
HAZARDOUS MATERIALS ASSESSMENT REPORT

Client: Cape Cod Australia Pty. Limited

Job details: Owner/s: Mr. T. & Mrs. L. Reid
Location: 3 Marguerite Crescent, West Pennant Hills

Plans for Job No: 7613/14 Revision No: C Dated: 15-12-14

Council area: HORNSBY

Date of assessment: 9th January 2015

Our reference: HM03601214

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:	Circa 1965-1970
Type of construction:	Freestanding single storey brick veneer residence with a combination of shallow strip concrete footings and brick internal piers supporting a suspended timber floor system.
External cladding:	Clay masonry brickwork
Roof:	Traditional cut and pitched timber gable ended roof structure with terra cotta 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	Predominantly dry with areas of ground water seepage noted. No evidence of hazardous materials was observed.	No action is required.
Exterior		
Cladding	Clay masonry brickwork Note: existing window to Family room to be removed and opening bricked up as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
	Probable profiled asbestos cement [ACM] cladding to gable ends Note: front gable to be demolished and roof re-pitched as part of the proposed Contract works.	8.0m² Remove and dispose of the asbestos cement [ACM] gable end cladding in a manner approved by WorkCover NSW, NSW OEH and Hornsby 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 gable cladding from damage during the course of the works. Appropriate dust suppression measures to be provided. No further action is required.
Eave soffit lining	Probable asbestos cement [ACM] sheet. Note: front gable end eave to be removed and roof over re-pitched as part of the proposed Contract works.	3.6m² Remove and dispose of the asbestos cement [ACM] eave soffit in a manner approved by WorkCover NSW, NSW OEH and Hornsby 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 eave lining from damage during the course of the works. Appropriate dust suppression measures to be provided. No further action is required
Roofing	Terra cotta roofing tiles. Note: approximately 80% of the roof structure to be removed to accommodate first floor frame 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
Front patio	Probable asbestos cement [ACM] sheet to patio soffit. Note: not part of the proposed Contract works.	All necessary steps are to be taken to protect the patio soffit from damage during the course of the works.
Rear deck	Suspended concrete slab Note: not associated with the proposed Contract works.	No action is required
Painting - general	Combination of oil based and acrylic based surface coating to 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	Plasterboard wall linings Plasterboard ceiling lining with cove profile plaster cornice. Note: <i>common</i> internal framed wall with Bedroom 1 to be adjusted to accommodate internal staircase; and 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	Plasterboard wall linings Plasterboard ceiling lining with cove profile plaster cornice. Note: existing opening in <i>common</i> internal framed wall with Bedroom 4 to be framed up; and surfaces to be made good as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
Hallway	Plasterboard wall linings Plasterboard ceiling lining with cove profile plaster cornice. Note: existing opening in <i>common</i> internal framed wall with Bedroom 3 to be framed up; and 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 Study on Construction Drawing 3 of 8 for Job No. 7613/14	Plasterboard wall linings Plasterboard ceiling lining with cove profile plaster cornice. Note: <i>common</i> internal framed wall with Entry to be adjusted to accommodate internal staircase; surfaces to be made good; existing door to be replaced; and existing window to be replaced 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
Bedroom 2 Note: Shown as Bedroom 1 on Construction Drawing 3 of 8 for Job No. 7613/14	Plasterboard wall linings Plasterboard ceiling lining with cove profile plaster cornice. Note: existing doors to the robe to be replaced; and existing window to be replaced as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
Separate WC	Probable asbestos cement sheet wall linings with skirting tiles. Plasterboard ceiling lining with cove profile plaster cornice. Note: tiles and fittings to be stripped out and new tiles and fittings installed as part of the proposed Contract works.	9.0m² Remove and dispose of the asbestos cement [ACM] wall lining in a manner approved by WorkCover NSW, NSW OEH and Hornsby 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.
Bathroom	Probable asbestos cement sheet wall linings under wall tiles to 1.8m in shower and 1.2m to bath. Plasterboard ceiling lining with cove profile plaster cornice. Note: tiles and fittings to be stripped out and new tiles and fittings installed as part of the proposed Contract works.	18.0m² Remove and dispose of the asbestos cement [ACM] wall lining in a manner approved by WorkCover NSW, NSW OEH and Hornsby 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.
Bedroom 3	Plasterboard wall linings Plasterboard ceiling lining with cove profile plaster cornice. Note: <i>common</i> internal framed wall with Laundry to be demolished and new internal door opening framed up; common internal framed wall with the Family room to be demolished and surfaces to be made good as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
Family room	Plasterboard wall linings Plasterboard ceiling lining with cove profile plaster cornice. Note: <i>common</i> internal framed wall with the Bedroom 3 to be demolished; and 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
Kitchen Note: Shown as Family room on Construction Drawing 3 of 8 for Job No. 7613/14	Plasterboard wall linings Plasterboard ceiling lining with cove profile plaster cornice. Note: <i>common</i> internal framed wall with the Bedroom 4 to be demolished; existing window in rear wall to be removed and opening framed up; existing Kitchen to be stripped and plumbing and drainage adjusted; and 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 4 Note: Shown as Kitchen on Construction Drawing 3 of 8 for Job No. 7613/14	Plasterboard wall linings Plasterboard ceiling lining with cove profile plaster cornice. Note: <i>common</i> internal framed wall with the Kitchen to be demolished; existing window in rear wall to be removed and replaced; and surfaces to be made good as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
External Laundry	Probable asbestos cement sheet to the wall linings Plasterboard ceiling with cove profile plaster cornice. Note: <i>common</i> internal framed wall with Bedroom 3 to be demolished and new internal door opening framed up as part of the proposed Contract works.	3.6m² Remove and dispose of the asbestos cement [ACM] eave soffit in a manner approved by WorkCover NSW, NSW OEH and Hornsby 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 linings from damage during the course of the works.
Garage Note 1: roof space access Note 2: external access only	Combination of brickwork and probable asbestos cement [ACM] sheet to the walls. Probable asbestos cement sheet to the ceiling with cover battens. Note: not associated with the proposed Contract works.	All necessary steps are to be taken to protect the wall and ceiling linings from damage during the course of the works.
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 80% of the roof structure to be removed to accommodate first floor addition 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 first floor addition. Remove and dispose of the sarking

Area Assessed	Description and Comment	Assessment / Action
	Foil backed sarking noted to the underside of the roofing tiles.	in a manner approved by NSW OEH and Hornsby Council.
	Synthetic mineral fibre [SMF] batt insulation overall the living area roof space. Note 2: insulation to be retained as part of the proposed Contract works. Minimal ceiling dust was noted.	Appropriate dust suppression measures to be provided. No further action is required.
	Disused gravity feed hot water unit is located within the ceiling space. Note 4: possible asbestos [ACM] used to insulate the tank.	Remove and dispose of the unit in a manner approved by WorkCover NSW, NSW OEH and Hornsby Council. See attached Safe Work Method Statement for the removal of material <i>that may</i> contain asbestos [ACM]. No further action is required.
Electrical Meter Board	Meter board is located on the external northern wall of Bedroom 2. Note: Meter board to be retained in current position as part of the proposed Contract works.	No action is required.
Garage	Freestanding brick structure on concrete slab with an engineered timber gabled ended trussed roof and concrete roofing tiles. 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.		42.2m²

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 HORNSBY Council and the Principal Certifying Authority (PCA) if HORNSBY 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 HORNSBY 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 HORNSBY 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: 10th January 2015