

Foreward

ASBESTOS SURVEY REPORT FOR THORNEY CLOSE ACTION AND ENTERPRISE CENTRE, 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 by the Client for any other purpose.

If you require any further information regarding the report or its application please contact Caroline Bage, Asbestos Manager on Tel: 07557938966.

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

**THORNEY CLOSE ACTION AND ENTERPRISE CENTRE
SUNDERLAND**



UPRN: - FP08-00429

TF Ref: MSD007.01

Location of register:-

Premises Manager / Samo: - Tenant

Date: 27 March 2024

Contact Numbers List: -

Caroline Bage Asbestos Manager – 07557 938966

Thorney Close Action & Ent Centre - Last updated 26/09/2024 – Version 2

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Plan of Building and Samples Location

Sample 01 – Sink pad – (Rm 005) (Item 1) - No Risk
Sample 02 – Sink pads – (Rm 008) (Item 2) - No Risk
Sample 03 – Sink pads – (Rm 009) (Item 3) - No Risk
Sample 04 – Flooring – (Rm 016) (Item 4) - No Risk
Sample 05 – Flooring - (Rm 016) (Item 5) - No Risk
Sample 06 / 323690-1 – Ceiling - (Rm 016/Bin Store) (Item 6) - No Risk
Sample 07 – Sink pad – (Rm 003) (Item 7) No Risk
Sample 08 / As 323690-1 – Panel to ceiling - (Rm 029/boiler room) (Item 8) - No Risk
As Sample 08 – Ceiling – (Rm 030) (Item 9) - No Risk
Sample 09 – Floor tiles – (Rm 003) (Item 10) - No Risk
As 323690-1 – Ceiling – (Room 059/boiler room) (Item 11) - No Risk
241626-1 – Roof sarking – (Rm 002/general office-void above suspended ceiling) (Item 12) - No Risk
As 241626-1 – Roof sarking – (Rm 001/corridor-void above suspended ceiling) (Item 13) - No Risk
241626-2 – Suspended ceiling – (Rm 003/shower) (Item 14) - No Risk
21-36652-1 –Flooring beneath new vinyl lino (Area 6/Team Room 1) (Item 15) – No Risk
[21-41137-2 – Gaskets to x8 pipe flanges \(Area 1/Boiler Room\) \(Item 16\) – Low Risk](#)
21-41137-3 – Debris to floor (Area 1/Boiler Room) (Item 17) – No Risk
CF005390 – Ceiling (Boiler Room/G/001) (Item 18) – No Risk
CF005391 – Pelmet above door (Boiler Room/G/001) (Item 19) – No Risk
CF005392 – Pipework joint/gasket (Boiler Room/G/001) (Item 20) – No Risk
KX001945 – Ceiling void beam cladding (Hallway/Passageway G/001) (Item 21) – No Risk
KX001945 – Ceiling void beam cladding (Reception G/002) (Item 22) – No Risk
OQ000247 – Wall tile adhesive (Staff Toilets G/002) (Item 23) – No Risk
OQ000248 – Wall designated for new opening (Staff Toilets G/002) (Item 24) – No Risk
As OQ000247 – Wall tile adhesive (Toilets G/003) (Item 25) – No Risk
As OQ000248 – Wall designated for new opening (Toilets G/003) (Item 26) – No Risk
OQ000249 – Under Sink Mat (Toilets G/003) (Item 27) – No Risk
As OQ000248 – Wall designated for new opening (Office G/004) (Item 28) – No Risk
OQ000250 – Floor tile inside boxing (Office G/004) (Item 29) – No Risk
OQ000251 – Wall (Corridor 0/060 G/006) (Item 30) – No Risk
As OQ000251 – Wall (Corridor adjacent reception office G/007) (Item 31) – No Risk
OQ000252 – Wall new door into sensory room (Corridor G/009) (Item 32) – No Risk

Please note the survey carried out was non-intrusive. Should major refurbishment be planned for the property, further investigation will be required.

**Sunderland
City Council**

Photographs of Areas Sampled



Item 1 Ref: Sample 01

The sink pad to the kitchen off the large office (Rm 005) does not contain asbestos.



Item 2 - Ref: Sample 02

The sink pads to the offices (Rm 008) do not contain asbestos.



Item 3 - Ref: Sample 03

The sink pads throughout the nursery rooms (Rm 009) do not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 4 - Ref: Sample 04

The vinyl flooring to the storerooms in the kitchen area (Rm 016) do not contain asbestos.



Item 5 - Ref: Sample 05

The vinyl flooring to the rear corridor floor in the kitchen area (Rm 016) does not contain asbestos.



Item 6 - Ref: Sample 06 / 323690-1

The plasterboard ceiling to the bin store in the kitchen area (Rm 16) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 7 - Ref: Sample 07

The sink pad to the kitchen (Rm 003) does not contain asbestos.



**Item 8 - Ref: Sample 08 /
As 323690-1**

The panel to the ceiling in the boiler room (Rm 029) does not contain asbestos.



Item 9 - As Sample 08

The ceiling to the pump room (Rm 030) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 10 - Ref: Sample 09

The vinyl floor tiles to the lift motor room (Rm 003) do not contain asbestos.



Item 11 - Ref: As 323690-1

The ceiling in room 039/boiler room does not contain asbestos.



Item 12 - Ref: 241626-1

The roof sarking in room 002/general office (void above) does not contain asbestos.

Photographs of Areas Sampled (Cont)

Item 13 - Ref: As 241626-1



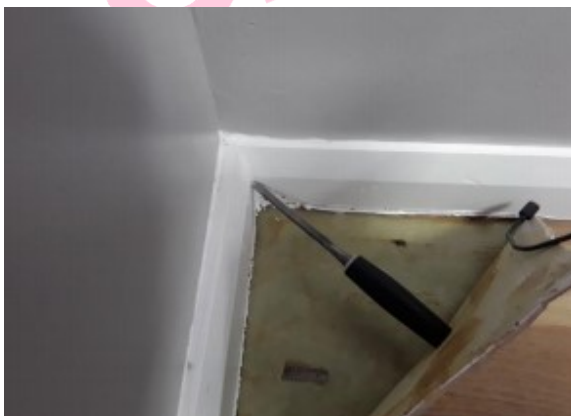
The roof sarking in room 001/corridor (void above) does not contain asbestos.

Item 14 - Ref: 241626-2



The suspended ceiling in room 003/shower does not contain asbestos.

Item 15 - Ref: 2136652-1



The floor beneath new vinyl lino in Team Room 1 (Area 6) does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 16 - Ref: 21-41137-2

The gaskets to 8x pipe flanges (Area 1 – Boiler Room) contain asbestos.

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



Item 17 - Ref: 21-41137-3

The debris to the floor (Gasket) (Area 1 – Boiler Room) does not contain asbestos.



Item 18 Ref: CF005390

The ceiling (Boiler Room/G/001) does not contain asbestos.

Photographs of Areas Sampled (Cont)

Item 19 Ref: CF005391



The pelmet above door (Boiler Room/G/001) does not contain asbestos.

Item 20 Ref: CF005391



The pipework joint/gasket (Boiler Room/G/001) does not contain asbestos.

Item 21 Ref: KX001945



The ceiling void beam cladding in the Hallway/Passageway (Room G/001) does not contain asbestos.

Photographs of Areas Sampled (Cont)

Item 22 Ref: KX001945



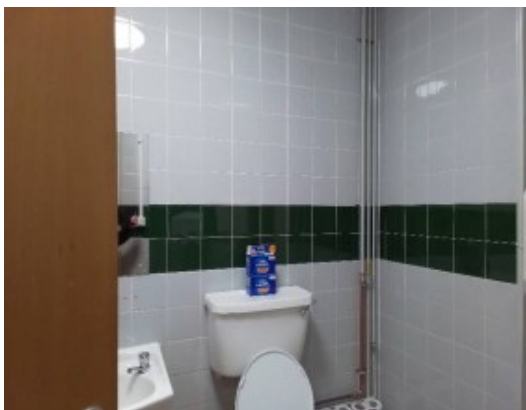
The ceiling void beam cladding in the reception (Room G/002) does not contain asbestos.

Item 23 Ref: OQ000247



The wall tile adhesive in the Staff Toilets (Room G/002) does not contain asbestos.

Item 24 Ref: OQ000248



The wall – designated for new opening in the Staff Toilets (Room G/002) does not contain asbestos.

Photographs of Areas Sampled (Cont)

Item 25 Ref: As OQ000247



The wall tile adhesive in the Toilets (Room G/003) does not contain asbestos.

Item 26 Ref: As OQ000248



The wall – designated for new opening in the Toilets (Room G/003) does not contain asbestos.

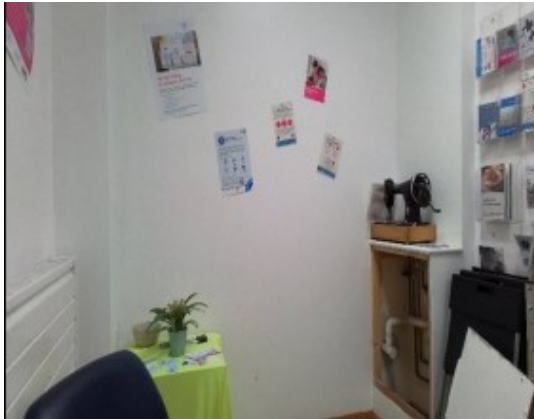
Item 27 Ref: OQ000249



The under sink mat in the Toilets (Room G/003) does not contain asbestos.

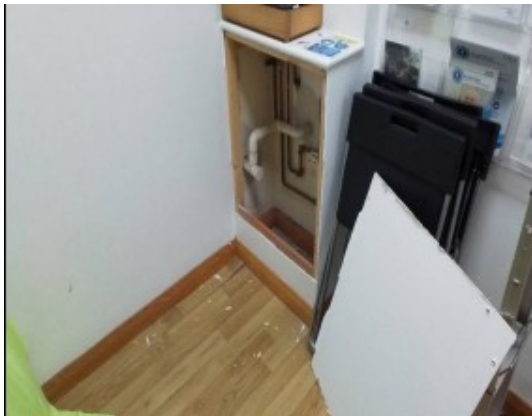
Photographs of Areas Sampled (Cont)

Item 28 Ref: As OQ000248



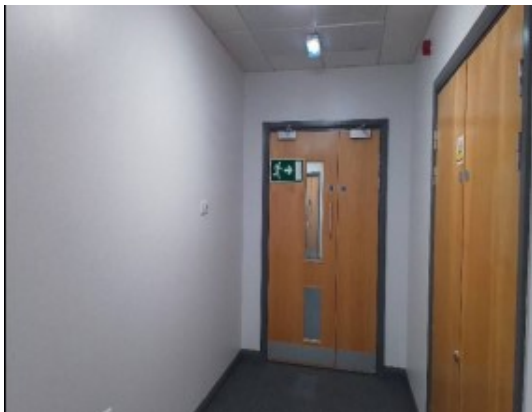
The wall – designated for new opening in the Office (Room G/004) does not contain asbestos.

Item 29 Ref: OQ000250



The floor tile – inside boxing in the Office (Room G/004) does not contain asbestos.

Item 30 Ref: OQ000251



The wall in the Corridor 060 (Room G/006) does not contain asbestos.

Photographs of Areas Sampled (Cont)

Item 31 Ref: As OQ000251



The wall in the Corridor – adj reception office (Room G/007) does not contain asbestos.

Item 32 Ref: OQ000252



The wall – new door into sensory room (Room G/009) 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.

In the event of an exposure of asbestos, please refer to the site specific emergency plans 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 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>		
<i>Item 5</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 6</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 7</i>	<i>No asbestos</i>	<i>Is present</i>		
<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>		
<i>Item 12</i>	<i>No asbestos</i>	<i>Is present</i>		
<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	Gaskets to x8 pipe flanges (Area 1/Boiler Room)	Low Risk	6 monthly	04.04.2025
<i>Item 17</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 18</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 19</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 20</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 21</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 22</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 23</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 24</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 25</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 26</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 27</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 28</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 29</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 30</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 31</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 32</i>	<i>No asbestos</i>	<i>Is present</i>		

Form 2

Periodic Return

Site	
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>	<u>Action Required</u>	<u>Comments</u>
	Same/change	Yes/No	

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Actions Required	
Actions Completed	
Alterations to Register	