

A report prepared for

# Arlebury Park

The Avenue  
Alresford  
Hampshire  
SO24 9EP

ASBESTOS MANAGEMENT REVIEW  
AND  
ANNUAL REGISTER UPDATE



March 2023

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# 1 Introduction

Apple Environmental Limited has been commissioned by New Alresford Town Council to undertake an asbestos management review assessment as part of their obligation under the Control of Asbestos Regulations 2012 and the corresponding Approved Code of Practice (ACoP) L143 (2013).

This work was undertaken on the 8<sup>th</sup> March 2023 and has been described fully within this report (Report Ref: AS/3423/AP). It follows on from the previous management review undertaken in March 2021 (Report Ref: AS/3149/ATC).

The original survey was undertaken in June 2006 by Apple Environmental Limited, and reference may need to be made to that report when viewing the findings of this, and any other associated management review reports.

This current document therefore refers to ACMs detected during the original survey in addition to those that may have been identified during the previous management review in 2021.

Note that in viewing the original survey report, it must be seen that a number of internal alterations have been made within the building since that date, in addition to which some of the previously identified asbestos-containing materials (ACMs) have since been removed from the building.

As a consequence, the updated asbestos register (appended to this current document) should now be referred to.

## 2 Scope of work

This work aims to provide a quantified risk assessment of each known or suspected asbestos-containing material (ACM) within the workplace.

The specific objectives of this assessment are as follows:

- to observe whether prescribed management action has been adequately and appropriately actioned;
- to observe whether there has been any deterioration in the condition of ACMs through either natural processes or accidental damage;
- to reassess the corresponding risk based upon the observations made; and
- to produce an up-to-date asbestos register for the premises.

In doing so, this work provides an updatable spreadsheet which allows for the determination of whether or not the risk has increased or lowered since the previous assessment.

Such an assessment is made through an arithmetic algorithm which can be adjusted following management action. This therefore allows for the on-going monitoring and management of ACMs in the workplace.

It should also be noted that the assessment within this current report is principally based on the visual inspection of materials previously identified, as detailed within the current asbestos register.

### 3 Supporting information

This review was carried out in accordance with Apple Environmental Limited's methodology based on HSE document HSG264 'Asbestos: The Survey Guide - 2<sup>nd</sup> Ed.' (April 2012).

The asbestos management review updates any information recorded at the time of the original investigation and is principally based on visual inspection.

Once asbestos materials have been identified it is essential that all contractors and visitors are made aware of their presence, and appropriate management measures introduced. This is a legal requirement detailed within the Approved Code of Practice (ACoP) L143 2<sup>nd</sup> Ed. (December 2013). By virtue of regulation 4 of the Control of Asbestos Regulations 2012 it is now necessary for all non-domestic buildings to have an active asbestos management plan in place whenever ACMs have been identified within the premises.

In addition, it is a requirement to also have a named and contactable 'responsible person' for overseeing this. The person selected is regarded as the 'dutyholder' and they will need to be competent to take on this role. Competence is specifically defined within regulation 2, in which it states that the designated person or persons must have received adequate instruction and training, and should be able to demonstrate an adequate and up-to-date understanding of the work, along with the required control measures and appropriate law.

The dutyholder must show that they have taken all necessary steps to manage the risk. This should include producing a written management plan, within which, the parts of the building containing ACMs are clearly identified, along with any detailed measures being actively undertaken to ensure that the risk remains as low as possible. This must include adequate measures for monitoring the ACMs and ensuring that these materials are properly maintained where appropriate, or safely removed if required.

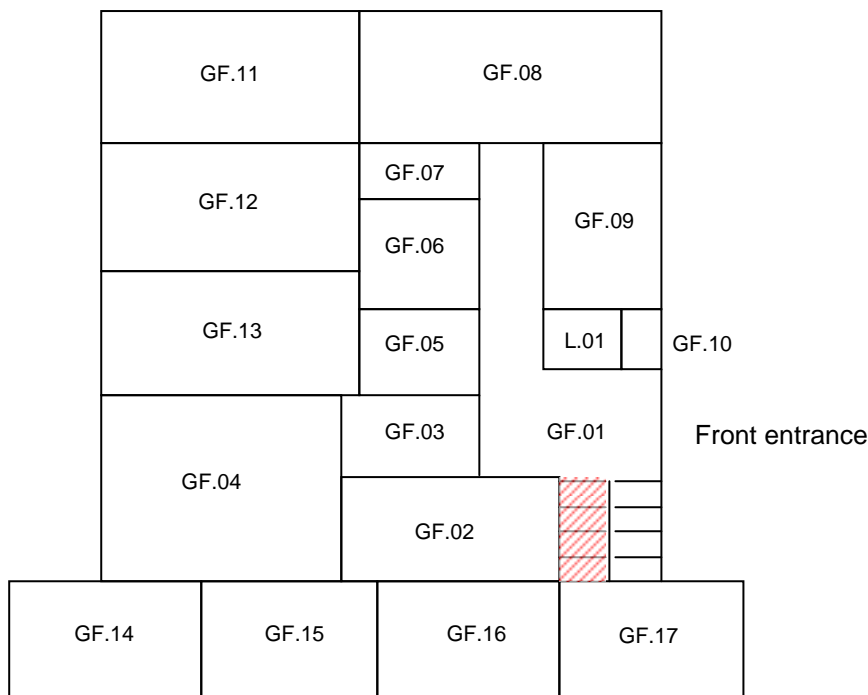
The information within the plan must be provided to every person liable to disturb any such material. The dutyholder must ensure that the plan is fully implemented and the plan should be reviewed and revised at regular intervals (no longer than every 12 months and every time any related circumstances change), and the report must have a complete record of all action undertaken.

## 4 Review of previous reports

As stated above, the layout of some of the rooms within the building has changed since undertaking the original survey in June 2006. As such, the floor plans shown below in Figures 1 to 3 should now be referred to.

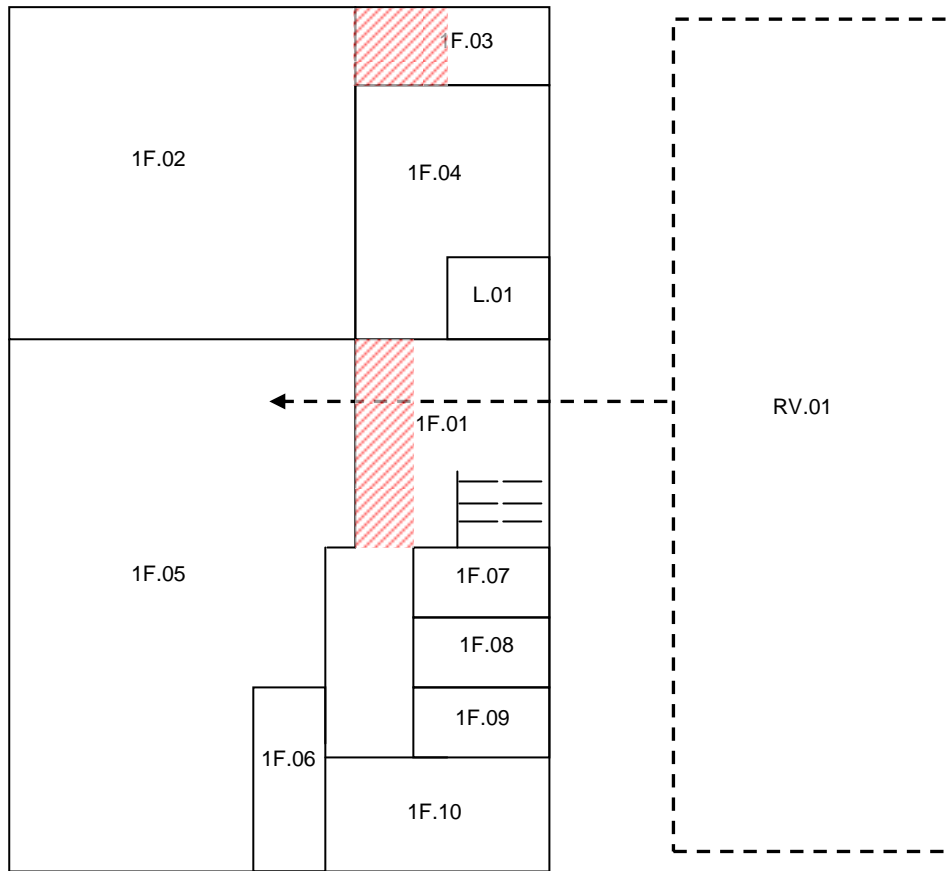
The areas where asbestos-containing materials (ACMs) have been detected have been shown by means of red shading. In the main building (ground floor and first floor) this refers to areas where the ceilings have a textured coating containing asbestos, whereas in the outbuilding this refers to cement-bonded asbestos undercloaking at the gable edge of the roof (front and back).

**Figure 1** Plan showing ground floor areas of the main building



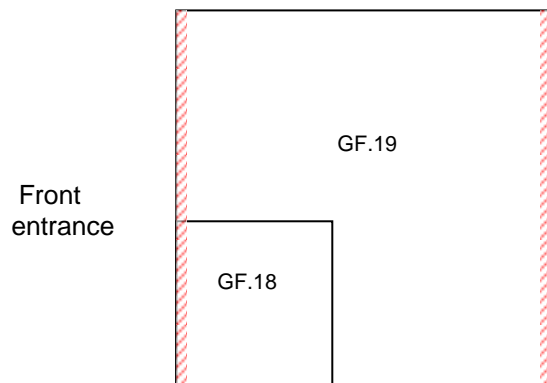
Key: GF.01 Entrance hall, GF.02 Cellar, GF.03 Office lobby, GF.04, Office, GF.05 WC, GF.06 Store room, GF.07 Records store, GF.08 Meeting room, GF.09 Officials changing room 1, GF.10 Lift motor room, GF.11 Officials changing room 2, GF.12 Manager's room, GF.13 Match officials room, GF.14 Changing room 4, GF.15 Changing room 3, GF.16 Changing room 2, GF.17 Changing room 1, L.01 Lift.

**Figure 2** Plan showing first floor areas of the main building



Key: 1F.01 Landing and corridor, 1F.02 Function room, 1F.03 Kitchen, 1F.04, Store room, 1F.05 Bar area, 1F.06 Bar store, 1F.07 Disabled WC, 1F.08 Gents WC, 1F.09 Ladies WC, 1F.10 Meeting room, RV.01 Roof void, L.01 Lift.

**Figure 3** Plan showing the football garage outbuilding



Key: GF.18 Store, GF.19 Main area



## 5 Summarised findings

It is noted that further changes have taken place within the building since the previous management review.

The most significant of these has been the re-roofing of the main building. In doing so, the 'presumed' asbestos undercloaking referred to in the previous reports has now been removed.

Secondly, the front sections of the first floor landing and first floor kitchen ceilings no longer have a textured coating. It is not known whether these are entirely new ceiling sections or whether the original coatings have been skimmed with plaster. It is understood that these ceilings became damaged during the recent replacement of the roof.

The presumption must be made that there could still be some of the original textured coating beneath the finishing plaster, and therefore this has been noted on the premises asbestos register.

With regards to the remaining sections of ceiling within these two room areas, these have been repainted in order to provide some degree of protection from accidental damage or natural deterioration; although these still require appropriate labelling.

With regards to the asbestos-containing textured coatings to the cellar ceiling and stair wall on the ground floor of the main building, the latter is particularly vulnerable; being at body level for anyone using the stairs. Furthermore there are small signs of damage appearing here, presumably from scuffing.

This section of the wall needs to have greater protection by means of encapsulation at least. Once again this needs to be labelled as well.

Despite these findings, it is believed that at the time of undertaking this management assessment there was little risk from exposure to airborne asbestos fibres within the building.

It is reiterated that all personnel should be made aware of the location of ACMs within the buildings, and understand that these should not be interfered with. If these materials become damaged then reporting procedures should be implemented and appropriate management actioned immediately.

## 6 Asbestos register notes

The register appended to this report details all materials found during the asbestos survey carried out in 2006 as well as during the subsequent management review in 2021. It is to be used as a management document to be updated following any future removal works and/or on-going management reviews.

Each ACM identified has been listed within the document by its unique sample reference number, stating material description, asbestos type and concentration, approximate amount, exposure potential, disturbance potential, risk rating, and recommended action. The action recommended has also been given a completion date, and this should be adhered to as far as is reasonably practicable. The risk ratings given in this report are 'high', 'medium', 'low', and 'minor'.

Note the following:

- High risk material. Depending on the action taken, this should be downgraded to either a medium or low risk material, or be removed.
- All materials which have been classified as; medium or low risk material should be inspected to assess any changes in integrity and/or changes in use/structural alterations, by the date specified.
- All materials actioned to be inspected should (as a minimum) have an annual condition check to assess any changes in integrity and/or changes in use/structural alterations.

Presumed and visually identified materials include:

- Any material that could not be sampled due to the material being inaccessible
- Any material that could not be sampled as the act of sampling could adversely affect the material

All 'presumed' materials are presumed to contain asbestos. Where possible the material is presumed to contain the same type of asbestos as present in other visually similar, but sampled materials. In all other cases the presumed asbestos material is amosite as this has the stricter control/exposure limits. All such materials will remain 'presumed' until such time as a sample is taken and analysed or the item presumed to contain a form of asbestos material is removed.

# **APPENDICES**

## **Asbestos register**

**ARLEBURY SPORTS AND SOCIAL CLUB and NEW ALRESFORD TOWN COUNCIL OFFICES**

ASBESTOS REGISTER FOR ARLEBURY SPORTS AND SOCIAL CLUB and NEW ALRESFORD TOWN COUNCIL OFFICES, THE AVENUE, ALRESFORD, HAMPSHIRE SO24 9EP

ROOM.	MATERIAL REF. NO.	MATERIAL DESCRIPTION	ASBESTOS TYPE	CONCENTRATION	PRODUCT	CONDITION	SURFACE TREATMENT	OCCUPANT ACTIVITY	MATERIAL LOCATION	QUANTITY	ACCESSIBILITY	ROOM OCCUPANCY	POTENTIAL EXPOSURE TIME	MATERIAL VULNERABILITY	RISK SCORE	RECOMMENDED ACTION and DATE
Room GF.01 Ground Floor Entrance Hall	S.01	Textured coating to side of stairs contains asbestos	1	2	1	1	1	2	1	1	0	0	0	0	10	Maintain in good decorative order, label and inspect at least yearly 08.03.2024
Room GF.01 Ground Floor Entrance Hall	S.02	Fibreboard above GF.08 doorway	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room GF.01 Ground Floor Entrance Hall	S.03	Fibreboard cladding to supports	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room GF.01 Ground Floor Entrance Hall	S.04	Fibreboard above main doorway	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room GF.02 Ground Floor Cellar	As S.01	Textured coating to underside of stairs contains asbestos	1	2	1	1	1	1	2	2	0	0	0	0	11	Maintain in good decorative order, label and inspect at least yearly 08.03.2024
Room GF.03 Ground Floor Office lobby	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room GF.04 Ground Floor Office	S.05	Floor tiles	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	Removed since surveying
Room GF.04 Ground Floor Office	S.06	Bitumen sink pad	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None

ROOM.	MATERIAL REF. NO.	MATERIAL DESCRIPTION	ASBESTOS TYPE	CONCENTRATION	PRODUCT	CONDITION	SURFACE TREATMENT	OCCUPANT ACTIVITY	MATERIAL LOCATION	QUANTITY	ACCESSIBILITY	ROOM OCCUPANCY	POTENTIAL EXPOSURE TIME	MATERIAL VULNERABILITY	RISK SCORE	RECOMMENDED ACTION and DATE
Room GF.05 Ground Floor WC	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room GF.06 Ground Floor Store room	S.07	Textured coating to ceiling	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room GF.07 Ground Floor Records store	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room GF.08 Ground Floor Meeting room	As S.02	Fibreboard above doorway	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room GF.09 Ground Floor Officials changing room 1	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room GF.10 Ground Floor Lift motor room	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room GF.11 Ground Floor Officials changing room 2	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room GF.12 Ground Floor Manager's room	As S.02	Fibreboard at flue exit	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None

ROOM.	MATERIAL REF. NO.	MATERIAL DESCRIPTION	ASBESTOS TYPE	CONCENTRATION	PRODUCT	CONDITION	SURFACE TREATMENT	OCCUPANT ACTIVITY	MATERIAL LOCATION	QUANTITY	ACCESSIBILITY	ROOM OCCUPANCY	POTENTIAL EXPOSURE TIME	MATERIAL VULNERABILITY	RISK SCORE	RECOMMENDED ACTION and DATE
Room GF.13 Ground Floor Match officials Room	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	<b>0</b>	None
Room GF.14 Ground Floor Changing Room 4	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	<b>0</b>	None
Room GF.15 Ground Floor Changing Room 3	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	<b>0</b>	None
Room GF.16 Ground Floor Changing Room 2	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	<b>0</b>	None
Room GF.17 Ground Floor Changing Room 1	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	<b>0</b>	None
L.01 Lift	No asbestos detected	N/A	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	<b>0</b>	None
Room 1F.01 First Floor Landing	As S.01	Textured coating to part of the ceiling contains asbestos, but possibly concealed behind the remainder	1	2	1	0	1	2	1	2	0	0	0	0	<b>10</b>	Maintain in good decorative order, label and inspect yearly 08.03.2024

ROOM.	MATERIAL REF. NO.	MATERIAL DESCRIPTION	ASBESTOS TYPE	CONCENTRATION	PRODUCT	CONDITION	SURFACE TREATMENT	OCCUPANT ACTIVITY	MATERIAL LOCATION	QUANTITY	ACCESSIBILITY	ROOM OCCUPANCY	POTENTIAL EXPOSURE TIME	MATERIAL VULNERABILITY	RISK SCORE	RECOMMENDED ACTION and DATE
Room 1F.02 First Floor Function area	As S.08	Textured coating to ceiling	1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	Removed since surveying
Room 1F.03 First Floor Kitchen	As S.08	Textured coating to part of the ceiling contains asbestos, but possibly concealed behind the remainder	1	2	1	0	1	2	2	2	0	0	0	0	11	Maintain in good decorative order, label and inspect yearly 08.03.2024
Room 1F.04 First Floor Kitchen store area	No asbestos detected	N/A	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room 1F.05 First Floor Bar area	S.08	Textured coating to ceiling	1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	Removed since surveying
Room 1F.06 First Floor Bar store room	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room 1F.07 First Floor Disabled WC	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room 1F.08 First Floor Gents WC	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room 1F.09 First Floor Ladies WC	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None

ROOM.	MATERIAL REF. NO.	MATERIAL DESCRIPTION	ASBESTOS TYPE	CONCENTRATION	PRODUCT	CONDITION	SURFACE TREATMENT	OCCUPANT ACTIVITY	MATERIAL LOCATION	QUANTITY	ACCESSIBILITY	ROOM OCCUPANCY	POTENTIAL EXPOSURE TIME	MATERIAL VULNERABILITY	RISK SCORE	RECOMMENDED ACTION and DATE
Room 1F.10 First Floor Meeting room	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
RV.01 Roof Void	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
EXTERIOR	S.09	Fibreboard soffit	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
EXTERIOR	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room EX.01 Football garage	S.12	Non-asbestos insulation board to ceiling	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Room EX.02 Football garage	No asbestos detected	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Football garage EXTERIOR	S.13	Non-asbestos insulation board to soffit	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	None
Football garage EXTERIOR	S.14	Cement panel undercloaking to gable roof edges contains asbestos	1	2	1	0	1	1	0	1	0	0	0	0	7	Maintain in good order and inspect yearly 08.03.2024



ROOM.	MATERIAL REF. NO.	MATERIAL DESCRIPTION	ASBESTOS TYPE	CONCENTRATION	PRODUCT	CONDITION	SURFACE TREATMENT	OCCUPANT ACTIVITY	MATERIAL LOCATION	QUANTITY	ACCESSIBILITY	ROOM OCCUPANCY	POTENTIAL EXPOSURE TIME	MATERIAL VULNERABILITY	RISK SCORE	RECOMMENDED ACTION and DATE
KEY	S (prefix) Sampled		0 Non-asbestos			0 Good	0 Totally enclosed	0 Rare use	0 Outdoors	0 Small amounts	0 Usually inaccessible or bonded ACM or textured coating	0 None or bonded ACM or textured coating	0 < 1 Hour or bonded ACM or textured coating	0 Minor	<b>0 - 7 Minor Risk</b>	
	P (prefix) Presumed		1 Chrysotile	1 Trace	1 Bonded or textured coating	1 Slight damage	1 Composite, bonded or encapsulated	1 Low use	1 Rooms >100m <sup>2</sup>	1 >1m or 1m <sup>2</sup>	1 Occasionally accessible	1 1 - 3	1 1 - 3 Hours	1 Low	<b>8 - 16 Low Risk</b>	
	V (prefix) Visually identified		2 Amosite	2 Present	2 Board	2 Moderate damage	2 Sealed, painted or part encapsulated	2 Periodic use	2 Rooms <100m <sup>2</sup>	2 >5m-50m or 5m <sup>2</sup> -50m <sup>2</sup>	2 Easily accessible	2 4 - 10	2 4 - 6 Hours	2 Medium	<b>17 - 25 Medium Risk</b>	
				3 Crocidolite		3 Fibrous	3 Extensive damage	3 Unsealed, untreated	3 High use	3 Confined spaces	3 >50m or >50m <sup>2</sup>	3 Routinely accessible	3 > 10	3 > 6 Hours	3 High	<b>26 - 35 High Risk</b>