
HAZARDOUS MATERIALS ASSESSMENT REPORT

Client: Cape Cod Australia Pty. Limited

Job details: Owner/s: Mr. S. & Mrs. T. Dowe
Location: 5 Bel-Hilton Parade, West Gosford

Plans for Job No: 7636/15 Revision No: D Dated: 02-04-15

Council area: GOSFORD CITY

Date of assessment: 17th April 2015

Our reference: HM03880415

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 eastern elevation of the residence

1. GENERAL DESCRIPTION OF THE EXISTING RESIDENCE

Estimated age:	Original residence is circa 1970. Timber framed addition is circa 1992
Type of construction:	Freestanding single storey brick veneer residence on strip concrete footings with brick internal piers supporting a suspended timber floor system.
External cladding:	Combination of clay masonry brickwork, timber weatherboards and probable fibre-cement weatherboards
Roof:	Engineered timber trussed gabled ended roof structure with concrete roofing tiles.

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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2. 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	✓
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3. ASSESSMENT OF THE EXISTING RESIDENCE LAYOUT FOR HAZARDOUS MATERIALS

Area Assessed	Description and Comment	Assessment / Action
Under Floor Space	Mainly dry sandy loam with areas of dampness [ground water seepage] noted. No evidence of hazardous materials was observed. Note: change to the plumbing and drainage system associated with the relocation of the Laundry is proposed as part of the works.	Appropriate dust suppression measures to be provided. No further action is required.
Exterior		
Cladding	Clay masonry brickwork to the original residence Note: existing door and window openings to Laundry to be blocked up as part of the proposed works [by Owner]	Appropriate dust suppression measures to be provided. No further action is required.
	Timber weatherboard infill below and above window openings. Note: not associated with the proposed Contract works.	No action is required.
	Probable fibre-cement weatherboards to the timber framed Rumpus room addition. Note: not associated with the proposed Contract works.	No action is required.
Eave soffit lining	Probable asbestos cement [ACM] sheet to the eave soffits. Note: existing eaves to be retained - not associated with the proposed Contract works.	All necessary steps are to be taken to protect the possible ACM eaves from damage during the course of the works.
Roofing	Concrete roofing tiles. Note: approximately 90% of the roof to be removed to accommodate the first floor frame as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
Enclosed Front Patio	Combination of timber and lightweight pre-finished metal structure. Possible asbestos cement [ACM] sheet to the soffit lining. Note: not associated with the proposed Contract works.	All necessary steps are to be taken to protect the possible ACM soffit from damage during the course of the works.
Covered paved area	Freestanding timber framed structure with a flat roof and a combination of corrugated profile sheet metal and opaque acrylic roofing sheets. Note: not associated with the proposed Contract works.	No action is required.

Area Assessed	Description and Comment	Assessment / Action
Painting - general	Combination of oil based and acrylic based surface coating eaves, timber barge / fascias, windows and trims. No exposed lead based paints were observed.	Appropriate dust suppression measures to be provided. No further action is required.
Interior		
Lounge / Dining	Plasterboard to the wall linings. Plasterboard ceiling lining with cove profile plaster cornice. Note: not associated with the proposed Contract works	Appropriate dust suppression measures to be provided. No further action is required.
Kitchen	Plasterboard to the wall linings. Plasterboard ceiling lining with cove profile plaster cornice. Note: not associated with the proposed Contract works	No action is required.
Rumpus Note: cathedral ceiling	Combination of painted brickwork and plasterboard to the wall linings. Plasterboard ceiling lining with cove profile plaster cornice. Note: not associated with the proposed Contract works	No action is required.
Hallway	Plasterboard to the wall linings. Plasterboard ceiling lining with cove profile plaster cornice. Note: existing doorway to existing Laundry to be removed to accommodate staircase; 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.
Laundry Note: Shown as Stairs on Construction Drawing 3 of 8 for Job No. 7636/15	Possible asbestos cement [ACM] sheet wall linings with skirting tiles. Plasterboard ceiling lining with cove profile plaster cornice. Note: to be completely stripped out by Owner; existing doorway to be removed to accommodate staircase; and all surfaces to be made good as part of the proposed Contract works.	15.0m² Remove and dispose of the possible ACM wall linings in a manner approved by WorkCover NSW, NSW OEH and Gosford City 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.

Area Assessed	Description and Comment	Assessment / Action
Bathroom Note: roof space access	Possible asbestos cement [ACM] sheet wall linings with wall tiles from floor to ceiling level. Plasterboard ceiling lining with cove profile plaster cornice. Note: not associated with the proposed Contract works	No action is required.
Separate WC	Possible asbestos cement [ACM] sheet wall linings with skirting tiles. Plasterboard ceiling lining with cove profile plaster cornice. Note: not associated with the proposed Contract works.	No action is required.
Bedroom 1 Note: Shown as Laundry on Construction Drawing 3 of 8 for Job No. 7636/15	Plasterboard to the wall linings. Plasterboard ceiling lining with cove profile plaster cornice. Note: to be stripped out; fit out and plumbing and drainage to be provided by Owner for new Laundry as part of 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. 7636/15	Plasterboard to the wall linings. Plasterboard ceiling lining with cove profile plaster cornice. Note: not associated with the proposed Contract works	No action is required.
Bedroom 3 Note: Shown as Bedroom 4 on Construction Drawing 3 of 8 for Job No. 7636/15	Plasterboard to the wall linings. Plasterboard ceiling lining with cove profile plaster cornice. 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.
Roof Cavity	Traditional cut and pitched timber roof structure and ceiling frame. Note 1: approximately 90% of the roof structure to be removed to accommodate first floor addition as part of the proposed Contract works. Synthetic mineral fibre [SMF] batt insulation overall the roof space.	In our opinion the air quality will not be generally affected during the course of the construction of the new first floor addition. Remove and dispose of the foil sarking in a manner approved by NSW OEH and Gosford City Council.

Area Assessed	Description and Comment	Assessment / Action
	Note 2: insulation to be retained as part of the proposed Contract works. Sarking provided to the underside of the roofing tiles. Minimal ceiling dust was noted.	Appropriate dust suppression measures to be provided. No further action is required.
	Disused gravity feed hot water unit located with ceiling space. Note 3: possible asbestos [ACM] used to insulate the tank.	Remove and dispose of the unit in a manner approved by NSW OEH and Gosford City Council. See attached Safe Work Method Statement for the removal of material <i>that may</i> contain asbestos [ACM]. No further action is required.
Cathedral Ceiling-to Rumpus room	Inspection of the roof cavity was not carried out due to the method of construction. Note: roof structure to be retained - not associated with the proposed Contract works.	No action is required.
Electrical Meter Board	Located on northern end of the front eastern wall. In our opinion the existing meter board complies with current industry and Supply Authority requirements. Note: to be retained in current position as part of the proposed Contract works.	No action is required.
Garage	Attached timber framed structure with a flat roof with pan profile sheet metal roofing with and proprietary metal weatherboard cladding. Note: not associated with 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.		15.0m²

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 GOSFORD CITY Council and the Principal Certifying Authority (PCA) if GOSFORD CITY 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.
- 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 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 GOSFORD CITY 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 GOSFORD CITY Council.

4. AREAS NOT ASSESSED

All 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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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



John Spindler

Date of Issue: 18th April 2015