once the Soil ventilation pipe was running freely it became apparent that the main sewer could not cope with the extra demands put on it. This required further works including the excavation to two meters depth and replacement pipe sewers. Although the main sewer is in the ownership of Severn Trent the cost falls to the Council for these improvements to be undertaken.

Modification of the movement of the Soil Ventilation Pipe. Once existing soil ventilation piping was revealed it was identified that this was closer than anticipated to the sprinkler ducting. This required the run of pipes to be modified and moved on most blocks at the point where the sprinkler pipework enters the flat. Re-fitting of the sprinkler

system pipework was then required due to the original pipework's interfering with the soil ventilation pipe install.

The removal of additional interior walls. To accommodate the unique design in Peel House it was necessary to remove and replace internal walls. The design of the Soil Ventilation pipe in Peel House was located behind the bathroom wall as well as the kitchen walls so the wall had to be taken down in the kitchen and rebuilt for this block in all flats.

Leaseholders

Leaseholders were served with the section 20 notices in March 2022 reflecting the original project costs but were not asked to pay any additional amounts other than the original quote received from the contractor. This is because it was not possible to cease works to undertake additional consultation and therefore the Council does not have the right to require additional payment from leaseholders. In addition, the increase in costs would not fall within the scope for a retrospective application to be made to the First Tier tribunal.

Alternative Options Considered

1. Cease the project or pause the works whilst additional funding is approved.

Due to the nature of these works and given that invasive work had commenced ceasing or pausing works would have meant significant disruption for residents, including the necessity for some residents to be decanted from their homes. It should also be noted that these works are necessary and will provide lasting benefits for residents and reduce future maintenance costs for the Council's asset.

The option of pausing or ceasing works was therefore not considered viable.

2. Allow the budget to overspend.

It is possible for the Council to allow for a 'managed overspend' of the budget. However, as there are underspent budgets elsewhere in the Capital programme relating to the High Rise the proposed virements are considered the best option. Clearly, overspending the budget rather than agreeing to the proposed virements have the same impact on the bottom line for the overall Housing Revenue Account Capital programme.

Allowing a managed overspend of the budget is not therefore considered the best option.

Resource Implications

The additional costs of this project will be paid from virements from savings and underspends across other existing capital budgets.

- £124,250 from CR4028 (High Rise Refuse Chute Renewals). This budget is underspent as the projected works have now been completed at a lower than anticipated cost.
- £90,750 from CR4024 (High Rise Ventilation). Due to changes in related regulations this project has required redesign and re-specification and is scheduled for 2024/2025. Budgetary provision has been made in the draft Capital programme for 2024/2025.

Legal/Risk Implications Background

The Council is contractually required to make payment to the contractor for works completed.

The risk of halting the works as the additional works were identified included significant inconvenience for residents and additional costs arising from the need for remobilisation of the contractor.

Equalities Implications

None arising because of this report.

Environment and Sustainability Implications (including climate change)

Nothing noted here.

Report Author

Trevor Wylie

Head of Planned works and Asset Management.

List of Background Papers

n/a

Appendices

Appendix A – Sample Asbestos report.

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Asbestos Refurbishment Survey

Site Address: 58 Stanhope House, Lichfield Street, Tamworth B79
7BN
Report Prepared for: Wates Tamworth - Planned
Report Reference: S-10826
Date Completed: 08/09/2022



10772



Report Classification:		Asbestos Survey	
Status:		Final Copy	
Report Reference:		S-10826	
	<i>Name</i>	<i>Signature</i>	<i>Date</i>
Report Author:	Craig Smith		08/09/2022
Approved and Issued on:	John Fleming		12/09/2022

Table of Contents

1. EXECUTIVE SUMMARY	4
2. INTRODUCTION	5
3. OBJECTIVES & SCOPE	7
3.1 OBJECTIVES.....	7
3.2 SITE HISTORY:	7
3.3 SCOPE.....	9
4. LIMITATIONS	10
5. ASBESTOS SURVEY & SAMPLING ASSESSMENT	11
5.1 ASBESTOS SURVEY REGISTER	12
5.2 PHOTOGRAPHS & SAMPLE DETAIL	13
5.3 NON-ASBESTOS REGISTER.....	16
5.4 NON-ASBESTOS SAMPLES.....	17
6. CONCLUSIONS	18
6.1 GENERAL RECOMMENDATIONS	18
APPENDIX A - SURVEY METHODOLOGY.....	19
APPENDIX B - LEGAL REQUIREMENTS	20
APPENDIX C - GENERAL NOTES FOR INFORMATION.....	22
APPENDIX D – CERTIFICATES.....	23
APPENDIX E – PLANS	24

1. Executive Summary

A refurbishment survey for asbestos containing materials (ACMs) was undertaken at 58 Stanhope House, Lichfield Street, Tamworth B79 7BN on 08/09/2022. Areas were inspected and sampled where required and as directed by the client.

The survey took the form of a refurbishment survey (as defined in Asbestos: The survey guide HSG 264). The purpose of the survey is to locate, as far as reasonably practicable, the presence and extent of any suspect asbestos containing materials (ACMs) in the building/area. The resulting information should be used to implement an asbestos management plan in accordance with HSE guidance. Refurbishment and demolition inspections were carried out to allow the safe undertaking of planned works.

Samples from each type of suspect ACM found are collected and analysed to confirm or refute the surveyor's judgement.

The following asbestos bearing materials were identified within the premises:

Building / Floor	Area	Material	Sample Number	Level Of ID	Material Score	Recommendation
Main Building / 0	001 - drying cupboard	debris to floor under wood shelf Insulating Board	1	Sample Analysed	8 - Medium	Restrict access and remove
Main Building / 0	002 - void space	waste pipe Cement Product	4	Sample Analysed	3 - Very Low	Encapsulate, label & manage. Remove if planned works will impact upon material.
Main Building / 0	002 - void space	floor tiles and adhesive debris Vinyl/ Bituminous Product	5	Sample Analysed	3 - Very Low	Restrict access and remove

The following areas have not been accessed; areas not accessed must be presumed to contain asbestos bearing materials until assessed by a competent and qualified surveyor.

Building / Floor	Area	Reason for No Access
Main Building / 0	002 - void space limited access	Access is blocked. limited access to joints and vent pipe
Main Building / 0	002 - void space limited access	Access is blocked. limited access to void space small access

Due to the nature of use of ACMs the client should be made aware of the limitations of an asbestos survey being conducted. Asbestos debris may be present as a result of past removal works where in situ non-asbestos insulating materials are now present.

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

THIS REPORT SHOULD BE READ IN ITS ENTIRETY.

2. Introduction

Spera Consulting was requested by Wates Tamworth - Planned to conduct a refurbishment survey (as defined in Asbestos: The Survey Guide HSG264) 58 Stanhope House, Lichfield Street, Tamworth B79 7BN, to determine the presence of asbestos containing materials (ACM).

The survey was conducted by Craig Smith on 08/09/2022.

A refurbishment survey is required prior to any works which may impact upon the fabric of the building. Any ACMs identified in this report which are to remain in situ should be re-inspected as per the recommended action dates and the document should be amended and re-issued to reflect any changes. This report should be issued to specific individuals as a *controlled document* therefore following any amendments, old superseded reports, can be recalled and new ones issued.

This report is split into several sections:

Sections 1 – 4

Contains background information, objectives and limitations

Section 5 (Asbestos Survey Register)

This is the main tool for managing asbestos hazards in your building. Section 5 lists in tabular form all areas and rooms in the building(s) specifically identifying whether there is an asbestos hazard present (or not). The first column details the name (reference number) of each room / area in the building. The second column indicates whether there is asbestos *in the room* – rather than in the particular sample. The section further details what that hazard is, what level of risk it presents, action dates, recommendations on how to deal with it and if there are any areas of *non-access*. **All areas of non-access should be treated as if they contain ACMs until it can be proved otherwise.**

Section 6 (Conclusions)

Highlights specific areas of concern and prioritises urgent areas that require attention.

Appendices

Details further information to support the findings within the main body of the report. This will include Photographs and certificates if included

If a user is planning a project or is simply giving the go-ahead for works in a specific area, **Section 5 (the asbestos register) should be referred to in the first instance.**

Section 5 details all the locations within the survey scope and will instantly inform the user whether there is an ACM in the area. Further detail can then be sought in the Conclusion (Section 5).

Throughout the report the following terms and abbreviations may be used:

MMMMF	This describes any machine-made mineral fibre, fibreglass, rock wool and other such material.
AIB:	Asbestos Insulating Board.
Chrysotile:	Commonly known as white asbestos.
Amosite:	Commonly known as brown asbestos.
Crocidolite:	Commonly known as blue asbestos.
Amphibole:	Generic name for all asbestos types, excluding Chrysotile.
ACM:	Asbestos Containing Materials
NAD:	No Asbestos Detected

Annotated plans accompany this report.

Questions arising from the survey report should be directed, in the first instance, to the author of this report, who will be pleased to clarify any technical issues raised.

3. Objectives & Scope

3.1 Objectives

The purpose of the survey was to:

- Aid compliance with CAR 2012 regulations (regulation 4)
- Locate, as far as reasonably practicable, the presence and extent of any suspect asbestos containing materials (ACMs) in the premises.
- Provide Recommendations on an appropriate course of action.
- Prioritise any required actions giving clear dates by when a specific recommendation should be completed

This report will form the basic tool to operate your Asbestos Management Plan.

3.2 Site History:

The property is purpose built residential accommodation, which forms part of the Wates Tamworth - Planned scheme.

The following installations are common to buildings built prior to Pre 1999. Any such material identified during “opening-up” works beyond the scope of this report should be treated as if it were asbestos until proved otherwise. The following years of usage are taken from the HSE document Asbestos: The Survey Guide.

Table 1 – Common Asbestos Occurrences

ACM	Uses
Millboard	Heat & electrical insulation
Sprayed Coating	Thermal and anti-condensation insulation to underside of roofs. Fire protection for steel and concrete beams / columns
Thermal Insulation	Pipes, Boilers, Pressure Vessels & Calorifiers
Insulating Board	Fire protection, thermal / acoustic insulation and moisture resistance. Cores to composite products (e.g. fire doors)
Cement - Amphibole	Roofing, wall cladding, permanent shuttering, cooling tower elements, cable sheaths, landfill etc..
Bitumen Products	Roofing felts, condensation protection to metals e.g. pipes
Flooring	PVC vinyl floor tiles, paper backing to floor tiles, Magnesium Oxychloride flooring to staircases, WC's & industrial flooring
Paper	Electrical, acoustic & heat insulation
Woven products	Packing, jointing, clothing
Friction Products	Brakes, clutch plates etc.
Cement - Serpentine only	Roofing, wall cladding, permanent shuttering, cooling tower elements, cable sheaths, landfill etc..
Bonded products	Compressed pipe gaskets

Table 2 - Additional Asbestos Installations

Installations	Description
Asbestos Materials Behind Known Asbestos	Known ACMs may conceal other asbestos materials. A common example of this would be asbestos ceiling tiles, such an installation would not be disturbed for obvious safety reasons. The un-inspected void may have asbestos pipe insulation, debris, sprayed insulation and firebreaks. This additional material would not be.
Debris	An ACM in poor condition may result in small amounts of asbestos debris. This material may be difficult to identify as it would be mixed with mundane, non-asbestos debris. Asbestos debris can be found in any area where routine housekeeping is reduced (such as ceiling voids, wall cavities or risers) or in an area where asbestos removal has taken place in the past.
Encapsulated Debris	Small amounts of debris may have been painted over after historical removal works. Commonly found in plant rooms, adjacent structural joists, columns etc.
Expansion Joints and Cement Sleeves	Normally concealed by concrete shuttering. Only identifiable if noted on building plans or during demolition.
Fire Break Boards	Firebreaks normally constructed from asbestos panelling and present between 2 voids, above fire doors etc. The void itself may have restricted access or the panels themselves may have been sealed over using Supalux or plasterboard to increase fire ratings at a later date.
Non-asbestos Insulated Services	Non-asbestos insulation (e.g. MMMF or Cork) of plant may conceal residual asbestos lagging, asbestos paper or a thin "skim" of asbestos. It is not possible to check all surfaces unless the new insulation is removed. However, exposed sections, valves, etc. will be examined where possible.
Plaster and Textured Coatings/Artex	Textured coatings to walls, ceilings or structural beams etc. contained asbestos until the late 1990's. The material was rarely homogenous with the same application varying in concentration from 0% - 5% causing problems in identification.
Roof Slates	Or "artificial slates", very similar in appearance to natural slates (see External Areas above).
Roofing Felt/Damp Courses	This material was known to contain very small concentrations of asbestos until 1992. As the product is utilised as waterproofing, sampling would only be completed if unlikely to damage the seal.
Shuttering	May be hidden by new walls, covered with wallpaper, painted or plastered over.
Wall Fixings	A plugging material for wall fixings. Usually covered with wallpaper, painted or plastered over.
Wall Panels	Often covered with wallpaper, painted, or covered with hardboard/plasterboard.

3.3 Scope

A refurbishment survey is required to ensure works can be carried out in a safe and controlled manner.

Areas where asbestos materials were suspected to contain asbestos were sampled to prove or disprove the surveyors judgment. Obvious general buildings materials were not sampled and are not detailed within this report.

Unless highlighted all areas within the demise of the Refurbishment Survey areas are deemed safe to work on. Always proceed with caution cease work should you encounter any unknown or suspicious materials until there make up can be confirmed by a competent person.

Targeted intrusive inspections carried out to allow planned drying cupboard & void space works.

Some areas within the scope may not have been accessed due to a variety of reasons including unforeseen difficulties on site. These areas are specifically referred to in Sections 1 & 6.

4. Limitations

This survey has been designed as a refurbishment inspection as defined in the HSE document Asbestos: The Survey Guide. Due to the nature and use of ACMs in buildings asbestos can be concealed within wall voids and within working mechanical or electrical plant. Therefore, whilst every reasonable effort is made by the surveyors, SCL cannot guarantee that all asbestos materials have been identified and survey results are definitive.

Some asbestos installations could be present in the structure that may only be discovered when the building is demolished or subject to major refurbishment. Any concealed void that is not clearly marked and referred to in this document has not been accessed and should be assumed to contain asbestos.

The sampling regime is dictated by the nature of the structure. Sufficient representative samples were taken at each location. It is advisable to assume that materials similar to positive samples also contain asbestos until proved otherwise. According to HSE guidance all un-sampled materials, without good evidence to the contrary, should be assumed to contain asbestos.

Some materials suspected by the surveyor as containing asbestos have not been sampled due lack of access. Such materials have received a “*Visual Assessment*”. In accordance with The Control of Asbestos Regulations 2012, these materials are suspected to contain amphibole asbestos, unless sampled to prove otherwise. Amphibole asbestos is considered to be the most hazardous mineral *species* of asbestos.

Spera Consulting is accredited by UKAS for carrying out Management and Refurbishment asbestos surveys in domestic and commercial properties. The company carries out other surveys but the scope of accreditation does not extend to these.

5. Asbestos Survey & Sampling Assessment

5.1 Material Assessment Algorithm Scoring Parameters:

Variable	Score	Example of Scores
<i>Product Type</i>	1	Asbestos reinforced composites (plastic, resins, mastic, roofing felts, floor tiles, asbestos cement, semi rigid paints or decorative finish)
	2	AIB, mill boards, other low density insulating boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt.
	3	Thermal insulation (eg pipe and boiler lagging) sprayed asbestos, loose asbestos, asbestos mattresses and packing
<i>Extent of Damage</i>	0	Good condition, no visible damage
	1	Low Damage, a few scratches or surface marks, broken edges on board, tiles etc.
	2	Medium damage, significant breakage of material 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.
<i>Surface Treatment</i>	0	Composite materials containing asbestos: reinforced plastics, resin, vinyl tiles.
	1	Enclosed sprays and lagging, AIB (with exposed face painted or encapsulated) asbestos cement sheets etc
	2	Unsealed AIB, or encapsulated lagging and sprays
	3	Unsealed lagging and sprays
<i>Asbestos Type</i>	1	Chrysotile
	2	Amphibole Asbestos (excluding Crocidolite)
	3	Crocidolite

5.2 Asbestos Survey Register

Site: 58 Stanhope House, Lichfield Street, Tamworth B79 7BN,


Date: 08/09/2022

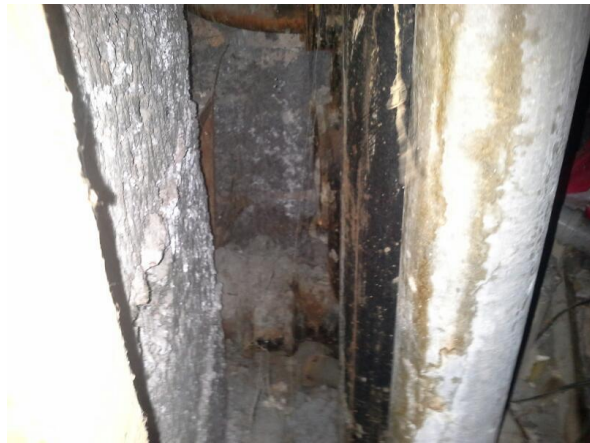
Building / Floor	Sample Location:	Asbestos Present: Yes / No / Presumed	Sample / Lab Ref:	Material type, Location and Description:	Qty m ² /lm	Asbestos type	Product Type	Condition	Surface Treatment	Risk Rating	Recommended Action:
Main Building / 0	001 - drying cupboard	Yes	S-10826/S001	debris to floor under wood shelf - Insulating Board		Amosite	2	2	2	8 - Medium	Restrict access and remove
Main Building / 0	001 - drying cupboard	No	S-10826/S002	panel to wall under wood shelf - Cement Product		NAD					No recommendation required
Main Building / 0	002 - void space	No	S-10826/S003	gasket to soil pipe - Gaskets (compressed)		NAD					No recommendation required
Main Building / 0	002 - void space	Yes	S-10826/S004	waste pipe - Cement Product	1lm	Chrysotile	1	0	1	3 - Very Low	Encapsulate, label & manage. Remove if planned works will impact upon material.
Main Building / 0	002 - void space	Yes	S-10826/S005	floor tiles and adhesive debris - Vinyl/ Bituminous Product		Chrysotile to bitumen	1	1	0	3 - Very Low	Restrict access and remove
Main Building / 0	002 - void space	No	S-10826/X002	access panel - Cement Product		NAD					No recommendation required
Main Building / 0	002 - void space limited access	Presumed	S-10826/	Access is blocked. limited access to joints and vent pipe							Presume Asbestos materials are present until access can be gained for inspection.
Main Building / 0	002 - void space limited access	Presumed	S-10826/	Access is blocked. limited access to void space small access							Presume Asbestos materials are present until access can be gained for inspection.


All samples are analysed at a UKAS accredited laboratory


5.3 Photographs & Sample detail

Sample No.	S-10826/S001		
Property	58 Stanhope House, Lichfield Street, Tamworth B79 7BN		
Building / Floor	Main Building	0	
Location	drying cupboard		
Accessibility	Difficult		
Position	debris to floor under wood shelf		
Material	Insulating Board		
Extent			
Analytical Results	Amosite		
Material Assessment	8 - Medium		
Action Date	19/09/2022		
Description of remedial works required / comments	Restrict access and remove		

Sample No.	S-10826/S002		
Property	58 Stanhope House, Lichfield Street, Tamworth B79 7BN		
Building / Floor	Main Building	0	
Location	drying cupboard		
Accessibility	Difficult		
Position	panel to wall under wood shelf		
Material	Cement Product		
Extent			
Analytical Results	NAD		
Material Assessment			
Action Date	19/09/2022		
Description of remedial works required / comments	No recommendation required		

Sample No.	S-10826/S003		
Property	58 Stanhope House, Lichfield Street, Tamworth B79 7BN		
Building / Floor	Main Building	0	
Location	void space		
Accessibility	Difficult		
Position	gasket to soil pipe		
Material	Gaskets (compressed)		
Extent			
Analytical Results	NAD		
Material Assessment			
Action Date	19/09/2022		
Description of remedial works required / comments	No recommendation required		

Sample No.	S-10826/S004		
Property	58 Stanhope House, Lichfield Street, Tamworth B79 7BN		
Building / Floor	Main Building	0	
Location	void space		
Accessibility	Difficult		
Position	waste pipe		
Material	Cement Product		
Extent	1m		
Analytical Results	Chrysotile		
Material Assessment	3 - Very Low		
Action Date	19/09/2022		
Description of remedial works required / comments	Encapsulate, label & manage. Remove if planned works will impact upon material.		

Sample No.	S-10826/S005		
Property	58 Stanhope House, Lichfield Street, Tamworth B79 7BN		
Building / Floor	Main Building	0	
Location	void space		
Accessibility	Difficult		
Position	floor tiles and adhesive debris		
Material	Vinyl/ Bituminous Product		
Extent			
Analytical Results	Chrysotile to bitumen		
Material Assessment	3 - Very Low		
Action Date	19/09/2022		
Description of remedial works required / comments	Restrict access and remove		




5.4 Non-Asbestos Register

Building / Floor	Room/Area	Item	Material
Main Building / 0	001 - drying cupboard	shelf	Timber
Main Building / 0	001 - drying cupboard	panel to wall under wood shelf	Cement Product
Main Building / 0	001 - drying cupboard	panel below door	Timber
Main Building / 0	001 - drying cupboard	panel above door	Timber
Main Building / 0	001 - drying cupboard	Internal Wall	Plastered brick / block / concrete
Main Building / 0	001 - drying cupboard	Floor	Concrete
Main Building / 0	001 - drying cupboard	Ceiling	Concrete
Main Building / 0	002 - void space	Internal Wall	Plastered brick / block / concrete
Main Building / 0	002 - void space	gasket to soil pipe	Gaskets (compressed)
Main Building / 0	002 - void space	Floor	Concrete
Main Building / 0	002 - void space	Ceiling	Concrete
Main Building / 0	002 - void space	access panel	Cement Product

5.5 Non-Asbestos Samples

Site: 58 Stanhope House, Lichfield Street, Tamworth B79 7BN,

Date: 08/09/2022

Building / Floor	Location	Material Description	Sample Number	I.D Result	Extent/Quantity	Photo No.
Main Building / 0	001 - drying cupboard	Cement Product	2	NAD	0.2m ²	
Main Building / 0	002 - void space	Gaskets (compressed)	3	NAD	1	
Main Building / 0	002 - void space	Cement Product	2	NAD	0.4m ²	

6. Conclusions

6.1 General Recommendations

From samples taken, results indicate that asbestos materials were identified within the property. Only contractors with suitable competency and insurance should be permitted to work on asbestos containing materials. If confirmed Asbestos materials are to remain in situ they should be reassessed on a regular basis (e.g. annually)

GENERAL RECOMMENDATIONS/NOTES

For specific recommendations see survey register and individual sample records in photo section

Areas which could not be accessed for structural and operational reasons are listed below.

All areas within scope of survey were accessed

Building / Floor	Location	Reason for No Access / Limited Access
Main Building / 0	002 - void space limited access	Access is blocked. limited access to joints and vent pipe
Main Building / 0	002 - void space limited access	Access is blocked. limited access to void space small access

Appendix A - Survey Methodology

Objectives

The objectives of this survey were to;

- locate and record, as far as is reasonably practicable, the presence of asbestos containing materials within the relevant parts of the building.
- produce a report for the client that is simple to understand, indicating the location and type of all presumed and identified ACM, including Material Assessments, photographs where necessary, recommendations and an Asbestos Register.
- collect samples of all suspect ACM for analysis. It is normal practice for surveyors to presume ACM in materials for which samples have already been taken and these areas will be referred to as “strongly presumed” and referenced to a previous sample.
- highlight areas that could not be accessed by the surveyor. Areas not accessed must be “presumed” to contain asbestos until further investigation proves otherwise.
- to assign a risk level for all ACM identified or presumed by using a simple algorithm as outlined in HSG264.
- to provide recommendations for action that should be taken for any ACM found, taking into account algorithm score and the type of material.

Survey and Sampling

In accordance with HSG264 Asbestos: The Survey Guide and in-house procedure TP1, the surveyor carried out the inspection by firstly undertaking a preliminary walk-through. All reasonably practicable steps were then taken to access all areas for the purposes of identifying the location of ACM.

Samples were taken of suspect materials that were visible or attainable through inspection methods appropriate for the type of survey undertaken. The client needs to therefore, remain aware that asbestos may be present in areas beyond the scope of this survey should invasive works be commissioned in future.

Samples were taken in accordance with best practice standards using dust suppression techniques to avoid asbestos fibres being released into the air by wetting with a spray mist or dampening with wet wipes. All samples were deposited in a sample bag and then double bagged within a second bag and given a unique identification number.

The samples were taken to a United Kingdom Accreditation Service (UKAS) accredited laboratory for the identification of asbestos type. The laboratory used a combination of techniques to identify the type of asbestos fibres in the samples including polarised light microscopy and dispersion colours as recommended in the HSE Guidance document HSG248.

Appendix B - Legal Requirements

All Health & Safety legislation is governed via the Health & Safety at Work etc. Act 1974. Beneath this act there are several regulations that go into specific detail relevant to asbestos as a hazard, management of risk and the control of construction projects.

- The Control of Asbestos Regulations 2012.
- Construction (Design and Management) Regulations 2015
- Health & Safety Guidance note HSG 248
- Management of Health and Safety at Work Regulations 1999.

The Control of Asbestos Regulations 2012 is the specific set of regulations that control all works that may affect ACMs

The Management of Health and Safety at Work Regulations 1999 details how to manage hazards and risks in the work place. The Construction (Design and Management) Regulations 2015 (CDM) detail requirements for all but the smallest of construction projects. Compliance with CDM is required for all projects that involve more than 4 operatives on site or will last more than 30 days.

Regulation 4 (The Duty to Manage) of The Control of Asbestos Regulations 2012, places an obligation on the duty holder to;

- take reasonable steps to find ACM and check their condition
- make a written record of the location and condition and keep it up to date
- assess the risk of exposure
- prepare a plan to manage that risk

The Material Assessment which has been carried out as part of this survey identifies the materials that will most readily release airborne fibres if disturbed.

Furthermore, in order to comply fully with Regulation 4 and manage the asbestos risks effectively the duty holder should develop an Asbestos Management Plan which addresses the following points;

- Keep and maintain an up to date record of the location, condition, maintenance and removal of all asbestos on the premises
- Repair, seal or remove asbestos if there is a risk of exposure
- Maintain asbestos in a good state of repair and regularly monitor the condition
- Inform anyone likely to disturb asbestos of its location and condition
- Have arrangements in place so that work which disturbs asbestos complies with CAR 2012
- Review the plan at regular intervals and update if circumstances change

Duty holders need to understand that this report in itself is not an Asbestos Management Plan as required by the CAR 2012; the report, however, can be used to assist with the development of such a plan. Spera is able to assist with developing the above documents should this be required.

The duty holder must ensure that when any works are planned for this building that the contractor must be made fully aware of the content of this Management Survey and informed that the building is of an age where ACM may be encountered which they should take account of when preparing their risk assessments and method statements for their work.

Any building work which goes beyond the scope of a Management Survey may require a more intrusive Refurbishment Survey or a full Demolition Survey. This type of survey is used to locate and describe, as far as reasonably practicable, all ACM in the area where the refurbishment work will take place or in the whole building if demolition is planned.

A refurbishment or demolition survey may also be required in other circumstances, e.g. when more intrusive maintenance and repair work will be carried out or for plant removal or dismantling.

Where it is necessary to carry out work on ACM it is recommended that unless the work can be shown to be low risk "Asbestos Essentials" designated work, then an HSE licensed contractor is engaged using operatives who have had suitable and sufficient training to carry out the work safely and in accordance with current legislation. Any air testing or verification work should be conducted by a UKAS accredited laboratory independently instructed by the duty holder.

Appendix C - General Notes for Information

Due to the nature and use of ACMs in buildings, asbestos can be concealed within wall voids, beneath floorboards and within working mechanical or electrical plant. Therefore, to assist in the management of the building the following lists have been compiled.

Table 1 describes building elements such as Floor Voids or Lift Shafts. These areas within a building commonly contain asbestos and internal inspection may prove problematic during a standard sampling survey. Prudent management would be to treat all such areas as if they contain asbestos (unless proved otherwise) and proceed with caution. Some building elements (e.g. suspended ceilings) are routinely inspected during a survey - if access out of hours was provided and the ceiling tile construction is the simple "pop-up" rather than the "interlocking" type. Specific reference will normally be made in the body of the report.

Table 2 describes specific asbestos containing material types and where they may be found in a building and possible access difficulties.

Appendix D – Certificates



2 Pound Court, Weights Lane Business Park, Redditch, B97 6RG
Tel: 01527 66828 email: enquiries@envirocareuk.com



Page 1 of 1

Project Number: B-04292	Date of Issue: 12/09/2022
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CERTIFICATE OF ANALYSIS

Client Name:	Spera Consulting Devirgo House	Site location:	58 Stanhope House
Address:	Valepits Road Garretts Green Birmingham B33 0TD		B79 7BN
Date received/taken:	08/09/2022		
Client contact:	Mr J Fleming		
Sample taken by:	C Smith	Client order number:	S-10826
Sample analysed by:	Kerry Glazzard	Date analysed:	12/09/2022

Sample No	Sample Description	Asbestos Type
001	Drying cupboard: Debris to floor under shelf - Board	Amosite
002	Drying cupboard: Panel to wall under shelf - Cement	No Asbestos Detected
003	Void space: Gasket to soil pipe -	No Asbestos Detected
004	Void space: Waste pipe - Cement	Chrysotile
005	Void space: Floor tile and adhesive - Debris	Chrysotile Adhesive only

Approved Signatory

Kerry Glazzard
Technical & Laboratory
Manager

- Note 1 The documented method described in HSG248 and our in-house procedures (SOP/12) using polarised light optical microscopy with dispersion staining is specific for asbestos identification and in accordance with ISO/IEC 17025:2017.
optical microscopy with dispersion staining is specific for asbestos identification.
- Note 2 Where the sample was not taken by Envirocare Midlands Ltd (EML), the result is based upon information taken and supplied by the client. The results relate only to the items tested.
- Note 3 Materials that have been referred to as Asbestos Insulating Board (AIB) or Asbestos Cement are based on their asbestos content and visual appearance alone (these opinions are not covered by our UKAS accreditation). Water absorption tests have not been carried out unless otherwise stated.
- Note 4 \diamond Samples marked with this symbol indicates that the Sample supplied was below the recommended size/quantity as specified by HSG guidance and as such may not accurately identify all fibres or fibre types present.
- Note 5 When a certificate project number (B) has an additional -A, -B, -C etc. This means that the certificate has been modified and supersedes all previous certificates.

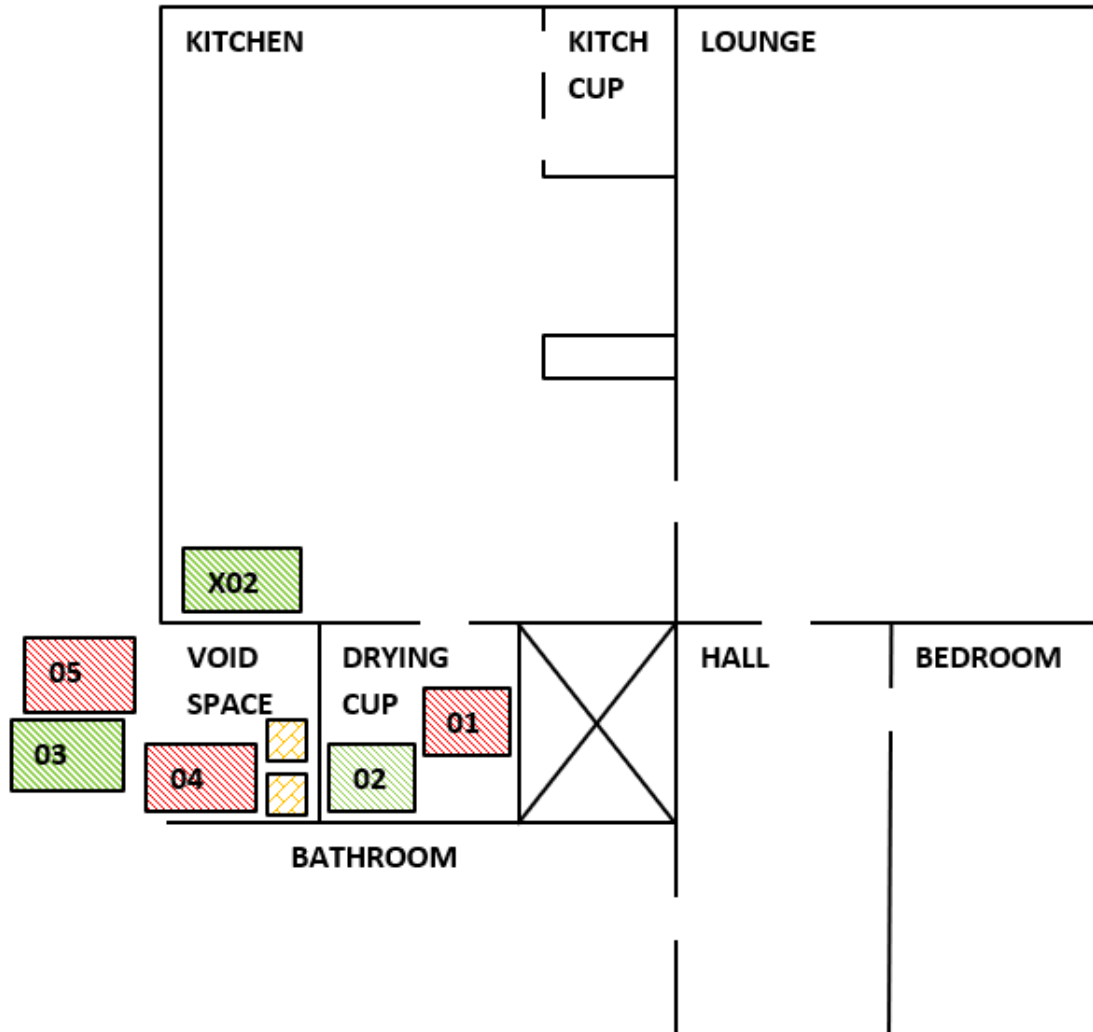
Appendix E – Plans






Registered Address: DeVirgo House, Valepits Road, Garretts Green, Birmingham, B33 0TD

Company Registration Number: 11712358

Tel: 0121 7847226 | Email: info@spera-consulting.co.uk |
Web: www.spera-consulting.co.uk



KEY

-  **ASBESTOS ITEM LOCATION**
-  **NON-ASBESTOS ITEM LOCATION**
-  **AREA/FEATURES NOT ACCESSED**

JOB NUMBER – S-10826
ADDRESS – 58 Stanhope House, B79 7BN
DATE – 08/09/2022
SURVEYOR – Craig Smith