SITEsurvey.APP

SITE SURVEY REPORT

Site Acceptance Test Record

Prepared for	Bryn Leisure Trust
Date	30 Sep 2026
Site	Bryn Leisure Centre, Wrexham
Prepared by	O. Pritchard

FORM

Site Acceptance Test Record

1. Record details and scope

Project	Bryn Leisure Centre, Wrexham: AHU-2 controls site acceptance test
Client or organisation	Bryn Leisure Trust
Site or premises address	Bryn Leisure Centre, 12 Station Approach, Wrexham LL11
Record date	30 Sep 2026
Person completing the record	O. Pritchard

> This is a project test record, not a product conformity certificate, permission for hazardous testing or automatic contractual acceptance.

2. Test basis

Installed system and location	Pool hall air handling unit AHU-2 controls and building management outstation OS-04, level 1 plant room
Approved protocol and revision	SAT protocol SAT-BLC-AHU2 rev 1, approved 18/09/2026
Hardware/software configuration	Outstation OS-04 firmware v4.2, control strategy BLC-AHU2-S3, graphics rev 2
Prerequisites, safe test controls and authority	Pre-commissioning checks complete, PC-AHU2-01. Pool hall closed to the public 06:00 to 09:00. Plant permit PTW-0930-02. Manual override available throughout. Fire alarm engineer present for SAT-03.

3. Test cases

Test case 1: SAT-01: supply air temperature control at 30 °C setpoint

Case ID and requirement	SAT-01: supply air temperature control at 30 °C setpoint
Approved method reference	Method M1, observe for 30 minutes
Expected result and criterion	Within ±1 °C of setpoint after 30 minutes
Measured value	30.4
Unit	°C (furthest from setpoint)
Lowest acceptable value	29
Highest acceptable value	31

Reading against the criterion	Within the criterion
Actual result and evidence reference	29.6 to 30.4 °C over 30 minutes. Trend log TL-01.
Outcome	Pass

Photos or screenshots



Test case 2: SAT-02: supply fan fail alarm at the front end

Case ID and requirement	SAT-02: supply fan fail alarm at the front end
Approved method reference	Method M3, supply fan isolated locally
Expected result and criterion	Alarm shown at the front end within 60 seconds
Measured value	12
Unit	seconds
Highest acceptable value	60
Reading against the criterion	Within the criterion
Actual result and evidence reference	Alarm shown after 12 seconds. Screenshot SC-02.
Outcome	Pass

Test case 3: SAT-03: fire alarm signal shuts down AHU-2

Case ID and requirement	SAT-03: fire alarm signal shuts down AHU-2
Approved method reference	Method M4, fire signal simulated by the fire alarm engineer
Expected result and criterion	Fans stop and all dampers close on the fire signal
Measured value	20

Unit	% open (return air damper)
Highest acceptable value	0
Reading against the criterion	Above the criterion
Actual result and evidence reference	Fans stopped. Return air damper stayed about 20% open. Video V-03.
Outcome	Fail

Photos or screenshots



Deviation, restriction and retest reference	Damper actuator linkage slipping. Normal running not affected, fire shutdown not accepted. Retest ref SAT-03R.

Test case 4: SAT-04: night setback schedule

Case ID and requirement	SAT-04: night setback schedule
Approved method reference	Method M5, overnight trend
Expected result and criterion	Setpoint drops to 26 °C between 22:00 and 05:30
Actual result and evidence reference	Not run in the test window.
Outcome	Not run
Deviation, restriction and retest reference	To run overnight with a trend log. Retest ref SAT-04R.
Cases recorded	4
Passed	2
Failed	1
Not run	1
Pass rate of the cases run (%)	67

Readings outside the criterion	1

A case has failed. Record the deviation and the retest, and do not record full acceptance until it passes or the deviation is agreed.

Some cases have not been run. Record when they will be, and keep them out of the acceptance until they are.

4. Acceptance review

Witnesses and organisations	O. Pritchard (Glyndwr Controls Ltd), E. Hughes (client engineer, Bryn Leisure Trust)
Open defects and restrictions	SAT-03 damper fault and SAT-04 not yet run. AHU-2 can run normally. Fire shutdown function not accepted until SAT-03R passes.
Review decision	Conditional acceptance
Decision basis and authorised reviewer	Accepted for normal running only by E. Hughes, client engineer. Full acceptance after SAT-03R and SAT-04R pass.
Separate contractual acceptance reference	Contractual handover through the contract administrator, ref CA-BLC-HO-02, not yet issued

5. Actions and review

Are further actions required?	Yes

Further action 1: Fix the slipping damper linkage on the AHU-2 return air damper and retest. SAT-03R.

Action and evidence reference	Fix the slipping damper linkage on the AHU-2 return air damper and retest. SAT-03R.
Person responsible	O. Pritchard
Target date	7 Oct 2026
Action status	In progress

Further action 2: Run the night setback schedule with an overnight trend log. SAT-04R.

Action and evidence reference	Run the night setback schedule with an overnight trend log. SAT-04R.
Person responsible	O. Pritchard
Target date	2 Oct 2026
Action status	Completed
Completion evidence	Trend log TL-04 from 1 to 2 October shows setback at 22:00 and recovery at 05:30. SAT-04R passed.

Outstanding limitations and information to pass on	Fire shutdown not accepted until SAT-03R passes. Contractual handover is separate.
Record status	Further work needed
Reviewed by	E. Hughes
Review date	1 Oct 2026
Author signature	

Signing records the information entered. It does not itself certify legal compliance, remove a limitation or authorise unsafe work.