Division 6 Hazardous Building Materials Assessment
Yarra Ranges Council Offices
15 Anderson Street
Lilydale, Victoria

Yarra Ranges Council

April 2016 (Revision 1)

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Executive Summary

Prensa Pty Ltd (Prensa) was engaged by Yarra Ranges Council to conduct a Division 6 Hazardous Building Materials Assessment (Assessment) of Yarra Ranges Council Offices, 15 Anderson Street, Lilydale, Victoria (the Site). Greig McKellar of Prensa conducted the Assessment on the 11th, 15th March and 4th April 2016 at the request of Scott Hodges of Yarra Ranges Council.

The objective of this Assessment was to identify and assess the health risk posed by asbestos and hazardous containing building materials which may be encountered during future demolition and refurbishment works within the nominated areas of the Site. This Assessment is aimed to assist Yarra Ranges Council with fulfilling its obligations under Division 6 of Part 4.3 of the Victorian *Occupational Health and Safety Regulations* 2007. S.R. No 54/2007 (OHS Regulations 2007).

The site covered an approximate land area of 0.47 ha, and consists of the Yarra Ranges Council offices and Lilydale Library. It is understood that the proposed works will affect the following buildings:

- The existing Civic Space and Contact Centre and public toilet building located in the northern portion of the Site are to be totally demolished to ground level to facilitate the construction of a new municipal office building; and
- The existing Anderson Street Main Building and adjoining Lilydale Library are proposed to undergo total refurbishment and possible height extension work without changes to the existing structural footprint.

The following buildings located in the northern and southern area of the Site were also assessed for hazardous materials and incorporated into the Asbestos register. It is understood that some portables may be removed off Site or relocated on Site at a later date.

- Compliance & Risk Portable;
- Health Portable;
- Tree House Building;
- People & Culture Portable; and
- Strategy & Sustainability Portable.

The scope of the Assessment included the accessible interior and exterior areas of the Site as defined in **Appendix F: Site Plans**.

The Assessment was conducted during normal business hours and the Site was occupied at the time of Prensa's inspection. As a result destructive access and sampling was kept to a minimum.

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The following hazardous building materials were identified at the time of the Assessment:.

Yarra Ranges Council Offices Lilydale	Asbestos-containing Materials		Synthetic Mineral Fibre	Poly-chlorinated Biphenyls	Lead-containing Paint	Ozone Depleting Substances
	Non-friable	**Friable**				
Anderson Street Main Building, Civic Space and Library	✓	✓	✓	-	✓	✓
Contact Centre and Public Toilet	✓	-	✓	-	-	✓
Tree House Building and Portable Offices	-	-	✓	-	-	-

The following significant key asbestos findings are noted:

Anderson Street Main Building, Civic Space and Library

- Friable asbestos in the form of millboard lining was assumed to be present within electrical equipment that could not be isolated at the time of the Assessment;
- Non-friable asbestos window mastic located on the first floor of Anderson Street Main Building;
- Significant areas of non-friable asbestos in the form of vinyl floor tiles, mastic on ductwork joins, fibre cement sheet and gaskets were identified during the Assessment;
- Asbestos in the form of high rupturing capacity (HRC) fuses were assumed within electrical equipment within Plant Area 2 that could not be isolated at the time of the Assessment;
- Minor amounts of asbestos in the form of vinyl tile debris were identified during the Assessment; and
- Non-friable asbestos in the form of bituminous backing board were assumed to be present within electrical equipment that could not be isolated at the time of the Assessment.

Contact Centre and Public Toilet

- Non-friable asbestos in the form of vinyl floor tiles and fibre cement eaves were identified during the Assessment; and
- Non-friable asbestos bitumen backing was assumed behind the urinal in the male public toilets.

Tree House Building and Portable Offices

- No asbestos-containing materials were identified during the Assessment within these areas.

Recommendations

The following key recommendations are provided for the management of hazardous building materials:

- The vinyl floor tile debris located in the Plant Area 2 should be removed by an appropriately licensed contractor.
- Asbestos-containing building materials that are likely to be disturbed by the future demolition and refurbishment works should be removed prior to the commencement of the works. The asbestos removal works should be conducted by an appropriately licensed asbestos removal contractor under controlled asbestos removal working conditions.
- As the asbestos removal works are to be conducted within or adjacent to a highly sensitive area (occupied print room and office area), Prensa recommends that airborne asbestos monitoring should be conducted during the asbestos removal process along the boundary of the work area.

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- An asbestos hygienist who is independent of the asbestos removalist should be engaged by Yarra Ranges Council to conduct a clearance inspection at the completion of the asbestos removal works.
- The asbestos hygienist should provide a Clearance Certificate to Yarra Ranges Council that documents his/her clearance inspection and the satisfactory completion of the asbestos removal works. The Clearance Certificate should state that all visible asbestos residue resulting from the asbestos removal process has been removed from the asbestos removal area(s) and from areas adjacent to the asbestos removal area.
- Any hazardous building materials which are to be disturbed during future demolition and refurbishment works should be removed by an appropriately licensed contractor prior to the commencement of the works. A number of other recommendations were made in the body of this report which address the ongoing management of hazardous building materials at this site.

This executive summary must be read in conjunction with this entire report.

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Statement of Limitations

This document has been prepared in response to specific instructions from Yarra Ranges Council to whom the report has been addressed. The work has been undertaken with the usual care and thoroughness of the consulting profession. The work is based on generally accepted standards and practices of the time the work was undertaken. No other warranty, expressed or implied, is made as to the professional advice included in this report.

The report has been prepared for the use by Yarra Ranges Council and the use of this report by other parties may lead to misinterpretation of the issues contained in this report. To avoid misuse of this report, Prensa advise that the report should only be relied upon by Yarra Ranges Council and those parties expressly referred to in the introduction of the report. The report should not be separated or reproduced in part and Prensa should be retained to assist other professionals who may be affected by the issues addressed in this report to ensure the report is not misused in any way.

Unless otherwise stated in this report, the scope is limited to fixed and installed materials and excludes buried waste materials, contaminated dusts and soils.

Unless expressly stated it is not intended that this report be used for the purposes of tendering works. Where this is the intention of Yarra Ranges Council, this intention needs to be communicated with Prensa and included in the scope of the Proposal.

Prensa is not a professional quantity surveyor (QS) organisation. Any areas, volumes, tonnages or any other quantities noted in this report are indicative estimates only. The services of a professional QS organisation should be engaged if quantities are to be relied upon.

Sampling Risks

It is noted that while the assessment has attempted to locate the asbestos-containing materials within the building(s), the investigation was limited to only a visual assessment and limited sampling program and/or the review and analysis of previous reports made available. Prensa notes that sampling is representative only and that due to the lack of homogeneity of building materials it is possible that sampling has not detected all asbestos within the nominated locations.

Given that a representative sampling program has been adopted, not all materials suspected of containing asbestos and that at the time of the investigation were sampled and assessed. It is noted that some asbestos materials may have been assumed to contain asbestos based on their similar appearance to previously sampled materials.

Therefore, it is possible that asbestos materials, which may be concealed within inaccessible areas/voids, may not have been located during the investigation. Such areas include, but are not limited to:

- Materials concealed behind structural members and within inaccessible building voids;
- Areas inaccessible without the aid of scaffolding or lifting devices;
- Areas below ground;
- Inaccessible ceiling or wall cavities;
- Areas which require substantial demolition to access;
- Areas beneath floor covering where asbestos-containing materials were not expected to exist;
- Materials contained within plant and not accessible without dismantling the plant; and
- Areas where access is restricted due to locked doors, safety risks, or being occupied at the time of the investigation.

Reliance on Information Provided by Others

Prensa notes that where information has been provided by other parties in order for the works to be undertaken, Prensa cannot guarantee the accuracy or completeness of this information. Yarra Ranges Council therefore waives any claim against the company and agrees to indemnify Prensa for any loss, claim or liability arising from inaccuracies or omissions in information provided to Prensa by third parties. No indications were found during our investigations that information contained in this report, as provided to Prensa, is false.

Future Works

During future works at the site, care should be taken when entering or working in any previously inaccessible areas or areas mentioned above and it is imperative that works cease immediately pending further investigation and sampling (if necessary) if any unknown materials are encountered. Therefore, during any refurbishment or demolition works, further investigation, sampling and/or assessment may be required should any suspect or unknown material be observed in previously inaccessible areas or areas not fully inspected, i.e. carpeted floors.

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1 Introduction

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2 Scope of Works

The site covered an approximate land area of 0.47 ha, and consists of the Yarra Ranges Council offices and Lilydale Library. It is understood that the proposed works will affect the following buildings:

- The existing Civic Space and Contact Centre and public toilet building located in the northern portion of the Site are to be totally demolished to ground level to facilitate the construction of a new municipal office building; and
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The following buildings located in the northern and southern area of the Site were also assessed for hazardous materials and incorporated into the Asbestos register. It is understood that some portables may be removed off Site or relocated on Site at a later date.

- Compliance & Risk Portable;
- Health Portable;
- Tree House Building;
- People & Culture Portable; and
- Strategy & Sustainability Portable.

The Assessment included the accessible interior and exterior areas of the Site as defined in **Appendix F: Site Plans**.

Specifically, Prensa included the following hazardous building materials in the scope of this Assessment:

- Asbestos-containing materials (ACM);
- Synthetic mineral fibre (SMF) materials;
- Polychlorinated biphenyls (PCB) containing capacitors in electrical fittings;
- Lead-containing paint (LCP); and
- Ozone depleting substances (ODS).

The Assessment was conducted during normal business hours and the Site was occupied at the time of our inspection as a result destructive access and sampling was kept to a minimum.

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3 Site Description

The Site consists of a multi-level Main Building (including Council Chambers, Offices and Library) and a Training Room/Public toilet block with several portable offices. Details of the buildings contained within this Site are provided in Table 1 below.

Table 1: Site Information			
Site:	Yarra Ranges Council Offices, 15 Anderson Street, Lilydale, Victoria		
Age (Circa):	1970's – 1990's	**External walls:**	Brick, fibre cement sheet
Approximate area:	4000m^2	**Internal walls:**	Brick, plaster, plasterboard, and fibre cement sheet
Levels:	1-3	**Ceiling:**	Plaster, plasterboard and fibre cement sheet.
Roof type:	Metal	**Floor and coverings:**	Concrete, wood, carpet, vinyl and vinyl floor tiles

4 Methodology

The Assessment comprised a review of relevant Site information made available to Prensa, interviews with available Site personnel and a visual inspection of accessible areas and destructive sampling techniques where necessary.

The methodology for assessing the hazardous building materials at the Site is presented in the following sections.

Asbestos-containing Materials (ACM) – This component of the works was conducted to satisfy Part 4.3, Division 6 of the Victorian *Occupational Health and Safety Regulations 2007* and in accordance with the *WorkSafe Victoria Compliance Code Managing Asbestos in Workplaces, 2008*. When safe to do so, building materials that were suspected of containing asbestos were sampled at the discretion of the Prensa consultant. Samples of suspected ACM were analysed in Prensa's laboratory, which is NATA accredited to conduct asbestos bulk sample analysis. The analysis was conducted using polarised light microscopy including dispersion staining techniques.

Synthetic Mineral Fibres (SMF) – This component of the Assessment was carried out in accordance with the guidelines documented in the *Code of Practice for the Safe Use of Synthetic Mineral Fibres* [NOHSC: 2006 (1990)]. This report broadly identifies SMF materials found or suspected of being present during the assessment and is based on a visual assessment.

Polychlorinated Biphenyls (PCB) – Where safely accessible, specifications of capacitors incorporated in light fittings and ceiling fans were recorded and cross-referenced with the *ANZECC Identification of PCB-containing Capacitors information booklet* – 1997. Due to the danger of accessing electrical components, or for other reasons, such as height restrictions, some electrical fittings may not have been accessed. In these instances, comment is provided in the Assessment report on the likelihood of PCB-containing materials being present. This determination is based upon the age and appearance of the electrical fittings.

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Lead-containing Paint (LCP) – Representative painted surfaces were tested in locations for the presence of lead using the qualitative *LeadCheck* paint swab method. This method can detect lead in paint at concentrations of 0.5% and above, and may indicate lead in some paint films as low as 0.2%. It is noted that AS 4361.2 – 1998 *Guide to lead paint management – Part 2: Residential and commercial buildings* defines lead paint as paint with a lead content greater than 1% by dry weight. In some circumstances, laboratory analysis may be recommended to quantitatively determine the content of lead in the paint.

The sampling program attempts to be representative of the various types of paints found at the Site. However, particular attention is paid to areas where LCPs were more likely to have been used (e.g. exterior gloss paints, window and door architraves and skirting boards). The objective of LCP identification in this Assessment is to highlight the presence of LCP within the Site building(s), not to specifically identify every location of LCP.

Ozone Depleting Substances (ODS) – This component of the Assessment comprised a visual inspection of air conditioning units and any chillers (if applicable) at the Site and included a review of the air conditioners' refrigerant types.

Where asbestos containing materials were found to exist, a risk assessment was conducted on each item and a priority rating applied. This was conducted in accordance with the protocols described in **Appendix A: Risk Assessment Factors and Priority Ratings.**

5 Findings

5.1 Document Review and Interviews

As part of this Assessment, Prensa requested copies of previous documentation pertaining to asbestos building materials at the Site.

Yarra Ranges Council made available to Prensa a previous survey report that had been carried out by AZCOR Consultants Pty Ltd, dated November 2011. The report (Yarra Ranges Council – Part 6 November 2011), is understood to be the most recent survey report for this building. The report identified the following key findings:

- Friable asbestos pipe lagging within the Main Building's Boiler Room; and
- Non-friable AC sheeting, vinyl floor tiles, asbestos floor tile adhesive and zelemite compressed tar board within various locations throughout the Site.

Reference has been made to the findings of the Azcore (2011) report and to the NATA accredited bulk sample analysis.

Yarra Ranges Council also made available previous visual inspection and air monitoring reports that had been carried out by Alpha Environmental Pty Ltd dated September 2015. These reports related to the removal of asbestos pipe lagging from the Boiler Room, and were referenced as:

- AE1508043-01 Smoke Test;
- AE1508043-02 Background Air Monitoring;
- AE1508043-03 Control Air Monitoring;
- AE1508043-04 Clearance Air Monitoring; and
- AE1508043-05 Visual Clearance.

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Yarra Ranges Council also supplied the following internal documentation which duplicated the above report information and served as a catalogue of ACM locations:

- Lilydale Council Chambers (Asbestos Summary Report)
- Lilydale Shire Office (Asbestos Summary Report)
- Southern Annex (Asbestos Summary Report)
- Western Portable (Asbestos Summary Report)
- Hardy Street Training Room (Asbestos Summary Report)

These documents were used as a guide during the Assessment but not referenced in the body of this report.

5.2 Analytical Results

A total of thirty eight (40) samples suspected to contain asbestos were collected and submitted to Prensa's NATA accredited laboratory for analysis. The asbestos bulk sample analysis report is provided in **Appendix B: NATA Endorsed Laboratory Sample Analysis Reports** of this Assessment report. In summary, eleven (12) samples were reported to contain asbestos.

5.3 Assessment Findings

The findings of this Assessment are presented in tabulated format in **Appendix C: Hazardous Building Materials Register** of this Assessment report. Hazardous building materials that have been photographed are depicted in **Appendix D: Photographs** of this Assessment report.

5.3.1 Asbestos-containing Materials (ACM)

Anderson Street Main Building, Civic Space and Library

- Friable asbestos in the form of millboard lining was assumed to be present within the fuse box located in Plant Area 2 of the Basement, Electrical isolation was not available at the time of the assessment;
- Non-friable asbestos in the form of vinyl floor tiles was found throughout the ground floor Civic Centre Anderson Street Main Building, first floor and Library store room and kitchen areas;
- Non-friable asbestos window mastic located on the first floor of Anderson Street Main Building;
- Non-friable asbestos mastic on ductwork joins were located throughout the ceiling space of the Anderson Street Main Building;
- Fibre cement sheeting containing non-friable asbestos was assumed to be located within the safe doors of both safes located on the ground floor. Fibre cement sheeting was found behind the men's urinal and the tile splash back in the kitchen on the first floor and in the corridor between Printer Room 1 and the open office area in the basement.;
- Non-friable asbestos in the form of gaskets were found within Plant Area 1 and 3;
- Asbestos in the form of high rupturing capacity (HRC) fuses were suspected within electrical equipment within Plant Area 2 that could not be isolated at the time of the assessment;
- Minor amounts of asbestos in the form of vinyl tile debris was identified during the Assessment with in Plant Area 2 located on the basement level; and
- Non-friable asbestos in the form of bituminous backing board was assumed to be present within electrical equipment located in the Plant Area 2 of the Basement, which could not be electrically isolated at the time of the assessment.

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Contact Centre and Public Toilet

- Non-friable asbestos in the form of vinyl floor tiles were found in the south-west half of the office area in the Hardy Street Training Room under the carpet;
- Fibre cement sheeting containing non-friable asbestos was located in the office area making up part of the internal east wall and the eaves; and
- Non-friable asbestos bitumen backing was assumed behind the urinal in the male public toilets.

Tree House Building and Portable Offices

No asbestos-containing materials were identified during the Assessment within these areas.

5.3.2 Synthetic Mineral Fibre Materials (SMF)

- SMF in the form of compressed ceiling tiles, sarking insulation, insulation batts, pipe work insulation, insulation within fixed and flexible ductwork in ceiling voids were suspected throughout the Site;
- SMF in the form of insulation within fixed ductwork is present in the subfloor of the Tree House Building; and
- SMF in the form of insulation material was suspected to be present within hot water units in various locations throughout the Site.

5.3.3 Polychlorinated Biphenyls (PCB)

Capacitors within fluorescent light fittings could not be accessed at the time of the inspection as electrical isolation could not be confirmed. However, based on the age and style of the light fittings, it is considered unlikely that the capacitors contain PCB insulating oils.

5.3.4 Lead-containing Paint (LCP)

Lead-containing paint was identified on the first floor roof access doorway, as well as the white painted walls in the basement File Room 2 and the light blue walls and doorways of the Basement Print Room and Kitchen (Anderson Street Main Building). All paint coatings were in good condition.

5.3.5 Ozone Depleting Substances (ODS)

Five (5) appliances were suspected to contain ODS refrigerant gas on Site:

- Three (3) Air Conditioning Unit (A/C) units were located at the rear of the Tree House Building;
- One (1) A/C unit was located on the west wall of the Contact Centre and Public Toilet; and
- An unknown model of refrigerator was suspected to contain ODS refrigerant gas located between first aid and lunch room (Anderson Street Main Building).
- Three (3) unknown A/C units located on the roof of Anderson Street Main Building were suspected to contain ODS refrigerant gases.

Refer to **Appendix C: Hazardous Building Materials Register** for the details of these findings.

5.4 Areas Not Accessed

Areas that were unable to be accessed as part of Prensa's assessments are listed in **Appendix E: Areas Not Accessed**. Site-specific areas that were inaccessible during Prensa's Assessment and were deemed likely to contain asbestos are also listed in this **Appendix C: Hazardous Building Materials Register**.

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6 Management Options

As per state legislation, all materials suspected of containing asbestos must be identified and recorded in a register. Furthermore, a risk assessment must be conducted of each hazardous building material and appropriate control measures implemented. The control measures have been determined based on reducing the risk of exposure, so far as is reasonably practicable. The control measures, which were determined by a competent person and/or hygienist, need to reflect the hierarchy of control outlined in specific state legislation and is as follows:

1. **Elimination**/removal (most preferred);
2. **Substitution**;
3. **Isolation**, such as erection of permanent enclosures encasing the material;
4. **Engineering** controls, such as negative air pressure enclosures for removal works, HEPA filtration systems;
5. **Administrative** controls – including the incorporation of registers and management plans, the use of signage, personnel training, safe work procedures, regular re-inspections and registers; and
6. The use of **Personal Protective Equipment** (PPE) (least preferred).

To manage the hazardous building materials, a combination of the above techniques may be required.

7 Site Specific Recommendations

Based on the findings of this Assessment, it is recommended that the following control measures be adopted as part of the management of the hazardous building materials at the Site. Recommendations for specific items of hazardous building materials are also presented in **Appendix C: Hazardous Building Materials Register** of this Assessment report.

7.1 Asbestos-containing Materials (ACM)

- The vinyl floor tile debris located in the Plant Area 2 should be removed by an appropriately licensed contractor.
- Asbestos-containing building materials that are likely to be disturbed by the future demolition and refurbishment works should be removed prior to the commencement of the works. The asbestos removal works should be conducted by an appropriately licensed asbestos removal contractor under controlled asbestos removal working conditions.
- As the asbestos removal works are to be conducted within or adjacent to a highly sensitive area (occupied print room and office area), Prensa recommends that airborne asbestos monitoring should be conducted during the asbestos removal process along the boundary of the work area.
- An asbestos hygienist who is independent of the asbestos removalist should be engaged by Yarra Ranges Council to conduct a clearance inspection at the completion of the asbestos removal works.
- The asbestos hygienist should provide a Clearance Certificate to Yarra Ranges Council that documents his/her clearance inspection and the satisfactory completion of the asbestos removal works. The Clearance Certificate should state that all visible asbestos residue resulting from the asbestos removal process has been removed from the asbestos removal area(s) and from areas adjacent to the asbestos removal area(s).

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- During demolition/refurbishment works, if any materials that are not referenced in this report and are suspected of containing asbestos are encountered, then works must cease and an asbestos hygienist should be notified to determine whether the material contains asbestos.
- On completion of demolition/refurbishment works an Asbestos Management Plan (AMP) should be created and maintained for asbestos-containing materials that remain at the site to assist the site controller with the management of these materials. As an initial step to the development of the AMP, a register of asbestos-containing building materials present at the Site must be developed and maintained. The AMP must ensure that suitable control measures are implemented to prevent Site personnel and others from being exposed to airborne asbestos fibre.
- Identify asbestos-containing materials that are to remain *in situ* to warn of the dangers of disturbing these materials, in accordance with Regulation 4.3.20 (6) of Victorian OHS Regulations if reasonably practicable, the indication should be by labelling.
- In accordance with Regulation 4.3.22 of Victorian OHS, the Asbestos register should be kept current and include any changes in the condition, removal, enclosure or sealing of asbestos. The Register must be reviewed at least every 5 years.

7.2 Synthetic Mineral Fibre Materials (SMF)

SMF materials that are likely to be disturbed during any proposed demolition/refurbishment works should be handled in accordance with the National *Code of Practice for the Safe Use of Synthetic Mineral Fibres* [NOHSC:2006(1990)].

7.3 Lead-containing Paint (LCP)

Any works that are likely to disturb LCP surfaces should be conducted in accordance with the requirements of AS 4361.2 1998 *Guide to lead paint management, Part 2: Residential and commercial buildings*.

7.4 Ozone Depleting Substances (ODS)

Management of ozone depleting substances should be in accordance with *Ozone Protection and Synthetic Greenhouse Gas Management Regulations, 1995*.

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Appendix A: Risk Assessment Factors and Priority Ratings

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Risk Assessment Factors

To assess the health risk posed by the presence of hazardous building materials, all relevant factors must be considered. These factors include:

- Product type;
- Condition;
- Disturbance potential;
- Friability of the material;
- Proximity to direct air stream; and
- Surface treatment (if any).

The purpose of the material risk assessment is to establish the relative risk posed by specific hazardous building materials identified in this assessment. The following risk factors are defined to assist in determining the relative health risk posed by each item.

Condition

The condition of the hazardous building materials identified during the assessment is reported as being **good**, **fair** or **poor**.

- **Good** refers to a material that is in sound condition with no or very minor damage or deterioration.
- **Fair** refers to a material that is generally in a sound condition, with some areas of damage or deterioration.
- **Poor** refers to a material that is extensively damaged or deteriorated.

Friability

The friability of a material describes the ease by which the material can be crumbled, which in turn, can increase the release of fibres into the air. Therefore, friability is only applicable to asbestos and SMF.

- **Friable asbestos** can be crumbled, pulverised, or reduced to powder by hand pressure, which makes it more dangerous than non-friable asbestos.
- **Non-friable asbestos**, more commonly known as bonded asbestos, is typically comprised of asbestos fibres tightly bound in a non-asbestos matrix. If accidentally damaged or broken these ACM may release fibres initially but will not continue to do so.
- **Bonded** SMF describes a synthetic fibrous material which has a specific designed shape and exists within a stable manufactured product. **Un-bonded** SMF is a loosely packed synthetic fibrous material which has no adhesive or cementitious binding properties.

Disturbance Potential

Hazardous building materials can be classified as having low, medium or high disturbance potential.

- **Low disturbance potential** describes materials that have very little or no activity in the immediate area with the potential to disturb the material. Low accessibility is considered as monthly occupancy or less, or inaccessible due to its height or its enclosure.
- **Medium disturbance potential** describes materials that have moderate activity in the immediate area with the potential to disturb the material. Medium accessibility is considered weekly access or occupancy.
- **High disturbance potential** describes materials that have regular activity in the immediate area with the potential to disturb the material.

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Health Risk Status

The risk factors described above are used to grade the potential health risk ranking posed by the presence of the materials. These risk rankings are described below:

- A **low health risk** describes a material that poses a negligible or low health risk to occupants of the area due to the materials not readily releasing fibres (or other toxic/hazardous constituents) unless seriously disturbed.
- A **medium health risk** describes a material that pose a moderate health risk due to the material status and activity in the area.
- A **high health risk** describes a material that pose a high health risk to personnel or the public in the area of the material.

ACM Priority Rating System for Control Recommendations

While an assessment of health risk has been made, our recommendations have been prioritised based on the practicability of a required remedial action. In determining a suitable priority ranking, consideration has been given to the following:

- Level of health risk posed by the asbestos containing material;
- Potential commercial implications of the finding; and
- Ease of remediation.

As a guide the recommendation priorities have been given a timeframe as follows:

Priority 1 (P1):	**ACM with High Risk Potential** - Requiring immediate action

Status: Asbestos-containing materials which are either damaged or are being exposed to continual disturbance. Due to these conditions there is an increased potential for exposure and/or transfer of the material to other parts of the property if unrestricted use of the area containing the material is allowed.

Recommendation: If the asbestos-containing material is in a poor/unstable condition and accessible with risk to health from exposure, immediate access restrictions to the immediate area should be applied, air monitoring should be considered and removal is recommended as soon as practicable using an appropriately licensed asbestos removalist.

Priority 2 (P2):	**ACM with Medium Risk Potential** – May require action in the short term

Status: Asbestos-containing materials with a potential for disturbance due to the following conditions:

- Material has been disturbed or damaged and its current condition, while not posing an immediate risk, is unstable.
- The material is accessible and can, when disturbed, present a short-term exposure risk.
- The material could pose an exposure risk if workers are in close proximity.

Recommendation: If the asbestos-containing material is easily accessible but in a stable condition, removal is preferred. However, if removal is not immediately practicable, short-term control measures (i.e. restrict access, sealing, enclosure etc.) may be employed until removal can be facilitated as soon as is practical. Negligible health risk if material remains undisturbed under the control of an asbestos materials management plan.

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Priority 3 (P3):	**ACM with Low Risk Potential** – May require action in the medium term

Status: Asbestos-containing materials with a low potential for disturbance due to the following conditions:

- The condition of any friable asbestos-containing material is stable and has a low potential for disturbance i.e. is encased in metal cladding.
- The asbestos-containing material is in a non-friable condition, however further disturbance or damage is unlikely other than during maintenance or service and does not present an exposure risk unless cut, drilled, sanded or otherwise abraded.

Recommendation: Minor health risks if the material is left undisturbed under the control of an asbestos-containing materials management plan. Consider removal or encapsulation within 12 months of the damaged bonded asbestos-containing materials being identified.

Priority 4 (P4):	**ACM with Negligible (very low) Risk Potential** - Requiring ongoing management or longer term remedial action

Status: The asbestos-containing material is in a non-friable form and in good condition. It is unlikely that the material can be disturbed under normal circumstances. Even if it were subjected to minor disturbance the asbestos-containing material poses a minor health risk.

Recommendation: These asbestos-containing materials should be left in a good and stable condition, with ongoing maintenance and periodic inspection. It is advisable that any remaining identified or assumed asbestos-containing materials should be appropriately labelled, where possible, and regularly inspected to ensure they are not deteriorating resulting in a potential risk to health.

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Appendix B: NATA Endorsed Laboratory Sample Analysis Reports

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18 March 2016

19952-001 BSA 15032016.xlsm

Scott Hodges
Yarra Ranges Council
15 Anderson Street
Lilydale, Victoria 3140

Dear Scott,

Asbestos Bulk Sample Analysis Report

Yarra Ranges Council, 15 Anderson Street, Lilydale, Victoria 3140

Please find attached the asbestos bulk sample analysis results of the 38 samples collected by Greig McKellar of Prensa Pty Ltd for Yarra Ranges Council, 15 Anderson Street, Lilydale, Victoria 3140 on 15 March 2016 and received at the Prensa Pty Ltd laboratory (GF, 261-271 Wattletree Road, Malvern, VIC, 3144) on 15 March 2016. The samples were analysed on 18 March 2016 and the results are presented on the following page(s).

Prensa qualitatively analyses bulk samples for asbestos using polarising light microscopy and dispersion staining techniques in accordance with Prensa's National Association of Testing Authorities (NATA), Australia approved PRLAB2002 Asbestos Identification Test Method, and in accordance with Australian Standard (AS) 4964 – 2004, *Method for the qualitative identification of asbestos in bulk samples* and AS ISO/IEC 17025 – 2005, *General requirements for the competence of testing and calibration laboratories* .

If you require further information please contact the Prensa office on (03) 9508 0100.

Regards,

Vikas Gandhi
Prensa Signatory

WORLD RECOGNISED ACCREDITATION

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Asbestos Bulk Sample Analysis Report

Yarra Ranges Council, 15 Anderson Street, Lilydale, Victoria 3140

Sample No	Sample Location / Description / Size	Result
19952 - 001 - 001A	Main Building ground floor- Conference Room - tiles under carpet Beige brittle vinyl material with yellow adhesive attached 25 x 15 x 4 mm	***Chrysotile (white asbestos) detected***
19952 - 001 - 001B	Main Building ground floor- Conference Room - tiles under carpet Yellow adhesive material attached to beige brittle vinyl material 25 x 15 x 4 mm	No asbestos fibres detected
19952 - 001 - 002	Main Building ground floor - Kitchen - vinyl flooring Grey flexible vinyl material with yellow adhesive attached 20 x 20 x 2 mm	No asbestos fibres detected
19952 - 001 - 003A	Main Building ground floor - Governance CEO Area - tiles under carpet Grey brittle vinyl material with yellow adhesive material attached 40 x 15 x 6 mm	***Chrysotile (white asbestos) detected***
19952 - 001 - 003B	Main Building ground floor - Governance CEO Area - tiles under carpet Yellow adhesive material attached to grey brittle vinyl material 40 x 15 x 6 mm	No asbestos fibres detected
19952 - 001 - 004A	Training Room/Call Centre - tiles under carpet Green brittle vinyl material with yellow adhesive attached 50 x 35 x 6 mm	***Chrysotile (white asbestos) detected***
19952 - 001 - 004B	Training Room/Call Centre - tiles under carpet Yellow adhesive material attached to green brittle vinyl material 50 x 35 x 6 mm	No asbestos fibres detected
19952 - 001 - 005	Training Room/Call Centre Office - adhesive under floor tiles Yellow adhesive material 20 x 10 x 1 mm	No asbestos fibres detected
19952 - 001 - 006	Training Room/Call Centre Office - vinyl flooring Blue-green flexible vinyl material with yellow adhesive attached 40 x 20 x 2 mm	No asbestos fibres detected
19952 - 001 - 007	Training Room/Call Centre toilets - lining behind shower tiles Grey fibrous cement material 25 x 15 x 1 mm	No asbestos fibres detected Organic fibres detected
19952 - 001 - 008	Training Room/Call Centre External - Shiplap cladding under windows Grey fibrous cement material 30 x 20 x 1 mm	No asbestos fibres detected Organic fibres detected
19952 - 001 - 009	Training Room/Call Centre External - eaves Brown fibrous cement material 25 x 10 x 1 mm	***Chrysotile (white asbestos) detected*** Organic fibres detected
19952 - 001 - 010	Main Building ground floor - Mayors Room - screed on tiles under carpet Grey screed material 50 x 20 x 2 mm	No asbestos fibres detected Organic fibres detected
19952 - 001 - 011	Main Building ground floor - IT Room - floor tiles Green flexible vinyl material with hessian backing 40 x 35 x 3 mm	No asbestos fibres detected Organic fibres detected

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Asbestos Bulk Sample Analysis Report

Yarra Ranges Council, 15 Anderson Street, Lilydale, Victoria 3140

Sample No	Sample Location / Description / Size	Result
19952 - 001 - 012A	Main Building ground floor - IT Room - wall tiles Beige brittle vinyl material with yellow adhesive attached 30 x 20 x 4 mm	***Chrysotile (white asbestos) detected***
19952 - 001 - 012B	Main Building ground floor - IT Room - wall tiles Yellow adhesive material attached to beige brittle vinyl material 30 x 20 x 4 mm	No asbestos fibres detected
19952 - 001 - 013	Main Building - throughout - skirting Black flexible vinyl material 25 x 20 x 2 mm	No asbestos fibres detected
19952 - 001 - 014	Main Building ground floor - Central Toilets - vinyl flooring Green flexible vinyl material with yellow adhesive attached 35 x 10 x 3 mm	No asbestos fibres detected
19952 - 001 - 015	Main Building ground floor - Call Centre - air conditioner ductwork Brown rubbery mastic material 20 x 5 x 1 mm	***Chrysotile (white asbestos) detected***
19952 - 001 - 016	Main Building ground floor - open office spaces - vinyl flooring/underlay under carpet Green flexible vinyl material with black bituminous adhesive attached 30 x 40 x 3 mm	No asbestos fibres detected Organic fibres detected
19952 - 001 - 017	Main Building ground floor - open office kitchen - pad under sink Black bituminous material 35 x 15 x 3 mm	No asbestos fibres detected Organic fibres detected
19952 - 001 - 018	Main Building - Central Stairs throughout - stair nosing Black flexible vinyl material 45 x 10 x 3 mm	No asbestos fibres detected
19952 - 001 - 019	Training Room/Call Centre - internal east wall Grey fibrous cement material 20 x 10 x 2 mm	***Chrysotile (white asbestos) detected*** Organic fibres detected
19952 - 001 - 020	Main Building 1st floor - male W.C. - backing to the urinal Grey fibrous cement material 25 x 10 x 1 mm	***Chrysotile (white asbestos) detected*** Organic fibres detected
19952 - 001 - 021	Maini Building 1st floor - male W.C. ceiling Beige vermiculite material 40 x 30 x 5 mm	No asbestos fibres detected
19952 - 001 - 022	Main Building 1st floor - Kitchen - sink splash back Grey fibrous cement material 15 x 15 x 1 mm	***Chrysotile (white asbestos) detected*** Organic fibres detected
19952 - 001 - 023	Main Building basement - Boiler Room - boiler gasket Beige insulation material 10 x 5 x 1 mm	No asbestos fibres detected Synthetic Mineral Fibres detected
19952 - 001 - 024	Main Building basement - corridor between printer offices and open office area Grey fibrous cement material 20 x 20 x 1 mm	***Chrysotile (white asbestos) detected*** Organic fibres detected

Asbestos Bulk Sample Analysis Report

Yarra Ranges Council, 15 Anderson Street, Lilydale, Victoria 3140

Sample No	Sample Location / Description / Size	Result
19952 - 001 - 025A	Main Building basement - Plant Area 2 - amongst rubble - debris Beige brittle vinyl material with yellow adhesive attached 40 x 30 x 6 mm	***Chrysotile (white asbestos) detected***
19952 - 001 - 025B	Main Building basement - Plant Area 2 - amongst rubble - debris Yellow adhesive attached to beige brittle vinyl material 40 x 30 x 6 mm	No asbestos fibres detected
19952 - 001 - 026	Main Building basement - Plant Area 2 - buried pipe and on floor - bitumen coated pipe wrap Black bituminous material 80 x 50 x 10 mm	No asbestos fibres detected Organic fibres detected
19952 - 001 - 027	Main Building basement - Plant Area 1 - air conditioner ductwork Grey rubbery mastic material 25 x 10 x 3 mm	No asbestos fibres detected
19952 - 001 - 028	Main Building - Plant Area 1 - boiler flue insulation Beige insulation material 10 x 10 x 0.1 mm	No asbestos fibres detected Synthetic Mineral Fibres detected
19952 - 001 - 029	Main Building Library - offices store - flooring Orange flexible vinyl material 15 x 10 x 2 mm	No asbestos fibres detected
19952 - 001 - 030	Main Building Library - kitchen flooring Orange flexible vinyl material 20 x 15 x 2 mm	No asbestos fibres detected
19952 - 001 - 031	Main Building basement - Plant Room 3 - pipe work insulation and wrap Brown cork material with green backing 30 x 30 x 10 mm	No asbestos fibres detected Organic fibres detected
19952 - 001 - 032	Main Building basement - Plant Room 3 - air conditioner ductwork - mastic Grey rubbery mastic material 20 x 15 x 5 mm	No asbestos fibres detected
19952 - 001 - 033	Main Building basement - Plant Room 3 - pipe work gaskets Pink gasket material 20 x 3 x 2 mm	***Chrysotile (white asbestos) detected***
19952 - 001 - 034	External Main Building - throughout - expansion joints Beige rubbery mastic material 40 x 5 x 2 mm	No asbestos fibres detected
19952 - 001 - 035	External Main Building - throughout - Windows Grey rubbery mastic material 30 x 10 x 3 mm	No asbestos fibres detected
19952 - 001 - 036	External Main Building Library - south entrance canopy Grey fibrous cement material 25 x 10 x 1 mm	No asbestos fibres detected Organic fibres detected
19952 - 001 - 037	North Portable Building (southern half) - ceiling Grey fibrous cement material 20 x 15 x 1 mm	No asbestos fibres detected Organic fibres detected
19952 - 001 - 038	External South Portable Building - eaves Grey fibrous cement material 20 x 15 x 1 mm	No asbestos fibres detected Organic fibres detected

Only the samples submitted for analysis have been considered in presenting these results.

GF, 261-271 Wattletree Road
Malvern, VIC, 3144
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ABN: 12 142 106 581

Y0003:GEM

4 April 2016

19952-002 BSA 04042016.xlsm

Scott Hodges
Yarra Ranges Council
15 Anderson Street
Lilydale, Victoria 3140

Dear Scott,

Asbestos Bulk Sample Analysis Report

15 Anderson Street, Lilydale, Victoria 3140

Please find attached the asbestos bulk sample analysis results of the 2 samples collected by Greig McKellar of Prensa Pty Ltd for 15 Anderson Street, Lilydale, Victoria 3140 on 4 April 2016 and received at the Prensa Pty Ltd laboratory (GF, 261-271 Wattletree Road, Malvern, VIC, 3144) on 4 April 2016. The samples were analysed on 4 April 2016 and the results are presented on the following page(s).

Prensa qualitatively analyses bulk samples for asbestos using polarising light microscopy and dispersion staining techniques in accordance with Prensa's National Association of Testing Authorities (NATA), Australia approved PRLAB2002 Asbestos Identification Test Method, and in accordance with Australian Standard (AS) 4964 – 2004, *Method for the qualitative identification of asbestos in bulk samples* and AS ISO/IEC 17025 – 2005, *General requirements for the competence of testing and calibration laboratories* .

If you require further information please contact the Prensa office on (03) 9508 0100.

Regards,

Vikas Gandhi
Prensa Signatory

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Asbestos Bulk Sample Analysis Report

15 Anderson Street, Lilydale, Victoria 3140

Sample No	Sample Location / Description / Size	Result
19952 - 002 - 001	Anderson Street Main Building - roof area - atrium - mastic Grey rubbery mastic material 20 x 5 x 3 mm	No asbestos fibres detected
19952 - 002 - 002	Anderson Street main Building - roof area - windows throughout - mastic Grey rubbery mastic material 20 x 15 x 2 mm	***Chrysotile (white asbestos) detected***

Only the samples submitted for analysis have been considered in presenting these results.

Appendix C: Hazardous Building Materials Register

Key to asbestos-containing materials priority risk rating:	
Priority 1 (P1):	High Priority – Requiring immediate action
Priority 2 (P2):	Medium Priority – May require action in the short term
Priority 3 (P3):	Low Priority – May require action in the medium term
Priority 4 (P4):	Very Low Priority - Requires ongoing management or longer term remedial action

Client: Yarra Ranges Council **Site Name:** Yarra Ranges Council Offices **Site Address:** 15 Anderson Street, Lilydale, Victoria 3140 **Client No:** Y0003 **Job No:** 19952

Asbestos-Containing Materials (ACM)

Anderson Street Main Building, Civic Space and Library

Area / Level	Room & Location	Feature	Item Description	Hazard Type	Sample No.	Sample Status	Friability	Disturb. Potential	Condition	Risk Status	Quantity	Recommendations & Comments	Control Priority	Reinspect date	Photo No.
Ground level - Civic Space Offices	Throughout	Flooring under carpet	Beige brittle vinyl floor tile	Asbestos	19952-001-001A	Positive	Non-friable	Low	Good	Low	~350m²	Label as containing asbestos and maintain in current condition if to remain in-situ, remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	1
Ground level - Civic Space Offices	Throughout	Flooring under carpet	Yellow adhesive	Asbestos	19952-001-001B	Negative	-	-	-	-	-	-	-	-	-
Ground level - Main Building	Call Centre & Hallways	Flooring under carpet	Beige brittle vinyl floor tile	Asbestos	Similar to 19952-001-001A	Assumed Positive	Non-friable	Low ~	Good	Low	~350m²	Label as containing asbestos and maintain in current condition if to remain in-situ, remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	2
Ground level - Main Building	Call Centre & Hallways	Flooring under carpet	Yellow adhesive	Asbestos	Similar to 19952-001-001B	Negative	-	-	-	-	-	-	-	-	-
Ground level - Civic Space Offices	Governance/ CEO Area	Flooring under carpet	Grey brittle vinyl floor tiles	Asbestos	19952-001-003A	Positive	Non-friable	~ Low	Good	Low	~40m²	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	3
Ground level - Civic Space Offices	Governance/ CEO Area	Flooring under carpet	Yellow adhesive	Asbestos	19952-001-003B	Negative	-	-	-	-	-	-	-	-	-
Ground level - Civic Space Offices	Mayor's Room	Flooring under carpet	Green vinyl floor tiles	Asbestos	19952-001-010	Negative	-	-	-	-	-	-	-	-	-
Ground level - Main Building	Comms/Store 2/IT Room	Flooring	Green vinyl floor tiles	Asbestos	19952-001-011	Negative	-	-	-	-	-	-	-	-	-
Ground level - Main Building	Comms/Store 2/IT Room	Wall tiles	Beige brittle vinyl floor tile	Asbestos	19952-001-012A	Positive	Non-friable	Low	Good	Low	~8m²	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	4
Ground level - Main Building	Comms/Store 2/IT Room	Wall tiles	Yellow adhesive	Asbestos	19952-001-012B	Negative	-	-	-	-	-	-	-	-	-

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Prensa Pty Ltd.
261-271 Wattletree Road
Malvern, VIC 3144
Ph.: (03) 9508 0100

Area / Level	Room & Location	Feature	Item Description	Hazard Type	Sample No.	Sample Status	Friability	Disturb. Potential	Condition	Risk Status	Quantity	Recommendations & Comments	Control Priority	Reinspect date	Photo No.
Ground level - Main Building	Kitchen 1	Flooring	Green vinyl floor tiles	Asbestos	19952-001-014	Negative	-	-	-	-	-	-	-	-	-
Ground level - Main Building	Throughout	Skirting	Black flexible sheet vinyl	Asbestos	19952-001-013	Negative	-	-	-	-	-	-	-	-	-
Ground level - Main Building	Male & Female WC 3	Flooring	Black vinyl floor tiles	Asbestos	Similar to 19952-001-014	Assumed Negative	-	-	-	-	-	-	-	-	-
Ground level - Main Building	Room Safe 1	Safe door	Fibre cement sheet	Asbestos	-	Assumed Positive	Non-friable	Low	Good	Low	1 Unit	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	5
Ground level - Main Building	Room Safe 2	Safe door	Fibre cement sheet	Asbestos	-	Assumed Positive	Non-friable	Low	Good	Low	1 Unit	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	-
Ground level - Main Building	Throughout	Ceiling space - air conditioner ductwork	Mastic	Asbestos	19952-001-015	Positive	Non-friable	Low	Good	Low	~200LM	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	6
Ground level - Main Building	Open Office Cubicles	Flooring under carpet	Green flexible vinyl floor tiles	Asbestos	19952-001-016	Negative	-	-	-	-	-	-	-	-	-
Ground level - Main Building	Kitchen 2	Sink	Bituminous pad	Asbestos	19952-001-017	Negative	-	~ -	-	-	-	-	-	-	-
Ground level/First Floor - Main Building	Stairs 3	Stair nosing	Black composite Vinyl	Asbestos	19952-001-018	Negative	-	-	-	-	-	-	-	-	-
First Floor - Main Building	Throughout	Skirting	Black flexible sheet vinyl	Asbestos	Similar to 19952-001-013	Negative	-	-	-	-	-	-	-	-	-
First Floor - Main Building	Male WC 2	Urinal backing	Bituminous membrane	Asbestos	-	Assumed Positive	Non-friable	Low	Good	Low	~4m²	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	-
First Floor - Main Building	Male WC 2	Urinal	Fibre cement sheet	Asbestos	19952-001-020	Positive	Non-friable	Low	Good	Low	~4m²	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	7

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Area / Level	Room & Location	Feature	Item Description	Hazard Type	Sample No.	Sample Status	Friability	Disturb. Potential	Condition	Risk Status	Quantity	Recommendations & Comments	Control Priority	Reinspect date	Photo No.
First Floor - Main Building	Male & Female WC 1+2	Flooring	Beige brittle vinyl floor tile	Asbestos	Similar to 19952-001-001A	Assumed Positive	Non-friable	Low	Good	Low	~20m²	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	-
First Floor - Main Building	Male & Female WC 1+2	Flooring	Yellow adhesive	Asbestos	Similar to 19952-001-001B	Assumed Negative	-	-	-	-	-	-	-	-	-
First Floor - Main Building	Male & Female WC 1+2	Ceiling	Vermiculite	Asbestos	19952-001-021	Negative	-	-	-	-	-	-	-	-	-
First Floor - Main Building	Kitchen 1, South Splash Back	Tile backing	Fibre cement sheet	Asbestos	19952-001-022	Positive	Non-friable	Low ~	Good	Low	~6m²	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	8
Basement - Main Building	Boiler Room	Boiler	Gasket	Asbestos	19952-001-023	Negative	-	-	-	-	-	-	-	-	-
Basement - Main Building	Corridor between printer room1 & Open Office Area	Ceiling	Fibre cement sheet	Asbestos	19952-001-024	Positive	Non-friable	Low	Good	Low	~10m²	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	9
Basement - Main Building	Plant Area 2	Fuse box	HRC fuses	Asbestos	-	Assumed Positive	Non-friable	Low	Good	Low	9 Units	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	10
Basement - Main Building	Plant Area 2	Fuse box	Millboard lining	Asbestos	-	Assumed Positive	Friable	Low	Good	Low	<0.25m²	Confirm Status, label as containing asbestos and maintain in current condition if to remain in-situ, remove under controlled friable asbestos removal conditions prior to refurbishment or demolition works by a Class A (friable) licensed asbestos removal contractor.	P4	Mar-21	10
Basement - Main Building	Plant Area 2	Fuse box	Bituminous backing board	Asbestos	-	Assumed Positive	Non-friable	Low	Good	Low	<0.25m	Confirm Status, label as containing asbestos and maintain in current condition if to remain in-situ, remove under controlled friable asbestos removal conditions prior to refurbishment or demolition works by a Class A (friable) licensed asbestos removal contractor.	P4	Mar-21	10
Basement - Main Building	Plant Area 2	Rubble	Beige brittle vinyl floor debris	Asbestos	19952-001-025A	Positive	Non-friable	Low	Good	Low	~5m²	Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P3	Mar-17	11
Basement - Main Building	Plant Area 2	Rubble	Yellow Adhesive	Asbestos	19952-001-025B	Negative	-	-	-	-	-	-	-	-	-
Basement - Main Building	Plant Area 2	Pipework	Bitumen coated insulation	Asbestos	19952-001-026	Negative	-	-	-	-	-	-	-	-	-

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Area / Level	Room & Location	Feature	Item Description	Hazard Type	Sample No.	Sample Status	Friability	Disturb. Potential	Condition	Risk Status	Quantity	Recommendations & Comments	Control Priority	Reinspect date	Photo No.
Basement - Main Building	Plant Area 2	Debris	Bitumen coated insulation	Asbestos	Similar to 19952-001-026	Assumed Negative	-	-	-	-	-	-	-	-	-
Basement - Main Building	Plant Area 1	Air conditioner units	Mastic Sealant	Asbestos	19952-001-027	Negative	-	-	-	-	-	-	-	-	-
Basement - Main Building	Plant Area 1	Pipework and pump	Gasket	Asbestos	-	Assumed Positive	Non-friable	Low	Good	Low	3 Units	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	12
Basement - Main Building	Plant Area 1	Insulation	Flue insulation	Asbestos	19952-001-028	Negative	-	-	-	-	-	-	-	-	-
Basement - Main Building	Lunch Room	Ceiling	Vermiculite	Asbestos	Azcore 9-65892	Negative	-	-	-	-	-	-	-	-	-
Basement - Main Building	Toilets 1	Walls interior & exterior	Fibro Sheeting	Asbestos	Azcore 11-65894	Negative	-	-	-	-	-	-	-	-	-
Basement - Main Building	Plant Area 3	Insulation	Corking & paper	Asbestos	19952-001-031	Negative	-	-	-	-	-	-	-	-	-
Basement - Main Building	Plant Area 3	Air Duct	Mastic	Asbestos	19952-001-032	Negative	-	-	-	-	-	-	-	-	-
Basement - Main Building	Plant Area 3	Pipework and pump	Gasket material	Asbestos	19952-001-033	Positive	Non-friable	Low	Good	Low	10 Units	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	13
Ground Floor/ Library	Store 2	Flooring	Orange flexible vinyl floor tiles	Asbestos	19952-001-029	Negative	-	-	-	-	-	-	-	-	-
Ground Floor/ Library	Kitchen 4	Flooring	Orange flexible vinyl floor tiles	Asbestos	19952-001-030	Negative	-	-	-	-	-	-	-	-	-
Exterior	Throughout	Construction mastic	Mastic	Asbestos	19952-001-034	Negative	-	-	-	-	-	-	-	-	-
Ground Floor - Exterior	Throughout	Window mastic	Mastic	Asbestos	19952-001-035	Negative	-	-	-	-	-	-	-	-	-
Ground Floor - Exterior	South Library Entrance	Canopy	Fibre cement sheet	Asbestos	19952-001-036	Negative	-	-	-	-	-	-	-	-	-
First Floor - Exterior	Lightwell	Construction mastic	Mastic	Asbestos	19952-002-001	Negative	-	-	-	-	-	-	-	-	-

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Area / Level	Room & Location	Feature	Item Description	Hazard Type	Sample No.	Sample Status	Friability	Disturb. Potential	Condition	Risk Status	Quantity	Recommendations & Comments	Control Priority	Reinspect date	Photo No.
First Floor - Exterior	Throughout	Window mastic	Mastic	Asbestos	19952-002-002	Positive	Non-friable	Low	Good	Low	40 Lin M	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	14
Contact Centre & Public Toilets															
Office	South West Half	Flooring under carpet	Green brittle vinyl floor tiles	Asbestos	19952-001-004A	Positive	Non-friable	Low	Good	Low	~70m²	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	15
Office	South West Half	Flooring under carpet	Yellow adhesive	Asbestos	19952-001-004B	Negative	-	-	-	-	-	-	-	-	-
Office	South West Half	Under floor tiles	Yellow adhesive	Asbestos	19952-001-005	Negative	-	-	-	-	-	-	-	-	-
Office	Entry	Under Entry Vinyl	Blue-green vinyl floor tiles	Asbestos	19952-001-006	Negative	-	-	-	-	-	-	-	-	-
Office	Internal East Wall	Wall panels under window	Fibre cement sheet	Asbestos	19952-001-019	Positive	Non-friable	Low	Good	Low	~15m²	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	16
Office	Toilets & Shower Area	Flooring	Green brittle vinyl floor tiles	Asbestos	Similar to 19952-001-004A	Assumed Positive	Non-friable	Low	Good	Low	~12m²	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	-
Office	Toilets & Shower Area	Flooring	Yellow adhesive	Asbestos	Similar to 19952-001-004B	Assumed Negative	-	-	-	-	-	-	-	-	-
Office	Toilets & Shower Area	Shower tiles backing	Fibre cement sheet	Asbestos	19952-001-007	Negative	-	-	-	-	-	-	-	-	-
Mens Public Toilets	North End	Urinal	Bituminous backing board	Asbestos	-	Assumed Positive	Non-friable	Low	Good	Low	~6m²	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	17
Exterior	South Wall	Shiplap cladding	Fibre cement sheet	Asbestos	19952-001-008	Negative	-	-	-	-	-	-	-	-	-
Exterior	Throughout	Eaves	Fibre cement sheet	Asbestos	19952-001-009	Positive	Non-friable	Low	Good	Low	~80m²	Maintain in current condition if to remain in-situ. Remove under controlled bonded asbestos removal conditions prior to refurbishment or demolition works by a Class B (bonded) licensed asbestos removal contractor.	P4	Mar-21	18
Tree House Building and Portable Offices (Health, Compliance & Risk, People & Culture and Strategy & Sustainibility)															
West Wing	Throughout	Ceiling	Fibre cement sheet	Asbestos	19952-001-037	Negative	-	-	-	-	-	-	-	-	-
External - West Wing	Throughout	Eaves	Fibre cement sheet	Asbestos	Similar to 19952-001-037	Assumed Negative		-	-	-	-	-	-	-	-

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Area / Level	Room & Location	Feature	Item Description	Hazard Type	Sample No.	Sample Status	Friability	Disturb. Potential	Condition	Risk Status	Quantity	Recommendations & Comments	Control Priority	Reinspect date	Photo No.
External - South East Portable/ East Wing	Throughout	Eaves	Fibre cement sheet	Asbestos	19952-001-038	Negative	-	-	-	-	-	-	-	-	-

Other Hazardous Materials - Synthetic Mineral Fibre (SMF), Lead-Containing Paint (LCP) and Ozone Depleting Substances (ODS)

Anderson Street Main Building, Civic Space and Library

Ground level	Throughout	Ceiling space	Sarking insulation	SMF	-	Suspected Positive	Bonded	~ Low	Good	Low	~300LM	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Ground level	Throughout	Ceiling space - flexible ductwork	Insulation material - internal	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~300LM	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Ground level	Throughout	Ceiling space - fixed ductwork	Insulation material - internal	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~300LM	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Ground level	Throughout	Ceiling space - pipework	Insulation material	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~300LM	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Ground level	Throughout	Ceiling	Compressed ceiling tiles	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~400m²	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	20
Ground level - Civic Space Offices	Kitchen - above sink	Hot water heater	Insulation material - internal	SMF	-	Suspected Positive	Bonded	Low	Good	Low	1 Unit	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Ground level - Main Building	Kitchen 1	Hot water heater	Insulation material - internal	SMF	-	Suspected Positive	Bonded	Low	Good	Low	1 Unit	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Ground level - Main Building	Kitchen 1, In Cupboard	Hot water heater	Insulation material - internal	SMF	-	Suspected Positive	Bonded	Low	Good	Low	1 Unit	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Ground level - Main Building	Kitchen 2	Walls	Paint	Lead Paint - Swab	-	Negative	-	-	-	-	-	-	-	-	-
Ground level - Main Building	Kitchen 2	Hot water heater	Insulation material - internal	SMF	-	Suspected Positive	Bonded	~ Low	Good	Low	1 Unit	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-

Area / Level	Room & Location	Feature	Item Description	Hazard Type	Sample No.	Sample Status	Friability	Disturb. Potential	Condition	Risk Status	Quantity	Recommendations & Comments	Control Priority	Reinspect date	Photo No.
First Floor - Main Building	Throughout	Ceiling	Compressed ceiling tiles	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~400m²	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
First Floor - Main Building	Kitchen 1	Hot water heater	Insulation material - internal	SMF	-	Suspected Positive	Bonded	Low	Good	Low	1 Unit	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
First Floor - Main Building	Throughout	Ceiling space	Sarking insulation	SMF	-	Suspected Positive	Bonded	~ Low	Good	Low	~400m²	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
First Floor - Main Building	Throughout	Ceiling space - flexible ductwork	Insulation material - internal	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~300LM	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
First Floor - Main Building	Male WC 2	Wall	Paint	Lead Paint - Swab	-	Negative	-	-	-	-	-	-	-	-	-
First Floor - Main Building	Throughout	Ceiling space - fixed ductwork	Insulation material - internal	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~300LM	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	21
Roofs	Throughout	Air conditioning units	Unknown	Ozone Depleting Substances	-	Suspected Positive	-	-	-	-	4 Units	No data was visible at the time of the assessment, confirm status of suspected ozone depleting substances identified in the assessment.	-	-	-
First Floor - Main Building	Roof Access Point	Door	Paint	Lead Paint - Swab	-	Positive	Bonded	Low	Good	Low	~2m²	Maintain in current condition, over paint with a lead-free paint as part of ongoing maintenance. Remove under controlled conditions in accordance with AS 4361.2:1998 Guide to lead paint management prior to renovation or demolition works.	-	-	19
Basement - Main Building	Printer Room 1	Wall	Paint	Lead Paint - Swab	-	Positive	Bonded	Low	Good	Low	~30m²	Maintain in current condition, over paint with a lead-free paint as part of ongoing maintenance. Remove under controlled conditions in accordance with AS 4361.2:1998 Guide to lead paint management prior to renovation or demolition works.	-	-	-
Basement - Main Building	Boiler Room	Boiler	Insulation	SMF	-	Suspected Positive	Bonded	Low	Good	Low	1 Unit	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Basement - Main Building	Boiler Room	Pipework	Insulation	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~20LM	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-

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Area / Level	Room & Location	Feature	Item Description	Hazard Type	Sample No.	Sample Status	Friability	Disturb. Potential	Condition	Risk Status	Quantity	Recommendations & Comments	Control Priority	Reinspect date	Photo No.
Ground Floor/ Basement - Main Building	Stairs 1	Ceiling space - fixed ductwork	Insulation material - internal	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~40LM	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Basement - Main Building	Printer Room 1	Hot water heater	Insulation material - internal	SMF	-	Suspected Positive	Bonded	Low	Good	Low	1 Unit	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Basement - Main Building	Open Office Area	Ceiling	Compressed ceiling tiles	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~100m²	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Basement - Main Building	File Room 2	Wall	White - upper coloured paint system	Lead Paint - Swab	-	Positive	Bonded	Low	Good	Low	~30m²	Maintain in current condition, over paint with a lead-free paint as part of ongoing maintenance. Remove under controlled conditions in accordance with AS 4361.2:1998 Guide to lead paint management prior to renovation or demolition works.	-	-	-
Basement - Main Building	Plant Area 2	Plant equipment	Insulation	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~1m²	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Basement - Main Building	Plant Area 2	Flexible ductwork	Insulation material - internal	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~60LM	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Basement - Main Building	Stairs 1 to Plant Area 1	Ceiling	Compressed ceiling tiles	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~10m²	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Basement - Main Building	Plant Area 1	Armoured plate insulation	Insulation	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~10LM	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Basement - Main Building	Room between first aid and lunch room	Refrigerator	Refrigerator	Ozone Depleting Substances	-	Suspected Positive	-	-	-	-	1 Unit	No data was visible at the time of the assessment, confirm status of suspected ozone depleting substances identified in the Assessment.	-	-	-
Basement - Main Building	Lunch Room	Hot water heater	Insulation	SMF	-	Suspected Positive	Bonded	Low	Good	Low	1 Unit	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Basement - Main Building	Subfloor Void	Fixed ductwork	Insulation material - internal	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~20LM	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-

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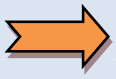
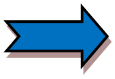
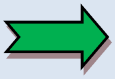
Area / Level	Room & Location	Feature	Item Description	Hazard Type	Sample No.	Sample Status	Friability	Disturb. Potential	Condition	Risk Status	Quantity	Recommendations & Comments	Control Priority	Reinspect date	Photo No.
Basement - Main Building	Subfloor Void	Flexible ductwork	Insulation material - internal	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~60LM	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Basement - Main Building	Plant Area 3	Walls	Paint	Lead Paint - Swab	-	Negative	-	-	-	-	-	-	-	-	-
Ground Floor/ Library	Throughout	Ceiling	Compressed ceiling tiles	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~400m²	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Ground Floor/ Library	Kitchen 4	Hot water heater	Insulation	SMF	-	Suspected Positive	Bonded	Low	Good	Low	1	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
External Roof	Roof	Air conditioning unit	Fujitsu	Ozone Depleting Substances	-	Suspected Positive	-	Low	Good	Low	1 Unit	No data was visible at the time of the assessment, confirm status of suspected ozone depleting substances identified in the Assessment.	-	-	-
Contact Centre & Public Toilets															
Office	Kitchen - above sink	Hot water heater	Insulation material - internal	SMF	-	Suspected Positive	Bonded	Low	Good	Low	1 Unit	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Office	West Wall	Air conditioning unit	Fujitsu	Ozone Depleting Substances	-	Suspected Positive	-	Low	Good	Low	1 Unit	No data was visible at the time of the assessment, confirm status of suspected ozone depleting substances identified in the Assessment.	-	-	-
Office	Throughout	Wall	Paint	Lead Paint - Swab	-	Negative	-	-	-	-	-	-	-	-	-
Office	Entry Way	Doorway	Paint	Lead Paint - Swab	-	Negative	-	-	-	-	-	-	-	-	-
Tree House Building and Portable Offices (Health, Compliance & Risk, People & Culture and Strategy & Sustainibility)															
Tree House Building	Kitchen	Hot water heater	Internal Insulation	SMF	-	Suspected Positive	Bonded	Low	Good	Low	1 Unit	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Tree House Building	Subfloor Void	Fixed ductwork	Insulation material - internal	SMF	-	Suspected Positive	Bonded	Low	Good	Low	~70LM	Maintain in current condition if to remain in-situ. Remove under controlled SMF conditions as per Code of Practice for the Safe Use of Synthetic Mineral Fibres [NOHSC: 2006 (1990)].	-	-	-
Tree House Building	Exterior	Southern exterior	Air conditioner units	Ozone Depleting Substances	-	Suspected Positive	-	-	-	-	3 Units	No data was visible at the time of the assessment, confirm status of suspected ozone depleting substances identified in the assessment.	-	-	-

Appendix D: Photographs

KEY	
	Confirmed or assumed ACM
	Confirmed or suspected other hazardous material type (SMF; PCB & lead paint)
	Confirmed or suspected non-ACM or other non-hazardous material

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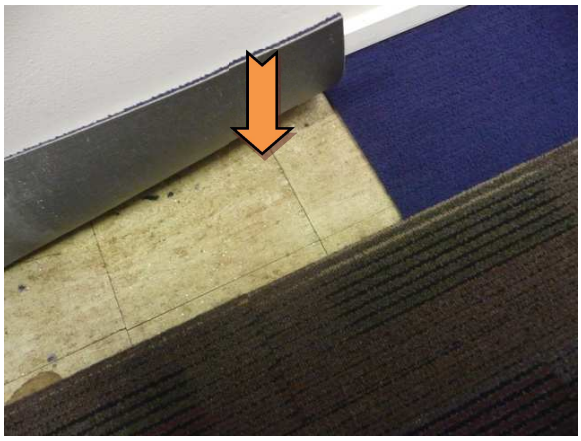

Photo 1. Main Building – ground level – under carpet tiles – asbestos vinyl floor tiles – Sample 19952-001-001A.

Photo 2. Main Building – ground floor call centre – under carpet tiles – assumed asbestos vinyl floor tiles.

Photo 3. Main Building – Governance/CEO Area – under carpet tiles – asbestos vinyl wall tiles – Sample 19952-001-003A.

Photo 4. Main Building – IT/Comms room – walls – asbestos vinyl wall tiles – Sample 19952-001-0012A.

Photo 5. Main Building – ground floor – safe room 1 – assumed internal asbestos-containing fibre cement sheet.

Photo 6. Main Building – Call Centre – asbestos mastic to joins in ductwork – Sample 19952-001-015.

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Photo 7. Main Building 1st floor – male W.C. – asbestos cement lining behind ceramic tiles. Sample 19952-001-020.

Photo 8. Main Building 1st floor – kitchen – asbestos cement splash back behind ceramic tiles. Sample 19952-001-022.

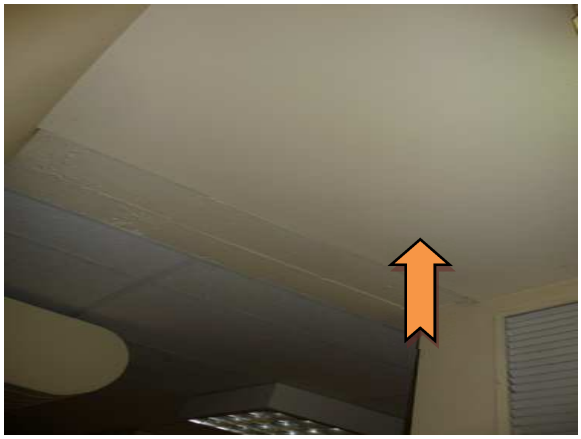

Photo 9. Main Building – basement corridor ceiling – asbestos cement. Sample 19952-001-024.

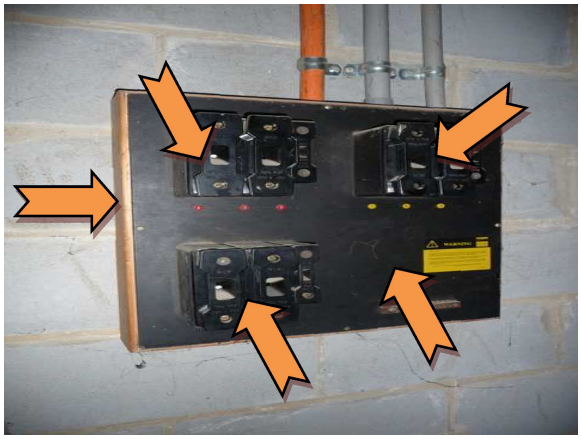

Photo 10. Main Building basement – Plant Area 2 – assumed asbestos millboard lining, bituminous board and HRC fuses

Photo 11. Main Building basement – Plant Area 2 – rubble - asbestos vinyl tile debris. Sample 19952-001-025A.

Photo 12. Main Building basement – Plant Area 1 – pump unit - assumed asbestos gaskets.

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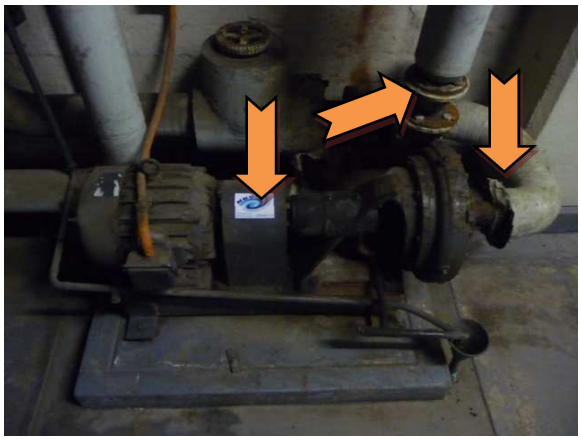

Photo 13. Main Building basement – Plant Area 3 – pipework and pump unit - asbestos gaskets. Sample 19952-001-033.

Photo 14. External roof area Main Building – windows throughout – asbestos-containing mastic – Sample 19952-002-002.

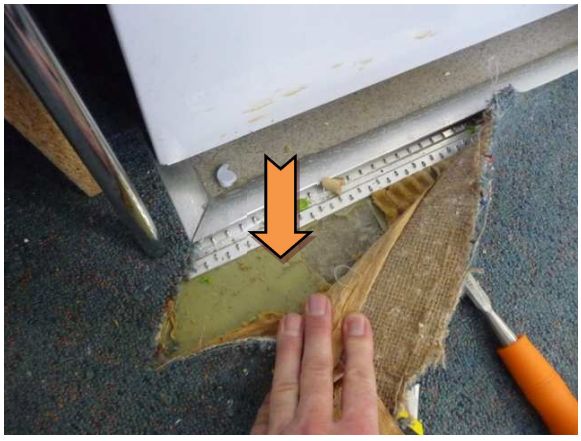

Photo 15. Contact Centre – under carpet – asbestos vinyl floor tiles – Sample 19952-001-004A.

Photo 16. Contact Centre – east wall panels under windows – asbestos cement – Sample 19952-001-019.

Photo 17. Contact Centre and Public Toilets – external eaves – asbestos cement. Sample 19952-001-009.

Photo 18. Contact Centre and Public Toilets – external eaves – asbestos cement. Sample 19952-001-009.

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Photo 19.	Main Building 1st floor roof access point – doors and doorway – yellow lead-containing paint.

Photo 20.	Main Building ground floor throughout – SMF ceiling tiles.

Photo 21.	Main Building 1st floor ceiling space throughout – suspected SMF insulation in fixed air conditioner ductwork.

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Appendix E: Areas Not Accessed

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Given the constraints of practicable access encountered during this Assessment, the following areas were not inspected. Assessments are restricted to those areas that are reasonably accessible at the time of our Assessment with respect to the following:

- Without contravention of relevant statutory requirements or codes of practice.
- Without placing the Prensa consultant and/or others at undue risk.
- Without demolition or damage to finishes and structure.
- Excluding plant and equipment that was 'in service' and operational.

Documented below are the areas where the Prensa consultant encountered access restrictions during the Assessment:

Areas Not Accessed
As the Site was an occupied and functioning council office facility destructive access and sampling was kept to a minimum.
Limited access on to the roof area.
Underneath the concrete slab of all building structures at the Site.
Exposed soils surrounding the building structures of the Site.
Energised services, gas, electrical, pressurised vessel and chemical lines.
Height restricted areas above 2.7m or any area deemed inaccessible without the use of specialised access equipment.
Within cavities that cannot be accessed by the means of a manhole or inspection hatch.
Within voids or internal areas of plant, equipment, air-conditioning ducts etc.
Within service shafts, ducts etc., concealed within the building structure.
Within those areas accessible only by dismantling equipment.
Within totally inaccessible areas such as voids and cavities present but intimately concealed within the building structure.
All areas outside the Scope of Work.

Note: If proposed works entail possible disturbance of any suspect materials in the above locations, or any other location not mentioned in **Appendix C: Hazardous Building Materials Register,** further investigation may be required as part of a hazardous building materials management and abatement program prior to the commencement of such works.

The presence of residual asbestos insulation on steel members, concrete surfaces, pipe work, equipment and adjacent areas remaining from prior removal works cannot normally be determined without extensive removal and damage to existing insulation, fixtures and fittings at the Site.

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Appendix F: Site Plans

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Client:
Yarra Ranges Council

Project:
Division 6 Hazardous Building Materials Assessment

Address:
15 Anderson Street, Lilydale, Victoria

Drawing Title:
Site Plan

Job Number: 19952

Client Number: Y0003

N

Note: All locations are approximate

Image Source: Near Map
Viewed: 12 January 2016

Drawn by:	Date:
KMD	04/04/2016
Checked by:	Date:
CXB	04/04/2016

File Name:	Figure No:	Revision:
19952_Figure 1	1	A

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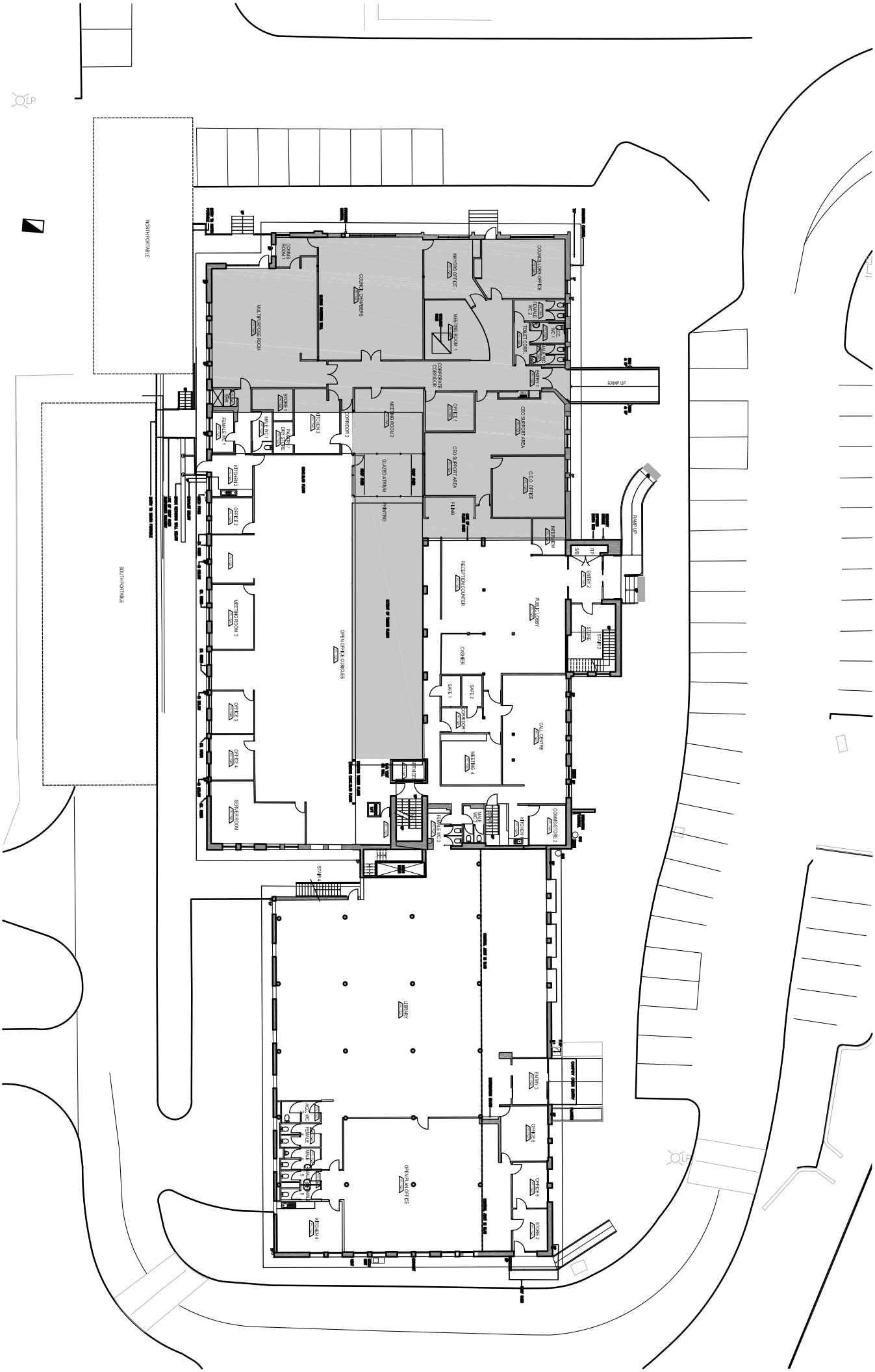

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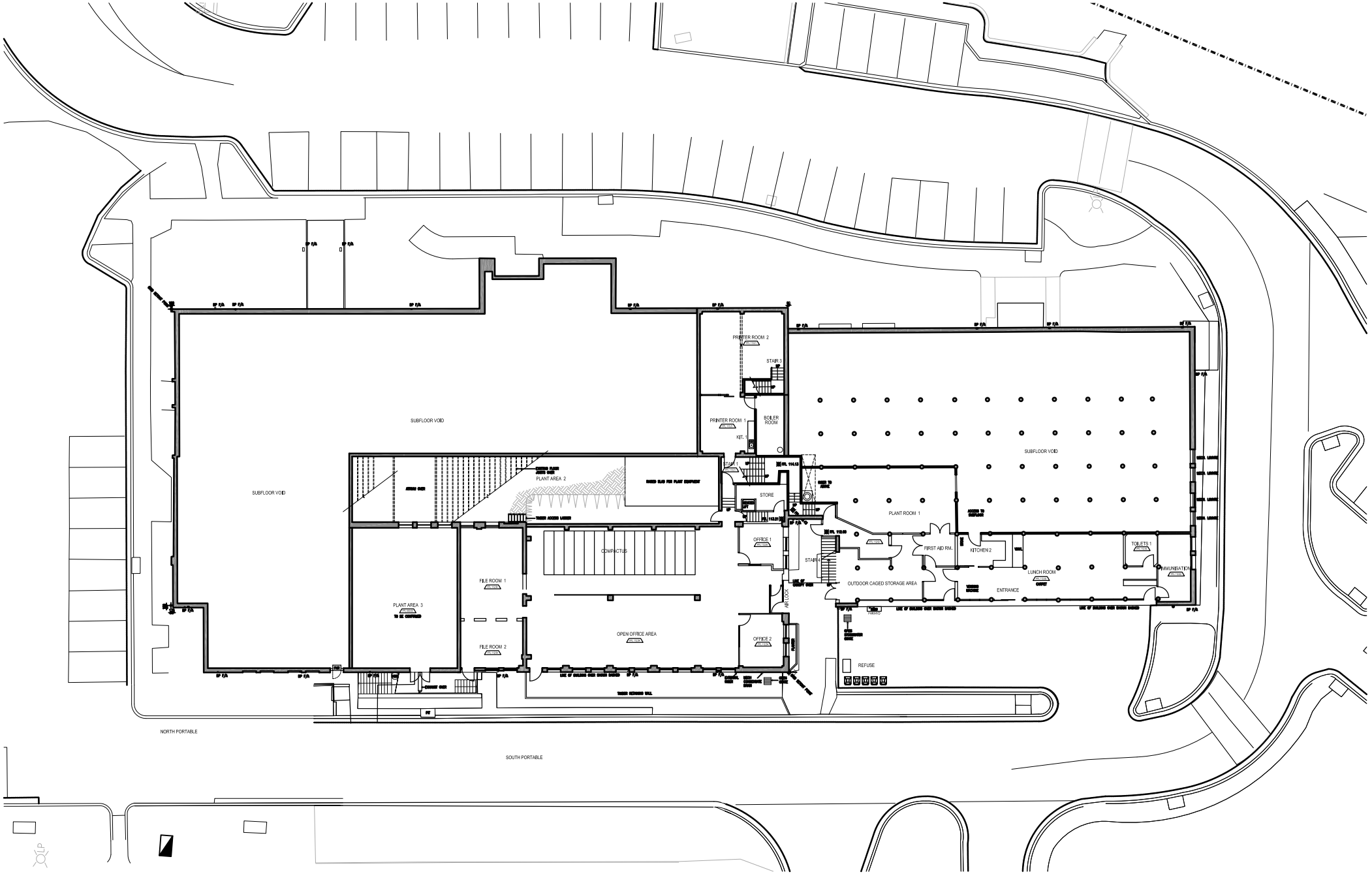

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