
HAZARDOUS MATERIALS ASSESSMENT REPORT

Client: Cape Cod Australia Pty. Limited

Job details: Owner/s: Mr. C. Milroy & Ms. K. McKeown
Location: 10 Barwon Road, Lane Cove West

Plans for Job No: 7685/15 **Revision No:** F **Dated:** 03-11-15

Council area: LANE COVE

Date of assessment: 18th November 2015

Our reference: HM04391115

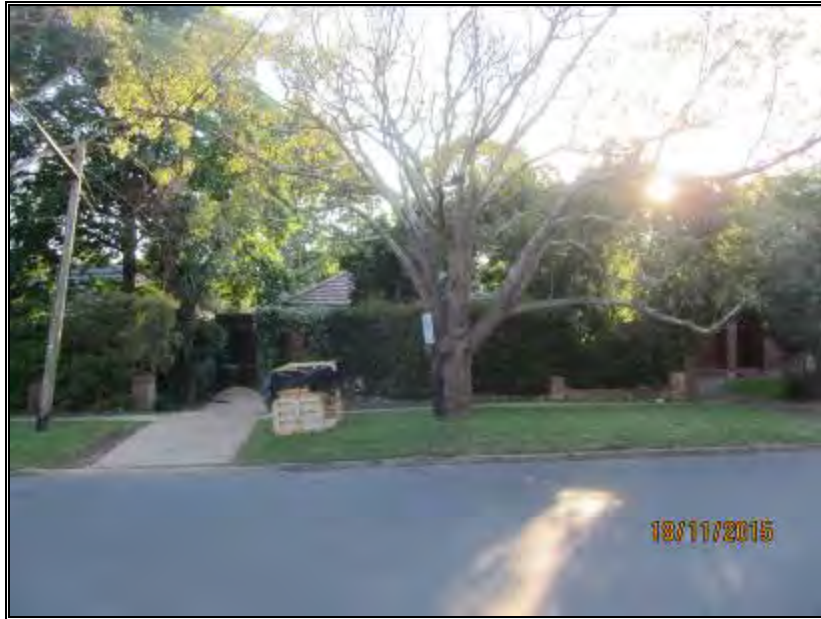
The Client acknowledges that:

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 western elevation of the residence

1. GENERAL DESCRIPTION OF THE EXISTING RESIDENCE

Estimated age:	Original residence is circa 1935. Rear additions and internal renovations area circa 2010
Type of construction:	Original residence is single storey full brick / brick cavity construction with a suspended timber floor system and brick footings. Rear addition is timber framed and clad construction on concrete strip footings with a suspended timber floor system.
External cladding:	Clay brickwork to the original residence. Polystyrene panelling to the rear addition.
Roof:	Traditional cut and pitched hipped and valley roof structure with terra cotta tiles to the original residence. Pan profile sheet metal to the skillion roof of the rear additions.

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	<p>Areas of dampness noted.</p> <p>Flexible air conditioning duct work noted.</p> <p>No evidence of hazardous materials was observed.</p> <p>Note: no works is proposed in this area under the Contract works.</p>	No action is required
Exterior		
Cladding	<p>Clay masonry brickwork to the original residence.</p> <p>Note: existing window opening to Bedroom 3 to be blocked up; new window openings to be cut into northern wall of existing Bedroom 2; and all surfaces to be made good 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>Texture coated polystyrene cladding panels to the rear additions.</p> <p>Note: not associated with the proposed Contract works.</p>	No action is required.
Eave soffit lining	<p>Probable asbestos cement [ACM] sheet to the original roof.</p> <p>Note: existing eaves to be retained - not part of the proposed Contract works.</p>	All necessary steps are to be taken to protect the retained eaves from damage during the course of the works.
	<p>Probable fibre-cement sheet to the rear additions.</p> <p>Note: existing eaves to be retained - not part of the proposed Contract works.</p>	All necessary steps are to be taken to protect the retained eaves from damage during the course of the works.
Roofing material	<p>Terra cotta roofing tiles to original pitched roof structure.</p> <p>Note 1: solar panels located on southern roof surface to be removed and relocated on new first floor addition roof as part of the proposed Contract works.</p> <p>Note 2: approximately 75% of the roof structure to be removed to accommodate first floor frame as part of the proposed Contract works.</p>	<p>Appropriate dust suppression measures to be provided.</p> <p>No further action is required.</p>
	<p>Pan profile sheet metal roofing to the rear addition over the Dining/ Kitchen/ Family area.</p> <p>Note: approximately 75% of the skillion roof structure to be removed to accommodate first floor frame as part of the proposed Contract works.</p>	<p>Appropriate dust suppression measures to be provided.</p> <p>No further action is required.</p>

Area Assessed	Description and Comment	Assessment / Action
Front porch	Probable asbestos cement [ACM] sheet. Note: not associated with the proposed Contract works.	All necessary steps are to be taken to protect the porch soffit from damage during the course of the works.
Northern deck	Timber framed and decked structure with timber steps a suspended deck area. Note: not associated with the proposed Contract works.	No action is required.
Rear eastern deck	Attached timber framed structure with a flat roof and pan profile sheet metal roofing. Probable fibre-cement sheet to the soffit lining and with 4 x skylights incorporated within the roof structure. Note: existing box gutter to be rebuilt as required to suit the wall of the first floor addition as part of the proposed Contract works.	Appropriate dust suppression measures to be provided. No further action is required.
Garage	Attached full brick/ brick cavity structure with a flat roof and pan profile sheet metal roofing and with a concrete floor. Note: not associated with the proposed Contract works.	No action is required.
Painting - general	Combination of oil based and acrylic based surface coating to the walls, fascia, barges, eaves, timber windows and trims. No exposed lead based paints were observed.	Appropriate dust suppression measures to be provided. No further action is required.
Interior		
Entry / Hallway Note: attic ladder	Painted cement render to the walls. Fibrous plaster ceiling with decorative profiled plaster cornice and ceiling rose. Note: attic ladder to be removed and ceiling made good as part of the proposed Contract works	Appropriate dust suppression measures to be provided. No further action is required.
Bedroom 1	Painted cement render to the walls. Fibrous plaster ceiling with wide decorative profiled plaster cornice and ceiling rose. Note: not associated with the proposed Contract works.	No action is required.
Bathroom	Painted cement render to the walls above wall tiles to 2.0m Plasterboard ceiling lining with cove profile plaster cornice. Note: not associated with the proposed Contract works.	No action is required.

Area Assessed	Description and Comment	Assessment / Action
Bedroom 2 Note 1: fireplace Note 2: Shown as Lounge room on Construction Drawing 3 of 8 for Job No. 7685/15	Painted cement render to the walls. Fibrous plaster ceiling with wide decorative profiled plaster cornice and ceiling rose. Note: new window openings to be cut into northern external wall; 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.
Bedroom 3 Note: Shown as Stairs on Construction Drawing 3 of 8 for Job No. 7685/15	Painted cement render to the walls. Fibrous plaster ceiling with wide decorative profiled plaster cornice and ceiling rose. Note: existing window opening to be blocked up; new door opening to be created in <i>common</i> internal wall with Lounge room; ceiling frame to be adjusted to accommodate internal stairs; ceiling and cornice to be removed and replaced; 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: Shown as Sunroom on Construction Drawing 3 of 8 for Job No. 7685/15	Painted cement render to the walls. Fibrous plaster ceiling with wide decorative profiled plaster cornice and ceiling rose. Note: <i>common</i> internal wall with Bedroom 4 and Study to be demolished; new door opening to be created in <i>common</i> internal wall with Bedroom 3; existing ceiling and cornice to be removed and replaced; 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.
Bedroom 4 Note: Shown as Bedroom 3 on Construction Drawing 3 of 8 for Job No. 7685/15	Painted cement render to the walls. Fibrous plaster ceiling with decorative profiled plaster cornice and ceiling rose. Note: <i>common</i> internal walls with Lounge room and Study to be demolished; existing ceiling and cornice to be removed and replaced; 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 Note: skylight	Painted cement render to the walls. Plasterboard ceiling lining with square set wall / ceiling junctions. Note: <i>common</i> internal walls with Bedroom 4 and Lounge room to be demolished; skylight to be removed and ceiling repaired; 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.

Area Assessed	Description and Comment	Assessment / Action
Shower / Laundry Note: renovated 2010	Probable fibre-cement wall lining with wall tiles from floor to ceiling level. Plasterboard ceiling lining with timber mould cornice. Note: not associated with the proposed Contract works.	No action is required.
Dining/ Kitchen/ Family Note: open plan layout	Plasterboard wall linings. Plasterboard ceiling lining with square set wall / ceiling junctions. Note: not associated with the proposed Contract works.	No 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 75% of roof structure to be removed to accommodate first floor addition as part of the proposed Contract works. Synthetic mineral fibre [polyester] 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 Bedroom 2 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.
Attic room Note: skylights x 4	Plasterboard lined to underside of rafters Polyester [SMF] batt insulation installed between wall studs. Sheet particle board flooring to top of ceiling joists. Note: front section of the attic room to be retained - remainder to be demolished to accommodate first floor frame as part of the proposed Contract works.	Remove and dispose of the insulation in a manner approved by NSW OEH and Lane Cove Council. See attached Safe Work Method Statement for the removal of material synthetic mineral fibre [SMF] insulation. 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: approximately 75% of the roof structure over the Dining /Kitchen / Family /to be removed to accommodate 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.
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	
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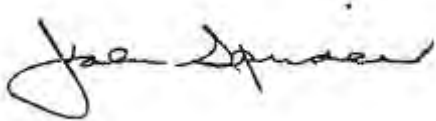
CONFIRMATION

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: 18th November 2015