

Foreward

ASBESTOS SURVEY REPORT FOR FORMER RINGTONS UNIT, BROOKE STREET, SUNDERLAND

I have enclosed for your information and retention the most recent asbestos survey (Management) which applies to the property stated above. The purpose of the survey is to identify as far as possible, the materials containing asbestos fibres in your property.

The attached report is divided in sections so as to give as much information as possible, a basic reference section for use by premises managers and a more detailed report for use by contractors on site etc.

Plan of the Building and Sample Locations

This contains a plan of the building and identifies where asbestos samples have been taken from.

Photographs of Areas Sampled

This section contains photographs of all the areas where samples were taken. These photographs can be used when carrying out the periodic inspections to see if there has been any change or deterioration in its condition.

Survey Information

This section contains the survey information as printed from the central database held at Land and Property. It describes the type of asbestos present, its location, condition etc. Contractors should be shown this section along with the others when they are shown the register prior to starting any work.

Priority Risk Assessments

This section contains assessments which have been created using information from the survey and information on your property. This assessment helps to determine how often periodic checks on any asbestos need to be carried out by your Samo.

5 Simple Steps to Asbestos Management

This section details procedures for managing asbestos in your property. It gives guidance on the register, the inspections, any planned work and what to do when contractors arrive on site.

Commonly asked Questions

This section covers questions most commonly asked and can be referred to as/when the need arises.

The building has been surveyed as comprehensively as possible, all potentially fibrous materials have been examined and where necessary analysed by competent UKAS accredited analysts and the findings of both recorded in the report.

This report is an important document and must be referred to before any building works are carried out. The report must be kept with your handbook and the checklists completed on a regular basis. You will be reminded when your specific checklists are due for submission.

Information for Employees Working in Premises where Asbestos Containing Materials Exist.

Asbestos is made up of fibrous materials, which are flexible, mechanically strong and resistant to stretching, heat and chemicals. As a consequence asbestos has been used extensively in buildings. Examples of asbestos containing materials found in buildings include exterior asbestos cement cladding; gutters and pipes; fireproof sprays on structural steel joists; insulation boards in service ducts and wall partitions; ceiling and floor tiles and pipe and boiler lagging.

Asbestos containing products can produce very small fibrous dust particles, which can not be seen by the naked eye. It is only when these fibres become airborne, due to damage, deterioration, disturbance etc, that there is a risk to health.

If asbestos is maintained in good condition and is not disturbed or damaged it does not pose a health risk.

The authority has a management system for ensuring that you are not exposed to asbestos containing materials that are in poor condition and may pose a health risk. This system is based on sound principals laid down by legislation and associated codes of practice and guidance.

It is not appropriate simply to remove all asbestos containing materials in buildings. Asbestos materials that are sound, undamaged and not releasing dust should be left alone. Any disturbance to such materials, however carefully controlled, will release fibres and be counter-productive.

Within the building you occupy, your department has nominated a Site Asbestos Monitoring Officer (SAMO). This individual is responsible for inspecting the asbestos containing materials to ensure they are not in a dangerous condition. Should you have any concerns about suspect materials within your premises you should contact the SAMO.

Restrictions on use, distribution and publication of the report

We accept no responsibility or liability for the consequences of this document being used for purpose other than for which it was commissioned.

To the extent that the document is based on the information available at the time of writing, Sunderland City Council accepts no liability for any consequences should this report be used for any other purpose

If you require any further information regarding the report or its application please contact Caroline Bage, Asbestos Manager on Tel: 07557 938966.

Yours sincerely,

Paul Davies
Assistant Director of Assurance and Property Services

Sunderland
City Council

Sunderland City Council

*Control of Asbestos
Regulations 2012*

Asbestos Register for

BROOKE STREET, SUNDERLAND



UPRN: - J519206

Location of register:-

Date:- 27 March 2024

Contact Numbers List: -

Caroline Bage Asbestos Manager – 07557 938966

Brooke Street - Last updated 27/03/2024 V.1.0

Contents

	<u>Section</u>
• Plan of building and sample locations	1
• Photographs of areas sampled	2
• Survey information	3
• Priority Assessments	4
• 5 Simple Steps of Asbestos Management	5
• Commonly asked questions	6

Appendices

• Form 1 – Visitor Register	7
• Form 2 – Periodic Return Checklist and Schedule	8
• Form 3 – Works Notification Form	9
• Form 4 – Registration of All Disturbances	10
• Form 5 – Training Records	11

Plan of Building and Samples Location

AD001799 – Flooring (Room 1) (Item 1) - No Risk
AD001800 – Header panel (Room 4) (Item 2) – Low Risk
As AD001800 – Door panel (Room 4) (Item 3) – Low Risk
AD001801 – Roof felt (Room 8) (Item 4) – Very Low Risk
AD001802 – Panel to roof (Room 8) (Item 5) – Very Low Risk
As AD001800 – Header panel (Room 8) (Item 6) – Low Risk
As AD001800 – Door panel (Room 8) (Item 7) – Low Risk
AD001803 – Seal to wall (Room 8) (Item 8) - No Risk
AD001804 – Steel Beams (Room 8) (Item 9) – No Risk
AD001805 – Steel beams (Room 8) (Item 10) – No Risk
AD001806 – Steel beams (Room 8) (Item 11) – No Risk
AD001807 – Steel beams (Room 8) (Item 12) – No Risk
AD001808 – Steel beams (Room 8) (Item 13) – No Risk
AD001809 - Steel beams (Room 8) (Item 14) – No Risk
AD001810 – Ceiling (Room 8) (Item 15) –Low Risk
AD001811 – Debris to floor (Room 8) (Item 16) – No Risk
AD001812 – Debris to floor (room 8) (Item 17) – No Risk
Presumed – Skylight (Room 8) (Item 18) – Low Risk
AD001813 – Roof (External) (Item 19) – Low Risk
AD001814 – Damp proof course (External) (Item 20) – Very Low Risk
AD001815 – Fascia (External) (Item 21) – Very Low Risk
AD001816 – Boxing to roller shutter (External) (Item 22) – Low Risk

Please note the survey carried out was non-intrusive and any areas not listed above may not have been accessed or had samples taken, should major refurbishment be planned for the property, further investigation will be required.

Photographs of Areas Sampled

No photographic evidence available

The Ceiling, plaster board to room 1 (Entrance) does not contain asbestos.

No photographic evidence available

The walls, brick to room 1 (Entrance) does not contain asbestos.



Item 1 - Ref: AD001799

The floor, composite vinyl tile/lino to room 1 (entrance) does not contain asbestos.

Photographs of Areas Sampled (Cont)

No photographic evidence available

The walls, plaster board to Room 1 (Entrance) does not contain asbestos.

No photographic evidence available

The floors, concrete to Room 1 (Entrance) does not contain asbestos.



The ceiling, plaster board to Room 2 (Electrical cupboard) does not contain asbestos.

Photographs of Areas Sampled (Cont)

No photographic evidence available

The walls (brick) in Room 2 (electrical cupboard) do not contain asbestos.

No photographic evidence available

The walls, plaster board in Room 2 (electrical cupboard) does not contain asbestos.

No photographic evidence available

The walls, wood in Room 2 (electrical cupboard) does not contain asbestos.

Photographs of Areas Sampled (Cont)

No photographic evidence available

The floor, concrete in Room 2 (electrical cupboard) does not contain asbestos.



Unable to gain access to electrical services in room 2 (electrical cupboard), further investigation required.



The ceiling, plaster board to Room 3 (Office 1) does not contain asbestos.

Photographs of Areas Sampled (Cont)

No photographic evidence available

The walls (bricks) to Room 3 (Office 1) do not contain asbestos.

No photographic evidence available

The walls, plaster board to Room 3 (Office 1) does not contain asbestos.

No photographic evidence available

The floors, concrete to Room 3 (Office 1) does not contain asbestos.

Photographs of Areas Sampled (Cont)

No photographic evidence available

The Floors, carpet to Room 3 (Office 1) does not contain asbestos.

No photographic evidence available

The ceiling, plaster board in Room 4 (Office 2) does not contain asbestos.

No photographic evidence available

The walls (brick) in Room 4 (Office 2) do not contain asbestos.

Photographs of Areas Sampled (Cont)

No photographic evidence available

The walls, plaster board to Room 4 (Office 2) does not contain asbestos.

No photographic evidence available

The floors, concrete in Room 4 (Office 2) does not contain asbestos.

No photographic evidence available

The floors, carpet to Room 4 (Office 2) do not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 2 - Ref: AD001800

The header panel, insulation board to Room 4 (Office 2) does contain asbestos.

Any changes should be reported to Property Services.



Item 3 - Ref: As AD001800

The wall panels to the door insulation board to Room 4 (Office 2) does contain asbestos.

Any changes should be reported to Property Services.



The ceiling, wood to Room 5 (Passage) does not contain asbestos.

Photographs of Areas Sampled (Cont)

No photographic evidence available

The walls, brick in Room 5 (Passage) does not contain asbestos.

No photographic evidence available

The floors, concrete in Room 5 (Passage) does not contain asbestos.

No photographic evidence available

The floors, new lino to Room 5 (Passage) does not contain asbestos.

Photographs of Areas Sampled (Cont)



The ceiling, wood in Room 6 (Ladies toilet) does not contain asbestos.

No photographic evidence available

The walls, brick to Room 6 (ladies toilet) do not contain asbestos.

No photographic evidence available

The floors, concrete to room 6 (ladies toilet) does not contain asbestos.

Photographs of Areas Sampled (Cont)

No photographic evidence available

The floors, new lino to Room 6 (ladies toilet) do not contain asbestos.



The ceiling, wood to Room 7 (gents toilet) does not contain asbestos.

No photographic evidence available

The walls, bricks to Room 7 (gents toilet) does not contain asbestos.

Photographs of Areas Sampled (Cont)

No photographic evidence available

The floors, concrete in Room 7 (gents toilet) does not contain asbestos.

No photographic evidence available

The floors, new lino to Room 7 (gents toilet) does not contain asbestos.



Item 4 - Ref: AD001801

The roof felt to offices, Room 8 (Main warehouse) does contain asbestos.

Any changes should be reported to Property Services.

Photographs of Areas Sampled (Cont)



Item 5 - Ref: AD001802

The panel to the flat room cement panel in Room 8 (Main warehouse) does contain asbestos.

Any changes should be reported to Property Services.



Item 6 - Ref: As AD001800

The header panel to door insulation board (main warehouse) does contain asbestos.

Any changes should be reported to Property Services.



Item 7 - Ref As AD001800

The wall panels to door insulation board, Room 8 (main warehouse) does contain asbestos.

Any changes should be reported to Property Services.

Photographs of Areas Sampled (Cont)



Item 8 – Ref: AD001803

The seal to wall joints in Room 8 (main entrance) does not contain asbestos.



Item 9 - Ref: AD001804

The debris to the steel beams to Room 8 (main warehouse) does not contain asbestos.



Item 10 – Ref: AD001805

The debris to the steel beams Room 8 (main warehouse) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 11 – Ref AD001806

The debris to the steel beams
Room 8 (main entrance) does
not contain asbestos.



Item 12 - Ref: As AD001807

The debris to the steel beams
Room 8 (main entrance) does
not contain asbestos.



Item 13 – Ref: AD001808

The debris to the steel beams
Room 8 (main entrance) does
not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 14 – Ref: AD001809

The debris to the steel beams Room 8 (main entrance) does not contain asbestos.



Item 15 – Ref: AD001810

The ceiling, cement corrugated sheet to Room 8 (main warehouse) does contain asbestos.

Any changes should be reported to Property Services.



The walls, bricks to Room 8 (main warehouse) does not contain asbestos.

Photographs of Areas Sampled (Cont)

No photographic evidence available

The floors to Room 8 (main warehouse) does not contain asbestos.



Item 16 – Ref: AD001811

The floors, Room 8 (main warehouse) do not contain asbestos.



Item 17 – Ref AD001812

The floors, (random debris) to Room 8 (main warehouse) do not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 18 – Ref Presumed

The skylights to Room 8 (main warehouse) are presumed to contain asbestos.

Any changes should be reported to Property Services.



Item 19 – Ref AD001813

The roof to Room 1 (external) does contain asbestos.

Any changes should be reported to Property Services.



Item 20 – Ref AD001814

The damp proof course to Room 1 (external) does contain asbestos.

Any changes should be reported to Property Services.

Photographs of Areas Sampled (Cont)



Item 21 – Ref AS001815

The fascia to Room 1 (external) does contain asbestos. Any changes should be reported to Property Services.



Item 22 – Ref AD001816

The fascia to Room 1 (external) does contain asbestos. Any changes should be reported to Property Services.

No photographic evidence available

The rain water good to Room 1 (External) does not contain asbestos.

Five Simple Steps to Asbestos Management

Each property has a nominated site asbestos monitoring officer (SAMO). The SAMO is responsible for maintaining this register and ensuring all necessary personnel are aware of the register including all maintenance, construction and service installers; undertaking periodic inspections and liaising with the Departmental Asbestos Co-ordinator and the Asbestos Manager in Property Services as necessary.

The SAMO's role is very important but this guide is hoped to ensure the requirements are easy and simple to follow.

Step 1 – Receiving the Register

The SAMO is the tenant.

And the person is responsible for the register, where it is located and that it is kept up to date.

The register contains a plan of the premises and a photographic schedule of where the asbestos is and what risk is associated.

The SAMO must make all employees aware of the locations and should let any contractors entering the building view the register before any work is started.

Step 2 – Periodic Inspections

The SAMO must look at the locations photographed and compare the asbestos now to when the photograph was taken and complete the checklist attached (Form 2).

The checklists are to be completed periodically in accordance with the schedule attached.

Should the SAMO come across some asbestos which has been disturbed, whether during refurbishment works or during the normal course of wear and tear, they should complete Form 4 as far as possible and contact Property Services for advice and remedial action.

In the meantime, they should ensure that access to the area containing the disturbed or damaged asbestos is prohibited until Property Services has made recommendations.

Step 3 – Planned Work

All planned works that may disturb or danger any asbestos indicated, should be reported to Property Services using form 3 at least 21 days before the work is due to commence.

Step 4 – Contractors on Site

If a contractor arrives on site, the SAMO must :

- a. Make sure they read/view the register
- b. Get contractor to sign register to say he has read it (Form1).
- c. Get confirmation from the contractor that proposed works will not disturb any asbestos areas.
- d. If area is disturbed that was not identified in Register, advise Property Services immediately and complete Form 4.

Step 5 – Monitoring the Register

On completion of work get contractor to sign to say they didn't disturb any areas.

If alterations have occurred details should be forwarded to Property Services.

If you, as SAMO, are to leave your post, please notify your Departmental Co-ordinator to appoint another person and notify Property Services and the front of your register.

What to do in the event of an exposure of asbestos:

- Seal the area off completely. (Lock the area off if possible and post a notice on the door, "No access - Contact ")
- If there is any air movement systems within the premises, shut it off.
- Contact the Asbestos Manager on 07557938966 immediately. Who will arrange for any remedial works / air monitoring.
- Start to complete the "Registration of Disturbances" form, which is in your register (Section 10 in the new style register).

Once the remedial works have been carried out and a clear air test certificate has been issued. Access to the area can be re-opened.

In the event that you are unable to contact the Asbestos Manager, please contact the Civic Centre on 520 5555 and ask for assistance from a building surveyor. Out of hours ring the City Alarm and Emergency Control room on 553 1999.

Central Safety can be contacted on 561 2311.

In the event of a fire (or drill), the asbestos register must be taken outside to show the emergency services.

Commonly Asked Questions.

- **How often should SAMO's undertake inspections of asbestos containing materials?**
The Asbestos Manager will inform the SAMO of how often the inspections should be undertaken.
- **What should a SAMO do if the asbestos containing materials are disturbed or damaged?**
The SAMO should prohibit access to the areas until the Asbestos Manager in Property Services has been contacted and given recommendations.
- **Can employees put up decorations onto asbestos containing materials?**
No decorations should be attached to asbestos containing materials. However, it is understood that some decoration is already attached to asbestos containing materials and these should be left in place.
- **Can a room with asbestos containing materials in the ceiling and wall be painted?**
Yes, as long as the material is not rubbed or sanded down, as this may result in the release of asbestos fibres.
- **Why isn't all asbestos containing materials removed from buildings?**
Because it is safer to leave asbestos containing materials in good condition in buildings. Removing the materials will result in a greater risk to health because of the consequential release of fibres.
- **When will asbestos containing material be removed from my building?**
Asbestos containing materials will be removed if work involves the disturbance of the material e.g. during the refurbishment or dismantling of part of the building or structure.
- **What should a SAMO do if he/she has had no training in use of the register?**
The SAMO should ring the Departmental Co-ordinator who will arrange training.

Form 2Inspection Schedule

Picture	Location	Risk	Inspection Frequency	Date of return
<i>Item 1</i>	No asbestos	Is present		
<i>Item 2</i>	<i>Header Panel (Room 4)</i>	<i>Low Risk</i>	<i>6 monthly</i>	<i>03/07/2024</i>
<i>Item 3</i>	<i>Door Panel (Room 4)</i>	<i>Low Risk</i>	<i>6 monthly</i>	<i>03/07/2024</i>
<i>Item 4</i>	<i>Roof Felt (Room 8)</i>	<i>Very Low Risk</i>	<i>12 monthly</i>	<i>03/01/2025</i>
<i>Item 5</i>	<i>Panel to Roof (Room 8)</i>	<i>Very Low Risk</i>	<i>12 monthly</i>	<i>03/01/2025</i>
<i>Item 6</i>	<i>Header Panel (Room 8)</i>	<i>Low Risk</i>	<i>6 monthly</i>	<i>03/07/2024</i>
<i>Item 7</i>	<i>Door Panel (Room 8)</i>	<i>Low Risk</i>	<i>6 monthly</i>	<i>03/07/2024</i>
<i>Item 8</i>	No asbestos	Is present		
<i>Item 9</i>	No asbestos	Is present		
<i>Item 10</i>	No asbestos	Is present		
<i>Item 11</i>	No asbestos	Is present		
<i>Item 12</i>	No asbestos	Is present		
<i>Item 13</i>	No asbestos	Is present		
<i>Item 14</i>	No asbestos	Is present		
<i>Item 15</i>	<i>Ceiling (Room 8)</i>	<i>Low Risk</i>	<i>6 monthly (inspect from ground level)</i>	<i>03/07/2024</i>
<i>Item 16</i>	No asbestos	Is present		
<i>Item 17</i>	No asbestos	Is present		
<i>Item 18</i>	<i>Skylight (Room 8)</i>	<i>Low Risk</i>	<i>6 monthly (inspect from ground level)</i>	<i>03/07/2024</i>
<i>Item 19</i>	<i>Roof (External)</i>	<i>Low Risk</i>	<i>6 monthly (inspect from ground level)</i>	<i>03/07/2024</i>
<i>Item 20</i>	<i>Damp proof course (External)</i>	<i>Very Low Risk</i>	<i>12 monthly</i>	<i>03/01/2025</i>
<i>Item 21</i>	<i>Fascia (External)</i>	<i>Very Low Risk</i>	<i>12 monthly (inspect from ground level)</i>	<i>03/01/2025</i>
<i>Item 22</i>	<i>Boxing to roller shutter</i>	<i>Low Risk</i>	<i>6 monthly</i>	<i>03/07/2024</i>

Form 2

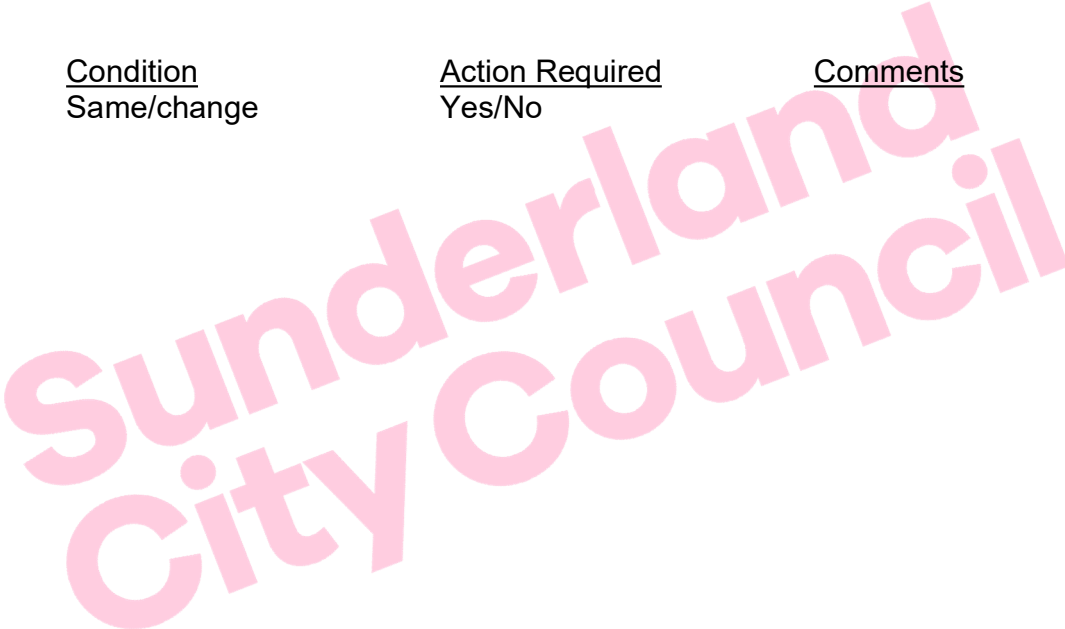
Periodic Return

Premises	
Date of Inspection	
Inspection By (signature)	
Print Name	

Good Practice Guidance:

- Take photographs of ACMs for each inspection and store for future reference
- Compare previous photographs with current condition state to determine whether there has been any deterioration since the last inspection
- Replace missing/damaged asbestos labels/stickers

Ref: Condition Action Required Comments
Same/change Yes/No



For Office Use Only

Actions Required	
Actions Completed	
Alterations to Register	