
HAZARDOUS MATERIALS ASSESSMENT REPORT

Client: Cape Cod Australia Pty. Limited

Job details: Owner/s: Mr. R. & Mrs. C. Ritchie
Location: 94 Condamine Street, Balgowlah

Plans for Job No: 7521/13 **Revision No:** D **Dated:** 25-03-14

Council area: MANLY

Date of assessment: 22nd September 2014

Our reference: HM02950414

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 [OEHS] Regulations.



Front western elevation of the adjoining properties:
No.94 and No. 96 Condamine Street, Balgowlah

1. GENERAL DESCRIPTION OF THE EXISTING RESIDENCE

Estimated age:	Circa 1920 -1930
Type of construction:	Semi detached single storey full brick / brick cavity construction on a combination of sandstone block and brick footings with a suspended timber floor system.
External cladding:	Clay masonry brickwork
Roof:	Traditional cut and pitched hipped and valley structure with front gable and with concrete roofing tiles to the front section of roof and corrugated profile sheet metal to rear roof surfaces. Roof structure is common to both properties.

Occupancy Status: Was the residence 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 residence faces:

East		West	✓	North		South		Northeast		Northwest		Southeast		Southwest	
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AREAS ASSESSED

This assessment covers the following “*Readily Accessible Areas*” of the existing residence 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	✓	Exterior	✓	Roof Surfaces	✓	Roof Cavity	✓	Interior	✓	Garage	N/A
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2. ASSESSMENT OF THE EXISTING RESIDENCE LAYOUT FOR HAZARDOUS MATERIALS

Area Assessed	Description and Comment	Assessment / Action
Under Floor Space	<p>Areas of dampness [groundwater seepage] noted along the base of the <i>common party</i> wall.</p> <p>No evidence of hazardous materials was observed.</p> <p>Note: changes to plumbing and drainage proposed as part of the proposed Contract works.</p>	No action is required.
Exterior		
Cladding	Clay brickwork	<p>Appropriate dust suppression measures to be provided.</p> <p>No further action is required.</p>
	<p>Timber shingles to front gables.</p> <p>Note: not associated with the proposed Contract works.</p>	
	<p>Hardboard weatherboard cladding to Pantry walls</p> <p>Note: not associated with the proposed Contract works.</p>	
Eave soffit lining	<p>Timber lining boards to top of exposed rafters to front pitched roof.</p> <p>Note: existing eaves to be retained as part of the proposed Contract works.</p>	<p>Appropriate dust suppression measures to be provided.</p> <p>No further action is required.</p>
	<p>Exposed underside of corrugated sheet roofing to rear pitched roof section.</p> <p>Note: existing eaves to be retained as part of the proposed Contract works.</p>	
Roofing material Note: original sheet metal roofing was replaced in 2004	<p>Concrete roofing tiles to front pitched section.</p> <p>Note: Note: approximately 50% of the roof structure to be removed to accommodated upper floor frame as part of the proposed Contract works.</p>	<p>Appropriate dust suppression measures to be provided.</p> <p>No further action is required.</p>
	<p>Corrugated profile sheet metal to rear pitched roof.</p> <p>Note: approximately 50% of the roof structure to be removed to accommodated upper floor frame as part of the proposed Contract works.</p>	<p>Appropriate dust suppression measures to be provided.</p> <p>No further action is required.</p>
Front porch	<p>Timber lining boards to the soffit</p> <p>Note: not associated with the proposed Contract works.</p>	No action is required.

Area Assessed	Description and Comment	Assessment / Action
Rear Deck	Attached treated pine timber structure including open tread steps. Hardwood decking. Acrylic sheet roofing to the skillion roof structure. Note: not associated with the proposed Contract works.	No action is required.
Painting - general	Combination of oil based and acrylic based surface coating to walls, timber windows, eaves, fascia and trims. No exposed lead based paints were observed.	Appropriate dust suppression measures to be provided. No further action is required.
Interior		
Entry Note: skylight	Painted cement render to the walls. Fibrous plaster ceiling lining with decorative profile cornice and plaster ceiling rose. Note: skylight to be removed and ceiling made good; new flooring to be installed over the existing flooring as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
Hallway	Painted cement render to the walls. Fibrous plaster ceiling with square set wall/ ceiling junction and plaster ceiling rose. Note: new flooring to be installed over the existing flooring 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 2 on Construction Drawing 3 of 8 for Job No. 7521/14	Painted cement render to the walls. Fibrous plaster ceiling lining with square set wall/ ceiling junction and plaster ceiling rose. Note: brick fireplace to be demolished; and walls and ceiling made good as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
Bedroom 2 Note: Shown as Bedroom 3 on Construction Drawing 3 of 8 for Job No. 7521/14	Painted cement render to the walls. Fibrous plaster ceiling lining with square set wall/ ceiling junction and plaster ceiling rose. Note: not part of the proposed Contract works.	No action id required.

Area Assessed	Description and Comment	Assessment / Action
Hallway Note: skylight	Painted cement render to the walls. Fibrous plaster ceiling lining with square set wall/ ceiling junction. Note: skylight to be removed and ceiling made good; existing door opening to Bedroom 3 to be bricked up and new opening formed to accommodate staircase; new flooring to be installed over the existing flooring as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
Bathroom	Wall tiles from floor to ceiling level. Plasterboard ceiling lining with cove profile cornice. Note: ceiling frame to be adjusted and new bulkhead formed to conceal internal staircase as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
Bedroom 3 Note: Shown as kitchen on Construction Drawing 3 of 8 for Job No. 7521/14	Painted cement render to the walls. Fibrous plaster ceiling lining with square set wall/ ceiling junction and plaster ceiling rose. Note: <i>common</i> internal brick wall with Living room to be demolished; existing door opening to be bricked up and new opening created to accommodate internal staircase; ceiling frame to be adjusted for internal stairs; existing window opening to be bricked up and new opening created; new flooring to be installed over the existing flooring; and ceiling to be relined as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
Living room Note 1: Shown as Dining room on Construction Drawing 3 of 8 for Job No. 7521/14 Note 2: fireplace	Painted cement render to the walls. Fibrous plaster ceiling lining with wide decorative profile cornice. Note: <i>common</i> internal brick walls with Bedroom 3 and Kitchen to be demolished; fireplace and chimney to be demolished; new flooring to be installed over the existing flooring; and ceiling to be relined as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
Kitchen Note 1: Kitchen was new 2004 Note 2: Shown as Family room on Construction Drawing 3 of 8 for Job No. 7521/14	Painted cement render to the walls. Plasterboard ceiling lining with cove profile cornice. Note: <i>common</i> internal brick walls with the Living room to be demolished; Kitchen cabinetry to be removed and services disconnected; existing floor tiles to be removed; new flooring to be installed over the existing flooring; ceiling to be relined; new bi-fold door to be installed in rear wall 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
Pantry Note 1: raked ceiling Note 2: Shown as Cupboard on Construction Drawing 3 of 8 for Job No. 7521/14	Timber lining boards to the walls. Timber lining boards to the ceiling lining. Note: existing door opening to be bricked up as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
External Laundry	Located in the underfloor area. Painted sandstone block work to the walls. Concrete floor slab and with timber lining boards to the ceiling. Note: not associated with the proposed Contract works.	No action is required
Painting - general	Combination of oil based and acrylic based surface coating to ceilings, walls, doors, windows and trims. No exposed lead based paints were observed.	Appropriate dust suppression measures to be provided. No further action is required.
Tiled Roof Cavity	Inspection of the roof cavity was not carried out due to there being no access provided. Based on our inspection of the adjoining property No.96: The roof is a traditional cut and pitched timber roof structure and ceiling frame. Note 1: approximately 50% of the roof structure to be removed to accommodated upper floor frame as part of the proposed Contract works. Note 2: Possible synthetic mineral fibre [SMF] batt insulation noted overall the roof space. Note 3: there is a <i>common</i> brick party wall with adjoining property, No. 79	In our opinion the air quality will not be generally affected during the course of the construction of the new upper floor frame. Appropriate dust suppression measures to be provided. No further action is required.
Sheet Metal Roof Cavity	Inspection of the roof cavity was not carried out due to there being no access provided. Based on our inspection of the adjoining property No.96: The roof is a traditional cut and pitched timber roof structure and ceiling frame. Note 1: approximately 50% of the roof structure to be removed to accommodated upper floor frame as part of the proposed Contract works. Note 2: Possible foil backed insulation is installed under the sheet metal roofing Note 3: Possible synthetic mineral fibre [SMF] batt insulation noted overall the roof space.	In our opinion the air quality will not be generally affected during the course of the construction of the new upper floor frame. Appropriate dust suppression measures to be provided. No further action is required.

Area Assessed	Description and Comment	Assessment / Action
Electrical Meter Board	Located on the wall of the <i>common privacy</i> of the front porch. Note: to be retained in current position as part of the proposed Contract works.	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.		0.0m 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 MANLY Council and the Principal Certifying Authority (PCA) if MANLY 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.

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 *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 *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 *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 *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 *reasonably practicable* in a manner, and at a site, approved by WorkCover NSW, NSW Office of Environment and Heritage [OEH], appropriate licensed disposal Authority or MANLY 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 *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 *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 *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 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 *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 MANLY 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 – 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 *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 *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 *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 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 MANLY Council.

4. AREAS NOT ASSESSED

Inspection of the roof cavity was not carried out due to there being no access provided.

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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CERTIFICATION

This document certifies 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

A handwritten signature in black ink, appearing to read 'John Spindler', is written over a light grey rectangular background.

John Spindler

Date of Issue: 23rd September 2014