

**CAPITAL DELIVERY TEAM
BUILDING BULLETIN: 014a**



Subject: ASBESTOS RE-SURVEYS

| | | | | | |
|---------------|--|---|---|---------------------|---|
| Action | URGENT | | Function | Information | ✓ |
| | IMPORTANT | ✓ | | Guidance | |
| | | | | Consultation | |
| | DISTRIBUTE TO STAFF | ✓ | | Data Collection | ✓ |
| | DISTRIBUTE TO GOVS | | | Bidding opportunity | |
| | DISTRIBUTE TO PARENTS | | | Courses | |
| | REPLY BY | | | Other | |
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INTRODUCTION

The Council has contracted NPSL to undertake the tendering and management schools Asbestos Resurveys. This briefing note sets out the timescale and the process that will be adopted in undertaking the management surveys.

Timescale

The re-surveys of schools will be carried out between July 2020 – August 2020

NPSL will manage the programme of visits alongside the appointed contractor, GBNS. Some adjustments might be required as a result of a school's commitments and/or progress matters. All changes will be agreed in advance of being made.

Process

A representative from GBNS will contact each school this weeks to arrange planned visit date.

To ensure the quickest and least disruptive process schools are requested to ensure that ALL spaces are unlocked and made accessible during the visit. The Asbestos surveyors will have school plans. A close link with the site manager at the start of the survey to agree how all spaces can be accessed will be helpful.

The surveyors will normally work between 8am and 6pm. They may, with local agreement, work outside of these hours to suit the needs of the school.

The surveyors will work in pairs to ensure that that safe working systems are being applied all times and will carry a copy of the companies Risk Assessment if required.

They will sign-in using your individual site system and will carry the appointed contractors badge or wear logo workwear at all times. The survey process will be based on a visual examination of premises and will not involve dismantling or taking apart structures.

As the surveyors go around the site they will develop a site data pack. That will involve:

- checking or creating a list of all spaces
- identifying suspected material
- taking representative samples of material following a strictly controlled procedure
- recording the relative risk of materials (taking account of a range of factors e.g. type, location and condition)

Urgent Works

It is possible that during the survey process material could be identified that requires an immediate response. If that does happen NPLS Asbestos Surveyor will activate agreed procedures and will take any steps required to seal, or shut down that specific area. This is expected to be an exceptional circumstance.

Any costs arising from that process will be met from the Council's, rather than the schools', budget.

End Report

Subsequent to the visit Asbestos Contractor will prepare and submit a report will provide the data in a form that can be held and accessed through the Schools' AMP Database. Schools will be provided with all such data.

Scholl will be notified that the surveys are on Concerto for the use via a concerto alert.

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