

Forward

ASBESTOS SURVEY REPORT FOR DEPTFORD & MILLFIELD CA, SUNDERLAND

I have enclosed for your information and retention the most recent asbestos survey (type 2/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 tenants 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

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Sunderland City Council

Control of Asbestos Regulations 2012

Asbestos Register for DEPTFORD & MILLFIELD CA, SUNDERLAND



UPRN: - 250834

TF Ref: CMF006.01

Location of register:-

Premises Manager / Samo: - Tenant

Date: 26 September 2024

Contact Numbers List: -

Caroline Bage Asbestos Manager – 07557 938966

Last updated 26/09/2024 – Depford and Millfield CA – Version 2

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Plan of Building and Samples Location

CS06/967 – Floor Tiles (Disabled Male WC) (Item 1) No Risk
CS06/969 – Flooring (Communal Room 1) (Item 2) No Risk
CS06/970 & 250834-5 – Ceiling Tiles (communal Room 1) (Item 3) No Risk
As CS06/970 & As 250834-5 – Ceiling Tiles (Office) (Item 4) No Risk
As CS06/972 – Ceiling Panels (Stair Lobby) (Item 5) Low Risk
CS06/971 – Gaskets (Under Stairs Cupboard) (Item 6) Low Risk
CS06/972 & 250834-7 – Ceiling Panels (Kitchen) (Item 7) Low Risk
CS06/973 & 250834-1– Stair Nosing (Foyer, Stairs & Landing) (Item 8) No Risk
CS06/974 & 250834-8 – Grey Floor Tiles (Foyer, Stairs & Landing) (Item 9) No Risk
CS06/975 – Red Vinyl Flooring & Adhesive (Dressing Rm) (Item 10) No Risk
CS06/976 – Green Vinyl Flooring & Adhesive (Dressing Rm 2) (Item 11) No Risk
CS06/977 & 250834-9 – Cement Panels to Side of Door (2nd floor landing) (Item 12) Low Risk
CS06/978 – Beige Under Carpet (Corridor 3) (Item 13) No Risk
CS06/979 – Red Vinyl Covering Under Carpet (Store 8) (Item 14) No Risk
CS06/980 – Sarking Felt to Roof (Loft) (Item 15) No Risk
CS06/981 – Cement Panels to Walls (Cleaners Store) (Item 16) Very Low Risk
CS06/982 – Cement Panels to Ceiling (Cleaners Store) (Item 17) Low Risk
CS06/983 – Flat Roof Felt (External) (Item 18) No Risk
Presumed – Cement Flues x 4 (External) (Item 19) Very Low Risk
CS06/984 – Cement Soffits to Ground Level (External) (Item 20) Very Low Risk
CS06/985 – Damp Proof Course (External) (Item 21) No Risk
250834-2 – Floor tile with bitumen adhesive (0/02/female toilets) (Item 22) – Very Low Risk
250834-3 – Floor tile with bitumen adhesive (0/03/male toilets) (Item 23) – Very Low Risk
250834-4 – Debris to beams nails & nail holes within beams (0/04/communal room 1-void above) (Item 24) – No Risk
As 250834-4 – Debris to beams nails & nail holes within beams (0/05/office-void above) (Item 25) – No Risk
250834-6 – Ceiling (0/08/corridor) (Item 26) – Very Low Risk
250834-10 – Debris to wall (0/010/boiler room) (Item 27) – removed June 2018
250834-11 – Debris to wall (0/010/boiler room) (Item 28) – removed June 2018
250834-12 – General debris to floor (0/010/boiler room) (Item 29) – removed June 2018
250834-13 – General debris to pipe penetration in floor (0/010/boiler room) (Item 30) – removed June 2018
CS06/968 – 2xToilet Cisterns and 1xSeat (Male WC) (Item 31) – **Removed from property but no WCN paperwork.**
As CS06/968 – 2xToilet Cisterns and 2xSeats (Female WC) (Item 32) – **Removed from property but no WCN paperwork.**
As CS06/968 – Toilet Cistern and Seat (Male WC) (Item 33) – **Removed from property but no WCN paperwork.**
As CS06/968 – Toilet Cistern and Seat (Ladies WC) (Item 34) – **Removed from property but no WCN paperwork.**

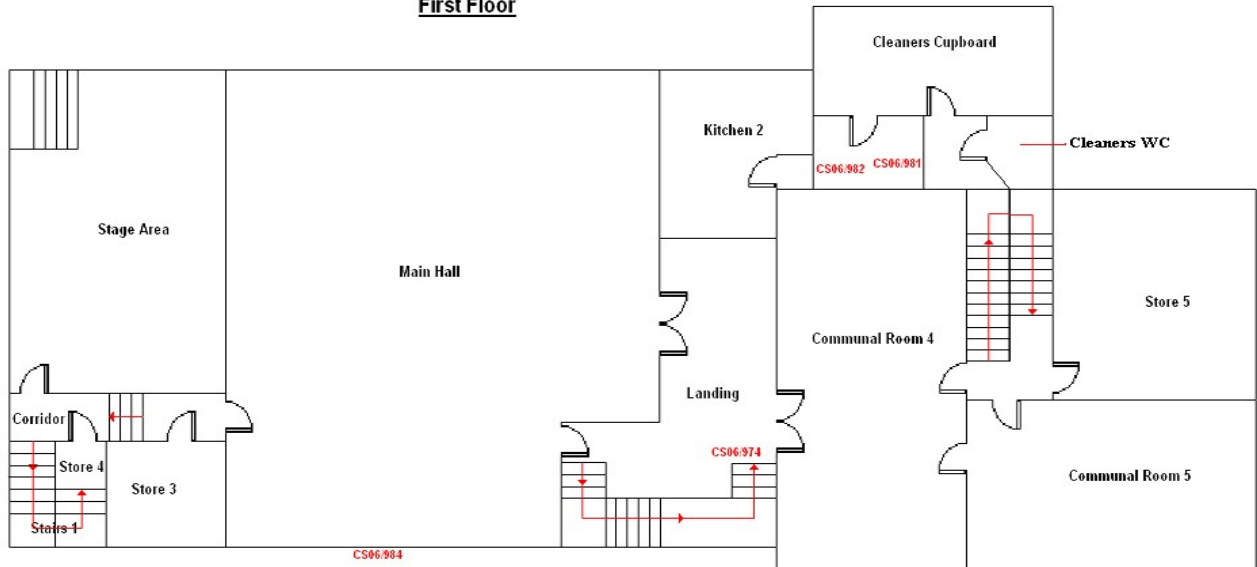
**** 0/010/BOILER ROOM - SUBJECT TO A FULL ENVIRONMENTAL CLEAN - JUNE 2018 ****

** No access was gained in the following areas and further investigation will be required prior to works in these areas:

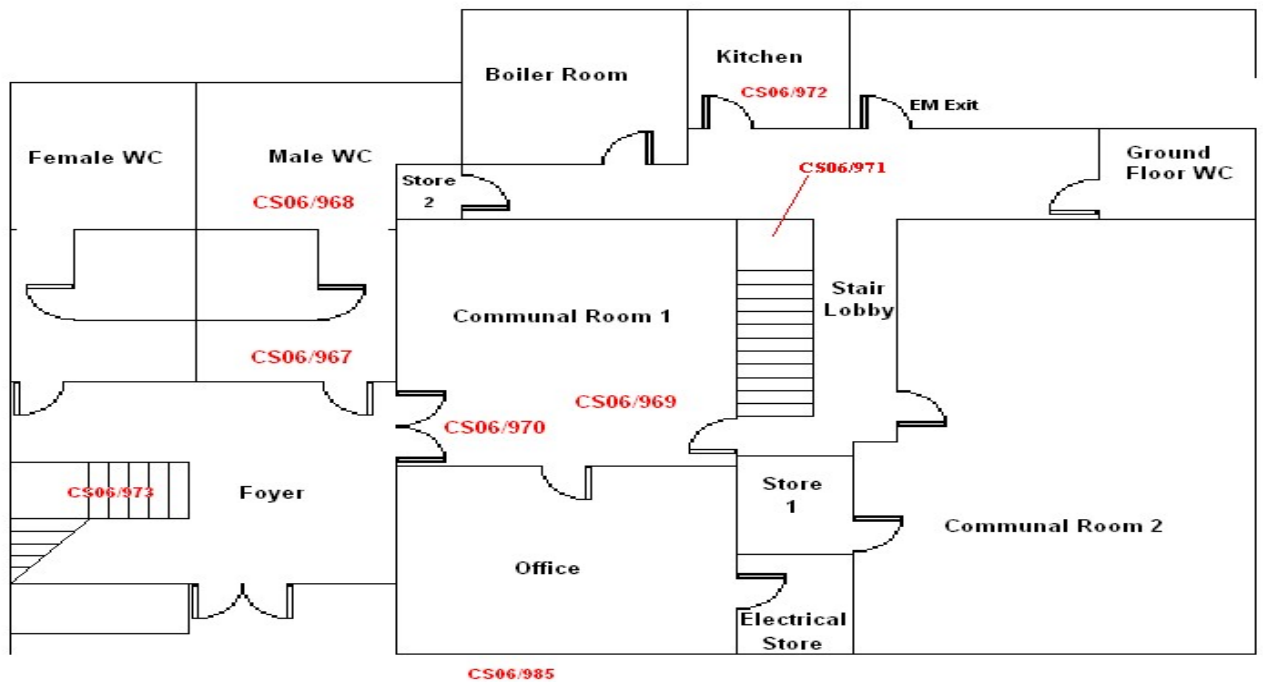
(0/02/female toilets) - Electrics MTE – Live service supply
(0/03/male toilets) - Heaters – Outside scope of proposed works
(0/04/communal room 1) - Lift - outside scope of proposed works
(0/04/communal room 1) – Store cupboards - outside scope of proposed works
(0/010/boiler room) – Walls – plaster on masonry – pipework & plan preventing full access, walls only inspected where accessible
(0/010/boiler room) – Floor concrete – pipework & plan preventing full access, walls only inspected where accessible
(0/010/boiler room) – Boiler – outside scope of proposed works
(0/010/boiler room) – Pipe insulation within metal cladding - outside scope of proposed works
(01/02/communal room 4) – Fire place - outside scope of proposed works
(01/02/communal room 4) – Lift - outside scope of proposed works
(01/03/communal room 5) – Fire place - outside scope of proposed works
(01/04/store) – Fire place - outside scope of proposed works
(01/010/kitchen) – Heater - outside scope of proposed works

Refurbishment Survey J247013 was carried out prior to the replacement of the lights in the main hall. No asbestos was detected however no samples were taken. Refer to the survey for further information.

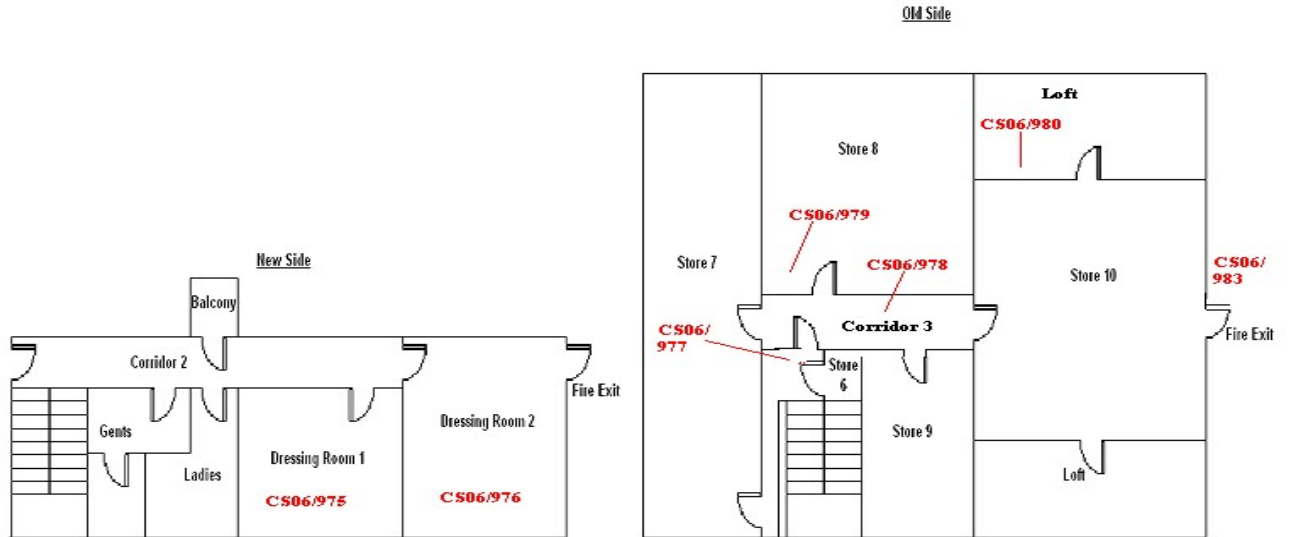
First Floor



Ground Floor



Second Floor



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



Item 1 Ref: CS06/967

The grey floor tiles to the disabled male WC do not contain asbestos.



Item 2 - Ref: CS06/969

The blue and grey vinyl flooring over wood in communal room 1 does not contain asbestos.



Item 3 - Ref: CS06/970

The coating to the fibreboard ceiling tiles in communal room 1 does not contain asbestos.

*Cross referenced with sample ref:
250834-5*

Photographs of Areas Sampled (Cont)



Item 4 - As CS06/970

The coating to the fibreboard ceiling in the office does not contain asbestos.

Cross referenced with sample ref: As 250834-5



Item 5 - As CS06/972

The cement ceiling panels to area above kitchen door contain asbestos. Any change in its appearance should be recorded, and passed to Property Services.



Item 6 - Ref: CS06/971

The redundant gaskets in the under stairs cupboard contain asbestos. Any change in its appearance should be recorded, and passed to Property Services.

Photographs of Areas Sampled (Cont)



Item 7 - Ref: CS06/972

The cement ceiling panels to the kitchen contain asbestos. Any change in its appearance should be recorded, and passed to Property Services.

Cross referenced with sample ref: 250834-7



Item 8 - Ref: CS06/973

The stair nosing to the foyer, stairs and lobby does not contain asbestos.

Cross referenced with sample ref: 250834-1

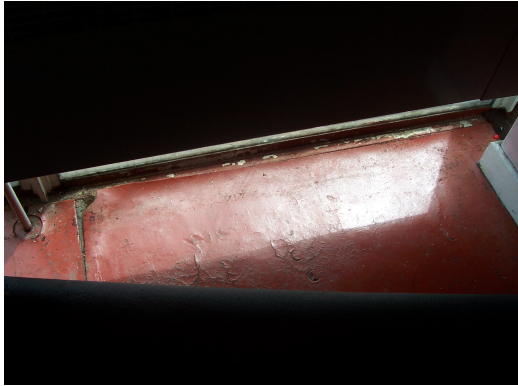


Item 9 - Ref: CS06/974

The grey floor tiles to the foyer, stairs and landing do not contain asbestos.

Cross referenced with sample ref: 250834-8

Photographs of Areas Sampled (Cont)



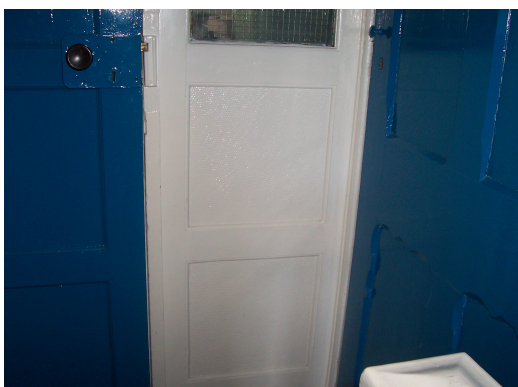
Item 10 - CS06/975

The red vinyl flooring under carpet & adhesive in dressing room 1 does not contain asbestos.



Item 11 - CS06/976

The green vinyl flooring under carpet & adhesive in dressing room 2 does not contain asbestos.



Item 12 - CS06/977

The cement panels to side of door on stairs 2 to second floor and landing does contain asbestos. Any change in its appearance should be recorded, and passed to Property Services.

*Cross referenced with sample ref:
250834-9*

Photographs of Areas Sampled (Cont)



Item 13 - CS06/978

The beige flooring under carpet on corridor 3 does not contain asbestos.



Item 14 - CS06/979

The red vinyl covering under carpet in store 8 does not contain asbestos.



Item 15 - CS06/980

The sarking felt to roof in the loft does not contain asbestos.

Photographs of Areas Sampled (Cont)

Item 16 - CS06/981



The cement panels to the walls in the cleaners store contain asbestos. Any change in its appearance should be recorded, and passed to Property Services.

Item 17 - CS06/982



The cement panels to the ceiling angle in the cleaners store contain asbestos. Any change in its appearance should be recorded, and passed to Property Services.

Item 18 - CS06/983



The external flat roof felt does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 19 – presumed

The four external cement flues are presumed to contain asbestos. Any change in its appearance should be recorded, and passed to Property Services.



Item 20 - CS06/984

The cement soffits to the ground level contain asbestos. Any change in its appearance should be recorded, and passed to Property Services.

Encapsulated October 2020



Item 21 - CS06/985

The external damp proof course does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 22 – 250834-2

Floor tile with bitumen adhesive in 0/02/female toilets contain asbestos.

Any change in its appearance should be recorded, and passed to Property Services.



Item 23 – 250834-3

Floor tile with bitumen adhesive in 0/03/male toilets contain asbestos.

Any change in its appearance should be recorded, and passed to Property Services.



Item 24 – 250834-4

Debris to beams nails & nail holes within beams in 0/04/communal room 1 (void above) do not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 25 – As 250834-4

Debris to beams nails & nail holes within beams in 0/05/office (void above) do not contain asbestos.



Item 26 – 250834-6

Ceiling in 0/08/corridor contains asbestos.

Any change in its appearance should be recorded, and passed to Property Services.



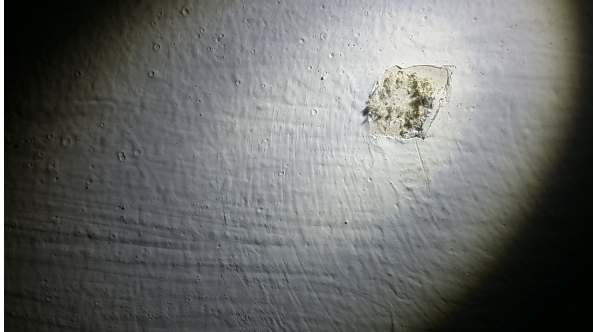
Item 27 – 250834-10

Debris to wall in ground floor boiler room contains asbestos.

Any change in its appearance should be recorded, and passed to Property Services.

Environmental clean completed June 2018 – asbestos debris removed

Photographs of Areas Sampled (Cont)



Item 28 – 250834-11

Debris to wall in ground floor boiler room contains asbestos.

Any change in its appearance should be recorded, and passed to Property Services.

Environmental clean completed June 2018 – asbestos debris removed



Item 29 – 250834-12

General debris to floor in ground floor boiler room contains asbestos.

Any change in its appearance should be recorded, and passed to Property Services.

Environmental clean completed June 2018 – asbestos debris removed



Item 30 – 250834-13

General debris to pipe penetration in floor in ground floor boiler room contains asbestos.

Any change in its appearance should be recorded, and passed to Property Services.

Environmental clean completed June 2018 – asbestos debris removed

Photographs of Areas Sampled (Cont)



Item 31 – CS06-968

The 2xToilet Cisterns and 1xSeat in the Male WC contains asbestos.

Removed from property but no WCN paperwork.



Item 32 – As CS06-968

The 2xToilet Cisterns and 2xSeat in the Female WC contains asbestos.

Removed from property but no WCN paperwork.



Item 33 – As CS06-968

The Toilet Cistern and Seat in the Male WC contains asbestos.

Removed from property but no WCN paperwork.

Photographs of Areas Sampled (Cont)



Item 34 – As CS06-968

The Toilet Cistern and Seat in the Ladies WC contains asbestos.

Removed from property but no WCN paperwork.

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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 Officer 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.

In the event of an exposure of asbestos, please refer to the site specific emergency procedures detailed in the management plan. However, as a minimum:

- 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>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 2</i>	<i>No Asbestos</i>	<i>Is present</i>		
<i>Item 3</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 4</i>	<i>No asbestos</i>	<i>Is present</i>		
Item 5	Ceiling panels in the stair lobby	Low	6 monthly	20.03.25
Item 6	Gaskets in the under stairs cupboard	Low	6 monthly	20.03.25
Item 7	Ceiling panels in the kitchen	Low	6 monthly	20.03.25
<i>Item 8</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 9</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 10</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 11</i>	<i>No asbestos</i>	<i>Is present</i>		
Item 12	Cement panels to side of door in the stairs 2 to 2nd floor & Landing	Low	6 monthly	20.03.25
<i>Item 13</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 14</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 15</i>	<i>No asbestos</i>	<i>Is present</i>		
Item 16	Cement panels to walls in cleaners store	Low	6 monthly	20.03.25
Item 17	Cement panels to ceiling angle in cleaners store	Low	6 monthly	20.03.25
<i>Item 18</i>	<i>No asbestos</i>	<i>Is present</i>		
Item 19	External cement panels x 4	Very Low	12 monthly	20.09.25

Item 20	Cement soffits to ground floor (external) Encapsulated	Very Low	12 monthly	20.09.25
Item 21	No asbestos	Is present		
Item 22	Floor tile ground floor female toilets	Very Low	12 monthly	20.09.25
Item 23	Floor tile ground floor male toilets	Very Low	12 monthly	20.09.25
Item 24	No asbestos	Is present		
Item 25	No asbestos	Is present		
Item 26	Ceiling – ground floor corridor	Very Low	12 monthly	20.09.25
Item 27	Debris to wall in ground floor boiler room	Medium	Environmental Clean	Debris removed June 2018
Item 28	Debris to wall in ground floor boiler room	Medium	Environmental Clean	Debris removed June 2018
Item 29	General debris to floor in ground floor boiler room	Medium	Environmental Clean	Debris removed June 2018
Item 30	General debris to pipe penetration in floor in ground floor boiler room	Medium	Environmental Clean	Debris removed June 2018
Item 31	2x toilet cisterns and 1x seat (Male WC)	Very Low	12 monthly	Removed from property but no WCN paperwork.
Item 32	2x toilet cisterns and 2x seats (Female WC)	Very Low	12 monthly	Removed from property but no WCN paperwork.
Item 33	Toilet Cistern and Seat	Very Low	12 monthly	Removed from

	<i>(Male WC)</i>			property but no WCN paperwork.
Item 34	Toilet Cistern and Seat (Ladies WC)	Very Low	12 monthly	Removed from property but no WCN paperwork.

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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

<u>Ref:</u>	<u>Condition</u> Same/change	<u>Action Required</u> Yes/No	<u>Comments</u>
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For Office Use Only

Actions Required	
Actions Completed	
Alterations to Register	