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## **HAZARDOUS MATERIALS ASSESSMENT REPORT**

**Client:** Cape Cod Australia Pty. Limited

**Job details:** Owner/s: Mr. J. & Mrs. S. Joyce  
Location: 1 Combara Avenue, Castle Hill NSW

Plans for Job No: 7724/15      Revision No: C      Dated: 27-01-16

**Council area:** THE HILLS SHIRE

**Date of assessment:** 10<sup>th</sup> February 2016

**Our reference:** HM04620216

**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 northwest elevation of the residence

## 1. GENERAL DESCRIPTION OF THE EXISTING RESIDENCE

<b>Estimated age:</b>	Original residence is approximately circa 1975 -1980. First floor addition is approximately circa 1995 -2000
<b>Type of construction:</b>	Freestanding double storey residence. Ground floor is brick veneer construction on strip concrete footing with internal brick piers supporting a suspended timber floor system. First floor addition is timber framed and weatherboard clad with deep floor joists.
<b>External cladding:</b>	Clay masonry brickwork to the ground floor. Fibre-cement [FC] weatherboards to the first floor addition
<b>Roof:</b>	Original roof is a traditional cut and pitched structure with concrete roofing tiles. The first floor addition is engineered timber trussed hipped 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
<b>Under Floor Space</b>	<p>Areas of groundwater seepage [dampness noted overall the underfloor area.</p> <p>No hazardous materials were noted.</p> <p><b>Note:</b> no work to be undertaken in this area as part of the proposed Contract works.</p>	No action is required.
<b>Exterior</b>		
Cladding	<p>Clay masonry brickwork to the original ground floor level.</p> <p><b>Note:</b> new window opening to be cut into north eastern elevation wall of the Rumpus room 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>Probable fibre-cement [FC] weatherboards to the first floor addition.</p> <p><b>Note:</b> south western end of the existing first floor to be extended to accommodate new first floor addition as part of the proposed Contract works.</p> <p><b>Note 2:</b> possible foil sarking to wall frame behind the weatherboard cladding.</p>	<p><b>19.0m<sup>2</sup></b></p> <p>Remove and dispose of the probable FC wall cladding in a manner approved by Safe Work NSW, NSW OEH and The Hills Shire Council.</p> <p>See attached Safe Work Method Statement for the removal of material <i>that may</i> contain asbestos [ACM].</p> <p>All necessary steps are to be taken to protect the retained cladding from damage during the course of the works.</p> <p>Remove and dispose of the foil sarking in a manner approved by NSW OEH and The Hills Shire Council.</p> <p>Appropriate dust suppression measures to be provided.</p> <p>No further action is required.</p>
Eave soffit lining	<p>Probable asbestos cement [ACM] eave soffits to the original ground floor level roof.</p> <p><b>Note:</b> not associate with the proposed Contract works.</p>	<p>All necessary steps are to be taken to protect the eaves from damage during the course of the works.</p>
	<p>Probable fibre-cement [FC] sheet to the eaves of the first floor addition.</p> <p><b>Note:</b> south western end of roof to be extended to accommodate first floor addition as part of the proposed Contract works.</p>	<p><b>4.5m<sup>2</sup></b></p> <p>Remove and dispose of the probable FC eave soffits in a manner approved by Safe Work NSW, 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>

Area Assessed	Description and Comment	Assessment / Action
		<p>All necessary steps are to be taken to protect the retained eaves from damage during the course of the works.</p> <p>Appropriate dust suppression measures to be provided.</p> <p>No further action is required.</p>
Roofing material	<p>Concrete roofing tiles to the original lower roof.</p> <p><b>Note:</b> roof abutting the south western to the existing first floor be adjusted to accommodate first floor additions 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>Concrete roofing tiles to the first floor addition roof.</p> <p><b>Note:</b> south western end of roof to be extended to accommodate new 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 patio	<p>Concrete slab and ramp.</p> <p><b>Note:</b> not associated with the proposed Contract works.</p>	No action is required.
Garage <b>Note:</b> external access	<p>Combination of brickwork and probable asbestos cement [ACM] sheet to the walls.</p> <p>Probable asbestos cement [ACM] sheet the ceiling with cover strips.</p> <p><b>Note:</b> not associated with the proposed Contract works.</p>	<p>All necessary steps are to be taken to protect the wall and ceiling linings from damage during the course of the works.</p>
Rear Access Steps	<p>Treated pine structure including landing deck, balustrade and steps.</p> <p><b>Note:</b> not associated with the proposed Contract works.</p>	No action is required.
Painting - general	<p>Combination of oil based and acrylic based surface coating to wall cladding, eaves, fascia 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>
<b>Interior Ground Floor</b>		
Entry / Stairs	<p>Plasterboard wall lining.</p> <p>Plasterboard ceiling lining with cove profile plaster cornices.</p> <p><b>Note:</b> not associated with the proposed Contract works.</p>	No action is required.
Hallway	<p>Plasterboard wall lining.</p> <p>Plasterboard ceiling lining with cove profile plaster cornices.</p> <p><b>Note:</b> not associated with the proposed Contract works.</p>	No action is required.

Area Assessed	Description and Comment	Assessment / Action
Bedroom	Plasterboard wall lining. Plasterboard ceiling lining with cove profile plaster cornices. <b>Note:</b> not associated with the proposed Contract works.	No action is required.
Rumpus	Plasterboard wall lining. Plasterboard ceiling lining with cove profile plaster cornices. <b>Note:</b> new window opening to be cut into north eastern elevation wall; existing square set opening to the Hallway to be framed up; existing post and bulkhead to be removed; 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.
Study	Plasterboard wall lining. Plasterboard ceiling lining with cove profile plaster cornices. <b>Note:</b> not associated with the proposed Contract works.	No action is required.
Bathroom / WC	Possible asbestos cement [ACM] sheet wall lining with wall tiles to 1.8m Plasterboard ceiling lining with cove profile plaster cornices. <b>Note:</b> not associated with the proposed Contract works.	No action is required.
Laundry	Possible asbestos cement [ACM] sheet wall lining with skirting tiles. Plasterboard ceiling lining with cove profile plaster cornices. <b>Note:</b> not associated with the proposed Contract works.	No action is required.
Meals /Kitchen	Plasterboard wall lining. Plasterboard ceiling lining with cove profile plaster cornices. <b>Note:</b> not associated with the proposed Contract works.	No action is required.
Dining / living	Plasterboard wall lining. Plasterboard ceiling lining with cove profile plaster cornices. <b>Note:</b> 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, door, window reveals and trims. No exposed lead based paints were observed.	Appropriate dust suppression measures to be provided. No further action is required.

Area Assessed	Description and Comment	Assessment / Action
<b>Interior First Floor</b>		
Hallway / Foyer	<p>Plasterboard wall lining. Plasterboard ceiling lining with cove profile plaster cornices.</p> <p><b>Note:</b> <i>common</i> internal framed wall with Bedroom 1 to be demolished and new walls constructed to form new Bedroom; <i>common</i> internal framed wall with Bedroom 2 to be demolished to form new Bathroom; and all surfaces to be made good as part of the proposed Contract works.</p>	<p>Appropriate dust suppression measures to be provided. No further action is required.</p>
Bedroom 1	<p>Plasterboard wall lining. Plasterboard ceiling lining with cove profile plaster cornices.</p> <p><b>Note:</b> <i>common</i> internal framed wall with Hallway to be demolished and new wall constructed to form new Bedroom; existing robe to be demolished and new door opening formed; and all surfaces to be made good as part of the proposed Contract works.</p>	<p>Appropriate dust suppression measures to be provided. No further action is required.</p>
Walk-in robe	<p>Random groove plywood wall lining. Plasterboard ceiling lining with cove profile plaster cornices.</p> <p><b>Note:</b> not associated with the proposed Contract works.</p>	<p>No action is required.</p>
<p>Ensuite</p> <p><b>Note:</b> first floor roof space access</p>	<p>Probable fibre cement [FC] wall lining with wall tiles to 1.5m and 12.0m to shower recess. Plasterboard ceiling lining with cove profile plaster cornices.</p> <p><b>Note:</b> not associated with the proposed Contract works.</p>	<p>Appropriate dust suppression measures to be provided. No further action is required.</p>
<p>Bedroom 2</p> <p><b>Note:</b> Shown as Bathroom on Construction Drawing 4 of 8 for Job No. 7724/15</p>	<p>Plasterboard wall lining. Plasterboard ceiling lining with cove profile plaster cornices.</p> <p><b>Note:</b> <i>common</i> internal framed wall with Hallway to be demolished and new wall constructed to form new Bathroom; existing north eastern demolished and extended to form larger room; existing window in south eastern wall be removed and replaced; and all surfaces to be made good as part of the proposed Contract works.</p>	<p>Appropriate dust suppression measures to be provided. No further action is required.</p>

Area Assessed	Description and Comment	Assessment / Action
Bedroom 3 <b>Note:</b> lower roof space access	Plasterboard wall lining. Plasterboard ceiling lining with cove profile plaster cornices. <b>Note:</b> <i>common</i> internal framed wall with Hallway to be demolished; existing north eastern demolished and extended to form larger room: 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	Acrylic based surface coating to ceilings, walls, door, window reveals and trims. No exposed lead based paints were observed.	Appropriate dust suppression measures to be provided. No further action is required.
<b>Lower Roof Cavity</b>	Traditional cut and pitched timber roof structure and ceiling frame. <b>Note 1:</b> roof abutting the south western end of the existing first floor be adjusted to accommodate first floor additions as part of the proposed Contract works. Synthetic mineral fibre [SMF] batt insulation overall the roof space. <b>Note 2:</b> insulation is to be retained as part of the proposed Contract works. Minimal ceiling dust was noted.	In our opinion the air quality will not be generally affected during the course of the construction of the first floor addition. Appropriate dust suppression measures to be provided. No further action is required.
<b>Upper Roof Cavity</b>	Engineered timber trussed roof structure and ceiling frame. <b>Note 1:</b> south western end of the roof to the existing first floor be extended to accommodate new first floor addition as part of the proposed Contract works. Synthetic mineral fibre [SMF] batt insulation overall the roof space. <b>Note 2:</b> insulation is to be retained as part of the proposed Contract works. Minimal ceiling dust was noted.	In our opinion the air quality will not be generally affected during the course of the construction of the first floor addition. Appropriate dust suppression measures to be provided. No further action is required.
<b>Electrical Meter Board</b>	Located on the north eastern wall of the Rumpus room. Probable asbestos cement [ACM] in backing board noted to the meter board. <b>Note:</b> meter board and POA to be retained in current position as part of the proposed Contract works.	All necessary steps are to be taken to protect the ACM from damage during the course of the works.
<b>Approximate area of materials “that may” contain asbestos [ACM] to be removed as part of the proposed Contract works.</b>		<b>0.0m<sup>2</sup></b>

## **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
- Safe Work 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 THE HILLS SHIRE Council and the Principal Certifying Authority (PCA) if THE HILLS SHIRE 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 Safe Work 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, Safe Work 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 Safe Work NSW, NSW Office of Environment and Heritage [OEH] or THE HILLS SHIRE 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 Safe Work NSW, NSW Office of Environment and Heritage [OEH], appropriate licensed disposal Authority or THE HILLS SHIRE 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 Safe Work NSW, NSW Office of Environment and Heritage [OEH], appropriate disposal Authority or THE HILLS SHIRE 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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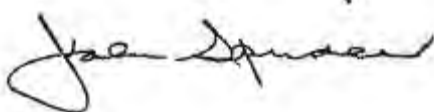
#### **CONFIRMATION**

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:** 10<sup>th</sup> February 2016