SITE survey. APP

SITE SURVEY REPORT

Pre-Demolition Survey

Prepared for	Westmead Developments Ltd
Date	20 Oct 2026
Site	Brackley House, Swindon
Prepared by	K. Adeyemi

FORM

Pre-Demolition Survey

1. Building details

Project	Brackley House, Swindon: pre-demolition survey (completed example)
Site address	Brackley House, 7 Tilsworth Road, Swindon SN2 8EX
Client	Westmead Developments Ltd
Location (GPS)	51.5752, -1.7869
Survey date	20 Oct 2026
Surveyed by	K. Adeyemi
Survey company	Ridgeway Demolition Consultants Ltd
Survey reference	RDC-EXAMPLE-114
Country	England
Building or structure	Brackley House (former offices)
Year built (approximate)	1966
Storeys above ground	1
Storeys below ground	0
Approximate floor area (m²)	640
Main structure	Load-bearing masonry
Roof	Flat roof, felt on timber joists
Last use	Offices, vacant since 2025
Occupied now?	Vacant
Demolition planned	Whole building
Planned demolition start	11 Jan 2027
Demolition contractor, if appointed	Not yet appointed

Photos of each elevation



This is a pre-demolition survey record: what was found, what is presumed, what is still to be checked and what can be reused. It is not an asbestos survey, a structural survey or the demolition plan. Use the Demolition Planning Record for the plan and the Asbestos Register for the asbestos materials.

Great Britain. Demolition must be planned and carried out to prevent danger, or reduce it as low as reasonably practicable, and the arrangements must be recorded in writing before the work begins (CDM 2015, regulation 20). This survey feeds that written plan.

2. Survey scope and access

Covered by this survey	Asbestos (record of the specialist survey), Other hazardous materials, Services, Structure (visual notes only), Materials for reuse and recycling, Neighbours and party walls
Documents seen	Drawings, Asbestos survey report, Service and utility records
What the documents show	1966 drawings show a brick building with a timber flat roof and a concrete ground slab. Kitchen and WCs added in 1988. The 2019 asbestos survey is a management survey only.

Areas not accessed 1: Comms cupboard off the rear corridor

Area not accessed	Comms cupboard off the rear corridor
Why	Locked or no key
Until it is inspected	Both
Areas not accessed	1

3. Asbestos

Asbestos (Great Britain). Before demolition work that could expose workers to asbestos, the employer must assess whether asbestos is present, or assume it is (Control of Asbestos Regulations 2012, regulation 5). HSE says all asbestos-containing materials must be removed, as far as reasonably practicable, before demolition, and a refurbishment and demolition survey by a competent surveyor must locate them, including those hidden in the building fabric, before any structural work begins (see HSE HSG264, Asbestos: The survey guide). The plan of work for a final demolition must specify that asbestos is removed before other major works begin, so far as reasonably practicable (regulation 7(3)). HSE says asbestos was banned in 1999 and buildings constructed after 2000 are unlikely to contain it.

Asbestos survey for demolition	Only a management survey or an older survey: demolition survey still needed
Survey report reference and date	Management survey AMS-EXAMPLE-19, March 2019
Asbestos surveyor	Kennet Asbestos Surveys Ltd
Survey by a UKAS-accredited organisation?	Yes
Survey limits and areas the asbestos surveyor did not reach	Management survey only: no destructive inspection of floor build-ups, wall cavities or the roof deck. Comms cupboard not entered.

Asbestos found or presumed 1: Rear corridor and kitchen, under the carpet

Location	Rear corridor and kitchen, under the carpet
Material	Vinyl floor tiles
Status	Presumed (not sampled)
Survey or sample reference	Not in the 2019 survey
Approximate quantity	85
Unit	m^2
Next step	Sample or survey before demolition

Photos



Asbestos found or presumed 2: Rear corridor and kitchen, adhesive under the floor tiles

Location	Rear corridor and kitchen, adhesive under the floor tiles
Material	Bitumen adhesive
Status	Presumed (not sampled)
Survey or sample reference	Not in the 2019 survey
Approximate quantity	85
Unit	m^2
Next step	Sample or survey before demolition

Asbestos found or presumed 3: Front elevation, soffit boards above the entrance

Location	Front elevation, soffit boards above the entrance
Material	Asbestos cement sheets or slates
Status	Confirmed by sample analysis
Survey or sample reference	2019 survey sample S-EXAMPLE-07
Approximate quantity	32
Unit	linear m
Next step	Remove before demolition
Materials found or presumed	3
Of which presumed, not sampled	2

Asbestos result	Asbestos found or presumed: remove or confirm before demolition as the survey says

A full demolition survey is still needed. Do not start structural work, soft strip or demolition in the areas it does not cover.

4. Other hazardous materials

Lead paint or other lead (flashings, pipes)	Presumed
Where, how much and what needs to happen, or why not checked	Original 1966 gloss paint on the steel window sub-frames and the entrance doors. Presumed to contain lead: no hot cutting until tested.
PCBs (light ballasts, sealants or caulk, some paints)	Presumed
Where, how much and what needs to happen, or why not checked	Six original fluorescent fittings in the store room. Ballasts may contain PCBs: specialist to check the labels and remove them before strip-out.
Fluorescent tubes and other lamps	Found
Where, how much and what needs to happen, or why not checked	About 60 fluorescent tubes in the office and corridor ceilings. Remove intact before soft strip.
Refrigerants (air conditioning, chillers, cold rooms)	Found
Where, how much and what needs to happen, or why not checked	Split air conditioning unit serving the former server room, condenser on the rear wall. Refrigerant to be recovered before removal.

Photos



Fuel or chemical tanks, pipes and residues	None seen in the areas surveyed
Contaminated land or made ground	Not checked
Where, how much and what needs to happen, or why not checked	Ground below the slab not seen. The client says the site was a builder's yard before 1966. Ground investigation recommended.

Bird droppings, nests, pests or sharps	Found
Where, how much and what needs to happen, or why not checked	Pigeon droppings on the store room roof light and the rear flat roof, about 4 m². Clean up under controlled conditions before roof strip.

Photos



Stored chemicals, oils, batteries or other waste left in the building	None seen in the areas surveyed
Man-made mineral fibre insulation	Found
Where, how much and what needs to happen, or why not checked	Glass wool quilt between the roof joists across the whole roof.
Glass or other fragmentation hazard	Found
Where, how much and what needs to happen, or why not checked	Single glazed aluminium windows throughout. Remove glass before mechanical demolition.
Hazards found or presumed	7
Not checked	1

5. Services to disconnect

> England and Wales. The demolition notice to the local authority under section 80 of the Building Act 1984 must be copied to the gas and electricity suppliers. A section 81 notice from the authority can require you to disconnect and seal sewers and drains and to arrange disconnection of gas, electricity and water with the suppliers (section 82).

Services 1: Gas

Service	Gas
Supplier or network operator	Gas network operator
Meter or isolation point	Meter box on the east gable

Supplier reference	GN-EXAMPLE-3381
Status	Disconnected: confirmed in writing by the supplier
Disconnection requested on	5 Oct 2026
Disconnection confirmed on	16 Oct 2026
Notes	Meter removed and supply capped at the boundary. Confirmation letter on file.

Services 2: Electricity

Service	Electricity
Supplier or network operator	Electricity network operator
Meter or isolation point	Intake cupboard in the entrance lobby
Supplier reference	EN-EXAMPLE-7720
Status	Disconnection requested: waiting
Disconnection requested on	12 Oct 2026
Notes	Supply still live. Network operator to cut back to the boundary.

Photos of the meter, isolation point or cap



Services 3: Water

Service	Water
Supplier or network operator	Water company
Meter or isolation point	Stopcock chamber in the front verge

Status	Kept live for the works: to be relocated and protected
Notes	Standpipe at the boundary for dust suppression during demolition.

Services 4: Drainage and sewer

Service	Drainage and sewer
Meter or isolation point	Two manholes in the rear car park
Status	Not yet arranged
Notes	Cap and seal once the section 81 notice says where.
Services not yet disconnected	2
Kept live for the works	1

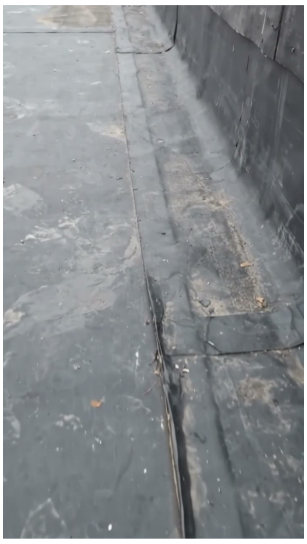
> Do not start demolition until every service is disconnected and confirmed, or relocated and protected.

6. Structure (observations only)

> Record what you see. This form makes no structural judgement: the demolition engineer or a competent person decides on stability and sequence.

Seen on the survey	Roof covering failed or leaking, Fire or water damage
Where, and what it looks like	Roof covering split along the upstand on the rear flat roof. Water has stained and brought down ceiling tiles in the open-plan office. Roof joists not seen.

Photos





Refer to the demolition engineer?	Yes
Structural or engineering survey reference	Not done yet: demolition engineer to be appointed with the contractor

7. Materials for reuse and recycling

A resource audit lists what the building is made of, room by room or element by element, with quantities, where it is and whether it can be reused. The European Commission guidelines for waste audits before demolition (2018) describe a desk study, then a field survey that inspects every room, and an inventory with each material's type, quantity, location and reusability. Hazardous materials go on the hazard pages, not here.

Rooms, floors or elements 1: Open-plan office

Room, floor or element	Open-plan office

Materials and elements 1: Carpet tiles

Material or element	Carpet tiles
Type	Floor finishes
Approximate quantity	280
Unit	m²
Condition	Poor: recycle or recover only
Route	Disposal
How to take it out and keep it, and who might take it	Water stained and soiled near the roof leak.

Materials and elements 2: Suspended ceiling grid

Material or element	Suspended ceiling grid
Type	Metals
Approximate quantity	300
Unit	m²
Condition	Poor: recycle or recover only
Route	Recycle
How to take it out and keep it, and who might take it	Strip after the tubes are out. Tiles go to waste, grid to the metal skip.

Materials and elements 3: Aluminium window frames

Material or element	Aluminium window frames
Type	Metals
Approximate quantity	14

Unit	number
Condition	Poor: recycle or recover only
Route	Recycle
How to take it out and keep it, and who might take it	Glass out first. Painted sub-frames presumed to have lead paint.
Items in this area	3
For reuse	0

Rooms, floors or elements 2: Corridor and meeting rooms

Room, floor or element	Corridor and meeting rooms

Materials and elements 1: Timber glazed double doors

Material or element	Timber glazed double doors
Type	Doors, windows and joinery
Approximate quantity	3
Unit	number
Condition	Good: reusable as it is
Route	Reuse elsewhere (sale, donation or reclamation)
How to take it out and keep it, and who might take it	Take off with frames and closers, wrap and store dry. Local reclamation yard interested.

Photos



Materials and elements 2: Copper heating pipework

Material or element	Copper heating pipework
Type	Metals
Approximate quantity	60
Unit	linear m
Condition	Poor: recycle or recover only
Route	Recycle
Items in this area	2
For reuse	1

Rooms, floors or elements 3: Roof and external walls

Room, floor or element	Roof and external walls

Materials and elements 1: Facing brick

Material or element	Facing brick
Type	Concrete, brick and masonry
Approximate quantity	95
Unit	tonnes
Condition	Poor: recycle or recover only
Route	Recycle
How to take it out and keep it, and who might take it	Cement mortar, so bricks will not clean for reuse. Crush on site for the piling mat.

Materials and elements 2: Timber roof joists

Material or element	Timber roof joists
Type	Timber
Approximate quantity	12
Unit	m^3
Condition	Fair: reusable after repair
Route	Reuse elsewhere (sale, donation or reclamation)

How to take it out and keep it, and who might take it	Check for rot near the leak. De-nail and stack under cover.

Materials and elements 3: Roofing felt

Material or element	Roofing felt
Type	Roofing
Approximate quantity	650
Unit	m^2
Condition	Poor: recycle or recover only
Route	Disposal
How to take it out and keep it, and who might take it	Route depends on the demolition asbestos survey of the felt.
Items in this area	3
For reuse	1
Items listed	8
For reuse	2
For recycling or other recovery	4
For disposal	2

8. Neighbours, party walls and notices

Adjoining buildings and boundaries	Detached building. Car park to the north, Unit 5 (industrial) 4 m to the east, public footpath along the Tilsworth Road frontage.
Near the site	Public footpath, Road

Photos of the neighbouring buildings before work



Demolition notice (England and Wales). Under section 80 of the Building Act 1984, you may not begin demolition until you have given the local authority notice and either the authority has replied with a section 81 notice or six weeks have passed. Copy the notice to the occupiers of adjacent buildings and the gas and electricity suppliers. Some demolitions are outside section 80, such as an internal part of a building that stays occupied, or a building of not more than 1750 cubic feet.

Section 80 notice	Given
Given on	19 Oct 2026
Section 81 notice from the local authority	Not received yet

Party walls (England and Wales). Under the Party Wall etc. Act 1996, work to a party wall or party structure, including exposing a party wall that was enclosed (which needs weathering), needs a party structure notice at least two months before the work begins, unless the adjoining owners and occupiers agree in writing (sections 2 and 3). Excavating within three metres of a neighbour's building below its foundations, or within six metres where it would reach a line drawn down at 45 degrees from the bottom of its foundations, needs notice at least one month before (section 6).

Party walls or adjacent excavation affected?	Yes

Party wall notices 1: Owner of Unit 5, Tilsworth Road

Adjoining owner and property	Owner of Unit 5, Tilsworth Road
Notice	Adjacent excavation notice (section 6)
Status	Served: waiting for a reply
Served on	19 Oct 2026
Party wall notices outstanding	1
Neighbours told, and any concerns raised	Unit 5 manager told about the programme on 20 October. Asked for the footpath to stay open.

9. Recommendations

Further surveys or tests recommended	Refurbishment and demolition asbestos survey, Ground contamination investigation, Structural or engineering survey
Recommendations	Commission a refurbishment and demolition asbestos survey of the whole building, including the floor build-ups, roof felt and the comms cupboard, before any soft strip. Remove the presumed floor tiles and adhesive and the asbestos cement soffits as the survey directs. Specialist removal of tubes, ballasts and refrigerant before strip-out. Ground investigation before the new foundations are designed. Reclaim the timber doors and roof joists.

10. Result, actions and sign-off

Items needing action	5
Result	Action needed before demolition
Asbestos materials found or presumed	3
Other hazards found or presumed	7
Areas not accessed	1
Items for reuse	2

Actions 1: Commission a refurbishment and demolition asbestos survey of the whole building, including the comms cupboard.

Action	Commission a refurbishment and demolition asbestos survey of the whole building, including the comms cupboard.
Priority	Before any strip-out
Who will do it	J. Hartnell
Due by	13 Nov 2026
Status	In progress

Actions 2: Chase the electricity network operator for the cut-back to the boundary and get written confirmation.

Action	Chase the electricity network operator for the cut-back to the boundary and get written confirmation.
Priority	Before demolition starts
Who will do it	K. Adeyemi
Due by	27 Nov 2026

Status	Open

Actions 3: Cap and seal the drains once the section 81 notice is received.

Action	Cap and seal the drains once the section 81 notice is received.
Priority	Before demolition starts
Who will do it	J. Hartnell
Due by	11 Dec 2026
Status	Open

Actions 4: Arrange a ground investigation of the former yard.

Action	Arrange a ground investigation of the former yard.
Priority	For information
Who will do it	Westmead Developments Ltd
Due by	18 Dec 2026
Status	Open
Actions still open	4
Decision	Not ready: further survey needed
Next check or re-inspection date	20 Nov 2026
Summary for the client	Brackley House can be demolished once a full demolition asbestos survey is done and the asbestos it finds is removed. Floor tiles and adhesive in the rear corridor and kitchen are presumed asbestos; the soffits are confirmed asbestos cement. Electricity and drainage are still to be disconnected, and the section 6 notice to Unit 5 is waiting for a reply. Doors and roof joists are listed for reuse.
Surveyor name	K. Adeyemi
Surveyor signature	
Client or principal contractor name	J. Hartnell

Client or principal contractor signature



This survey records what was seen on the day and what the documents say. It does not certify that the building is free of asbestos or other hazards, or that it is safe to demolish.