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HAZARDOUS MATERIALS ASSESSMENT REPORT

Client: Cape Cod Australia Pty. Limited

Job details: Owner: Megalong Flats Pty. Ltd.
[Mr. Simon Njoo & Ms. Alison Murphy]

Location: Unit 2 /3 Streatfield Road, Bellevue Hill

Plans for Job No: 7662/15 Revision No: E Dated: 09-12-15

Council area: WOOLLAHRA MUNICIPAL

Date of assessment: 18th December 2015

Our reference: HM04511215

The Client acknowledges that:

This report is provided for **the exclusive information of the Client**. It is a term and condition of the terms upon which this report is provided, that if the Client chooses to rely upon the report, that the Company and the Person making this report will not be liable to the Client or to any other Person who suffers personal or property damage or financial loss in respect of any cause of action or tort, contract or however the cause of action is said to arise.

This report is **not a guarantee or warranty** or an all-encompassing report dealing with the above property from every aspect. It is based on the condition of the property and the **"Readily Accessible Areas"** at the time of assessment. It is a reasonable attempt to identify as far as *reasonably practicable*, any significant hazardous materials i.e. materials *"that may"* contain asbestos [ACM] or [ACD], ceiling dusts *"that may"* contain lead, paints *"that may"* contain lead or synthetic mineral fibres [SMF], **visible** at the time of assessment.

This report, based on visual assessment, will not disclose hazardous materials in inaccessible areas, not readily accessible or obstructed at the time of assessment. Areas which are not normally accessible were not assessed and include but are not limited to – inside walls, the interior of a flat roof or beneath a suspended floor filled with earth.

This report is **not a Certificate of Compliance** with the requirements of the WHS Act 2011 and WHS Regulations 2011, relevant Codes of Practice or Australian Standards or NSW Office of Environment and Heritage [OEHL] Regulations.



Front north east elevation of the adjoining properties:
Unit 1 & Unit 2 / 3 Streatfield Road, Bellevue Hill

1. GENERAL DESCRIPTION OF THE EXISTING PROPERTY

Estimated age:	Circa 1920-1930.
Type of construction:	Double storey residential unit building containing four [4] residential units with external laundries excavated into the site under the rear elevation of the building. The building is full brick / brick cavity construction. Unit 1 is located on the top [second] floor level of the building.
External cladding:	Clay masonry brickwork
Roof:	<i>Common</i> traditional cut and pitched hipped structure with terra cotta roofing tiles.

Occupancy Status: Was the Unit occupied at the time of assessment?

Yes	✓	No	Not Applicable	
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Orientation: For the purpose of this report the front of the property faces:

East		West		North		South		Northeast	✓	Northwest		Southeast		Southwest	
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2. AREAS ASSESSED

This assessment covers the following “*Readily Accessible Areas*” of the existing Unit layout to identify as far as *reasonably practicable* any significant hazardous materials i.e. materials “*that may*” contain asbestos [ACM] or [ACD], ceiling dusts “*that may*” contain lead, paints “*that may*” contain lead or synthetic mineral fibre insulation [SMF].

Under Floor Space	N/A	Exterior	✓	Roof Surfaces	✓	Roof Cavity	N/A	Interior	✓	Carport	N/A
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3. ASSESSMENT OF THE EXISTING RESIDENCE LAYOUT FOR HAZARDOUS MATERIALS

Area Assessed	Description and Comment	Assessment / Action
Under Floor Space	Not applicable - Unit is located on first floor level.	No action is required
Exterior		
Cladding	Clay masonry brickwork. Note: not affected by the proposed Contract works.	No action is required.
	Timber weatherboard cladding to the top portion of the front gable. Note: not associated with the proposed Contract works - gable to be retained.	No action is required.
	Probable asbestos cement sheet [ACM] with timber battens to the lower portion of the front gable. Note: not associated with the proposed Contract works - gable to be retained.	All necessary steps are to be taken to protect the retained gable cladding from damage during the course of the works.
	Probable asbestos cement sheet [ACM] with timber battens framed walls of the Sunroom. Note: window opening to be created in north western wall and new window installed including shade device over; and all surfaces to be made good as part of the proposed Contract works.	2.3m² Remove and dispose of the probable ACM in a manner approved by WorkCover NSW, NSW OEH and Woollahra Municipal Council. See attached Safe Work Method Statement for the removal of material <i>that may</i> contain asbestos [ACM]. All necessary steps are to be taken to protect the retained wall cladding from damage during the course of the works. Appropriate dust suppression measures to be provided. No further action is required.
Eave soffit lining	Timber lining board to front gable soffit. Note: not associated with the proposed Contract works – gable to be retained.	No action is required.
	Timber lining boards to top of exposed rafters to northwest elevation and rear south west elevation. Note: existing eaves to be retained - not associated with the proposed Contract works	No action is required.
Roofing material	Terra cotta tiles	
	Sheet metal roofing to skillion roof over the rear Sunroom Note: not associated with the proposed Contract works.	No action is required.

Area Assessed	Description and Comment	Assessment / Action
Front patio	Concrete slab deck. Probable asbestos cement sheet [ACM] to the patio soffit with cover battens. Note: not associated with the proposed Contract works.	All necessary steps are to be taken to protect the retained soffit lining from damage during the course of the works.
Rear deck	Timber deck structure with timber decking and timber handrail. Note: not associated with the proposed Contract works.	No action is required.
Painting - general	Combination of oil based and acrylic based surface coating to the gable cladding, bargeboards, fascia, eaves, timber windows and trims. No exposed lead based paints were observed.	Appropriate dust suppression measures to be provided. No further action is required.
Interior		
Entry / Hallway	Painted cement render to the walls. Decorative fibrous plaster ceiling with wide decorative profile plaster cornice. Note: new door opening to be created in <i>common</i> internal wall with existing Lounge room to accommodate internal staircase; new Laundry cupboard to be constructed; and all surfaces to be made good as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
Bedroom 1 Note: Shown as Bedroom 4 on Construction Drawing 3 of 9 for Job No. 7662/15	Painted cement render to the walls. Decorative fibrous plaster ceiling with wide decorative profile plaster cornice. Note: not associated with the proposed Contract works.	No action is required.
Bedroom 2 Note: Shown as Bedroom 3 on Construction Drawing 3 of 9 for Job No. 7662/15	Painted cement render to the walls. Decorative fibrous plaster ceiling with wide decorative profile plaster cornice. Note: not associated with the proposed Contract works.	No action is required.
Bathroom	Painted cement render to the walls above wall tiles to 1.5m. Decorative fibrous plaster ceiling with profile plaster cornice. Note: wall and floor tiles to be removed and replaced; existing flooring to be removed and replaced with water resistant particleboard; existing ceiling lining to be removed and replaced including new cornices; fixtures and fittings to be terminated and relocated to suit new layout: demolished: and all surfaces to be made good as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.

Area Assessed	Description and Comment	Assessment / Action
Lounge room Note 1: fireplace Note 2: Shown as Stairwell / Kitchen on Construction Drawing 3 of 9 for Job No. 7662/15	Painted cement render to the walls. Decorative panelled fibrous plaster ceiling with wide decorative profile plaster cornice. Note: new door opening to be created in <i>common</i> internal wall with Hallway; new framed wall to be constructed to accommodate internal staircase; ceiling frame to be adjusted; existing ceiling lining to be removed and replaced including new cornices; fireplace to be demolished; and new floor frame and flooring installed; <i>common</i> internal wall with existing Kitchen and Dining room to be demolished; and all surfaces to be made good as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
Dining room Note: Shown as Living room on Construction Drawing 3 of 9 for Job No. 7662/15	Painted cement render to the walls. Decorative fibrous plaster ceiling with decorative profile plaster cornice. Note: existing ceiling lining to be removed and replaced including new cornices; <i>common</i> internal walls with existing Kitchen and Lounge room to be demolished; and all surfaces to be made good as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
Kitchen Note: Shown as Living room on Construction Drawing 3 of 9 for Job No. 7662/15	Painted cement render to the walls. Possible asbestos cement [ACM] ceiling with timber mould cornice. Note: existing ceiling lining to be removed and replaced including new cornices; <i>common</i> internal walls with existing Dining room and Lounge room to be demolished; existing plumbing and drainage service to be terminated; and all surfaces to be made good as part of the proposed Contract works.	4.5m² Remove and dispose of the possible ACM in a manner approved by WorkCover NSW, NSW OEH and Woollahra Municipal Council. See attached Safe Work Method Statement for the removal of material <i>that may</i> contain asbestos [ACM]. Appropriate dust suppression measures to be provided. No further action is required.
Sunroom	Possible asbestos cement [ACM] to the framed external walls. Combination of painted cement render the internal walls and possible asbestos [ACM] sheet to the framed walls. Note: window opening to be created in north western wall and new window installed; and all surfaces to be made good as part of the proposed Contract works.	2.3m² Remove and dispose of the possible ACM in a manner approved by WorkCover NSW, NSW OEH and Woollahra Municipal Council. See attached Safe Work Method Statement for the removal of material <i>that may</i> contain asbestos [ACM]. All necessary steps are to be taken to protect the retained wall lining from damage during the course of the works. Appropriate dust suppression measures to be provided. No further action is required.

Area Assessed	Description and Comment	Assessment / Action
Painting - general	Combination of oil based and acrylic based surface coating to ceilings, walls, timber windows, doors and trims. No exposed lead based paints were observed.	Appropriate dust suppression measures to be provided. No further action is required.
Pitched Roof Cavity.	<p>Note 1: no access is <i>provided or is readily available</i> to the roof space. From our experience it is reasonable to suggest that the roof is a traditional cut and pitched timber structure and with timber ceiling frame.</p> <p>Note 2: roof structure to be partially adjusted to accommodate “within roof cavity” addition as part of the proposed Contract works.</p>	<p>In our opinion the air quality will not be generally affected this area will remain substantially undisturbed during the course of the construction of the within roof cavity addition. Appropriate dust suppression measures to be provided. No further action is required.</p>
	<p>We are informed that there is synthetic mineral fibre [SMF] batt insulation overall the roof space to this Unit only.</p> <p>Note 2: insulation to be removed and re-installed as part of the proposed Contract works. Minimal ceiling dust was noted. We are also informed that there is no sarking to the underside of the terra cotta roofing tiles.</p>	
	<p>Note 3: we are informed that there is no common party / separation wall within the roof cavity.</p>	
	<p>We are informed that there is a possibility of a disused gravity feed hot water unit located within the ceiling space to be removed as part of the proposed Contract works.</p> <p>Note 4: possible asbestos [ACM] used to insulate the storage tank.</p>	<p>Remove and dispose of the unit in a manner approved by NSW OEH, WorkCover and Woollahra Municipal Council. See attached Safe Work Method Statement for the removal of material <i>that may</i> contain asbestos [ACM]. Appropriate dust suppression measures are to be provided. No further action is required.</p>
Skillion Roof Cavity	<p>Inspection of the roof cavity over the Sunroom was not carried out due to the method of construction.</p> <p>Note: not associated with the proposed Contract works.</p>	No action is required.

Area Assessed	Description and Comment	Assessment / Action
Electrical Meter Board	<p>A <i>common property</i> electrical meter board is located on the <i>common privacy</i> wall of the front patio.</p> <p>In our opinion the existing meter board complies with current industry and Supply Authority requirements.</p> <p>Note: meter board and POA to be retained in current position as part of the proposed Contract works.</p>	No action is required.
Approximate area of materials “ <i>that may</i> ” contain asbestos [ACM] to be removed as part of the proposed Contract works.		9.1m ²

DEMOLITION WORK PLAN

The partial demolition of the residence and the removal, storage, handling and disposal of building materials must be carried out as far as *reasonably practicable* in accordance with the following Regulations;

- Work Health and Safety Act 2011 and Work Health and Safety Regulations 2011
- WorkCover NSW - Code of Practice - *How to manage and control asbestos in the workplace*
- Safe Work Australia - Code of Practice - *How to safely remove asbestos*
- NSW Work Health and Safety (Hazardous Substances) Regulation 2001
- NSW Work Health and Safety (Asbestos Removal Work) Regulation 2001
- Australian Standard AS2601 [2001] - Demolition of Structures
- NSW Protection of the Environment Operations Act [1997]
- NSW Protection of the Environment Operations [Waste] Regulation [2005]
- NSW Office of Environment and Heritage [OEH] Regulations and Guidelines

A Demolition Work Plan must be submitted to WOOLLAHRA MUNICIPAL Council and the Principal Certifying Authority (PCA) if WOOLLAHRA MUNICIPAL Council is not the PCA, not less than five [5] working days ***before commencing any demolition works*** involving products or materials “*that may*” contain asbestos [ACM].

A copy of the Demolition Work Plan must be maintained on site and be made readily accessible to the Council Officer or ‘workers’ upon request.

ASBESTOS [ACM] REMOVAL CONTROL PLAN

Safe Work Method Statement - Removal & Disposal of Materials *that may* contain Asbestos

Any work involving the demolition, storage and disposal of products or materials “*that may*” contain asbestos [ACM] must be carried out as far as is *reasonably practicable* to minimise the release of airborne asbestos dust and fibres [ACD] in accordance with the following requirements;

- Relevant Work Health and Safety legislation including but not limited to WorkCover NSW - Code of Practice - *How to manage and control asbestos in the workplace*; Safe Work Australia - Code of Practice - *How to safely remove asbestos* and NSW Office of Environment and Heritage [OEH] requirements.
- WOOLLAHRA MUNICIPAL Council Demolition Report as adopted 21 October 2004

- The person with Management Control of the workplace and the licensed Asbestos Removalist must, so far as is *reasonably practicable*, and before commencing the asbestos [ACM] removal work, consult with and inform the following people about the asbestos [ACM] removal work and when the work will commence, so as to eliminate or minimise the exposure of the risks associated with asbestos:
 - The person who commissioned the asbestos removal work [Site Management]
 - A person conducting a business or undertaking at the workplace [Contractors]
 - The occupants of the domestic premises [Owner or Tenant]
 - Anyone occupying premises in the immediate vicinity of the workplace [Neighbours]
- All work procedures are to be devised as far as is *reasonably practicable*, to minimise the release of dust and fibres [ACD].
- Appropriate warning signage and barricades are to be erected to prevent as far as is *reasonably practicable*, entry of anyone not connected with the removal activity into the work area.
- The sign must be clearly displayed in a prominent visible position at the front of the site; containing the words “**DANGER ASBESTOS REMOVAL IN PROGRESS**” and including the details of the licensed Asbestos Removal Contractor [PCBU].
- When working with products and materials “*that may*” contain asbestos [ACM] all ‘workers’ are to wear personal protective equipment [PPE] including coveralls and approved respiratory protective equipment [RPE] in accordance with the requirements of AS/NZS1716 – *Respiratory Protection devices* and AS/NZS1715- *Selection, use and maintenance of respiratory protective devices*.
- As far as is *reasonably practicable*, use non powered hand tools for the removal of the materials *that may* contain asbestos [ACM] as these generate much less dust [ACD]. **Do not use** abrasive cutters and sanders, scrub or water blast the surface of products and materials “*that may*” contain asbestos [ACM].
- All products and materials “*that may*” contain asbestos [ACM] are to be kept damp to minimise as far as is *reasonably practicable* the generation of airborne asbestos dust and fibres [ACD]. Prevent and or contain excess run off water.
- Where it is *reasonably practicable* work in well ventilated areas.
- Use drop sheets to collect debris of materials *that may* contain asbestos [ACM]. Dispose of smaller products and materials “*that may*” contain asbestos [ACM] pieces and collected dust [ACD] in recommended heavy duty plastic bags which are clearly labelled “**asbestos waste**”.
- Wet clean or use approved vacuum cleaning equipment [HEPA] which complies with AS/NZS 603335.2.69 – *Industrial vacuum cleaners*. Household vacuum cleaners **must never be used** where asbestos [ACM] or [ACD] is or may be present, even if the unit has a HEPA filter.
- Wall cladding and ceiling lining sheets “*that may*” contain asbestos [ACM] are **not** to be reused.
- All products and materials “*that may*” contain asbestos [ACM] or [ACD] are to be stored, transported and disposed of in accordance with the NSW Protection of the Environment Operations Act [1997] and NSW Protection of the Environment Operations [Waste] Regulation [2005]
- All products and materials “*that may*” contain asbestos [ACM] or [ACD] is to be either wrapped in recommended heavy duty plastic sheeting or placed in leak proof lined bins or vehicles and appropriately covered and sealed.

- All products and materials “*that may*” contain asbestos [ACM] or [ACD] are to be stored in a secure area and removed from site as soon as is *reasonably practicable* in a covered leak proof vehicle.
- A Clearance Certificate of Statement, prepared by a suitably *competent person* i.e. an Occupational Hygienist, WorkCover NSW licensed Asbestos Removalist, licensed Asbestos Assessor or a “*competent person*” must be provided to Council upon completion of the works prior to an Occupation Certificate being issued, which confirms that the material “*that may*” contain asbestos [ACM] or [ACD] has been removed appropriately and the relevant Conditions of Consent have been satisfied.
- All products and materials “*that may*” contain asbestos [ACM] or [ACD] are to be disposed of as soon as is *reasonably practicable*, at a licensed asbestos disposal site and in a manner approved by WorkCover NSW, NSW Office of Environment and Heritage [OEH] or WOOLLAHRA MUNICIPAL Council.

Safe Work Method Statement – Removal and Disposal of Ceiling Dust *that may* contain Lead

All Contractors [PCBU] and ‘workers’ involved in the cleaning, repairing or replacement of ceilings are to follow the following procedures in order to minimise as far as is *reasonably practicable*, health risks from the ceiling dust. These procedures include but are not limited to:

- Appropriate warning signage and barricades are to be erected to prevent as far as is *reasonably practicable*, entry of anyone not connected with the removal activity into the work area.
- When working with in ceiling voids containing ceiling dust all ‘workers’ are to wear personal protective equipment [PPE] including coveralls and approved respiratory protective equipment [RPE] in accordance with the requirements of AS/NZS1716 - *Respiratory Protection devices* and AS/NZS1715 - *Selection, use and maintenance of respiratory protective devices*. Eye protection, complying with AS/NZS1336 and AS/NZS1337 whenever full face respirators are not used
- Ceiling voids are to be cleaned of accumulated dust before commencing any work involving partial or complete removal of the ceiling sheets.
- The property Owner [Client] is to be advised to clear or cover personal effects in adjoining living spaces as far as is *reasonably practicable*.
- Any openings between living areas are to be sealed prior to the commencement of any removal work of ceiling dust “*that may*” contain lead to prevent as far as is *reasonably practicable*, dust entering the retained living areas.
- Use approved vacuum cleaning equipment [HEPA] which complies with AS/NZS 603335.2.69 - *Industrial vacuum cleaners*, to prevent the release as far as is *reasonably practicable*, of dust that may contain lead while it is being removed. **Do not use** household vacuum cleaners even if the unit has a HEPA filter.
- Dispose of the collected dust in approved plastic bags which are clearly labelled.
- All ceiling dust containing lead or other contaminants is to be disposed of as far as is *reasonably practicable* in a manner, and at as site, approved by the WorkCover NSW, NSW Office of Environment and Heritage [OEH], appropriate disposal Authority or WOOLLAHRA MUNICIPAL Council.
- To minimise as far as is *reasonably practicable* contamination of living areas of the residence, airless spraying of PVA to seal the cleaned surfaces is recommended whenever the ceiling is removed.

Safe Work Method Statement – Removal and Disposal of Synthetic Mineral Fibre Insulation

All Contractors [PCBU's] and ‘workers’ involved in the removal of suspected synthetic mineral fibre [SMF] insulation are to follow the following procedures in order to minimise as far as is

reasonably practicable health risks from synthetic mineral fibre [SMF] insulation. These procedures include but are not limited to:

- Appropriate warning signage and barricades are to be erected to prevent as far as is *reasonably practicable*, entry of anyone not connected with the removal activity into the work area.
- When removing synthetic mineral fibre [SMF] insulation all ‘workers’ are to wear personal protective equipment [PPE] including coveralls and an approved respiratory protective equipment [RPE] in accordance with the requirements of AS/NZS1716 - *Respiratory Protection devices* and AS/NZS1715 - *Selection, use and maintenance of respiratory protective devices*. Eye protection, complying with AS/NZS1336 and AS/NZS1337 whenever full face respirators are not used.
- The property Owner [Client] is to be advised to clear or cover personal effects in adjoining living spaces as far as is *reasonably practicable*.
- Any openings between living areas are to be sealed prior to the commencement of any removal work of synthetic mineral fibre [SMF] insulation to prevent as far as is *reasonably practicable*, dust and fibres entering the retained living areas.
- Use approved vacuum cleaning equipment that complies with AS/NZS 603335.2.69 - *Industrial vacuum cleaners*, to prevent as far as is *reasonably practicable*, the release of dust “that may” contain synthetic mineral fibres [SMF] while it is being removed. **Do not use** household vacuum cleaners even if the unit has a HEPA filter.
- Dispose of the synthetic mineral fibre [SMF] insulation in sealed approved plastic bags which are clearly labelled.
- All synthetic mineral fibre [SMF] insulation or other contaminants is to be disposed of as far as is *reasonably practicable*, in a manner, and at a site, approved by WorkCover NSW, NSW Office of Environment and Heritage [OEHL], appropriate licensed disposal Authority or WOOLLAHRA MUNICIPAL Council.

Safe Work Method Statement – Lead based Paints

All Contractors [PCBU’s] and ‘workers’ involved in the cleaning, repairing or replacement of suspected lead based paint are to follow the following procedures in order to minimise as far as is *reasonably practicable*, health risks from lead based paints. These procedures include but are not limited to:

- Appropriate warning signage and barricades are to be erected to prevent as far as is *reasonably practicable*, entry of anyone not connected with the removal activity into the work area.
- When working with lead based paints all ‘workers’ are to wear personal protective equipment [PPE] including coveralls and an approved respiratory protective equipment [RPE] in accordance with the requirements of AS/NZS1716 - *Respiratory Protection devices* and AS/NZS1715 - *Selection, use and maintenance of respiratory protective devices*. Eye protection, complying with AS/NZS1336 and AS/NZS1337 whenever full face respirators are not used.
- The property Owner [Client] is to be advised to clear or cover personal effects in adjoining living spaces as much as is practical.
- Any openings between living areas are to be sealed prior to the commencement of any removal work of lead based paints to prevent as far as is *reasonably practicable*, dust entering the retained living areas.
- Use approved vacuum cleaning equipment [HEPA] which complies with AS/NZS 603335.2.69 - *Industrial vacuum cleaners*, to prevent as far as is *reasonably practicable*, the release of dust that may contain lead while it is being removed. **Do not use** household vacuum cleaners even if the unit has a HEPA filter.

- Dispose of collected lead based paint dust in sealed approved plastic bags which are clearly labelled.
- All dust containing lead or other contaminants is to be disposed of as far as *reasonably practicable* in a manner, and at a site, approved by WorkCover NSW, NSW Office of Environment and Heritage [OEH], appropriate disposal Authority or WOOLLAHRA MUNICIPAL Council.

4. **AREAS NOT ASSESSED**

No access is *provided or is readily available* to the *common* roof space, therefore no assessment was undertaken and we have relied upon information provided to us in preparing this report.

All other areas associated with the proposed building works were able to be assessed.

5. **UNDETECTED HAZARDOUS MATERIALS**

Due to the level of accessibility including the presence of obstructions the overall degree of risk of **undetected** hazardous materials is considered as far as *reasonably practicable* to be:

Low		Moderate	✓	Moderate to High		High	
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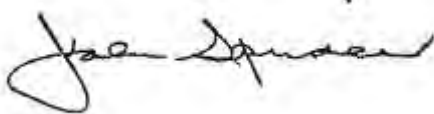
CONFIRMATION

This document confirms that the existing residence layout described in this report has been assessed as far as *reasonably practicable* for the inclusion of hazardous materials i.e. materials “*that may*” contain asbestos [ACM] or [ACD], paints “*that may*” contain lead, ceiling dusts “*that may*” contain lead or synthetic mineral fibres [SMF] in the existing structure.

This assessment and report was carried out by: John Spindler

Builders Licence No. 84050C

Signed for and on behalf of JONSPIN Building Services Pty. Limited



John Spindler

Date of Issue: 19th December 2015