

## **Foreward**

ASBESTOS SURVEY REPORT FOR THE HARRATON CENTRE, FIRTREE AVENUE, WASHINGTON, TYNE & WEAR, NE38 9BA

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: 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**

**The Harraton Centre, Washington. NE38 9BA**



**UPRN: - 365647**

**TF Ref: SCH128**

**Location of register:-**

**Premises Manager / Samo: - Tenant**

**Date: 08 July 2025**

**Contact Numbers List: -**

**Caroline Bage Asbestos Manager – 07557938966**

## Contents

	<u>Section</u>
• Plan of building and sample locations	1
• Photographs of areas sampled	2
• Survey information	3
• Asbestos Management Plan, Priority Assessments,	4
• Contacts Form, Code of Practice	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**

- (Item 1) Ref: 365647-1 – Remnant adhesive below floor screed (001/community room) – Very Low Risk
- (Item 2) Ref: As 365647-1 – Remnant adhesive to floor (002/kitchen) – Very Low Risk
- (Item 3) Ref: As 365647-1 – Remnant adhesive to floor (003/store) – Very Low Risk
- (Item 4) Ref: 365647-2 – Floor covering (004/meter cupboard) – Very Low Risk
- (Item 5) Ref: 365647-3 – Adhesive to floor (005/female wc) – Very Low Risk
- (Item 6) Ref: As 365647-3 – Remnant adhesive to floor (006/male wc) – Very Low Risk
- (Item 7) Ref: As 365647-3 – Adhesive to floor (007/disabled wc) – Very Low Risk
- (Item 8) Ref: As 365647-3 – Remnant adhesive to floor (008/entrance lobby) – Very Low Risk
- (Item 9) Ref: As 365647-3 – Remnant adhesive to floor (008A/lobby) – Very Low Risk
- (Item 10) Ref: 365647-4 – Acoustic paint to metal sinks (013/kitchen) – No Risk
- (Item 11) Ref: 365647-5 – Floor covering (014/store) – Very Low Risk
- (Item 12) Ref: As 365647-3 – Remnant adhesive to floor (015/office) – Very Low Risk
- (Item 13) Ref: As 365647-3 – Remnant adhesive to floor (016/office) – Very Low Risk
- (Item 14) Ref: As 365647-3 – Remnant adhesive to floor (017/office) – Very Low Risk
- (Item 15) Ref: 365647-6 – Adhesive backing to parquet flooring (019/hall) – No Risk
- (Item 16) Ref: 365647-15 – Pipework flange gaskets (019/hall) Very Low Risk
- (Item 17) Ref: As 365647-6 – Adhesive backing to parquet flooring (020/ict room) – No Risk
- (Item 18) Ref: 365647-7 – Floor covering (021A/store cupboard) – Very Low Risk
- (Item 19) Ref: 365647-8 – Adhesive to floor below linoleum (023/salon) – Very Low Risk
- (Item 20) Ref: As 365647-8 – Adhesive to floor (23A/salon) – Very Low Risk
- (Item 21) Ref: As 365647-8 – Adhesive to floor (024/salon kitchen) – Very Low Risk
- (Item 22) Ref: As 365647-8 – Adhesive to floor (24A/salon kitchen cupboard) – Very Low Risk
- (Item 23) Ref: As 365647-8 – Adhesive to floor (028/reception) – Very Low Risk
- (Item 24) Ref: As 365647-8 – Adhesive to floor (030/room) – Very Low Risk
- (Item 25) As 365647-6 – Adhesive backing to parquet floor and concrete floor (032/kitchen) – No Risk
- (Item 26) As 365647-6 – Adhesive backing to parquet floor (033/server room) – No Risk
- (Item 27) Ref: 365647-9 – Adhesive to floor (038/classroom) – Very Low Risk
- (Item 28) Ref: 365647-10 – Remnant adhesive to floor (045/workshop) – Very Low Risk
- (Item 29) Ref: 365647-11 – Floor covering (045A/cupboard) – Very Low Risk
- (Item 30) Ref: 365647-22 – Ceiling panels (047/boiler room) – Low Risk
- (Item 31) As 365647-12 – Boiler flue (047/boiler room) – Removed Oct 2020
- (Item 32) Ref: 365647-23 – Packing to boiler flue (outside of boiler) (047/boiler room) – No Risk

- (Item 33) Ref: 365647-24 – Seal to flue exhausts (boiler internals) (047/boiler room) – Removed October 2020
- (Item 34) Ref: 365647-25 – Hertel tank insulation (047/boiler room) – No Risk
- (Item 35) Ref: 365647-26 – Pipe lagging medium bore pipework (047/boiler room) – No Risk
- (Item 36) Ref: 365647-27 – Pipe lagging small bore (047/boiler room) – No Risk
- (Item 37) Ref: 365647-28 – Pipe lagging medium bore pipework (047/boiler room) – No Risk
- (Item 38) Ref: 365647-29 – Pipework flange gaskets (047/boiler room) – Very Low Risk
- (Item 39) Ref: 365647-30 – Debris to walls (047/boiler room) – No Risk
- (Item 40) Ref: 365647-31 – Debris to walls (047/boiler room) – No Risk
- (Item 41) Ref: 365647-32 – Debris to walls (047/boiler room) – No Risk
- (Item 42) Ref: 365647-33 – Debris to walls (047/boiler room) – No Risk
- (Item 43) Ref: 365647-34 – Debris to floor and plinth (047/boiler room) – No Risk
- (Item 44) Ref: 365647-35 – Debris to floor below pipework adjacent to boiler (047/boiler room) – Removed December 2019
- (Item 45) Ref: 365647-12 – Flue cowl above boiler room (999/externals) – Removed October 2020
- (Item 46) Ref: 365647-13 – Rope seal to flue cowl (999/externals) – Removed October 2020
- (Item 47) Ref: 365647-14 – Flat roof covering (999/externals) – No Risk
- (Item 48) Ref: 365647-16 – Seal to tank stand door (999/externals) – No Risk
- (Item 49) Ref: 365647-17 – High level damp proof course to tank door threshold (999/externals) – No Risk
- (Item 50) Ref: As 365647-16 – Remnant seal to kiln room frame (999/externals) – No Risk
- (Item 51) Ref: 365647-18 – Remnant seal to window frames (999/externals) – Very Low Risk
- (Item 52) Ref: 365647-19 – Expansion gap seal (999/externals) – No Risk
- (Item 53) Ref: 365647-20 – Panel to wall (999/externals) – No Risk
- (Item 54) Ref: 365647-21 – Damp proof course (999/externals) – No Risk
- (Item 55) Ref: 412164-9 – Remnant bitumen adhesive below modern lino (018/corridor) – Very Low Risk
- (Item 56) Ref: 412164-8 – Debris to topside of suspended ceiling (018/Corridor void above) – No Risk
- (Item 57) Ref: 412164-7 – Bituminous felt adjacent door from roof (019/hall void above) – No Risk
- (Item 58) Ref: As 412164-4 – Adhesive to floor beneath screed (021/Lobby) – Very Low Risk
- (Item 59) Ref: 412164-5 – Adhesive to floor beneath screed (022/Classroom) – Very Low Risk
- (Item 60) Ref: As 412164-5 – Adhesive to floor beneath screed (023a/Store) – Very Low Risk
- (Item 61) Ref: As 412164-5 – Adhesive to floor beneath screed (024a/Store) – Very Low Risk
- (Item 62) Ref: As 412164-6 – Adhesive to floor beneath screed (025/female WC) – Very Low Risk

- (Item 63) Ref: 412164-6 – Adhesive to floor beneath screed (026/Lobby) – Very Low Risk
- (Item 64) Ref: 412164-4 – Adhesive to floor beneath screed (029/Studio) – Very Low Risk
- (Item 65) Ref: As 412164-3 – Remnant bitumen adhesive below modern lino (034/Female WC Lobby) – Very Low Risk
- (Item 66) Ref: As 412164-3 - Remnant bitumen adhesive below modern lino (035/Female WC) – Very Low Risk
- (Item 67) Ref: As 412164-3 - Remnant bitumen adhesive below modern lino (036/Male WC Lobby) – Very Low Risk
- (Item 68) Ref: 412164-3 – Remnant bitumen adhesive below modern lino (040/Corridor) – Very Low Risk
- (Item 69) Ref: 412164-1 – Remnant bitumen from roof topside of suspended ceiling (045/Workshop void above) – Very Low Risk
- (Item 70) Ref: 412164-2 – Remnant bitumen adhesive below modern lino (046/Office) – Very Low Risk
- (Item 71) Ref: 4122164-10 – Seal to light fittings (047/Boiler Room) - Very Low Risk
- (Item 72) Ref: 20-27353-1 – Vessels seal to metal boiler section access plates (Boiler Room) – Very Low Risk
- (Item 73) Ref: 20-27353-2 – Damp proof to cavity around door (Boiler Room) – No Risk
- (Item 74) Ref: 20-27245-1 – Vessels internal lining to kiln (Kiln Room) – No Risk
- (Item 75) Ref: 20-27245-2 - Damp proofing to doorframe (Kiln Room) – No Risk
- (Item 76) Ref: 20-27245-3 – Metal flanges (top flange) (Gas Meter cupboard) – No Risk
- (Item 77) Ref: 20-27245-4 – Metal flanges (Bottom gasket) (Gas Meter cupboard) – No Risk
- (Item 78) Ref :20-27245-5 – Redundant flange gaskets to floor (Gas Meter cupboard) – No Risk
- (Item 79) Ref: 20-27245-6 – Wall damp proof course (Gas Meter cupboard) – Very Low Risk
- (Item 80) Ref: 22-43761-1 – Sink pad to drainer (Area 1/Garage) – Very Low Risk
- (Item 81) Ref: 22-42761-2 – Adhesive to ceramic tiles to walls (Area 1/Garage) – No Risk
- (Item 82) Ref: 22-43761-3 – Putty between floor slabs (Area 1/Garage) – No Risk
- (Item 83) Ref: 22-52616-1 – Gasket to loose compressor parts (Area 1: External Store) – Low Risk – removed Jan 2023 waiting removal paperwork
- (Item 84) Ref: 22-52616-2 – Gasket to loose compressor parts (Area 1: External Store) – Low Risk – removed Jan 2023 waiting removal paperwork
- (Item 85) Ref: 22-52616-3 – Gasket to loose compressor parts (Area 1: External Store) – Low Risk – removed Jan 2023 waiting removal paperwork
- (Item 86) Ref: 22-52616-4 – Infill Panels (Area 1: External Store) – No Risk

**No Access/Limited Access areas - asbestos should be presumed within locations that were inaccessible until further assessments can be performed:**

<b>001/community room</b>	<b>- Wall heater – no access due to live supply</b>
<b>003/store</b>	<b>- Wall heater – no access due to live supply</b>
<b>003/store - void above</b>	<b>- Electrics - no access due to live supply</b>
<b>033/server room</b>	<b>- Electrics - no access due to live supply</b>
<b>047/boiler room</b>	<b>- Electrics - no access due to live supply</b>
<b>999/externals</b>	<b>- Roller shutter doors – metal boxing above has not been inspected</b>

**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: 365647-1**

The remnant adhesive below floor screed in room 001/ community room contains asbestos.

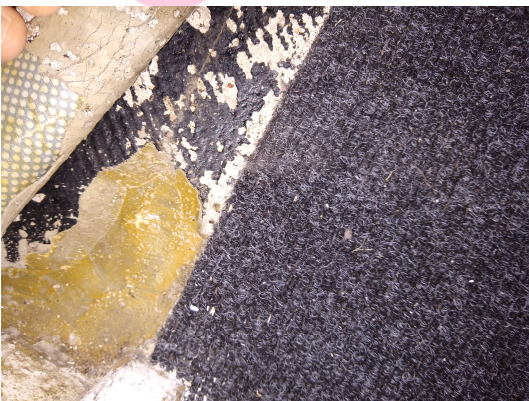
Any change in its appearance should be recorded and passed to Property Services.



### **Item 2 Ref: As 365647-1**

The remnant adhesive to floor in room 002/kitchen contains asbestos.

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



### **Item 3 Ref: As 365647-1**

The remnant adhesive to floor in room 003/store contains asbestos.

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

## Photographs of Areas Sampled (Cont)



### **Item 4 Ref: 365647-2**

The floor covering in room 004/meter cupboard contains asbestos.

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



### **Item 5 Ref: 365647-3**

The adhesive to floor in room 005/female wc contains asbestos.

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



### **Item 6 Ref: As 365647-3**

The remnant adhesive to floor in room 006/male wc contains asbestos.

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

## **Photographs of Areas Sampled (Cont)**



### **Item 7 Ref: As 365647-3**

The adhesive to floor in room 007/disabled wc contains asbestos.

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



### **Item 8 Ref: As 365647-3**

The remnant adhesive to floor in room 008/entrance lobby contains asbestos.

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



### **Item 9 Ref: As 365647-3**

The remnant adhesive to floor in room 008A/lobby contains asbestos.

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

## **Photographs of Areas Sampled (Cont)**



### **Item 10 Ref: 365647-4**

The acoustic paint to metal sinks in room 013/kitchen does not contain asbestos.



### **Item 11 Ref: 365647-5**

The floor covering in room 014/store contains asbestos.

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



### **Item 12 Ref: As 365647-3**

The remnant adhesive to floor in room 015/office contains asbestos.

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

## **Photographs of Areas Sampled (Cont)**



### **Item 13 Ref: As 365647-3**

The remnant adhesive to floor in room 016/office contains asbestos.

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



### **Item 14 Ref: As 365647-3**

The remnant adhesive to floor in room 017/office contains asbestos.

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



### **Item 15 Ref: 365647-6**

The adhesive backing to parquet flooring in room 019/hall does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 16 Ref: 365647-15**

The pipework flange gaskets in room 019/hall void above contains asbestos.

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



### **Item 17 Ref: As 365647-6**

The adhesive backing to parquet flooring in room 020/ict room does not contain asbestos.



### **Item 18 Ref: 365647-7**

The floor covering in room 021a/store cupboard contains asbestos.

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

## Photographs of Areas Sampled (Cont)



### **Item 19 Ref: 365647-8**

The adhesive to floor below linoleum in room 023/salon contains asbestos.

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



### **Item 20 Ref: As 365647-8**

The adhesive to floor in room 23a/salon cupboard contains asbestos.

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



### **Item 21 Ref: As 365647-8**

The adhesive to floor in room 24/salon kitchen contains asbestos.

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

## **Photographs of Areas Sampled (Cont)**



### **Item 22 Ref: As 365647-8**

The adhesive to floor in room 024a/salon kitchen cupboard contains asbestos.

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



### **Item 23 Ref: As 365647-8**

The remnant adhesive to floor in room 28/reception contains asbestos.

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



### **Item 24 Ref: As 365647-8**

The adhesive to floor in room 30/room contains asbestos.

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

## Photographs of Areas Sampled (Cont)



### **Item 25 Ref: As 365647-6**

The adhesive backing to parquet floor and concrete floor in room 032/kitchen does not contain asbestos.



### **Item 26 Ref: As 365647-6**

The adhesive backing to parquet floor and concrete floor in room 033/server room does not contain asbestos.



### **Item 27 Ref: 365647-9**

The adhesive to floor in room 38/classroom contains asbestos.

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

## **Photographs of Areas Sampled (Cont)**



### **Item 28 Ref: 365647-10**

The remnant adhesive to floor in room 045/workshop contains asbestos.

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



### **Item 29 Ref: 365647-11**

The floor covering in room 045a/cupboard contains asbestos.

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



### **Item 30 Ref: 365647-22**

The ceiling panels in room 47/boiler room contains asbestos.

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

## Photographs of Areas Sampled (Cont)



### **Item 31 Ref: As 365647-12**

The boiler flue in room 47/boiler room contains asbestos.

*Removed October 2020*



### **Item 32 Ref: 365647-23**

The packing to the boiler flue (outside of boiler) in room 47/boiler room does not contain asbestos.



### **Item 33 Ref: 365647-24**

The seal to flue exhausts (boiler internals) in room 47/boiler room contains asbestos.

*Removed October 2020*

## Photographs of Areas Sampled (Cont)



### **Item 34 Ref: 365647-25**

The hertel tank insulation in room 47/boiler room does not contain asbestos.



### **Item 35 Ref: 365647-26**

The pipe lagging medium bore pipework in room 47/boiler room does not contain asbestos.



### **Item 36 Ref: 365647-27**

The pipe lagging small bore in room 47/boiler room does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 37 Ref: 365647-28**

The pipe lagging medium bore pipework in room 47/boiler room does not contain asbestos.



### **Item 38 Ref: 365647-29**

The pipework flange gaskets in room 47/boiler room contain asbestos.

Any change in appearance should be reported to Property Services.



### **Item 39 Ref: 365647-30**

The debris to wall in room 47/boiler room does not contain asbestos.

## Photographs of Areas Sampled (Cont)



**Item 40 Ref: 365647-31**

The debris to wall in room 47/boiler room does not contain asbestos.



**Item 41 Ref: 365647-32**

The debris to wall in room 47/boiler room does not contain asbestos.



**Item 42 Ref: 365647-33**

The debris to wall in room 47/boiler room does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 43 Ref: 365647-34**

The debris to floor and plinth in room 47/boiler room does not contain asbestos.



### **Item 44 Ref: 365647-35**

The debris to floor below pipework adjacent to the boiler in room 47/boiler room does contain asbestos.

Removed December 2019



### **Item 45 Ref: 365647-33**

The flue cowl above boiler room (external) does contain asbestos.

*Removed October 2020*

## Photographs of Areas Sampled (Cont)



### **Item 46 Ref: 365647-13**

The rope seal to flue cowl (external) does contain asbestos.

*Removed October 2020*



### **Item 47 Ref: 365647-14**

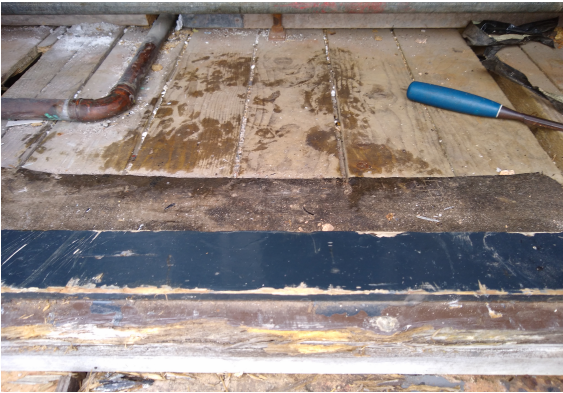
The flat roof covering (external) does not contain asbestos.



### **Item 48 Ref: 365647-16**

The seal to tank stand door (external) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 49 Ref: 365647-17**

The high level damp proof course to tank door threshold (external) does not contain asbestos.



### **Item 50 Ref: As 365647-16**

The remnant seal to kiln room frame (external) does not contain asbestos.



### **Item 51 Ref: 365647-18**

The remnant seal to window frames (external) does contain asbestos.

Any change in appearance should be reported to Property Services.

## Photographs of Areas Sampled (Cont)



**Item 52 Ref: 365647-19**

The expansion gap seal (external) does not contain asbestos.



**Item 53 Ref: 365647-20**

The panel to wall (external) does not contain asbestos.



**Item 54 Ref: 365647-21**

The damp proof course (external) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 55 Ref: 412164-9**

The remnant bitumen adhesive below modern linoleum in corridor (Rm 0/18) does contain asbestos.

Any change in appearance should be reported to Property Services.



### **Item 56 Ref: 412164-8**

The debris to top of suspended ceiling in corridor – void above (Rm 0/18) does not contain asbestos.



### **Item 57 Ref: 412164-7**

The bituminous felt adj door from roof in hall - void above (Rm 0/19) does not contain asbestos.

## Photographs of Areas Sampled (Cont)



### **Item 58 Ref: As 412164-4**

The adhesive to floor beneath screed in the lobby (Rm 0/21) does contain asbestos.

Any change in appearance should be reported to Property Services.



### **Item 59 Ref: 412164-5**

The adhesive to floor beneath screed in the classroom (Rm 0/22) does contain asbestos.

Any change in appearance should be reported to Property Services.



### **Item 60 Ref: As 412164-5**

The adhesive to floor beneath linoleum in the store (Rm 0/23a) does contain asbestos.

Any change in appearance should be reported to Property Services.

## Photographs of Areas Sampled (Cont)



### **Item 61 Ref: As 412164-5**

The adhesive to floor beneath linoleum in the store (Rm 0/24a) does contain asbestos.

Any change in appearance should be reported to Property Services.



### **Item 62 Ref: As 412164-6**

The adhesive to floor beneath screed in the female WC (Rm 0/25) does contain asbestos.

Any change in appearance should be reported to Property Services.



### **Item 63 Ref: 412164-6**

The adhesive to floor beneath screed in the lobby (Rm 0/26) does contain asbestos.

Any change in appearance should be reported to Property Services.

## Photographs of Areas Sampled (Cont)



### **Item 64 Ref: 412164-4**

The adhesive to floor beneath screed in the studio (Rm 0/29) does contain asbestos.

Any change in appearance should be reported to Property Services.



### **Item 65 Ref: As 412164-3**

The remnant bitumen adhesive below modern linoleum in the female wc lobby (Rm 0/34) does contain asbestos.

Any change in appearance should be reported to Property Services.



### **Item 66 Ref: As 412164-3**

The remnant bitumen adhesive below modern linoleum in the female wc (Rm 0/35) does contain asbestos.

Any change in appearance should be reported to Property Services.

## Photographs of Areas Sampled (Cont)



### **Item 67 Ref: As 412164-3**

The remnant bitumen adhesive below modern linoleum in the male wc lobby (Rm 0/36) does contain asbestos.

Any change in appearance should be reported to Property Services.



### **Item 68 Ref: 412164-3**

The remnant bitumen adhesive below modern linoleum in corridor (Rm 0/40) does contain asbestos.

Any change in appearance should be reported to Property Services.



### **Item 69 Ref: 412164-1**

The remnant bitumen from roof topside of suspended ceiling in the workshop – void above (Rm 0/45) does contain asbestos.

Any change in appearance should be reported to Property Services.

## **Photographs of Areas Sampled (Cont)**



### **Item 70 Ref: 412164-2**

The remnant bitumen adhesive below modern linoleum in office (Rm 0/46) does contain asbestos.

Any change in appearance should be reported to Property Services.



### **Item 71 Ref: 412164-10**

The seal to light fittings in the boiler room (Rm 0/47) does contain asbestos.

Any change in appearance should be reported to Property Services.



### **Item 72 Ref: 20-27353-1**

The vessels seal to metal boiler section access plates in Boiler Room contains asbestos.

Any change in appearance should be reported to Property Services.

## Photographs of Areas Sampled (Cont)

### **Item 73 Ref: 20-27353-2**



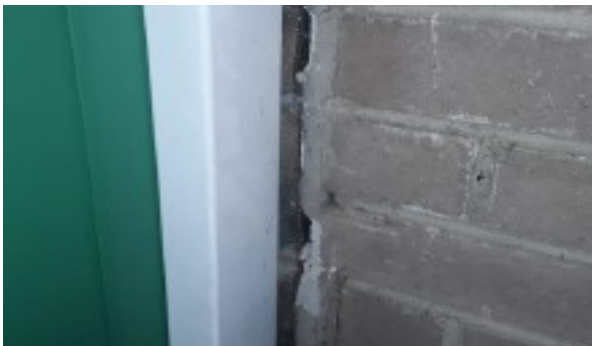
The damp proof to cavity around door in Boiler Room does not contain asbestos.

### **Item 74 Ref: 20-27245-1**



The vessel internal lining to kiln in Kiln Room does not contain asbestos.

### **Item 75 Ref: 20-27245-2**



The damp proofing to doorframe in Kiln Room does not contain asbestos.

## Photographs of Areas Sampled (Cont)

### **Item 76 Ref: 20-27245-3**



The metal flanges (top flange) in Gas Meter cupboard do not contain asbestos.

### **Item 77 Ref: 20-27245-4**



The metal flanges (bottom gasket) in Gas Meter cupboard do not contain asbestos.

### **Item 78 Ref: 20-27245-5**



The redundant flange gaskets to floor in Gas Meter cupboard do not contain asbestos.

## Photographs of Areas Sampled (Cont)

### **Item 79 Ref: 20-27245-6**



The wall damp proof course in Gas Meter cupboard contains asbestos.

Any change in appearance should be reported to Property Services.

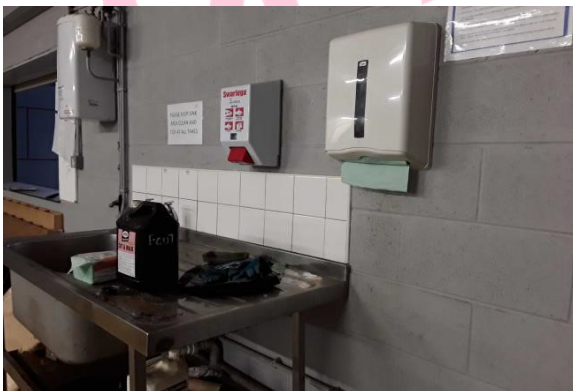
### **Item 80 Ref: 22-43761-1**



The sink pad to drainer (Area 1/Garage) contains asbestos.

Any change in appearance should be reported to Property Services.

### **Item 81 Ref: 22-43761-2**



The adhesive to ceramic tiles to walls (Area 1/Garage) does not contain asbestos.

## Photographs of Areas Sampled (Cont)

### **Item 82 Ref: 22-43761-3**



The putty between floor slabs (Area 1/Garage) does not contain asbestos.

### **Item 83 Ref: 22-52616-1**



The gasket to loose compressor parts in the External Store (Area 1) does contain asbestos.

Removed Jan 2023 – waiting removal paperwork

### **Item 84 Ref: 22-52616-2**



The gasket to loose compressor parts in the External Store (Area 1) does contain asbestos.

Removed Jan 2023 – waiting removal paperwork

## Photographs of Areas Sampled (Cont)

### **Item 85 Ref: 22-52616-3**



The gasket to loose compressor parts in the External Store (Area 1) does contain asbestos.

Removed Jan 2023 – waiting removal paperwork

### **Item 86 Ref: 22-52616-4**



The cement infill panels in the external store (Area 1) 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 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 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 2****Inspection Schedule**

Picture	Location	Risk	Inspection Frequency	Date of return
<b>Item 1</b>	<b>Remnant adhesive below floor screed (001/community room)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 2</b>	<b>Remnant adhesive to floor (002/kitchen)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 3</b>	<b>Remnant adhesive to floor (003/store)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 4</b>	<b>Floor covering (004/meter cupboard)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 5</b>	<b>Adhesive to floor (005/female wc)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 6</b>	<b>Remnant adhesive to floor (006/male wc)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 7</b>	<b>Adhesive to floor (007/disabled wc)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 8</b>	<b>Remnant adhesive to floor (008/entrance lobby)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 9</b>	<b>Remnant adhesive to floor (008A/lobby)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<i>Item 10</i>	<i>No asbestos</i>	<i>Is present</i>		
<b>Item 11</b>	<b>Floor covering (014/store)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 12</b>	<b>Remnant adhesive to floor (015/office)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 13</b>	<b>Remnant</b>	<b>Very Low</b>	<b>12 monthly</b>	<b>30.6.2026</b>

	<b>adhesive to floor (016/office)</b>	<b>Risk</b>		
<b>Item 14</b>	<b>Remnant adhesive to floor (017/office)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<i>Item 15</i>	<i>No asbestos</i>	<i>Is present</i>		
<b>Item 16</b>	<b>Pipework flange gaskets (019/hall)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<i>Item 17</i>	<i>No asbestos</i>	<i>Is present</i>		
<b>Item 18</b>	<b>Floor covering (021A/store cupboard)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 19</b>	<b>Adhesive to floor below linoleum (023/salon)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 20</b>	<b>Adhesive to floor (23a/salon cupboard)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 21</b>	<b>Adhesive to floor (024/salon kitchen)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 22</b>	<b>Adhesive to floor (24A/salon kitchen cupboard)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 23</b>	<b>Adhesive to floor (028/reception)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 24</b>	<b>Adhesive to floor (030/room)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<i>Item 25</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 26</i>	<i>No asbestos</i>	<i>Is present</i>		
<b>Item 27</b>	<b>Adhesive to floor (038/classroom)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 28</b>	<b>Remnant adhesive to floor (045/workshop)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 29</b>	<b>Floor covering (045A/cupboard)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 30</b>	<b>Ceiling panels (047/boiler room)</b>	<b>Low Risk</b>	<b>6 monthly</b>	<b>30.12.2025</b>

Item 31	Boiler flue (047/boiler room)	Very Low Risk		Removed October 2020
Item 32	No asbestos	Is present		
Item 33	Seal to flue exhausts (boiler internals)	Low Risk		Removed October 2020
Item 34	No asbestos	Is present		
Item 35	No asbestos	Is present		
Item 36	No asbestos	Is present		
Item 37	No asbestos	Is present		
<b>Item 38</b>	<b>Pipework flange gaskets (047/boiler room)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
Item 39	No asbestos	Is present		
Item 40	No asbestos	Is present		
Item 41	No asbestos	Is present		
Item 42	No asbestos	Is present		
Item 43	No asbestos	Is present		
Item 44	Debris to floor below pipework adjacent to boiler (047/boiler room)	Low Risk		Removed December 2019
Item 45	Flue cowl above boiler room (999/externals)	Very Low Risk		Removed October 2020
Item 46	Rope seal to flue cowl (999/externals)	Low Risk		Removed October 2020
Item 47	No asbestos	Is present		
Item 48	No asbestos	Is present		
Item 49	No asbestos	Is present		
Item 50	No asbestos	Is present		
<b>Item 51</b>	<b>Remnant seal to window frames (999/externals)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
Item 52	No asbestos	Is present		
Item 53	No asbestos	Is present		
Item 54	No asbestos	Is present		
<b>Item 55</b>	<b>Remnant bitumen adhesive below modern lino (018/corridor)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
Item 56	No asbestos	Is present		

<i>Item 57</i>	<i>No asbestos</i>	<i>Is present</i>		
<b>Item 58</b>	<b>Adhesive to floor beneath screed (021/Lobby)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 59</b>	<b>Adhesive to floor beneath screed (022/Classroom)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 60</b>	<b>Adhesive to floor beneath screed (023a/Store)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 61</b>	<b>Adhesive to floor beneath screed (024a/Store)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 62</b>	<b>Adhesive to floor beneath screed (025/female WC)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 63</b>	<b>Adhesive to floor beneath screed (026/Lobby)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 64</b>	<b>Adhesive to floor beneath screed (029/Studio)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 65</b>	<b>Remnant bitumen adhesive below modern lino (034/Female WC Lobby)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 66</b>	<b>Remnant bitumen adhesive below modern lino (035/Female WC)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 67</b>	<b>Remnant bitumen adhesive below modern lino (036/Male WC Lobby)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>

<b>Item 68</b>	<b>Remnant bitumen adhesive below modern lino (040/Corridor)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 69</b>	<b>Remnant bitumen from roof topside of suspended ceiling (045/Workshop void above)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 70</b>	<b>Remnant bitumen adhesive below modern lino (046/Office)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 71</b>	<b>Seal to light fittings (047/Boiler Room)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 72</b>	<b>Vessels seal to metal boiler section access plates (Boiler Room)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<i>Item 73</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 74</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 75</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 76</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 77</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 78</i>	<i>No asbestos</i>	<i>Is present</i>		
<b>Item 79</b>	<b>Wall damp proof course (Gas Meter cupboard)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<b>Item 80</b>	<b>Sink pad to drainer (Area 1/Garage)</b>	<b>Very Low Risk</b>	<b>12 monthly</b>	<b>30.6.2026</b>
<i>Item 81</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 82</i>	<i>No asbestos</i>	<i>Is present</i>		
<b>Item 83</b>	<b>Gasket to loose compressor parts (Area 1: External Store)</b>	<b>Low Risk</b>	<b>6 monthly</b>	<b>Removed Jan 2023 – waiting removal paperwork</b>

<b>Item 84</b>	<b>Gasket to loose compressor parts (Area 1: External Store)</b>	<b>Low Risk</b>	<b>6 monthly</b>	Removed Jan 2023 – waiting removal paperwork
<b>Item 85</b>	<b>Gasket to loose compressor parts (Area 1: External Store)</b>	<b>Low Risk</b>	<b>6 monthly</b>	Removed Jan 2023 – waiting removal paperwork
<i>Item 86</i>	<i>No asbestos</i>	<i>Is present</i>		

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**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

<u>Ref:</u>	<u>Condition</u> Same/change	<u>Action Required</u> Yes/No	<u>Comments</u>
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<b>Actions Required</b>	
<b>Actions Completed</b>	
<b>Alterations to Register</b>	