
HAZARDOUS MATERIALS ASSESSMENT REPORT

Client: Cape Cod Australia Pty. Limited

Job details: Owner/s: Mr. C. & Mrs. L. Thompson
Location: 307 Burns Bay Road, Lane Cove West

Plans for Job No: 7687/15 **Revision No:** C **Dated:** 02-10-15

Council area: LANE COVE

Date of assessment: 7th December 2015

Our reference: HM04381115

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 eastern elevation of the residence

1. GENERAL DESCRIPTION OF THE EXISTING RESIDENCE

| | |
|------------------------------|---|
| Estimated age: | Original residence is approximately circa 1950. Rear additions are circa 2005. |
| Type of construction: | Freestanding single storey full brick / brick cavity construction with a suspended timber floor system and brick footings |
| External cladding: | Clay masonry brickwork |
| Roof: | Traditional cut and pitched hipped and valley roof structure with a front gable and terra cotta roofing tiles. Rear addition is a skillion roof with pan profile sheet metal roofing. |

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

| | | | | | |
|-----|---|----|--|----------------|--|
| Yes | ✓ | No | | Not Applicable | |
|-----|---|----|--|----------------|--|

Orientation: For the purpose of this report the front of the residence faces:

| | | | | | | | | | | | | | | | |
|------|---|------|--|-------|--|-------|--|-----------|--|-----------|--|-----------|--|-----------|--|
| East | ✓ | West | | North | | South | | Northeast | | Northwest | | Southeast | | Southwest | |
|------|---|------|--|-------|--|-------|--|-----------|--|-----------|--|-----------|--|-----------|--|

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 | ✓ | Carport | ✓ |
|-------------------|---|----------|---|---------------|---|-------------|---|----------|---|---------|---|

3. ASSESSMENT OF THE EXISTING RESIDENCE LAYOUT FOR HAZARDOUS MATERIALS

| Area Assessed | Description and Comment | Assessment / Action |
|--------------------------|--|---|
| Under Floor Space | <p>Mainly dry sandy loam.</p> <p>Polystyrene insulation panels noted between the floor joists.</p> <p>Note 1: plumbing and drainage associated with the Kitchen is to be undertaken as part of the proposed Contract works.</p> <p>Note 2: polystyrene insulation panels 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> |
| Exterior | | |
| Cladding | <p>Clay masonry brickwork with a surface coated cement render finish.</p> <p>Note: external walls to rear addition to be built up; existing window to Bedroom 3 to be removed and new opening created with the proposed Contract works.</p> | <p>Appropriate dust suppression measures to be provided.</p> <p>No further action is required.</p> |
| | <p>Probable asbestos cement [ACM] sheet with timber cover battens to the front gable.</p> <p>Note: not associated with the proposed Contract works.</p> | <p>All necessary steps are to be taken to protect the retained gable cladding from damage during the course of the works.</p> |
| | <p>Timber shingles to sun hood over the window to front Bedroom 2.</p> <p>Note: not associated with the proposed Contract works.</p> | <p>No action is required</p> |
| Eave Soffit lining | <p>Timber lining boards to original pitched roof</p> <p>Note: eaves to original pitched roof to be retained as part of the proposed Contract works.</p> | <p>No action is required.</p> |
| | <p>Probable fibre cement [FC] sheet to top of exposed rafters to rear skillion addition and patio.</p> <p>Note: roof structure to be removed to accommodate first floor addition as part of the proposed Contract works.</p> | <p>Remove and dispose of the fibre-cement [FC] sheet in a manner approved by NSW OEH and Lane Cove Council.</p> <p>See attached Safe Work Method Statement for the removal of material <i>that may</i> contain asbestos [ACM].</p> <p>Appropriate dust suppression measures to be provided.</p> <p>No further action is required.</p> |
| Roofing material | <p>Terra cotta roofing tiles to the original pitched roof structure</p> <p>Note: approximately 50% of the roof structure to be removed to accommodate first floor addition as part of the proposed</p> | <p>Appropriate dust suppression measures to be provided.</p> <p>No further action is required.</p> |

| Area Assessed | Description and Comment | Assessment / Action |
|---|---|---|
| | Contract works. | |
| | <p>Pan profile sheet metal roofing to the skillion roof of the rear addition.</p> <p>Note: roof structure to be removed to accommodate first floor addition 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>Combination of painted cement render brickwork and timber lining boards to the frame <i>common</i> wall with the Ensuite</p> <p>Probable fibre cement [FC] sheet to top of exposed rafters to the soffit.</p> <p>Note: not associated with the proposed Contract works.</p> | <p>All necessary steps are to be taken to protect the retained porch soffit from damage during the course of the works.</p> |
| Rear patio / pergola | <p>Attached treated pine structure with probable fibre cement [FC] sheet to top of exposed rafters.</p> <p>Note: roof structure to be removed to accommodate first floor addition as part of the proposed Contract works.</p> | <p>Remove and dispose of the fibre-cement [FC] sheet and treated pine timber in a manner approved by NSW OEH and Lane Cove Council.</p> <p>See attached Safe Work Method Statement for the removal of material <i>that may</i> contain asbestos [ACM].</p> <p>Appropriate dust suppression measures to be provided.</p> <p>No further action is required.</p> |
| Rear deck | <p>Combination of hardwood and treated pine suspended deck structure including decking and privacy screens.</p> <p>Note: not associated with the proposed Contract works.</p> | <p>No action is required.</p> |
| Painting - general | <p>Combination of oil based and acrylic based surface coating to the walls, fascia, barges, eaves, timber windows and trims.</p> <p>No exposed lead based paints were observed.</p> | <p>Appropriate dust suppression measures to be provided.</p> <p>No further action is required.</p> |
| Interior | | |
| Entry | <p>Painted cement render to the walls.</p> <p>Fibrous plaster ceiling with decorative profile plaster cornice.</p> <p>Note: not associated with the proposed Contract works.</p> | <p>No action is required.</p> |
| <p>Bedroom 1 Ensuite</p> <p>Note 1: renovations 2005</p> <p>Note 2: raked ceiling</p> | <p>Combination of cement render and probable fibre-cement wet area board with wall tiles from floor to ceiling level.</p> <p>Plasterboard ceiling lining with square set wall / ceiling junction.</p> <p>Note: not associated with the proposed Contract works.</p> | <p>No action is required.</p> |

| Area Assessed | Description and Comment | Assessment / Action |
|--|---|---|
| Bedroom 1 Note: Shown as Bedroom 4 on Construction Drawing 3 of 8 for Job No. 7687/15 | Painted cement render to the walls. Decorative panelled fibrous plaster ceiling with decorative profile plaster cornice. Note: not associated with the proposed Contract works. | No action is required. |
| Bedroom 2 Note: Shown as Sitting room on Construction Drawing 3 of 8 for Job No. 7687/15 | Painted cement render to the walls. Decorative fibrous plaster ceiling with decorative profile plaster cornice. Note: not associated with the proposed Contract works. | No action is required. |
| Airlock to Bathroom Note: roof space access | Painted cement render to the walls. Fibrous plaster ceiling with decorative profile plaster cornice. Note: not associated with the proposed Contract works. | No action is required. |
| Bathroom Note: skylight | Painted cement render to the walls above wall tiles to 2.1m Possible asbestos cement [ACM] ceiling lining with timber cover battens and decorative profile plaster cornice. Note: not associated with the proposed Contract works. | All necessary steps are to be taken to protect the ceiling lining from damage during the course of the works. |
| Bedroom 3 Note: Shown as Stairs / Laundry on Construction Drawing 3 of 8 for Job No. 7687/15 | Painted cement render to the walls. Fibrous plaster ceiling with cover battens and decorative profile plaster cornice. Note: existing <i>common</i> internal wall with Kitchen to be demolished; ceiling frame to be adjusted to accommodate staircase and new Laundry; ceiling lining and cornice to be removed and replaced; existing flooring to be removed and replaced with water resistant particleboard sheet flooring; existing window to be partially blocked up and new window opening created; 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. |
| Lounge room Note: fireplace | Painted cement render to the walls. Decorative fibrous plaster ceiling with decorative profile plaster cornice. Note: not associated with the proposed Contract works. | No action is required. |

| Area Assessed | Description and Comment | Assessment / Action |
|--|---|---|
| Kitchen Note 1: Laundry cupboard Note 2: raked ceiling | Combination of painted cement render and plasterboard to the framed internal wall. Plasterboard ceiling with cove profile plaster cornice. Note: existing Laundry cupboard to be removed and plumbing and drainage services to be terminated; existing <i>common</i> internal wall with Bedroom 3 to be demolished; ceiling frame to be removed and external walls to be built up level to accommodate first floor addition; 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: raked ceiling | Painted cement render to the walls. Plasterboard ceiling with cove profile plaster cornice. Note: ceiling frame to be removed and external walls to be built up level to accommodate first floor addition; 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. |
| Painting - general | Combination of oil based and acrylic based surface coating to ceiling lining, walls, door, timber windows and trims. No exposed lead based paints were observed. | Appropriate dust suppression measures to be provided. No further action is required. |
| Pitched Roof Cavity | Traditional cut and pitched roof structure and ceiling frame. Note 1: approximately 50% of 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. Note 2: insulation to be retained as part of the proposed Contract works. Minimal ceiling dust was noted. Brick chimney to Lounge room to be demolished down to ceiling level; and all surface to be made good as part of the proposed Contract works. | In our opinion the air quality will not be generally affected during the course of the construction of the new first floor addition. Appropriate dust suppression measures to be provided. No further action is required. |

| Area Assessed | Description and Comment | Assessment / Action |
|--|--|--|
| Skillion Roof Cavity | <p>Inspection of the roof cavity was not carried out due to the method of construction.</p> <p>Note 1: skillion roof structure over the Kitchen /Dining room to be removed and the external walls to be built up to accommodate the first floor addition as part of the proposed Contract works.</p> <p>Note 2: possible foil backed sarking / insulation to the underside of the sheet metal roofing.</p> | <p>Remove and dispose of the foil backed sarking / insulation in a manner approved by NSW OEH and Lane Cove Council.</p> <p>See attached Safe Work Method Statement for the removal of material synthetic mineral fibre [SMF] insulation.</p> <p>Appropriate dust suppression measures to be provided.</p> <p>No further action is required.</p> |
| Electrical Meter Board | <p>Located on the southern wall of the front porch.</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. |
| Carport | <p>Attached lightweight metal structure with a flat roof and corrugated profile acrylic roofing sheets.</p> <p>Note: not associated with the proposed Contract works.</p> | No action is required. |
| Shed | <p>Freestanding single storey lightweight metal structure and cladding.</p> <p>Note: not associated with the proposed Contract works.</p> | No action is required. |
| Approximate area of materials “that may” contain asbestos [ACM] to be removed as part of the proposed Contract works. | | 0.0m² |

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 LANE COVE Council and the Principal Certifying Authority (PCA) if LANE COVE 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 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 LANE COVE Council.

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 [OEH], appropriate licensed disposal Authority or LANE COVE 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 LANE COVE Council.

4. AREAS NOT ASSESSED

With the exception of the rear skillion roof 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 | |
|-----|--|----------|---|------------------|--|------|--|


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: 8th December 2015