

# Asbestos Register

**Blue Mountains City Council maintains asbestos registers (“registers”) and asbestos management plans (“plans”) relating to each of the buildings owned or occupied by the Council. The registers and plans record information about the existence and location of any known or presumed asbestos containing materials (“ACM”) within those buildings.**

The Council’s governing body has adopted the Council’s corporate [asbestos-registers] Asbestos Policy, which is available on our website.

The registers and plans are in two forms. First, the Council maintains a corporate asbestos register and a corporate asbestos management plan. Second, the Council has prepared individual registers and individual plans for each building that contains or may contain ACM. Hardcopies of those individual registers and plans are held in the building concerned.

Whenever work is carried out on a Council building the hardcopy register and the hardcopy plan are each amended by hand, as required. This action ensures that Council employees or contractors who work from time to time within that building have access to accurate information about the ACM that it contains or may contain.

The electronic versions of each of the corporate plans and registers, and of the plans and registers for individual buildings, are periodically updated. However, the key documents are the hardcopy registers and the hardcopy plans for each building which must be inspected before any work is carried out on that building.

## NOTES:

- (1) The Council’s electronic registers and plans are valid as dated, and ARE NOT to be relied upon as definitive records and ARE NOT to be used for reference purposes for any construction, demolition, maintenance or any other onsite works. IN ALL CASES, the onsite hardcopy building specific asbestos register and building specific asbestos management plan MUST BE CONSULTED prior to the commencement of physical works on the building concerned. While the electronic versions of the Council’s registers and plans provide guidance concerning the presence or possible presence of ACM it is the onsite hardcopy registers and plans which will remain up to date.
- (2) The Council’s electronic registers and plans relate to Council owned or managed buildings. The electronic registers and plans do not relate to structures (such as picnic shelters, bus shelters and other freestanding structures). Before any work is carried out on such structures the Council’s Hazardous Materials Team (“HMT”) MUST BE CONSULTED. The HMT may be contacted at [council@bmcc.nsw.gov.au](mailto:council@bmcc.nsw.gov.au). The HMT will provide information concerning any ACM that may be present in the structure concerned.

**Further information:** Further information on safe asbestos management may be obtained by contacting Councils Hazardous Materials Team at [council@bmcc.nsw.gov.au](mailto:council@bmcc.nsw.gov.au).



Katoomba Girl Guides Hall

# **Asbestos/Lead Register & Management Plan**

## Asbestos Register/Lead and Management Plan

Policy Ref. No:	25132	Staff Consultative Committee Endorsement Date:	N/A
HPE Record No:		Meeting Date:	N/A
Distribution:	Insite Delivery/Online	Endorsement Date:	ELT Meeting Date
Status:	Approved		
Scope:	Tenants, Facility Users, Community	Governing Policy:	Asbestos Policy
Lifespan:	5 years or following legislative change	Responsible Directorate/Group:	Economy Place & Infrastructure/Property and Commercial Services
Next review:	5 years from adoption	Contact Position:	Program Leader Hazardous Materials Team

### DOCUMENT CONTROL

DOCUMENT NO.	DATA ENTRY		APPROVED & AUTHORISED	
	DATE	PERSONNEL	DATE	PERSONNEL
Katoomba Girl Guides Hall815627092 022HMMR	27/09/2022	Luke Trevena	14/10/2022	Jason Adams

### PREVIOUS DOCUMENTATION

REPORT#	COMPANY	DATE
18/215188	Airsafe	26/09/2017

*This document was prepared in accordance with Blue Mountains City Council Quality Policy and System, which is based on Australian Standard / NZS ISO 9001. It is issued subject to review and authorisation by approved signatories. It has been prepared for the particular requirements of Blue Mountains City Council based on a specific brief. It is not intended for and should not be relied upon by a third party, and should not be redistributed without written consent from YOUR COMPANY NAME. The information contained within this document should not be reproduced, presented or reviewed except in full. Prior to passing on to a third party, Blue Mountains City Council is to fully inform the third party of the specific brief and limitations associated with the commission.*

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## 1. Executive Summary

Blue Mountains City Council conducted Hazardous Materials Management Register for the workplace located at 17 Station Street Katoomba NSW 2780.

The inspection was conducted on 27/09/2022, and the following items were identified:

### NO ASBESTOS DETECTED

No asbestos containing materials were identified at this inspection.

### NO LEAD PAINT DETECTED

No lead based paints were identified at this inspection

## 2. Introduction

### I. Building Information

ASSET #	8156
WORKPLACE NAME	Katoomba Girl Guides Hall
WORKPLACE ADDRESS	17 Station Street Katoomba NSW 2780
WORKPLACE DESCRIPTION	Commercial Dwelling
APPROXIMATE AGE	<2003

### II. Scope of Works

REPORT TYPE	Hazardous Materials Management Register
THE CLIENT	Blue Mountains City Council
AREA COVERED BY THE SCOPE	Commercial Dwelling
LEAD SURVEYOR	Luke Trevena
ASSISTANT SURVEYOR	-
INSPECTION DATE	27/09/2022

This Asbestos/Lead Management Plan has been developed by [Blue Mountains City Council](#) and in full accordance with NSW Work Health & Safety Regulation 2017

### III. Risk Category

The asbestos/lead materials identified in this report have been assessed, given a Risk Category as outlined below and must be managed in full accordance with the Asbestos Management Plan.

Risk Category	Control Descriptor
A1	<b>Restrict Access &amp; Remove</b>
	<ul style="list-style-type: none"> <li>Friable or poorly bonded to substrate, located in accessible areas.</li> <li>Severely water damaged or unstable</li> <li>Further damage or deterioration likely</li> <li>Asbestos debris and stored asbestos in reasonably accessible areas</li> </ul>
A2	<b>Enclose, Encapsulate or Seal by Licensed Contractor - Re-Inspect Periodically</b>
	<ul style="list-style-type: none"> <li>Damaged material in reasonably accessible areas</li> <li>Friable or poorly bonded to substrate, with bonding achievable.</li> <li>Possibility of disturbance through contact</li> <li>Possibility of deterioration through weathering</li> </ul>
A3	<b>Remove During Refurbishment or Maintenance. Enclose, Encapsulate or Seal by General Maintenance Contractors, Re-Inspect Periodically</b>
	<ul style="list-style-type: none"> <li>Asbestos debris or stored material in rarely accessed areas</li> <li>Further disturbance or damage unlikely, other than during maintenance or service</li> <li>Asbestos friction materials, gaskets and brake linings</li> </ul>
A4	<b>No remedial Action Re-Inspect Periodically</b>
	<ul style="list-style-type: none"> <li>Firmly bonded to substrate and readily visible for inspection</li> <li>Inaccessible and fully contained</li> <li>Stable and damage unlikely</li> </ul>
A5	No Action Required - No ACM Identified

Should ACM be disturbed, the area must be isolated and an assessment by council's Competent Person or an independent assessment by an Occupational Hygienist or Licensed Asbestos Assessor must be undertaken and may coupled with airborne asbestos air monitoring.

It is expressly prohibited for any person other than a duly authorised Council Employee or engaged contractor to remove, handle, treat, dispose of or disturb ACM on a council owned asset. Should maintenance works be required on ACM or disturbed ACM is identified, then council must be advised immediately on **4780 5000**



### 3. How to use this report

This report is an **Asbestos/Lead Materials Register (ALMR) and Asbestos/Lead Management Plan (ALMP)** for the location specified at Section 2 of this report. It covers the management of Asbestos Containing Materials (ACM), Lead Containing Paint (LCP) and Lead Containing Paint (LCP) which has been identified via an inspection process undertaken by the company detailed in Section 2 and this AMP must be read in conjunction with the above-mentioned ALMR.

The purpose of this ALMP is to ensure full compliance with the legislative and regulatory requirements intrinsic to Asbestos and Lead Management in NSW, including compliance with NSW Code of Practice How to manage and control asbestos in the workplace.

**The person with management or control of the workplace must ensure this ALMR and ALMP is kept at the workplace and be readily accessible.**

**It is a requirement that any activity at this location involving the removal or encapsulation of any material listed in the Asbestos Register is recorded and signed off (Refer to Document Control on Page 2).**

All Asbestos and Lead Related works must be consulted with Council prior to any works being undertaken in order to ensure that the works are completed to a satisfactory standard in accordance with relevant codes, standards and guidelines.

To fulfil WHS obligations and to aid in the identification and management of lead paint and lead containing dust, Blue Mountains City Council has included lead paint/dust in the register.

Any queries regarding the interpretation and/or implementation of this Management Plan should be directed to Council **4780 5000**

### 4. Sampling Methodology

#### Asbestos Containing Materials

Suspected ACM were sampled by surveyor in accordance with AS4964:2004 *Method for the qualitative identification of asbestos in bulk samples* Where collected, representative samples were placed into clip-lock plastic bags and analysed by an external NATA-accredited laboratory for the presence of asbestos by polarised light microscopy and dispersion staining techniques.

#### Lead Containing Paint

Suspected LCP were sampled by surveyor in accordance with AS/NZS 4361.2:2017 *Guide to hazardous paint management, Part 2: Lead paint in residential, public and commercial buildings*. Where collected, representative samples of paint were placed in a clip-lock plastic bags and then analysed internally, by NATA-accredited laboratory for determination of lead concentration.

## Lead Containing Dust

Where general settled dust suspected of containing lead were identified, samples were collected by surveyor in accordance with AS/NZS4361.2:2017. An area of 100 cm<sup>2</sup> (10 x 10 cm<sup>2</sup>) or 900cm<sup>2</sup> (30 x 30 cm<sup>2</sup>) was marked out using a disposable template. A “Ghost Wipe” was then used to collect the sample. The wipe was placed flat onto the surface in one corner of the area to be sampled and rubbed across the entire area in an 'S' pattern. The wipe was re-folded so that the collected dust was on the inside and again rubbed across the area at 90° to the first 'S'. The wipe was again folded with the dust inside and placed in a clip-lock plastic bag.

Where bulk accumulated dusts suspected of containing lead were identified, samples were collected by surveyor using a metal spatula by scraping approximately 5 g of dust into a clip-lock plastic bag.

All samples were allocated a unique sample identification number and the location noted.

Collected samples were then analysed by an external NATA-accredited laboratory for determination of lead concentration by atomic absorption spectroscopy techniques.

## 5. Asbestos/Lead Materials Register

### EXTERNAL - GF - EXTERIOR

Photo #	REF #	HAZARD	RESULT	SPECIFIC LOCATION	MATERIAL	QUANTITIY	FRIABILITY	OVERALL RISK	ACTION CODE	TIMEFRAME	COMMENTS
1	433799/LP01	Lead	Lead Not Detected (0.002%w/w)	External cladding and flagpole	Cream - Topcoat	50 m <sup>2</sup>	Not Applicable	-	A5	N/A	-
2	433799/LP02	Lead	Lead Not Detected (0.001%w/w)	External fascia boards	Blue - Topcoat	10 m <sup>2</sup>	Not Applicable	-	A5	N/A	-
3	37272-31	Asbestos	No Asbestos identified	Perimeter eave linings	Fibreboard	20 m <sup>2</sup>	Not Applicable	-	A5	N/A	-
4	37272-32	Asbestos	No Asbestos identified	Wall cladding	Fibreboard	50 m <sup>2</sup>	Non-Friable	-	A5	N/A	-

**EXTERNAL - GF - SWITCHBOARD**

Photo #	REF #	HAZARD	RESULT	SPECIFIC LOCATION	MATERIAL	QUANTITIY	FRIABILITY	OVERALL RISK	ACTION CODE	TIMEFRAME	COMMENTS
5	No sample taken at time of inspection	Asbestos	No Asbestos Detected	Electrical backing board	Backing board	1 Units	Not Applicable	-	A5	N/A	New backing board

**INTERNAL - GF - SOUTH EASTERN BATHROOM**

Photo #	REF #	HAZARD	RESULT	SPECIFIC LOCATION	MATERIAL	QUANTITIY	FRIABILITY	OVERALL RISK	ACTION CODE	TIMEFRAME	COMMENTS
6	37272-33	Asbestos	No Asbestos identified	Wall cladding	Fibreboard	-	-	-	A5	N/A	-
7	37272-33	Asbestos	No Asbestos identified	Wall Cladding	Fibreboard	-	-	-	A5	N/A	-

## 6. Risk Matrix

### IV. Recommendation Action Codes

Following the risk assessment of building materials for asbestos containing material an action score is assigned for recommended best practice to control the risk presented by the material. The action score will be assigned according to the surveyor's assessment of the situation at the time of the survey.

The Overall Risk Assessment Score is a quantitative assessment determined by the sum of the scores based on the material assessment and the likelihood of exposure; i.e. Risk Score = Material Score + Location Score (out of as possible 18).

Overall Risk Assessment Score	Risk Category	Control Descriptor
14-18	A1	<b>Restrict Access &amp; Remove</b>
		<ul style="list-style-type: none"> <li>Friable or poorly bonded to substrate, located in accessible areas.</li> <li>Severely water damaged or unstable</li> <li>Further damage or deterioration likely</li> <li>Asbestos debris and stored asbestos in reasonably accessible areas</li> </ul>
9-13	A2	<b>Enclose, Encapsulate or Seal by Licensed Contractor - Re-Inspect Periodically</b>
		<ul style="list-style-type: none"> <li>Damaged material in reasonably accessible areas</li> <li>Friable or poorly bonded to substrate, with bonding achievable.</li> <li>Possibility of disturbance through contact</li> <li>Possibility of deterioration through weathering</li> </ul>
5-8	A3	<b>Remove During Refurbishment or Maintenance. Enclose, Encapsulate or Seal by General Maintenance Contractors, Re-Inspect Periodically</b>
		<ul style="list-style-type: none"> <li>Asbestos debris or stored material in rarely accessed areas</li> <li>Further disturbance or damage unlikely, other than during maintenance or service</li> <li>Asbestos friction materials, gaskets and brake linings</li> </ul>
0-4	A4	<b>No remedial Action Re-Inspect Periodically</b>
		<ul style="list-style-type: none"> <li>Firmly bonded to substrate and readily visible for inspection</li> <li>Inaccessible and fully contained</li> <li>Stable and damage unlikely</li> </ul>
	A5	No Action Required - No Asbestos/Lead Identified

Table 1 – Risk Scores and action codes

The following hierarchy of controls should be consulted when implementing control measures to eliminate the risks arising from hazardous materials.

- Elimination/removal;
- Isolation/enclosure/sealing;
- Engineering Controls;
- Safe Work Practices (administrative controls); and
- Personal Protective Equipment.

A combination of these controls may be required in order to manage hazardous materials.

In consideration of the Hierarchy of Controls, preferential consideration must be given to removing hazardous materials during renovation, refurbishment and maintenance activities etc. where removal is practicable.

Areas of a workplace that contain ACM including plant, equipment and components should be signposted with appropriate warning signs to ensure that hazardous materials are not unknowingly disturbed without the correct precautions being implemented.

Signage should be placed at all entrances to the work areas where ACM is present and must conform to Australian Standard 1319-1994 *Safety Signs for the Occupational Environment*. The number of labels and the location of signage are to be determined by a competent person and may take into consideration the usage of areas and public access.

## V. Specific Criteria

### Lead Containing Paint

AS/NZS4361.2:2017 defines lead content in excess of 0.1 percent by weight of the dry film determined by laboratory testing to be LCP. Results were expressed in percent weight per weight (%w/w).

### Lead Dust

Lead swab samples were taken in accordance with Section 5.6: Clearance testing and Appendix C: Standard Practice for Determining of Lead in Surface Dust of AS/NZS4361.2-2017 Guide to lead paint management Residential and commercial buildings. This guidance document stipulates the following lead dust loadings for clearance purposes:

- 1mg/m<sup>2</sup> for interior floors
- 5mg/m<sup>2</sup> for interior window sills, and
- 8mg/m<sup>2</sup> for exterior surfaces

Should the area be due for demolition, other avenues of control and remediation can be considered as part of an overall demolition occupational health and safety management plan to reduce the risk to workers without having to achieve the clearance levels above.

## VI. Risk Assessment

The risk assessment is explained, in table 1. The semi-quantitative risk assessment borrows elements from the materials risk assessment documented in HSG264: Asbestos: The survey guide – HSE and the priority risk assessment documented in HSG 227: A comprehensive guide to Managing Asbestos in premises – HSE,

providing an element of quantification to the qualitative nature of site risk assessment.

Some of the elements of these well-documented risk assessments have been omitted. Most notably the asbestos type from the materials risk assessment, as all types of asbestos are listed by the International Agency for Research on Cancer (IARC) as Type 1 Carcinogens. In addition note the emittance of the maintenance activity from HSG 277. The reason being that human risk factors associated with maintenance activities are often difficult to assess in-situ and require detailed input from the Person in Control of a Business of Undertaking (PCBU).

The risk assessment then takes into account all other Hazardous materials and utilizes the similar algorithms to create a risk assessment for those materials.

An explanation of the material assessment and likelihood of exposure scores can be found in the further below.

## VII. Materials Assessment

### Product Type

EXAMPLES OF MATERIALS – ASBESTOS	EXAMPLES OF MATERIALS – LEAD	SCORE
Asbestos reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement etc)	Lead paint, Lead Compounds/Alloys/Products	1
Asbestos insulating board, mill boards, other low density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt	Lead paint flakes	2
Thermal insulation (eg pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses and packing	Lead dust	3

Table 2 - Product Type (or debris)

### Extent of Damage

EXAMPLES OF MATERIALS - ASBESTOS	EXAMPLES OF MATERIALS – LEAD	SCORE
Good condition: no visible damage	Good condition: no visible damage	0
Low damage: a few scratches or surface marks; broken edges on boards, tiles etc	Peeling paint, Large paint flakes	1
Medium damage: significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres	Large amounts of fine flaking paint and debris	2
High damage or delamination of materials, sprays and thermal insulation. Visible asbestos debris.	Visible debris, Lead dust	3

Table 3 - Extent of the Damage or Deterioration

### Surface Type



EXAMPLES OF MATERIALS - ASBESTOS	EXAMPLES OF MATERIALS – LEAD	SCORE
Composite materials containing asbestos: reinforced plastics, resins, vinyl tiles	Lead paints <0.1%w/w lead, compounds/alloys/products <0.1%w/w lead	0
Enclosed sprays and lagging, asbestos insulating board (with exposed face painted or encapsulated), asbestos cement sheets etc	Lead paints ≥0.1%w/w and <0.25%w/w lead	1
Unsealed asbestos insulating board, or encapsulated lagging and sprays	Lead paints ≥0.25%w/w and <1.0%w/w, Lead dusts above recommended clearance indicator based on AS/NZS4361.2	2
Unsealed laggings and sprayed asbestos	Lead dusts a multiple of at least 5 times above recommended clearance indicator based on AS/NZS4361.2, Lead paint >1.0%	3

Table 4 - Surface type or treatment

## VIII. Likelihood of Disturbance

### Occupant Activity

EXAMPLE OF OCCUPANT ACTIVITY	SCORE
Rare disturbance activity (eg little used store room)	0
Low disturbance activities (eg office type activity)	1
Moderate disturbance activity (eg industrial or vehicular activity which may cause contact with ACMs)	2
High levels of disturbance, (eg fire door with asbestos insulating board sheet in constant use)	3

Table 5 - Occupant Activity

### Likelihood of Disturbance

FREQUENCY OF DISTURBANCE	SCORE
Usually inaccessible or unlikely to be disturbed	0
Minimal likelihood for disturbance	1
Likely disturbance	2

Frequent disturbance	3
----------------------	---

*Table 6 - Likelihood of Disturbance*

#### Human Exposure Potential

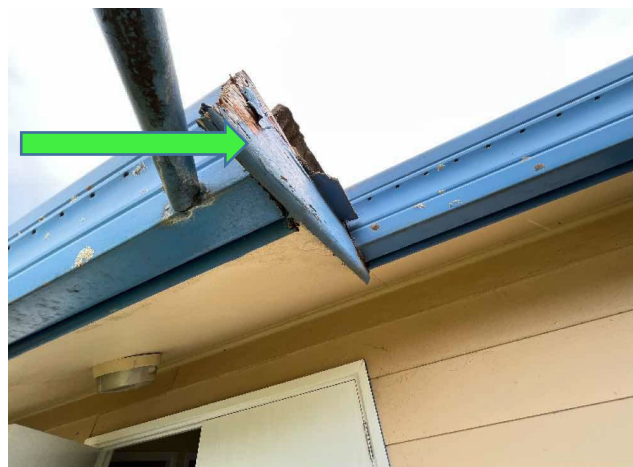
FREQUENCY OF HUMAN EXPOSURE POTENTIAL	SCORE
Infrequent	0
Monthly	1
Weekly	2
Daily	3

*Table 7 - Human Exposure Potential*

## Appendix A (Photographs)



External, GF, Exterior, External cladding and flagpole - Cream - Topcoat, Lead Not Detected (0.002%w/w), 433799/LP01



External, GF, Exterior, External fascia boards - Blue - Topcoat, Lead Not Detected (0.001%w/w), 433799/LP02

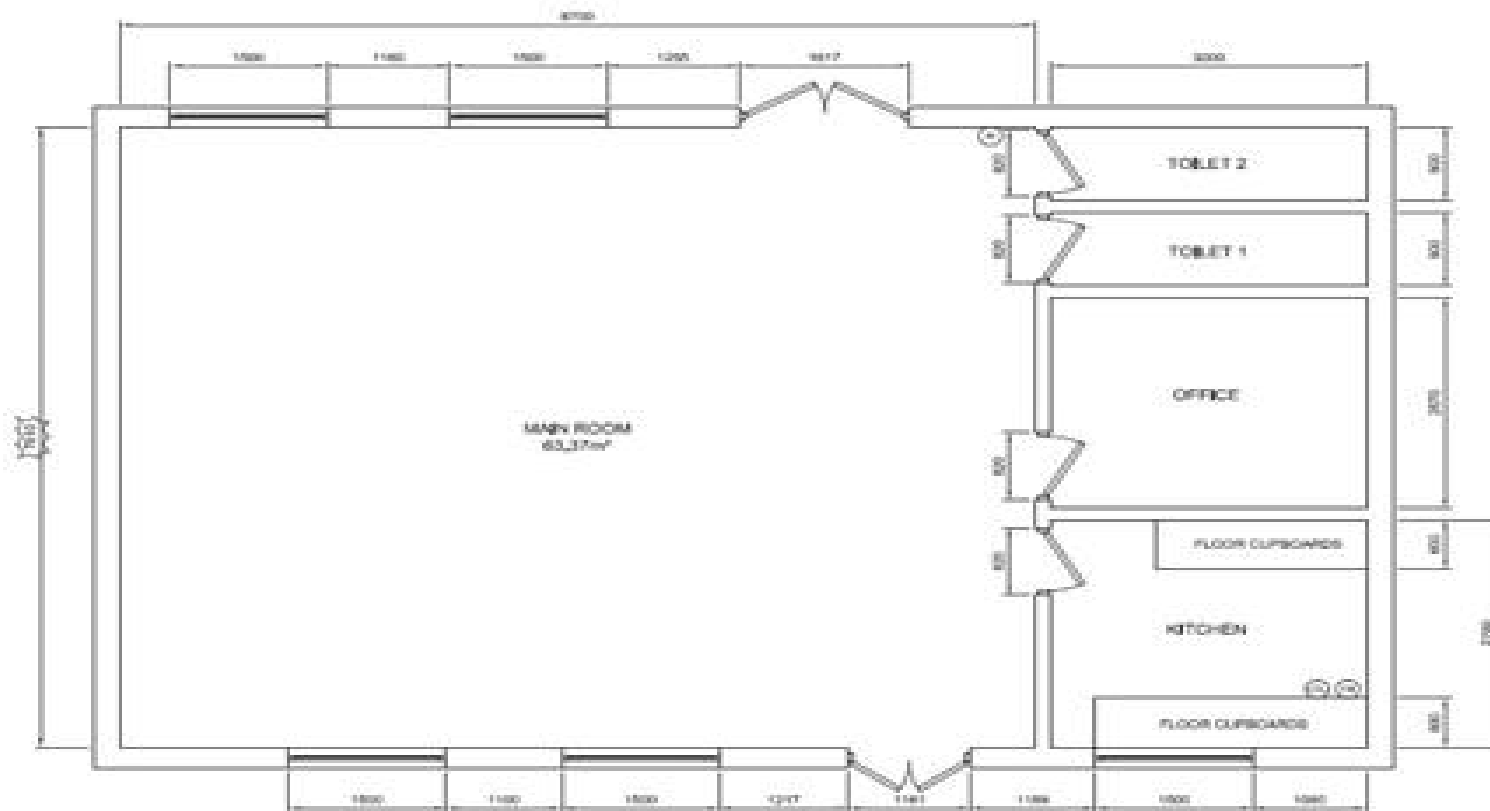


External, GF, Exterior, Perimeter eave linings - Fibreboard, No Asbestos identified, 37272-31



External, GF, Exterior, Wall cladding - Fibreboard, No Asbestos identified, 37272-32

## Appendix B (Site Plan - Map)



## Appendix C (Analysis Report)

### Hazmat Labs

Certificate of analysis – asbestos identification : 21005KatoombaA28012021AID

Hazmat Labs  
Sydney Site Number 22690  
15/77-79 Bourke Road Alexandria NSW 2015  
P 02 8339 0372 | E info@hazmatlabs.com.au | W hazmatlabs.com.au  
ABN 92 168 286 600

CLIENT	Blue Mountains City Council	JOB NUMBER	21005-Katoomba
CLIENT CONTACT	Jason Adams	DATE RECEIVED	28/01/2021
CLIENT REFERENCE	Girls Guide Hall, 17 Station St, Katoomba	DATE ANALYSED	28/01/2021
CLIENT EMAIL	jadams@bmcc.nsw.gov.au	SAMPLE DATE	27/01/2021
CLIENT TELEPHONE	0408397893	REPORT DATE	28/01/2021

#### TEST METHOD:

Asbestos fibre qualitative determination in bulk & soil samples at Hazmat Labs laboratory, is conducted by polarised light microscopy, in conjunction with the dispersion staining technique. The strategies and methods used are as per AS4984(2004) and in-house SOP JMBEC D123. All results of the tests, calibrations, and records are traceable to the Australian/national standard. Accredited for compliance with ISO/IEC 17025 - Testing. NATA accreditation number 19564.

SAMPLE REFERENCE	LABORATORY REFERENCE	SAMPLE INFORMATION	SAMPLE DIMENSIONS (mm)/WEIGHT(g)	ANALYTICAL RESULT
HMT 209	21005-Katoomba-HMT 209	Cement sheet	25.00	NAD, ORG

NAD No Asbestos Detected (including no trace asbestos detected to the detection limit of 0.1g/kg)  
NADRL No asbestos found, at the reporting limit (0.1g/kg / 0.01%)  
CHR Chrysotile asbestos detected  
AMO Amosite asbestos detected  
CRO Crocidolite asbestos detected  
ORG Organic fibres detected  
UMF Synthetic Mineral Fibre detected  
UMF Unidentified Mineral Fibre detected  
\* Sample does not meet minimum NATA requirements therefore result is not accredited



#### APPROVED ANALYST

Name: Imran Javed

Signature:

#### APPROVED SIGNATORY

Name: Peter Keyte

Signature:

#### Glossary and notes:

- AS4984 recommends minimum sample sizes for all materials. In particular, soil sample volume is 60-100m<sup>3</sup> (approximately 60 to 200g). It is the sampling party's responsibility to meet this recommendation.
- Other analytical reporting limits outside of mentioned scope is not covered by NATA accreditation, such as NEPM WA.
- Hazmat Labs require receipt of all samples under a chain of custody, however Hazmat Labs accept no responsibility for the sampling method/location/transportation or packaging of samples from external sources. Please note these results apply only to the samples as received.
- \*No asbestos detected by Polarized Light Microscopy in conjunction with Dispersion staining techniques. The client is advised to obtain a further result from an independent confirmatory analytical technique due to the nature of sample e.g. scanning electron microscopy (SEM).



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 ABN 36 609 424 946

## TEST REPORT

September 26, 2017

**Blue Mountains City Council**  
 Locked Bag 1005  
 KATOOMBA NSW 2780

Your Reference: Blue Mountains City Council - August 2017  
 Job Number: 37272

**Attention:** Richard Kane-White

Dear Richard,

In accordance with your instructions, Airsafe tested samples from the above site for asbestos content.

The following samples were processed on the dates indicated.

Samples:	131 Samples
Date of Sample Receipt:	21/08/17 – 28/10/17
Date of Sample Analysis:	21/08/17 – 28/10/17
Date of Preliminary Report Sent:	Not Issued

The results are contained in the following pages of this report.

Should you have any queries regarding this report please contact the undersigned.

Yours faithfully  
 AIRSAFE OHC PTY LTD

Benjamin Willetts  
 Approved Identifier and Signatory



Accredited for compliance with ISO/IEC 17025 – Testing.  
 NATA accredited laboratory 2959.  
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37272 - 17	Asset E00564 – Amenities Block (BMCC Staff) Gnomes Shed – Great Western Highway, Glenbrook – Ceiling lining	15x3x2mm fibreboard fragment	No asbestos detected Organic fibres detected
37272 - 18	Asset E00351 – Toilet Block Men's – Great Western Highway, Glenbrook – Partition walls	10x2x1mm fibreboard fragment	No asbestos detected Organic fibres detected
37272 - 19	Asset D00148 – Knapsack Clubhouse Glenbrook – Wall cladding	15x5x2mm fibreboard fragment	No asbestos detected Organic fibres detected
37272 - 20	Asset D00148 – Knapsack Clubhouse, Glenbrook – Perimeter eave lining	10x2x1mm fibreboard fragment	Chrysotile asbestos detected Organic fibres detected
37272 - 21	Asset D00148 – Knapsack Clubhouse, Glenbrook – Fragments on ground surface surrounding asset	40x30x5mm fibrous cement sheet fragment	Chrysotile asbestos detected
37272 - 22	Asset D00148 – Knapsack Clubhouse, Glenbrook – Sub floor – Debris on soil surface	70x60x5mm fibrous cement sheet fragment	Chrysotile asbestos detected Amosite asbestos detected Crocidolite asbestos detected
37272 - 23	Asset E00171 – Toilet Block - Hawkesbury Heights Public Toilet Block – 847-1013 Hawkesbury Road, Hawkesbury Heights – Eave linings	5x3x1mm fibreboard fragment	No asbestos detected Organic fibres detected
37272 - 24	Asset E00171 – Toilet Block - Hawkesbury Heights Public Toilet Block – 847-1013 Hawkesbury Road, Hawkesbury Heights – Women's bathroom – Sink formwork	8x3x1mm fibreboard fragment	No asbestos detected Organic fibres detected
37272 - 25	Asset E00171 – Toilet Block - Hawkesbury Heights Public Toilet Block – 847-1013 Hawkesbury Road, Hawkesbury Heights – Women's bathroom – Ceiling lining	10x5x1mm fibreboard fragment	No asbestos detected Organic fibres detected
37272 - 26	Asset D00241 – Visitors Information Centre, Katoomba – Strip above window – PLB afterhours return point	10x3x1mm fibrous cement sheet fragment	Chrysotile asbestos detected
37272 - 27	Asset D00241 – Visitors Information Centre, Katoomba – Eave linings adj. store room, adj. entry	15x2x1mm fibreboard fragment	Chrysotile asbestos detected Organic fibres detected
37272 - 28	E00333 – Toilet Block – Gang Gang Street, Katoomba – Redundant fibrous cement slabs behind the building	10x5x3mm fibrous cement sheet fragment	Chrysotile asbestos detected
37272 - 29	E00344 – Toilet Block (White Brick) – Katoomba Falls Road, Katoomba – Men's – Sink bench and infill panel	15x5x3mm fibreboard fragment	No asbestos detected Organic fibres detected
37272 - 30	Asset E00046 – Studley Place, Katoomba – Toilet Men's – Toilet partitions	1g cement sheet fragment	No asbestos detected
37272 - 31	Asset D00025 – Katoomba Girl Guides Hall, Katoomba – Perimeter eave linings	50x30x3mm fibreboard fragment	No asbestos detected Organic fibres detected
37272 - 32	Asset D00025 – Katoomba Girl Guides Hall, Katoomba – Wall cladding	15x15x3mm fibreboard fragment	No asbestos detected Organic fibres detected
37272 - 33	Asset D00025 – Katoomba Girl Guides Hall, Katoomba – South eastern bathroom	5x2x1mm fibreboard fragment	No asbestos detected Organic fibres detected
37272 - 34	Asset E00192 – Ladies Toilet Block - Hinkler Park – 42 Warialda Street,	35x20x5mm fibreboard fragment	No asbestos detected Organic fibres detected



## ANALYTICAL REPORT



Accreditation No. 2562

## CLIENT DETAILS

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Project S221751\_J220923  
 Order Number S221751\_J220923  
 Samples 8

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SGS Reference SE237423 R0  
 Date Received 5/10/2022  
 Date Reported 12/10/2022

## COMMENTS

Accredited for compliance with ISO/IEC 17025 - Testing. NATA accredited laboratory 2562(4354).

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12/10/2022

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 Page 1 of 3





## ANALYTICAL RESULTS

SE237423 R0

Metals in Paint by ICPOES [AN065/AN320] Tested: 10/10/2022

PARAMETER	UOM	LOR	433799/LP01	433799/LP02	433800/LP01	433800/LP02	433823/LP01
			PAINT	PAINT	PAINT	PAINT	PAINT
			-	-	-	-	-
			27/9/2022	27/9/2022	27/9/2022	27/9/2022	29/9/2022
Lead, Pb	%w/w	0.001	SE237423.001	SE237423.002	SE237423.003	SE237423.004	SE237423.005
			0.002	0.001	<0.001	0.074	<0.001

PARAMETER	UOM	LOR	433823/LP02	433823/LP03	433823/LP04
			PAINT	PAINT	PAINT
			-	-	-
			29/9/2022	29/9/2022	30/9/2022
Lead, Pb	%w/w	0.001	SE237423.006	SE237423.007	SE237423.008
			0.003	0.11	0.008



## METHOD SUMMARY

SE237423 R0

## METHOD

## METHODOLOGY SUMMARY

## AN065/AN320

A portion of paint chips sample is digested with nitric acid to solubilise the metals into solution. Digest then analysed by ICP OES with result calculated back to the as received paint sample basis.

## FOOTNOTES

*	NATA accreditation does not cover the performance of this service.	-	Not analysed.	UOM	Unit of Measure.
**	Indicative data, theoretical holding time exceeded.	NVL	Not validated.	LOR	Limit of Reporting.
***	Indicates that both * and ** apply.	IS	Insufficient sample for analysis.	↑↓	Raised/lowered Limit of Reporting.
		LNR	Sample listed, but not received.		

Unless it is reported that sampling has been performed by SGS, the samples have been analysed as received.  
Solid samples expressed on a dry weight basis.

Where "Total" analyte groups are reported (for example, Total PAHs, Total OC Pesticides) the total will be calculated as the sum of the individual analytes, with those analytes that are reported as <LOR being assumed to be zero. The summed (Total) limit of reporting is calculated by summing the individual analyte LORs and dividing by two. For example, where 16 individual analytes are being summed and each has an LOR of 0.1 mg/kg, the "Totals" LOR will be 1.6 / 2 (0.8 mg/kg). Where only 2 analytes are being summed, the "Total" LOR will be the sum of those two LORs.

Some totals may not appear to add up because the total is rounded after adding up the raw values.

If reported, measurement uncertainty follow the ± sign after the analytical result and is expressed as the expanded uncertainty calculated using a coverage factor of 2, providing a level of confidence of approximately 95%, unless stated otherwise in the comments section of this report.

Results reported for samples tested under test methods with codes starting with ARS-SOP, radionuclide or gross radioactivity concentrations are expressed in becquerel (Bq) per unit of mass or volume or per wipe as stated on the report. Becquerel is the SI unit for activity and equals one nuclear transformation per second.

Note that in terms of units of radioactivity:

- 1 Bq is equivalent to 27 pCi
- 37 MBq is equivalent to 1 mCi

For results reported for samples tested under test methods with codes starting with ARS-SOP, less than (<) values indicate the detection limit for each radionuclide or parameter for the measurement system used. The respective detection limits have been calculated in accordance with ISO 11929.

The QC and MU criteria are subject to internal review according to the SGS QAQC plan and may be provided on request or alternatively can be found here: [www.sgs.com.au/en-gb/environment-health-and-safety](http://www.sgs.com.au/en-gb/environment-health-and-safety).

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Any holder of this document is advised that information contained hereon reflects the Company's findings at the time of its intervention only and within the limits of Client's instructions, if any. The Company's sole responsibility is to its Client only. Any unauthorized alteration, forgery or

## Inaccessible Areas

The areas detailed below should be assumed to have asbestos present.

- Ceiling space not accessed.

Controls for contaminated dust to be managed in-situ must be applied in these areas, and any vents, cracks or holes that connect the occupied space into the ceiling cavity should be sealed upon identification.

Should hazardous/potentially hazardous materials be identified during renovation and/or demolition activities, material must be sampled for expert identification and further advice.

## 7. Responsibilities

Responsibilities of parties involved in the management of ACM are detailed below. It must be noted that this is not an exhaustive list and reference must be made to pertinent legislation, Codes of Practice and standards identified in **Section 14**.

### IX. Controller of Premises

Under *Work Health and Safety Regulation 2017*, management responsibilities and workplace obligations fall upon the following groups:

- Person in Control of Business or Undertaking (PCBU).
- Person with Management or Control (PWMC).
- Person Carrying out Demolition or Refurbishment Work.

Under the Work Health and Safety Regulations 2017, the above-mentioned group must:

- Identify any foreseeable hazard arising from the premises that has the potential to harm the health or safety of any person accessing, using or egressing from the premises.
- Identify hazards arising from the layout and condition of the premises and the presence of materials containing asbestos.
- Ensure that hazards are identified during any design of the premises and before the premises are provided for use as a place of work.
- Assess the risk of harm to the health or safety of any person arising from a hazard.
- Eliminate or control any risk to the health or safety of any persons accessing, using or egressing the premises that arise from the premises.
- Ensure all measures adopted to eliminate or control risks are properly used and maintained.
- Review risk assessments.
- Provide other persons with the information necessary to fulfil their responsibilities in identifying hazards and assessing, eliminating, and controlling the associated risks.
- Provide employers with information on foreseeable hazards, assessments of risks that have not been eliminated by the controller, risk control measures and any measures an employer may need to adopt to control risk.

### X. Special Responsibilities - Asbestos

Under the Code of Practice *How to Manage and Control Asbestos in the Workplace 2019* persons with control of premises used as a workplace have a duty of care to:

- Develop, implement, and maintain an Asbestos Management Plan.
- Investigate the premises for the presence/possible presence of asbestos containing materials. This responsibility may not be abdicated to the Contractor.
- Develop and maintain a register of identified asbestos containing materials, including details of the location and condition of asbestos materials, risk assessments and control measures.
- Assess the condition of any asbestos containing materials that are found and the associated asbestos risks.
- Develop measures to remove asbestos materials or minimise the risks and prevent exposure.
- Ensure control measures are implemented as soon as possible and are maintained as long as

asbestos materials remain in the workplace.

- Consult with any person who may be affected by the presence of asbestos materials (e.g. building occupants, neighbours and/or all relevant contractors).

The *Work Health and Safety Regulations 2017* and Safe Work Australia Codes of Practice require full consultation, information-sharing and involvement by everyone in the workplace (including employers, workers, contractors and others) throughout the process of identifying asbestos materials, developing an Asbestos Materials Management Plan, assessing risks and developing and implementing control measures.

Under the Code of Practice *How to Safely Remove Asbestos 2019* any person with control who commissions asbestos removal is responsible for the following:

- Ensuring only a trained asbestos removalist carries out the removal of asbestos containing materials.
- Nominating person(s) to liaise with the asbestos removalist.
- Requesting asbestos removal licence details from the asbestos removalist if such a licence is required for the removal being undertaken.
- Establishing an Asbestos Register before asbestos removal commences.
- Providing the asbestos removalist with a copy of the site Asbestos Register before removal commences.
- Obtain and review SWMS and ARCP if required before asbestos removal takes place.
- Monitoring asbestos controls proposed for the removal are implemented and maintained.
- Obtaining a clearance certificate from an independent competent person or LAA before the asbestos removal area is accessed.

If asbestos containing materials are to be removed, the Code of Practice *How to Safely Remove Asbestos 2019* requires consultation, including employers, workers and contractors at each step of the removal process using established consultative mechanisms. Persons in adjoining properties that might also be affected by the removal must also be consulted.

## **XI. Employers**

Under the Work Health and Safety Regulations 2017, employers must take reasonable care to identify any foreseeable hazard that may arise from the conduct of the employer's undertaking and that has the potential to harm the health or safety of an employee, or any other person legally at the employer's place of work. In particular the employer must take reasonable care to identify hazards arising from, but not limited to, work practices and work systems, repair, maintenance, dismantling and disposal of plant, hazardous substances and the presence of hazardous materials installed in a place of work, the condition of a place of work and the physical working environment including exposure to a contaminated atmosphere.

An employer must ensure that effective procedures are in place and implemented to identify hazards including, but not limited to, those present immediately prior to using the premises for the first time as a place of work, before and during the installation, erection, commissioning or alteration of plant in a place of work and whilst work is being carried out.

An employer must assess the risk of harm to the health or safety of an employee of the employer, or any other person legally at the employer's place of work, arising from any hazard identified.

An employer must eliminate any reasonably foreseeable risk to the health or safety of an employee of the

employer, or any other person legally at the employer's place of work, that arises from the conduct of the employer's undertaking. If it is not reasonably practicable to eliminate the risk, the employer must control the risk.

An employer must ensure that all measures (including procedures and equipment) that are adopted to eliminate, or control, risks to health and safety are properly used and maintained.

An employer must ensure that each new employee receives induction training that covers, but is not limited to, workplace arrangements for management of occupational health and safety, health and safety procedures relevant to the employee including the use and maintenance of risk control measures, and accessing health and safety information required under the Work Health and Safety Regulations 2017.

Particular provisions also apply to construction processes where hazardous materials exposure may occur and lead processes (refer to the Work Health and Safety Regulations 2017).

## **XII. Employees & Contractors**

Under the Work Health and Safety Regulations 2017, an employee must, while at work, take reasonable care for the health and safety of people who are at the employee's place of work and who may be affected by the employee's acts or omissions at work. An employee must also, while at work, cooperate with his or her employer or other person so far as is necessary to enable compliance with any requirement under the Work Health and Safety Act 2011 or Regulations imposed in the interests of health, safety and welfare on the employer or any other person.

Employees and contractors must not carry out any work that may disturb ACM without referring to the site Asbestos Register and Asbestos Management Plan

## **XIII. Asbestos Consultant**

The Asbestos Consultant is a competent person with appropriate qualifications, training and experience in the identification, assessment and management of asbestos materials.

The Consultant is to act as an independent advisor to the Site Manager and/or Property Owner on issues relating to the identification, assessment, management and control of ACM.

This Consultant's duties may include:

- Inspection, sampling and analysis of suspected asbestos containing materials.
- Assessing the risks posed by the identified asbestos containing materials.
- Developing appropriate procedures and controls for on-site management or removal of asbestos containing materials.
- Providing staff training sessions and/or site induction manuals.
- Preparing a technical specification (i.e. Scope of Works Report or Work Plan) for asbestos containing remediation projects.
- Tendering hazardous materials remediation projects.
- Providing technical supervision and monitoring during asbestos containing remediation.
- Conducting clearance inspections after asbestos remediation.
- Issuing clearance certificates if satisfied the area is safe to reoccupy

- Updating the site's Asbestos Register and Management Plan.

The Consultant is required to hold adequate and appropriate insurances for the work undertaken.

#### **XIV. Asbestos Removalists**

The Asbestos Removalist Contractor must be a competent person with appropriate qualifications, training and experience in remediation of ACM. The Contractor must hold appropriate licences and adequate insurances for the work undertaken.

The Contractor should complete and sign appropriate Risk Assessments and Safe Work Method Statements prior to work commencing.

All asbestos remediation conducted by the Contractor should comply with the requirements specified in the regulatory framework (refer to Section 12) and the Consultants technical specification (i.e. Scope of Works Report/ Work Plan) for hazardous materials abatement.

The Contractor must develop a site-specific Asbestos Removal Control Plan for licensed asbestos removal work in consultation with their workers and the client before commencing any asbestos removal work. The client should receive a final copy of this plan before work commences.

The asbestos removalist must hold an appropriate asbestos removal licence before being permitted to remove asbestos containing material. A Class A (friable) licence is required for friable asbestos removal and a Class B (non-friable) licence is required for non-friable asbestos removals >10m<sup>2</sup>. The removalist must provide their licence details to their clients. Other requirements include:

- For friable asbestos removal, and removal of >10m<sup>2</sup> of non-friable asbestos, confirmation that notification of the removal has been made to SafeWork NSW prior to any work commencing.
- Asbestos removal operatives to complete appropriate Risk Assessments and Safe Work Method Statements prior to work commencing.
- The asbestos removalist to develop a site specific asbestos removal control plan in consultation with their client before commencing any asbestos removal work. The client should receive a final copy of this plan.
- The Asbestos Removalist to ensure the removal is adequately supervised and carried out by only trained workers in a safe manner.

#### **XV. Lead Containing Paint**

- Exposure risk remains for paint below 1% w/w lead content. Disturbing paint with lead content as low as 0.1% w/w requires control measures and personal protective equipment considerations. Further risk assessment required prior to maintenance or refurbishment works.
- If the LCP is flaking or in a poor/unstable condition, repainting is recommended as soon as practicable. The surface may be prepared by using wet sanding techniques. Take care not to generate LCD or contaminate the immediate workplace or environment with water from the wet-sanding process.
- Painting over LCP is a temporary solution limited by the life of the paint. Alternatives to painting or the removal of LCP include encapsulating the paint with other materials.
- LCP in good condition should be left in place, unless major renovation and/or comprehensive refurbishment works are planned.

- Prior to demolition works, LCPs may be disposed of attached to the substrates as long as they are in good condition. If the LCPs are chalking or delaminating, the paint residues should be removed from the substrates in accordance with AS/NZS4361.2:2017 and the waste must be disposed of as a lead containing material in accordance with the NSW Environmental Protection Authority (EPA) requirements.
- An occupational hygienist should be engaged to conduct lead dust air monitoring during major removal works to ensure airborne lead concentrations do not exceed the current occupational exposure standard of 0.15 mg/m<sup>3</sup>.
- Blue Mountains Council Hazardous Materials Team is to be engaged for all lead paint related works and if deemed necessary, a lead abatement contractor will be engaged.

## 8. Awareness & Training

Workers, contractors and any other persons on site who may be exposed to ACM as a result of undertaking activities on the premises must be provided with information on the health and safety consequences of exposure to fibrous materials and appropriate control measures. The provision of this information must be recorded.

Information and training must be provided to persons who may be involved in asbestos removal work or asbestos related work in the workplace including workers, contractors and others. The training may include the following:

- The purpose of the training.
- The health risks associated with the ACM.
- Types, uses and likely occurrence of ACM in workplace.
- Roles and responsibilities of the trainee under the Asbestos Management Plan.
- Location, access and use of the site Asbestos Register.
- Timetable for removal/remediation of hazardous materials.
- Process and procedures required to eliminate exposure.
- Maintenance and control measures, personal protective equipment and work methods required to minimise hazardous material risk including potential contamination of other areas.
- Control levels and exposure standards for hazardous materials.
- The purpose of any air monitoring or health surveillance undertaken.

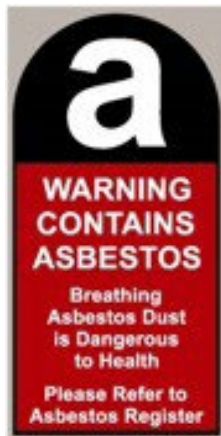
## 9. Signage

NSW Work Health and Safety Regulation 2017 R422, R424, R427 and R429 requires that the person with the management control of the workplace to identify asbestos containing materials and the asbestos material that has been identified to date must be labelled and ensure that it complies with the Australian Standard 1319: Safety Signs for the Occupational Environment; signage should be similar to the label detailed below.

Signage should also be placed at the entry points to the building/plant.



*Examples of asbestos signage*



## 10. Review

This Asbestos Management Plan must be reviewed whenever the Asbestos Register is reviewed. These reviews must assess all asbestos material management processes and their effectiveness.

The site Asbestos Register, including any risk assessments, must be reviewed every 5 years from date of creation or earlier where a risk assessment indicates the need or ACM has been removed and/or disturbed. Visual inspection of asbestos materials must be included in any review of the Asbestos Register.

Risk assessments should be reviewed regularly in accordance with pertinent legislation and regulation and whenever:

- there is evidence that a risk assessment is no longer valid;
- there is evidence that control measures are not effective;
- a significant change is proposed for the workplace or work practices/procedures relevant to the risk assessment;
- there is a change in the condition of the ACM; and
- ACM has been removed, enclosed or sealed.

Only competent persons may perform and revise risk assessments. A provisional timetable for review of risk assessments, the site Asbestos Register and Management Plan is outlined within the document control section of this Asbestos Management Plan.

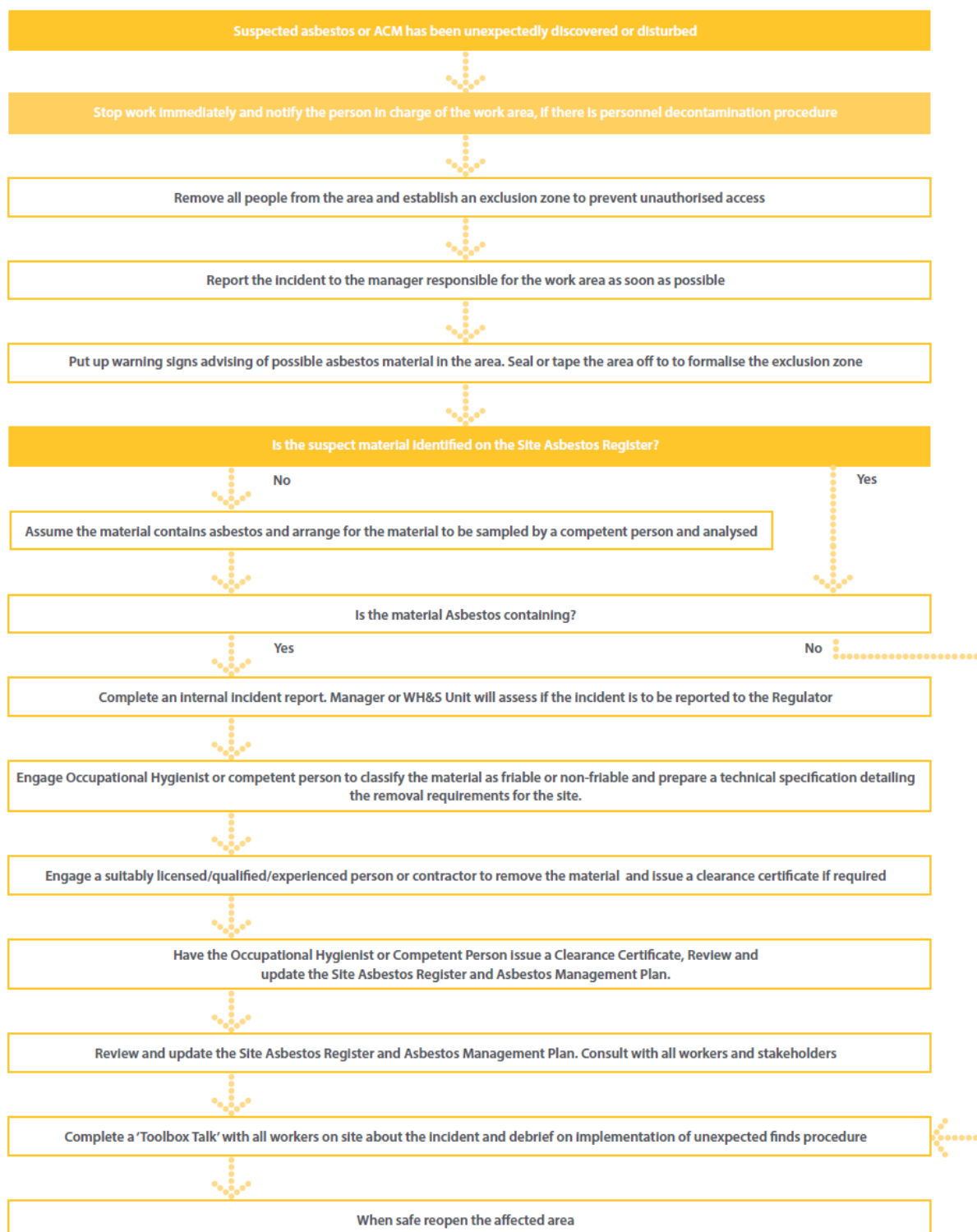
## 11. Emergency Procedures

If known or suspected ACM is damaged or otherwise disturbed, the workflow in Figure 1 Emergency Procedures Chart must be consulted

In summary, the procedure is:

- stop work immediately,
- minimise the spread of contamination to other areas,
- keep risk of exposure as low as possible, and
- immediately report incident to Council on (Insert Council Number here)

Figure 1 – Emergency Procedures Chart



## 12. Legislation, Codes & Standards

Workplace Health and Safety in NSW is regulated under the *Work Health and Safety Act 2011* and *Work Health and Safety Regulations 2017*. In addition, a number of related Codes of Practice, Standards and guidelines pertain to the management of asbestos materials.

### XVI. Legislation

- Work Health and Safety (WHS) Act NSW (2011 [reviewed 2016]).
- WHS Regulation NSW 2017.
- Ozone Protection and Synthetic Greenhouse Gas Management Regulations NSW (1996 [amended 2016]).
- NSW Protection of the Environment Operations Act (1997).

### XVII. Code of Practice

- Safework NSW (2019), How to Manage and Control Asbestos in the Workplace: Code of Practice.
- Safework NSW (2019), How to Safely Remove Asbestos: Code of Practice.

### XVIII. Standards

- AS/NZS4361.2 (2017) Guide to Lead Paint Management, Part 2: Residential and Commercial Buildings.
- National Occupational Health and Safety Commission (NOHSC):1012 (1994), National Standard for the Control of Inorganic Lead at Work.
- AS 1319 (1994). Safety Signs for the Occupational Environment.
- AS/New Zealand Standard (NZS) 1716 (2003), Respiratory Protective Devices.
- AS/NZS 1715 (2009), Selection, Use and Maintenance of Respiratory Protective Devices.
- Australian Commonwealth Government. (2015). Standard for the Uniform Scheduling of Medicines and Poisons, Section Seven/Appendix I: Paints or Tinters.
- Australian Standard (AS) 4964 (2004) Method for the qualitative identification of asbestos in bulk samples.
- Guidance note on the membrane filter method for estimating airborne asbestos fibres 2nd Edition [NOHSC: 3003(2005)].

## 13. Terms & Definitions

Term	Definition
Airborne asbestos	Fibres of asbestos small enough to be made airborne
ALMP	Asbestos/Lead Management Plan
Asbestos	The asbestiform varieties of mineral silicates belonging to the serpentine or amphibole groups of rock-forming minerals, including actinolite asbestos, grunerite (or amosite) asbestos (brown), anthophyllite asbestos, chrysotile asbestos (white), crocidolite asbestos (blue) and tremolite asbestos
Asbestos Containing Material (ACM)	Any material or product containing asbestos
Asbestos-Contaminated Dust or Debris (ACD)	Dust or debris that has settled within a workplace and is (or assumed to be) contaminated with asbestos.
Asbestos-Related work	Any work involving the removal or other disturbance of ACM
Asbestos Removalist	A person conducting a business or undertaking who carries out asbestos removal work
Asbestos Removal Work	Work involving the removal of asbestos containing materials (ACM)
Competent Person	A person who has acquired, through training, qualification or experience, the knowledge and skills to carry out specific tasks.
Duty Holder	A person who has a duty in relation to a matter under the <i>NSW Work Health and Safety Act 2011</i>
In-Situ Asbestos	Asbestos or ACM fixed or installed in a structure, equipment or plant but does not include naturally occurring asbestos.
Friable Asbestos	ACM that may readily be crumbled, pulverised or reduced to a form where fibres may be freely released
Licensed Asbestos Removal Work	Asbestos removal work carried out by a Class A or Class B licensed asbestos removalist
Non-Friable Asbestos	Material containing asbestos that is not friable asbestos, including material containing asbestos fibres reinforced with a bonding compound
NSW WHS Regulations	<i>NSW Work Health and Safety Regulations 2011</i>
PPE	Personal Protective Equipment
RPE	Respiratory Protective Equipment
RTO	Registered Training Organisation
SOP	Safe Operating Practice
Worker	People conducting work associated with council including employees, contractors, consultants, and volunteers (as defined by clause 7 of the <i>NSW WHS Act 2011</i> )
WHS	Work Health and Safety

