

## **Forward**

### ASBESTOS SURVEY REPORT FOR 24 CHISWICK SQUARE, SUNDERLAND

I have enclosed for your information and retention the most recent asbestos survey (type 2) 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 2006*

**Asbestos Register for**

**24 CHISWICK SQUARE, SUNDERLAND**



**UPRN: - S04-1807**

**Location of register:- Shop**

**Premises Manager / Samo: - Tenant**

**Date: 17 September 2024**

**Contact Numbers List: -**

**Caroline Bage Asbestos Manager – 07557938966**

24 Chiswick Square Version 2 Last updated 17/09/2024

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## **Plan of Building and Samples Location**

Sample 01 – Textured coating (Item 1) No Risk  
Sample 02 – Sink Pad (Item 2) No Risk  
Sample 03 – Textured coating (Item 3) No Risk  
Sample 04 – Textured coating (Item 4) No Risk  
Sample 05 – Textured coating (Item 5) No Risk  
Sample 06 – Textured coating (Item 6) No Risk  
Sample 07 – Textured coating (Item 7) No Risk  
Sample 08 – Textured coating (Item 8) No Risk  
20-27625-2 – Ceramic tile adhesive (Kitchen) (Item 9) No Risk  
20-27625-3 – Tiles and adhesive under laminate (Kitchen) (Item 10) No Risk  
20-27625-4 – Debris under sink unit (tiles and adhesive) (Kitchen) (Item 11) –  
*Noted as removed on reinspection survey 2024*  
SC004898 – Textured coating to ceiling (Landing Rm 2/001) (Item 12) – No Risk  
SC004900 – Floor tile under floor covering (Bedroom 3 Rm 2/005) (Item 13) –  
*Noted as removed on survey 2023*  
SC004897 – Tank with associated debris to floor (Heating Cupboard Rm 3/005)  
(Item 14) – No Risk  
SC004975 – Joint/ Gasket Debris (Living Room/Lounge 1/001) (Item 15) -No Risk  
SC004976 – Paper/card product debris (Living Room/Lounge 1/001) (Item 16) -No  
Risk  
23-62130-1 – Floor adhesive below modern vinyl tiles (Entrance Hall Area 1) (Item  
17) – Low Risk  
23-62130-1 – Floor adhesive below modern vinyl flooring (Hall and Stairs Area 2)  
(Item 18) – Low Risk  
23-62130-1 – Floor below laminate flooring (Lounge Area 9) (Item 19) – Low Risk  
23-62130-4 – Boxing to wood panel (Lounge Area 9) (Item 20) – No Risk  
23-62130-3 – Tile and adhesive remnants at doorway (Bedroom 1 Area 010) (Item  
21) – Low Risk  
23-62130-8 – Gasket debris to floor (Cupboard Boiler/Heating Area 012) (Item 22)  
– No Risk  
23-62130-10 – Damp proof course to walls (External Area 019) (Item 23) – Very  
Low Risk  
23-62130-9 – Sealant to door frame (External Area 019) (Item 24) – Very Low Risk  
SC005471 – Floor covering below laminate flooring (Bathroom Rm 1/001) (Item  
25) – No Risk  
SC005472 – Floor tile with adhesive (Bathroom Rm 1/001) (Item 26) – *Removed  
Feb 2024*

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

**Photographs of Areas Sampled**



**Item 1 Ref: Sample 01**

The textured coating to the ceiling in the bathroom does not contain asbestos.



**Item 2 - Ref: Sample 02**

The sink pad to the kitchen does not contain asbestos.



**Item 3 - Ref: Sample 03**

The textured coating to the ceiling in the kitchen does not contain asbestos.

**Photographs of Areas Sampled (Cont)**



**Item 4 - Ref: Sample 04**

The textured coating to the ceiling in the living room does not contain asbestos.



**Item 5 - Ref: Sample 05**

The textured coating to the ceiling in the bedroom does not contain asbestos.



**Item 6 - Ref: Sample 06**

The textured coating to the ceiling in the corridor does not contain asbestos.



**Photographs of Areas Sampled (Cont)**



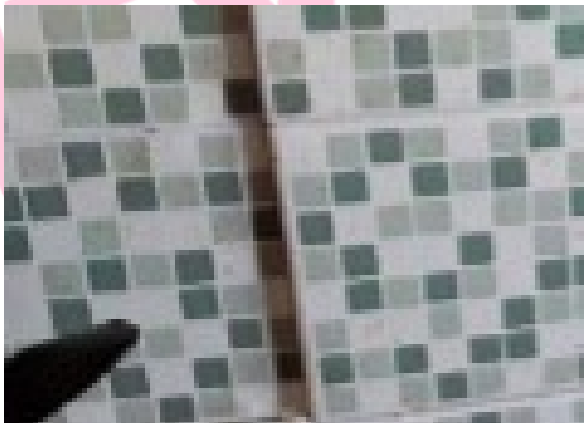
**Item 7 - Ref: Sample 07**

The textured coating to the ceiling in the bedroom does not contain asbestos.



**Item 8 - Ref: Sample 08**

The textured coating to the ceiling in the bedroom does not contain asbestos.



**Item 9 - Ref: 20-27625-2**

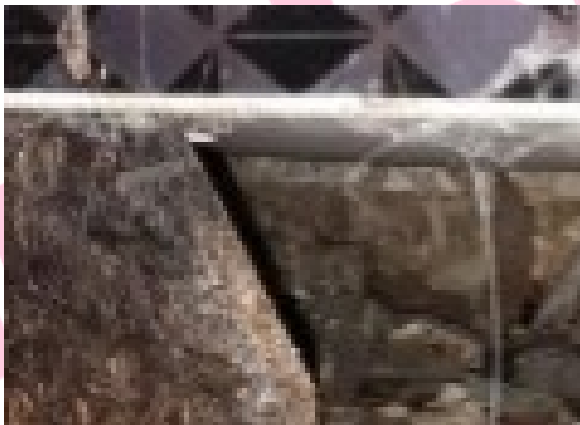
The ceramic tile adhesive in the kitchen does not contain asbestos.

**Photographs of Areas Sampled (Cont)**



**Item 10 - Ref: 20-27625-3**

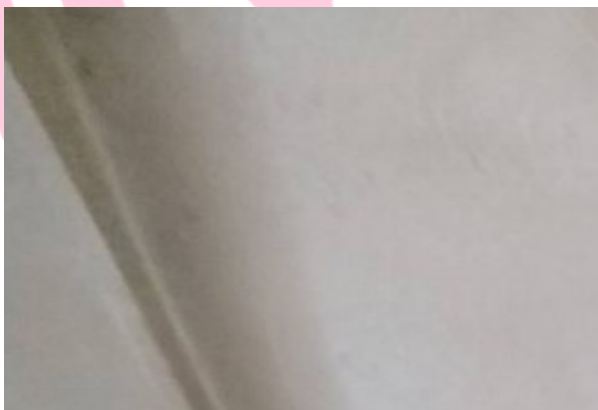
The tiles and adhesive under the laminate in the Kitchen does not contain asbestos.



**Item 11 - Ref: 20-27625-4**

The debris under the sink unit does contain asbestos.

Noted as removed on reinspection survey 2024



**Item 12 - Ref: SC004898**

The Textured coating to ceiling (Landing Rm 2/001) does not contain asbestos.

**Photographs of Areas Sampled (Cont)**



**Item 13 - Ref: SC004900**

The Floor tile under floor covering (Bedroom 3 Rm 2/005) does contain asbestos.

Noted as removed on survey 2023.



**Item 14 - Ref: SC004897**

The Tank with associated debris to floor (Heating Cupboard Rm 3/005) does not contain asbestos.



**Item 15 - Ref: SC004975**

The joint/gasket debris (Living Rm/Lounge Rm 1/001) does not contain asbestos.

**Photographs of Areas Sampled (Cont)**



**Item 16 - Ref: SC004976**

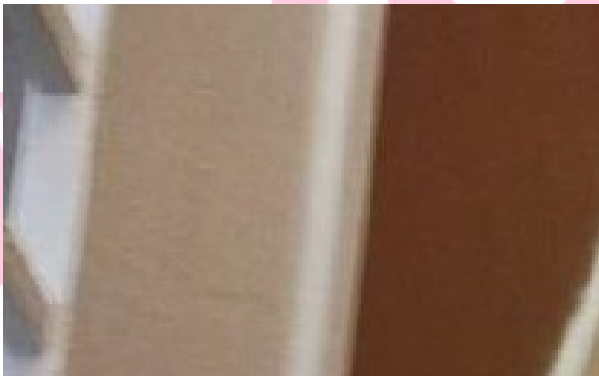
The paper/card product debris (Living Rm/Lounge Rm 1/001) does not contain asbestos.



**Item 17 - Ref: 23-62130-1**

The floor adhesive below modern vinyl tiles in the Entrance Hall (Area 1) does contain asbestos.

Any change in appearance should be reported to Property Services.



**Item 18 - Ref: 23-62130-1**

The floor adhesive below modern vinyl flooring in the Hall and Stairs (Area 2) does contain asbestos.

Any change in appearance should be reported to Property Services.

**Photographs of Areas Sampled (Cont)**



**Item 19 - Ref: 23-62130-1**

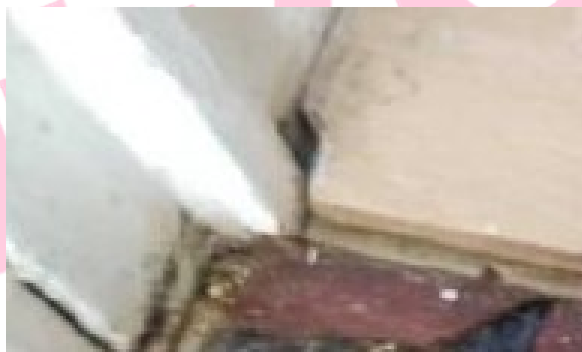
The floor below laminate flooring in the Lounge (Area 9) does contain asbestos.

Any change in appearance should be reported to Property Services.



**Item 20 - Ref: 23-62130-4**

The boxing to wood panel in the Lounge (Area 9) does not contain asbestos.



**Item 21 - Ref: 23-62130-3**

The tile and adhesive remnants at doorway in Bedroom 1 (Area 010) does contain asbestos.

Any change in appearance should be reported to Property Services.

**Photographs of Areas Sampled (Cont)**



**Item 22 - Ref: 23-62130-8**

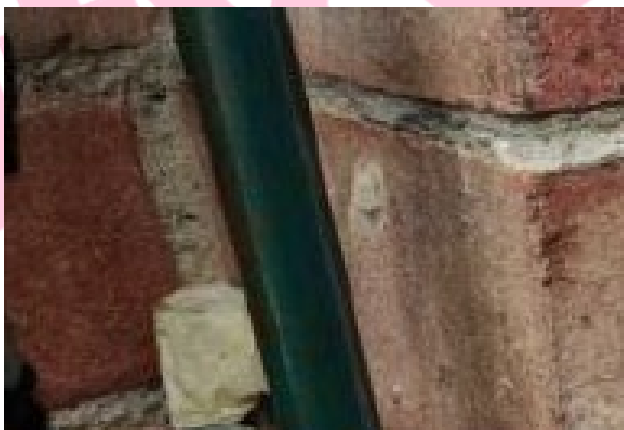
The gasket debris to floor in the Boiler/Heating Cupboard (Area 012) does not contain asbestos.



**Item 23 - Ref: 23-62130-10**

The damp proof course to wall External (Area 019) does contain asbestos.

Any change in appearance should be reported to Property Services.



**Item 24 - Ref: 23-62130-9**

The sealant to the door frame External (Area 019) does contain asbestos.

Any change in appearance should be reported to Property Services.

Photographs of Areas Sampled (Cont)

## No Photograph

**Item 25 - Ref: SC005471**

The floor covering below laminate flooring (Bathroom Rm 1/001) does not contain asbestos.



**Item 26 - Ref: SC005472**

The floor tile with adhesive (Bathroom Rm 1/001) does contain asbestos.

Removed February 2024.

## 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.

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 our General Office on 561 2663 and ask for assistance from a building surveyor. Out of hours ring the City Alarm and Emergency Control room on 553 1999.

**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 Officer 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 Officer 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 2**Inspection 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>Debris under sink unit (tiles and adhesive) (Kitchen)</i>	<i>Very Low Risk</i>	<i>12 monthly</i>	<i>Noted as Removed on reinspection survey 2024</i>
<i>Item 12</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 13</i>	<i>Floor tile under floor covering (Bedroom 3 Rm 2/005)</i>	<i>Low Risk</i>	<i>6 monthly</i>	<i>Noted as removed on report in 2023</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>		
<i>Item 16</i>	<i>No asbestos</i>	<i>Is present</i>		
<b>Item 17</b>	<b>Floor adhesive below modern vinyl tiles (Entrance Hall Area 1)</b>	<b>Low Risk</b>	<b>6 monthly</b>	<b>21/06/2025</b>
<b>Item 18</b>	<b>Floor adhesive below modern vinyl flooring (Hall and Stairs Area 2)</b>	<b>Low Risk</b>	<b>6 monthly</b>	<b>21/06/2025</b>
<b>Item 19</b>	<b>Floor below laminate flooring (Lounge Area 9)</b>	<b>Low Risk</b>	<b>6 monthly</b>	<b>21/06/2025</b>

<i>Item 20</i>	<i>No asbestos</i>	<i>Is present</i>		
<b>Item 21</b>	<b>Tile and adhesive remnants at doorway (Bedroom 1 Area 010)</b>	<b>Low Risk</b>	<b>6 monthly</b>	<b>21/06/2025</b>
<i>Item 22</i>	<i>No asbestos</i>	<i>Is present</i>		
<b>Item 23</b>	<b>Damp proof course to walls (External Area 019)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>21/12/2025</b>
<b>Item 24</b>	<b>Sealant to door frame (External Area 019)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>21/12/2025</b>
<i>Item 25</i>	<i>No asbestos</i>	<i>Is present</i>		
<b>Item 26</b>	<b>Floor tile with adhesive (Bathroom Rm 1/001)</b>	<b>Low Risk</b>	<b>6 monthly</b>	<b>Removed Feb 2024</b>



**Form 2**

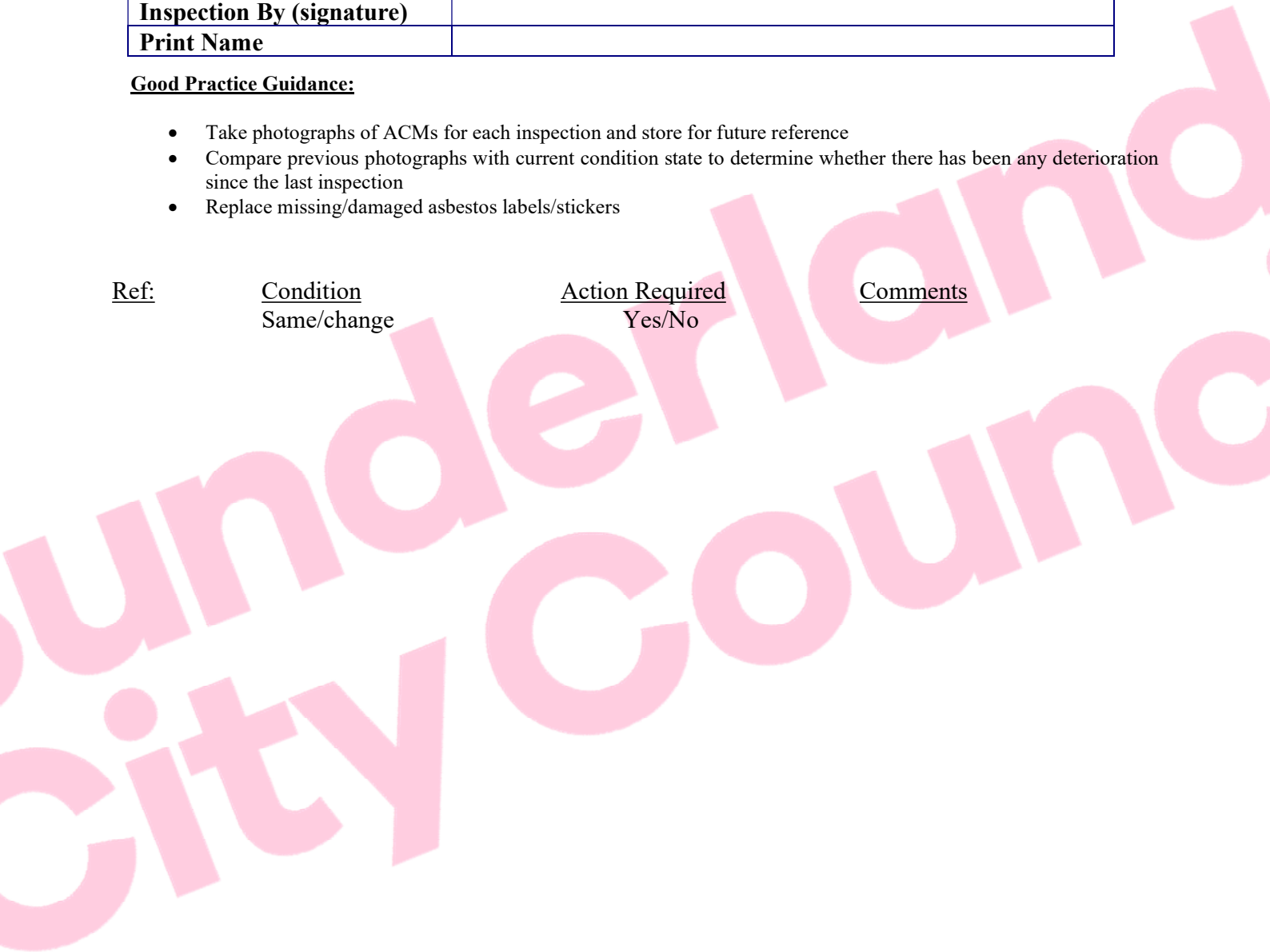
Periodic Return

<b>School/Site</b>	
<b>Date of Inspection</b>	
<b>Inspection By (signature)</b>	
<b>Print Name</b>	

**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**

<b>Actions Required</b>	
<b>Actions Completed</b>	
<b>Alterations to Register</b>	