

Foreward

ASBESTOS SURVEY REPORT FOR 259 HIGH STREET WEST,
SUNDERLAND, SR1 3DH

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,

Neil Guthrie
Director of Development and Property

Sunderland
City Council

Sunderland City Council

*Control of Asbestos
Regulations 2012*

Asbestos Register for

259 High Street West, Sunderland, SR1 3DH



UPRN: - J168512

TF Ref:

Location of register:-

Premises Manager / Samo: - Tenant

Date: 15 July 2026

Contact Numbers List: -

Caroline Bage Asbestos Manager – 07557 938966

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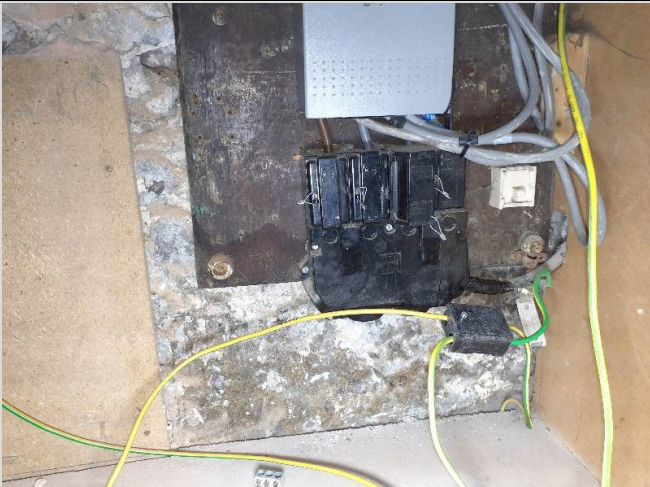
Plan of Building and Samples Location

Item No.	Sample Ref.	Area Sampled	Location Name	Inspection Frequency
1	Presumed	Textiles – Live Electrics	Store Z1/001	Very Low Risk – 12 monthly
2	RO002912	Insulating Board – ceiling	Store Z1/002	No Risk
3	RO002913	Bitumen damp proof course - wall	Store Z1/002	Very Low Risk – 12 monthly
4	As RO002912	Insulating Board – ceiling	Store Z1/003	No Risk
5	As RO002913	Bitumen damp proof course - wall	Store Z1/003	Very Low Risk – 12 monthly
6	As RO002912	Insulating Board – ceiling	Store Z1/004	No Risk
7	As RO002913	Bitumen damp proof course - wall	Store Z1/004	Very Low Risk – 12 monthly
8	RO002914	Insulating board – wall	Store Z1/004	No Risk
9	RO002915	Insulating Board – beams	Store Z1/005	Low Risk - 6 monthly
10	As RO002915	Insulating Board – beams	Store Z1/006	Very Low Risk – 12 monthly
11	RO002916	Decorative finish – ceiling	Store Z1/006	Very Low Risk – 12 monthly
12	As RO002915	Insulating Board – beams	Corridor Z1/007	Very Low Risk – 12 monthly
13	As RO002916	Decorative finish – ceiling	Corridor Z1/007	Very Low Risk – 12 monthly
14	As RO002915	Insulating Board – beams	Lobby Z1/008	Very Low Risk – 12 monthly
15	As RO002916	Decorative finish – ceiling	Lobby Z1/008	Very Low Risk – 12 monthly
16	RO002917	Composite tiles – floor	Lobby Z1/008	No Risk
17	As RO002915	Insulating Board – beams	Office Z1/009	Very Low Risk – 12 monthly
18	As RO002916	Decorative finish – ceiling	Office Z1/009	Very Low Risk – 12 monthly
19	As RO002917	Composite tiles – floor	Office Z1/009	No Risk
20	RO002918	Decorative finish – walls	Office Z1/009	Very Low Risk – 12 monthly
21	As RO002915	Insulating Board – beams	Boiler Room Z1/010	Very Low Risk – 12 monthly
22	RO002919	Decorative finish - ceiling	Boiler Room Z1/010	No Risk
23	RO002920	Cement – flue pipe	Boiler Room Z1/010	Very Low Risk – 12 monthly
24	As RO002916	Decorative finish – Ceiling	WC Z1/011	Very Low Risk – 12 monthly
25	RO002921	Composite tiles and bitumen adhesive – floor	WC Z1/011	No Risk

26	As RO002918	Decorative finish – walls	WC Z1/011	Very Low Risk – 12 monthly
27	RO002922	Insulating board – walls	WC Z1/011	Low Risk – 6 monthly
28	As RO002916	Decorative finish – Ceiling	WC Z1/012	Very Low Risk – 12 monthly
29	As RO002921	Composite tiles and bitumen adhesive – floor	WC Z1/012	No Risk
30	As RO002918	Decorative finish - walls	WC Z1/012	Very Low Risk – 12 monthly
31	As RO002922	Insulating board – walls	WC Z1/012	Low Risk – 6 monthly
32	As RO002917	Composite tiles – floor	WC Z1/012	No Risk
33	RO002923	Putty – window frames	WC Z1/012	No Risk
34	As RO002915	Insulating Board – wall	Stairs Z1/014	Very Low Risk – 12 monthly
35	As RO002916	Decorative finish – ceiling	Stairs Z1/014	Very Low Risk – 12 monthly
36	RO002924	Cement – flue	Stairs G/001	Very Low Risk – 12 monthly
37	RO002925	Mastic – Ducting	Stairs G/001	No Risk
38	RO002926	Paper – ceiling	Stairs G/001	No Risk
39	RO002927	Vinyl tiles – floor	Stairs G/001	No Risk
40	RO002928	Bitumen – sink pad	Kitchen G/003	No Risk
41	As RO002927	Vinyl tiles – floor	Kitchen G/003	No Risk
42	As RO002925	Mastic – Ducting	Kitchen G/003	No Risk
43	RO002929	Cement – wall	Office G/005	Very Low Risk – 12 monthly
44	RO002930	Putty – windows	Shop Unit G/008	No Risk
45	As RO002926	Paper- Ceiling	Shop Unit G/008	No Risk
46	RO002931	Insulating board – ceiling	Shop unit G/008	No Risk
47	RO002932	Mastic – door frame	External E/001	No Risk
48	RO002933	Putty – window frame	External E/001	No Risk
49	As RO002924	Cement – flue	External E/001	Very Low Risk – 12 monthly
50	As RO002929	Cement – cowl	External E/001	Very Low Risk – 12 monthly
51	As RO002929	Cement – flue	External E/001	Very Low Risk – 12 monthly

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

1	Presumed	Textiles – Live Electrics	Store Z1/001	Very Low Risk – 12 monthly
				
2	RO002912	Insulating Board – ceiling	Store Z1/002	No Risk
				
3	RO002913	Bitumen damp proof course - wall	Store Z1/002	Very Low Risk – 12 monthly
				

Photographs of Areas Sampled (cont.)

4	As RO002912	Insulating Board – ceiling	Store Z1/003	No Risk
				
5	As RO002913	Bitumen damp proof course - wall	Store Z1/003	Very Low Risk – 12 monthly
				
6	As RO002912	Insulating Board – ceiling	Store Z1/004	No Risk
				

Photographs of Areas Sampled (cont.)

7	As RO002913	Bitumen damp proof course - wall	Store Z1/004	Very Low Risk – 12 monthly
				
8	RO002914	Insulating board – wall	Store Z1/004	No Risk
				
9	RO002915	Insulating Board – beams	Store Z1/005	Low Risk - 6 monthly
				

Photographs of Areas Sampled (cont.)

10	As RO002915	Insulating Board – beams	Store Z1/006	Very Low Risk – 12 monthly
				
11	RO002916	Decorative finish – ceiling	Store Z1/006	Very Low Risk – 12 monthly
				
12	As RO002915	Insulating Board – beams	Corridor Z1/007	Very Low Risk – 12 monthly
				

Photographs of Areas Sampled (cont.)

13	As RO002916	Decorative finish – ceiling	Corridor Z1/007	Very Low Risk – 12 monthly
				
14	As RO002915	Insulating Board – beams	Lobby Z1/008	Very Low Risk – 12 monthly
				
15	As RO002916	Decorative finish – ceiling	Lobby Z1/008	Very Low Risk – 12 monthly
				

Photographs of Areas Sampled (cont.)

16	RO002917	Composite tiles – floor	Lobby Z1/008	No Risk
				
17	As RO002915	Insulating Board – beams	Office Z1/009	Very Low Risk – 12 monthly
				
18	As RO002916	Decorative finish – ceiling	Office Z1/009	Very Low Risk – 12 monthly
				

Photographs of Areas Sampled (cont.)

19	As RO002917	Composite tiles – floor	Office Z1/009	No Risk
				
20	RO002918	Decorative finish – walls	Office Z1/009	Very Low Risk – 12 monthly
				
21	As RO002915	Insulating Board – beams	Boiler Room Z1/010	Very Low Risk – 12 monthly
				

Photographs of Areas Sampled (cont.)

22	RO002919	Decorative finish - ceiling	Boiler Room Z1/010	No Risk
				
23	RO002920	Cement – flue pipe	Boiler Room Z1/010	Very Low Risk – 12 monthly
				
24	As RO002916	Decorative finish – Ceiling	WC Z1/011	Very Low Risk – 12 monthly
				

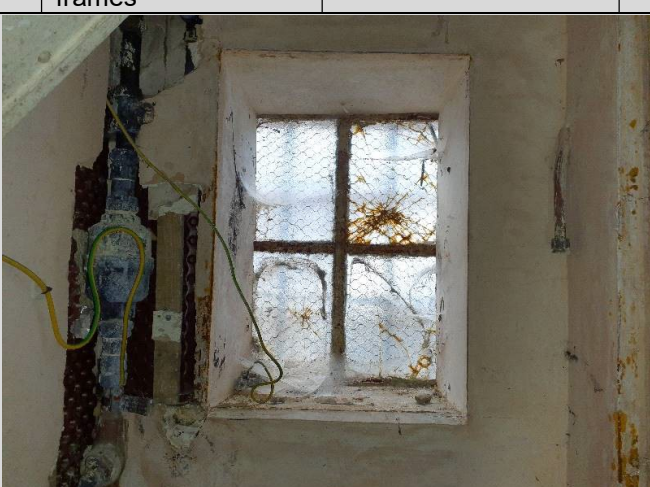
Photographs of Areas Sampled (cont.)

25	RO002921	Composite tiles and bitumen adhesive – floor	WC Z1/011	No Risk
				
26	As RO002918	Decorative finish – walls	WC Z1/011	Very Low Risk – 12 monthly
				
27	RO002922	Insulating board – walls	WC Z1/011	Low Risk – 6 monthly
				

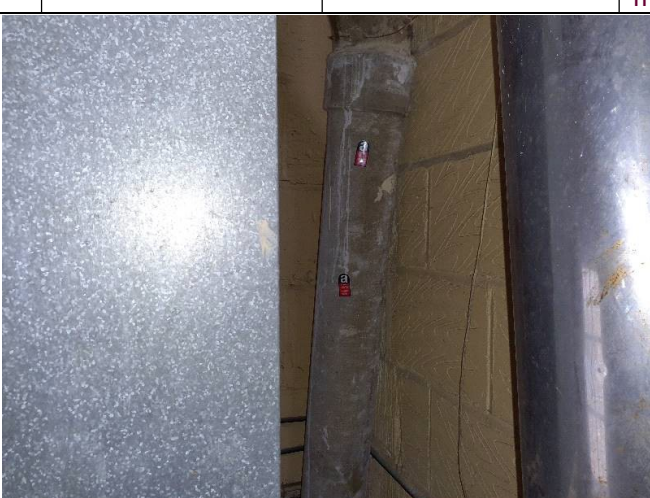
Photographs of Areas Sampled (cont.)

28	As RO002916	Decorative finish – Ceiling	WC Z1/012	Very Low Risk – 12 monthly
				
29	As RO002921	Composite tiles and bitumen adhesive – floor	WC Z1/012	No Risk
				
30	As RO002918	Decorative finish - walls	WC Z1/012	Very Low Risk – 12 monthly
				

Photographs of Areas Sampled (cont.)

31	As RO002922	Insulating board – walls	WC Z1/012	Low Risk – 6 monthly
				
32	As RO002917	Composite tiles – floor	WC Z1/012	No Risk
				
33	RO002923	Putty – window frames	WC Z1/012	No Risk
				

Photographs of Areas Sampled (cont.)

34	As RO002915	Insulating Board – wall	Stairs Z1/014	Very Low Risk – 12 monthly
				
35	As RO002916	Decorative finish – ceiling	Stairs Z1/014	Very Low Risk – 12 monthly
				
36	RO002924	Cement – flue	Stairs G/001	Very Low Risk – 12 monthly
				

Photographs of Areas Sampled (cont.)

37	RO002925	Mastic – Ducting	Stairs G/001	No Risk
				
38	RO002926	Paper – ceiling	Stairs G/001	No Risk
				
39	RO002927	Vinyl tiles – floor	Stairs G/001	No Risk
				

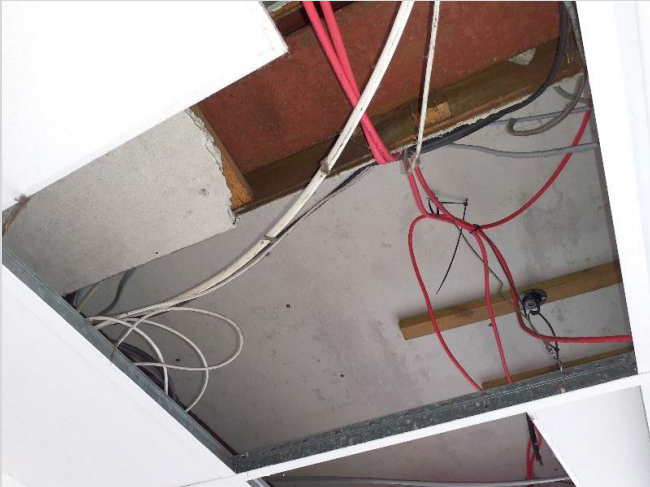
Photographs of Areas Sampled (cont.)

40	RO002928	Bitumen – sink pad	Kitchen G/003	No Risk
				
41	As RO002927	Vinyl tiles – floor	Kitchen G/003	No Risk
				
42	As RO002925	Mastic – Ducting	Kitchen G/003	No Risk
				

Photographs of Areas Sampled (cont.)

43	RO002929	Cement – wall	Office G/005	Very Low Risk – 12 monthly
				
44	RO002930	Putty – windows	Shop Unit G/008	No Risk
				
45	As RO002926	Paper- Ceiling	Shop Unit G/008	No Risk
				

Photographs of Areas Sampled (cont.)

46	RO002931	Insulating board – ceiling	Shop unit G/008	No Risk
				
47	RO002932	Mastic – door frame	External E/001	No Risk
				
48	RO002933	Putty – window frame	External E/001	No Risk
				

Photographs of Areas Sampled (cont.)

49	As RO002924	Cement – flue	External E/001	Very Low Risk – 12 monthly
				
50	As RO002929	Cement – cowl	External E/001	Very Low Risk – 12 monthly
				
51	As RO002929	Cement – flue	External E/001	Very Low Risk – 12 monthly
				

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 your site specific emergency procedures. 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 07557 938966 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.

INSPECTION SCHEDULE

FORM 2

Item No.	Area Sampled	Location Name	Inspection Frequency	Date of Return	Condition Same/change	Action Required Y/N	Asbestos sticker displayed Y/N	Comments
1	Textiles – Live Electrics	Store Z1/001	Very Low Risk – 12 monthly	02/07/2027				
2	Insulating Board – ceiling	Store Z1/002	No Risk	N/A				
3	Bitumen damp proof course - wall	Store Z1/002	Very Low Risk – 12 monthly	02/07/2027				
4	Insulating Board – ceiling	Store Z1/003	No Risk	N/A				
5	Bitumen damp proof course - wall	Store Z1/003	Very Low Risk – 12 monthly	02/07/2027				
6	Insulating Board – ceiling	Store Z1/004	No Risk	N/A				
7	Bitumen damp proof course - wall	Store Z1/004	Very Low Risk – 12 monthly	02/07/2027				
8	Insulating board – wall	Store Z1/004	No Risk	N/A				
9	Insulating Board – beams	Store Z1/005	Low Risk - 6 monthly	02/01/2027				
10	Insulating Board – beams	Store Z1/006	Very Low Risk – 12 monthly	02/07/2027				
11	Decorative finish – ceiling	Store Z1/006	Very Low Risk – 12 monthly	02/07/2027				
12	Insulating Board – beams	Corridor Z1/007	Very Low Risk – 12 monthly	02/07/2027				
13	Decorative finish – ceiling	Corridor Z1/007	Very Low Risk – 12 monthly	02/07/2027				
14	Insulating Board – beams	Lobby Z1/008	Very Low Risk – 12 monthly	02/07/2027				

15	Decorative finish – ceiling	Lobby Z1/008	Very Low Risk – 12 monthly	02/07/2027				
16	Composite tiles – floor	Lobby Z1/008	No Risk	N/A				
17	Insulating Board – beams	Office Z1/009	Very Low Risk – 12 monthly	02/07/2027				
18	Decorative finish – ceiling	Office Z1/009	Very Low Risk – 12 monthly	02/07/2027				
19	Composite tiles – floor	Office Z1/009	No Risk	N/A				
20	Decorative finish – walls	Office Z1/009	Very Low Risk – 12 monthly	02/07/2027				
21	Insulating Board – beams	Boiler Room Z1/010	Very Low Risk – 12 monthly	02/07/2027				
22	Decorative finish -ceiling	Boiler Room Z1/010	No Risk	N/A				
23	Cement – flue pipe	Boiler Room Z1/010	Very Low Risk – 12 monthly	02/07/2027				
24	Decorative finish – Ceiling	WC Z1/011	Very Low Risk – 12 monthly	02/07/2027				
25	Composite tiles and bitumen adhesive – floor	WC Z1/011	No Risk	N/A				
26	Decorative finish – walls	WC Z1/011	Very Low Risk – 12 monthly	02/07/2027				
27	Insulating board – walls	WC Z1/011	Low Risk – 6 monthly	02/01/2027				
28	Decorative finish – Ceiling	WC Z1/012	Very Low Risk – 12 monthly	02/07/2027				
29	Composite tiles and bitumen adhesive – floor	WC Z1/012	No Risk	N/A				
30	Decorative finish - walls	WC Z1/012	Very Low Risk – 12 monthly	02/07/2027				
31	Insulating board – walls	WC Z1/012	Low Risk – 6 monthly	02/01/2027				

32	Composite tiles – floor	WC Z1/012	No Risk	N/A				
33	Putty – window frames	WC Z1/012	No Risk	N/A				
34	Insulating Board – wall	Stairs Z1/014	Very Low Risk – 12 monthly	02/07/2027				
35	Decorative finish – ceiling	Stairs Z1/014	Very Low Risk – 12 monthly	02/07/2027				
36	Cement – flue	Stairs G/001	Very Low Risk – 12 monthly	02/07/2027				
37	Mastic – Ducting	Stairs G/001	No Risk	N/A				
38	Paper – ceiling	Stairs G/001	No Risk	N/A				
39	Vinyl tiles – floor	Stairs G/001	No Risk	N/A				
40	Bitumen – sink pad	Kitchen G/003	No Risk	N/A				
41	Vinyl tiles – floor	Kitchen G/003	No Risk	N/A				
42	Mastic – Ducting	Kitchen G/003	No Risk	N/A				
43	Cement – wall	Office G/005	Very Low Risk – 12 monthly	02/07/2027				
44	Putty – windows	Shop Unit G/008	No Risk	N/A				
45	Paper- Ceiling	Shop Unit G/008	No Risk	N/A				
46	Insulating board – ceiling	Shop unit G/008	No Risk	N/A				
47	Mastic – door frame	External E/001	No Risk	N/A				
48	Putty – window frame	External E/001	No Risk	N/A				
49	Cement – flue	External E/001	Very Low Risk – 12 monthly	02/07/2027				
50	Cement – cowl	External E/001	Very Low Risk – 12 monthly	02/07/2027				

51	Cement – flue	External E/001	Very Low Risk – 12 monthly	02/07/2027				
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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
- Plant rooms
- Service risers and ducts
- Ceiling voids and underfloor voids
- Boiler rooms, meter cupboards, electrical risers

Comments:

Sunderland
City Council

School/Site:	
Date of inspection:	
Inspected by (signature):	
Print Name:	