

# SCHEDULE TO ASBESTOS MANAGEMENT POLICY

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SUTHERLANDSHIRE

## This document forms part of and should be read in conjunction with Council's Asbestos Management Policy

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## 1. Introduction

In Australia, asbestos was gradually phased out of building materials in the 1980s and the supply and installation of asbestos containing goods has been prohibited since 31 December 2003. However asbestos legacy materials still exist in many homes, buildings and other assets and infrastructure. It is estimated that one in three Australian homes contains asbestos.

Where material containing asbestos is in a non-friable form (that is, it cannot be crushed by hand into a powder), undisturbed and painted or otherwise sealed, it may remain safely in place. However, where asbestos containing material is broken, damaged, disturbed or mishandled, fibres can become loose and airborne posing a risk to health. Breathing in dust containing asbestos fibres can cause asbestosis, lung cancer and mesothelioma.

It is often difficult to identify the presence of asbestos by sight. Where a material cannot be identified or is suspected to be asbestos, it is best to assume that the material is asbestos and take appropriate precautions.

Further information about asbestos and the health impacts of asbestos can be found in Appendix A and website links to additional information are provided in Appendix B.

Sutherland Shire Council acknowledges the serious health hazard of exposure to asbestos and acknowledges it has an important dual role in minimising exposure to asbestos, as far as is reasonably practicable, for residents and the public within the Local Government Area (LGA) and for workers (employees and other persons) in Council workplaces.

Furthermore, Council recognises the legislative requirements for minimising the risks from asbestos across a variety of scenarios and responsibilities, for instance;

- As a responsible employer
- Contaminated land management
- Building and asset management of Council's properties
- Emergency response
- Land use planning (including development and demolition approvals)
- Regulation of activities (non-work sites) and
- Waste management and regulation

# SCHEDULE TO ASBESTOS MANAGEMENT POLICY



## 1.1 Purpose

This schedule outlines the role of Council and other organisations in managing asbestos and forms part of Council's Asbestos Management Framework:



This schedule is for the purpose of meeting the requirements of the Work Health & Safety Regulation 2017 in holding a current Asbestos Management Plan and includes:

- Council's relevant regulatory powers
- Council's approach to dealing with naturally occurring asbestos, sites contaminated by asbestos and emergencies or incidents
- General advice for residents on renovating homes that may contain asbestos
- Council's development approval process and conditions of consent for developments that may involve asbestos
- Waste management and regulation procedures for asbestos waste in the LGA
- Council's approach to managing asbestos containing materials in Council workplaces
- Sources of further information.

## 1.2 Scope

This schedule applies to the Sutherland Shire Council Local Government Area, and covers both friable, non-friable (bonded) and naturally occurring asbestos (where applicable) within the LGA.

Part 1 of the schedule includes the Sections that are likely to be of most interest to the local community and wider public. Part 2 is information that applies to workers associated with Council including employees, contractors, consultants, and volunteers (as defined by the NSW *Work Health and Safety Regulation 2017*). Definitions for key terms used in the schedule are provided in Appendix C and acronyms are listed in Appendix D.

The schedule outlines Council's commitment and responsibilities in relation to safely managing asbestos and contains general advice. For specific advice, individuals are encouraged to contact Council or the appropriate organisation (contact details are listed in Appendix E).

Detail on specific procedures is not provided. Practical guidance on how to manage risks associated with asbestos and asbestos containing material can be found in the:

- Code of practice on how to manage and control asbestos in the workplace (December 2022) published by SafeWork NSW.
- Code of practice on how to safely remove asbestos (December 2022) published by SafeWork NSW.
- Further information and links to additional guidelines listed in Appendix B.
- Detailed information on Council's procedures and policies may be found in other documents, which are referenced in Part 2 under Section 19.1.

## 2. Definitions

Definitions are provided in Appendix C.

## 3. Roles and Responsibilities of Council

### 3.1 Educating Residents

Council will assist residents to access appropriate information and advice on the;

- Prohibition on the use and re-use of asbestos containing materials
- Requirements in relation to development, land management and waste management
- Risks of exposure to asbestos
- Safe management of asbestos containing materials
- Safe removal and disposal of minor quantities of asbestos containing materials.

Educational information and website links for educational materials can be found in Appendices A and B.

### 3.2 Managing Land

Council is responsible for managing public land. This may include land with naturally occurring asbestos as described in Section 5 and land contaminated with asbestos as outlined in Section 6.

## 3.3 Regulatory Responsibilities

Council has regulatory responsibilities under the following legislation, policies and standards in situations where Council is the appropriate regulatory authority or planning authority:

- Contaminated Land Management Act 1997 (NSW)
- Environmental Planning and Assessment Act 1979 (NSW)
- Environmental Planning and Assessment Regulation 2021 (NSW)
- Local Government Act 1993 (NSW)
- Protection of the Environment Operations Act 1997 (NSW)
- Protection of the Environment Operations (General) Regulation 2022 (NSW)
- Protection of the Environment Operations (Waste) Regulation 2014 (NSW)
- State Environmental Planning Policy (Exempt and Complying Development Codes) 2008
- State Environmental Planning Policy No. 55 – Remediation of Land
- Demolition work Code of Practice 2019
- NSW Work Health and Safety Act 2011
- NSW Work Health and Safety Regulation 2017

Additional legislation, policies and standards relating to the safe management of asbestos are listed in Appendix G.

Table 1: Situations in which Council has a regulatory role in managing asbestos

Issue	Council's role	Section of Schedule
Contaminated land	<ul style="list-style-type: none"> <li>• Record known asbestos site contamination on Councils Contaminated Land Information Register, on Council's asbestos register and for private land on Planning Certificates .</li> <li>• Notify stakeholders of land use planning policy requirements relating to contamination.</li> <li>• Manage residential asbestos contaminated land that is not declared 'significantly contaminated' under the <i>Contaminated Land Management Act 1997</i> (excluding oversight of removal or remediation work which is the role of SafeWork NSW).</li> </ul>	Section 6



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Issue	Council's role	Section of Schedule
Development assessment	<ul style="list-style-type: none"> <li>Assess development applications for approval under the <i>Environmental Planning and Assessment Act 1979</i>.</li> <li>Impose conditions of consent for renovations, alterations, additions, demolitions or other developments requiring consent and which may involve disturbance of asbestos containing materials.</li> <li>Ensure compliance with development conditions.</li> <li>Impose conditions relating to development involving friable and non-friable asbestos material under the relevant legislation and planning codes and as outlined in Section 9.</li> </ul>	Section 9
Demolition	<ul style="list-style-type: none"> <li>Approve demolition under the <i>Environmental Planning and Assessment Act 1979</i>.</li> <li>Council certifiers approve development as complying development under the <i>State Environmental Planning Policy (Exempt and Complying Development Codes) 2008</i>.</li> </ul>	Section 9
Emergencies and incidents	<ul style="list-style-type: none"> <li>Regulate the clean-up of asbestos waste following emergencies where sites are handed over to Council or a local resident by an emergency service organisation (excluding oversight of licensed removal or remediation work which is the role of SafeWork NSW). Council may consider the need to issue a Clean-up notice, Prevention notice or cost compliance notice under the <i>Protection of the Environment Operations Act 1997</i>.</li> </ul>	Section 7
Naturally occurring asbestos	<ul style="list-style-type: none"> <li>N/A - the geology of the Sutherland Shire Council area does not support natural asbestos formation. As such, Council is not aware of any naturally occurring asbestos in our Local Government Area.</li> </ul>	Section 5

Issue	Council's role	Section of Schedule
Residential premises	<ul style="list-style-type: none"> <li>Respond to any public health risks (risks to Council workers and wider public) relating to the removal of asbestos containing materials or asbestos work at residential properties that does not involve a business or undertaking.</li> <li>Respond to complaints about unsafe work at a residential property that is undertaken by a resident (not a worker, this is the role of SafeWork NSW).</li> <li>Respond to public health risks posed by derelict properties or asbestos materials in residential settings.</li> </ul>	Section 9
Waste	<ul style="list-style-type: none"> <li>Manage waste facilities in accordance with environmental protection legislation.</li> <li>Respond to illegal storage, illegal dumping and orphan waste.</li> <li>Regulate non-complying transport of asbestos containing materials.</li> </ul>	Section 11

### 3.4 Responsibility to Workers

Council is committed to fulfilling its responsibilities to workers under the NSW *Work Health and Safety Act 2011* and NSW *Work Health and Safety Regulation 2017* and maintaining a safe work environment through the following actions;

- Education, training and information for workers
  - Health monitoring for workers
  - Procedures for identifying and managing asbestos containing materials in Council premises.
- These responsibilities are outlined in Part 2.

## 4. Responsibilities

Council is committed to working collaboratively with other government agencies and other relevant stakeholders to respond to asbestos issues.

Appendix E notes useful contacts and Appendix H notes agencies involved in managing asbestos. Various asbestos scenarios requiring stakeholders to work together are outlined in Appendix I.

## PART 1 – NATURALLY OCCURRING ASBESTOS: INFORMATION FOR THE COMMUNITY

### 5. Naturally Occurring Asbestos

While asbestos may occur naturally, the geology of the Sutherland Shire Council area does not support natural asbestos formation. Naturally occurring asbestos only poses a health risk when elevated levels of fibres are released into the air, either by human activities or by natural weathering and these fibres are breathed in by people.

Should naturally occurring asbestos be discovered within the Sutherland Shire, Council will develop risk controls and an asbestos management plan in relation to the naturally occurring asbestos in the Council workplace where necessary.

Information on naturally occurring asbestos, work processes that have the potential to release naturally occurring asbestos fibres into the air and known locations of naturally occurring asbestos in NSW is provided in Appendix A under Section 2.1. This information is indicative, and not a complete picture of all naturally occurring asbestos in NSW.

#### 5.1 Responsibilities for Naturally Occurring Asbestos

For naturally occurring asbestos that will remain undisturbed by any work practice, local councils are lead regulators.

Where development applications propose activities that may disturb areas of naturally occurring asbestos (such as excavation), any consent or approval should contain conditions requiring: testing to determine if asbestos is present, and the development of an asbestos management plan if the testing reveals naturally occurring asbestos is present. Council will verify compliance with environmental planning and assessment legislation and together with the EPA and SafeWork NSW will coordinate enforcement where non-compliance is suspected.

Where naturally occurring asbestos will be disturbed due to a work process, including roadwork, excavation and remediation work, SafeWork NSW is the lead regulator. Requirements for workplaces are summarised in the *Naturally-occurring asbestos fact sheet* published by SafeWork NSW. Where naturally occurring asbestos is part of a mineral extraction process, the NSW Department of Industry is the lead regulator.

#### 5.2 Managing Naturally Occurring Asbestos

Where naturally occurring asbestos is encountered or suspected, the risk from disturbance of the naturally occurring asbestos should be assessed by an occupational hygienist.

The management of naturally occurring asbestos that stays in its natural state is not prohibited if managed in accordance with an asbestos management plan. Requirements for risk management, asbestos management plans and provisions for workers are outlined in the *Naturally-occurring asbestos fact sheet* published by SafeWork NSW. The SafeWork NSW website provides further information on naturally occurring asbestos and supporting documents on what people can do to avoid contact with naturally occurring asbestos.

## 6. Contamination of Land with Asbestos

Background information on contamination of land with asbestos and potential disturbance of asbestos contaminated sites can be found in Appendix A under Sections 2 and 3. The nature of asbestos contamination of land can vary significantly and there can be a number of different mechanisms available to address this contamination depending upon its source and extent.

### 6.1 Responsibilities for Contaminated Land

Responsibility for clean-up of contaminated land lies with the person responsible for contaminating the land or the relevant landowner.

Council may issue a Clean-up notice to the occupier of premises at or from which Council reasonably suspects that a pollution incident has occurred, or is occurring, requiring asbestos waste to be removed (under Part 4.2 of the *Protection of the Environment Operations Act 1997*).

Council may also issue Prevention notices (under Part 4.3 of the *Protection of the Environment Operations Act 1997*) to ensure good environmental practice. If a person does not comply with a prevention notice given to the person, Council employees, agents or contractors may take action to cause compliance with the notice.

Any reasonable costs incurred by Council in monitoring or enforcing Clean-up and Prevention notices may be recovered through a compliance cost notice (under Part 4.5 of the *Protection of the Environment Operations Act 1997*). To this end, Council keeps records of: tasks undertaken; the hours Council employees have spent undertaking those tasks; and expenses incurred.

During site redevelopment Council will consider contamination with asbestos containing materials in the same way as other forms of contamination as stipulated by the *Environmental Planning and Assessment Act 1979*. That is, Council will apply the general requirements of *State Environmental Planning Policy (SEPP) (Resilience and Hazards) 2021 and the Managing Land Contamination: Planning Guidelines SEPP 55 – Remediation of Land*.

Council provides information about land contamination on Planning Certificates (issued under Section 10.7 of the *Environmental Planning and Assessment Act 1979*) as outlined in Section 6.2.

For sites that are 'significantly contaminated' and require a major remediation program independent of any rezoning or development applications, the EPA and SafeWork NSW are the lead regulatory authorities as outlined in Appendix A under Section 2.4.2.

The management of Council workplaces contaminated with asbestos is outlined in Section 15.

## 6.2 Finding Out if Land is Contaminated

A person may apply for a Planning Certificate from Council which contains advice on a number of matters relating to the restrictions of use of land, including whether Council has a policy to restrict the use of land due to risks from contamination. Certificates are issued under the *Environmental Planning and Assessment Act 1979* and have previously been commonly referred to as 'Section 149 certificates'; changes to that Act mean those certificates are now encompassed by Section 10.7.

Factual information relating to past land use and other matters relevant to contamination may also be provided, even when land use is not restricted. When Council receives a request for a certificate under Section 10.7 it may also inform applicants of any further information available under Section 10.7(5). Council may also use Section 10.7 certificates to record other information, particularly anything else of a factual nature about contamination which Council deems appropriate (such as details of land history, assessment, testing and remediation).

Council records can only indicate known contaminated sites. Any site may potentially be contaminated. Should Council have reason to believe land may be contaminated, including by asbestos, legally enforceable notices to provide information and records may be issued using Section 192 and Section 193 of the *Protection of the Environment Operations Act 1997*.

## 6.3 Duty to Report Contaminated Land

A person whose activities have contaminated land or a landowner whose land has been contaminated is required to notify the EPA when they become aware of the contamination (under Section 60 of the *Contaminated Land Management Act 1997*). Situations where this is required are explained in the document *Guidelines on the duty to report contamination under the Contaminated Land Management Act 1997*.

The EPA will inform Council of contaminated land matters relating to the LGA as required under Section 59 of the *Contaminated Land Management Act 1997*.

## 6.4 Derelict Buildings

Concerns regarding potential health risks from derelict properties may be directed to Council. Derelict properties include abandoned buildings, fire damaged buildings and otherwise dilapidated buildings. Where derelict properties contain friable asbestos and asbestos is exposed, either from human activities or weathering, this poses a potential risk to public health.

Council may respond to derelict properties that pose a demonstrable public health risk using a range of regulatory tools according to the particular circumstances.

Council may issue a Clean-up or Prevention Notice along with the relevant compliance cost notice under the *Protection of the Environment Operations Act 1997* as noted in Section 6.1.

Council may also order a person to demolish or remove a building under the *Environmental Planning and Assessment Act 1979* if the building is so dilapidated as to present harm to its occupants or to persons or property in the neighbourhood or constitute a serious risk to health or safety. If a person fails to comply with the terms of an order, Council may act under that Act to give effect to the terms of the order, including the carrying out of work required by the order.

If the derelict building is on a site that is a workplace, then SafeWork NSW is the lead agency responsible for ensuring that asbestos is removed by appropriately licensed removalists.

## 7. Responding to Emergencies and Incidents

Major collapse of buildings, cyclones, explosions, fires, storms, or vandalism can cause damage to buildings or land that contain asbestos. Such incidences and emergencies can create site contamination issues and potentially expose emergency service workers and the wider public to asbestos. This may require Council to work cooperatively with state agencies in accordance with the NSW Asbestos Emergency Plan and the Disaster Assistance Guidelines.

### 7.1 Responsibilities in the Clean Up After and Emergency or Incident

Council may play a role in ensuring that asbestos containing materials are cleaned up after an emergency or incident. If the emergency or incident occurs at a workplace, SafeWork NSW is the lead agency.

Council may issue Clean-up or Prevention Notices or significant financial penalty infringements under the *Protection of the Environment Operations Act 1997*. Alternatively, Council may also act under the *Environmental Planning and Assessment Act 1979*. Council determines an appropriate response depending on the nature of the situation, this may include;

- Seeking advice from an occupational hygienist on the likely level of risk and appropriate controls required.
- Liaising with or consulting appropriate agencies.
- Informing emergency personnel of any hazards known to Council as soon as practicable.
- Following the Code of Practice on how to safely remove asbestos (December 2022) published by SafeWork NSW.
- Ensuring that any Council workers attending the site have appropriate training and are wearing appropriate personal protective equipment.
- Excluding the public from the site.

- Informing the public of the potential sources of exposure to asbestos, health risks and emergency management response.
- Minimising the risks posed by any remaining structures (see Section 6.4).
- Addressing the risks posed by disturbed asbestos containing materials by engaging a licensed removalist (as outlined in Section 9.4.1) or issuing a Clean-up or Prevention notice (as outlined in Section 6.4) to ensure asbestos containing materials are removed for disposal.
- Ensuring that the site is kept damp at all times or sprayed with PVA glue, particularly where friable asbestos is present. Note this may not always be considered appropriate, for example if there are live electrical conductors or if major electrical equipment could be permanently damaged or made dangerous by contact with water.
- Ensuring that asbestos containing materials are disposed of at a facility licensed to accept asbestos waste and sight proof of appropriate disposal through weighbridge dockets or similar documentation.

## 7.2 Advice to the Public Regarding Clean Up After an Emergency or Incident

During a clean up after an emergency or incident, appropriate precautions for the protection of neighbours from being exposed to asbestos fibres will be taken to minimise the release and inhalation of asbestos dust and fibres.

As a precautionary measure, where Council is involved in a clean-up, Council will provide appropriate advice to residents of neighbouring properties, which may include advice to:

- Avoid unnecessary outdoor activity and do not put any laundry outside during the clean up
- Close all external doors and windows and stay indoors during the clean up
- Where possible avoid using air conditioners that introduce air from outside into the home during the clean up
- Dispose of any laundry that may have been contaminated with asbestos as asbestos waste after the clean-up (advice on disposing of asbestos waste is provided in Section 11)
- Use a low pressure hose on a spray configuration to remove visible dust from pathways after the clean up
- Wipe dusty surfaces with a damp cloth and bag and dispose of the cloth as asbestos waste after the clean-up (advice on disposing of asbestos waste is provided in Section 11)
- Any other measures recommended by an occupational hygienist following assessment of the situation.

## 8. Council's Process for Changing Land Use

Council recognises the need to exercise care when changing zoning for land uses, approving development or excavating land due to the potential to uncover known or unknown asbestos material from previous land uses (for example, where a site has previously been used as a landfill or for on-site burial of asbestos waste).

*State Environmental Planning Policy (Resilience and Hazards) 2021* states that land must not be developed if it is unsuitable for a proposed use because it is contaminated. If the land is unsuitable, remediation must take place before the land is developed.

Managing sites contaminated with asbestos material is addressed in Section 6.

## 9. Council's Process for Assessing Development

This Section applies to development applications assessed under the *Environmental Planning and Assessment Act 1979* and complying development applications assessed under the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* or Council's complying codes (see Section 10.2). This includes alterations and additions to residential development, which may include internal work as well as extensions to the existing main structure, or changes to outbuildings, sheds or garages.

This Section also covers renovations that do not require development consent or a complying development certificate. Development consent is not required to maintain an existing structure. For example, the replacement of windows, doors and ceilings may involve the removal of asbestos but is categorised as exempt development under the *Environmental Planning and Assessment Act 1979* and does not require development consent. In these instances, Council has an educative role in providing owners and occupiers with advice and information about the identification and safe management of asbestos.

### 9.1 Responsibilities for Approving Development

Council is the consent authority for the majority of development applications in the LGA. Some applications are determined by the Local or Regional Planning Panel, the Department of Planning, the Minister or the Land and Environment Court. In every case the potential for contaminated land must be addressed and where appropriate, conditions of consent are imposed to address the actual or potential issue where it may possibly occur.

Further, where asbestos has been identified or may be reasonably assumed to be present Council imposes or recommends the development of a site specific remediation action plan including waste disposal, if appropriate to ensure the safe treatment of asbestos. Either a Council or a private certifier may assess a complying development certificate. Where a private certifier is engaged to assess a



complying development certificate, the private certifier is responsible for ensuring that the proposed development activities include adequate plans for the safe removal and disposal of asbestos.

This also applies to the demolition of buildings. Certifiers are able to issue a complying development certificate under the Demolition Code of the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*. Further information on demolition is provided in Section 9.4.

When a private certifier issues a complying development certificate and is appointed as the Principal Certifying Authority for the development, it is the certifier's responsibility to follow up to ensure that works requiring asbestos handling, removal and disposal are carried out appropriately in accordance with the *Environmental Planning and Assessment Regulation 2021* (clause 152). Compliance is covered in Section 10.7.

Council's regulatory powers do not include jurisdiction over Principal Certifying Authorities. Responsibility for the certification and regulation of private certifiers lies with the Department of Fair Trading of New South Wales (see Appendix H for further information and contact details).

## 9.2 Providing Advice to Home Owners, Renovators and Developers

Sutherland Shire Council is committed to providing information to minimise the risks from asbestos in our Local Government Area; information is provided below and in Appendix A.

Appendix B lists additional sources of information on how to deal safely with the risks of asbestos and Appendix J lists asbestos containing products that may be found around the home.

The key points are:

- Before any renovation, maintenance or demolition work is carried out, any asbestos or asbestos containing materials should be identified (refer to Section 9.3).
- Where a material cannot be identified or it is suspected to be asbestos, it is best to assume that the material is asbestos and take appropriate precautions.
- If asbestos containing materials can be maintained in good condition it is recommended that they be safely contained, left alone and periodically checked to monitor their condition, until demolition or redevelopment.
- If asbestos materials cannot be safely contained, they should be removed as outlined in Section 9.4.
- For demolition or redevelopment, any asbestos containing materials should be safely removed and disposed of prior to the work commencing.

Anyone who is undertaking renovations themselves, without a contractor, is encouraged to refer to Appendices A and B for more information and contact Council where they require further advice or clarification. Anyone engaging an asbestos removal contractor may contact SafeWork NSW with any queries as SafeWork NSW regulates asbestos removal by workers (as explained in Section 9.4). Contact details for Council and SafeWork NSW are provided in Appendix E.

## 9.3 Identifying Asbestos

Information on common places where asbestos is likely to be found in residential, commercial and industrial premises with materials from prior to 2004 on the premises is provided in Appendix A.

A Planning Certificate is the document used by Council to convey relevant information about a property. The planning certificate includes whether the council has a policy to restrict the use of land due to risks from asbestos contamination, as outlined in Section 6.2.

Council aims to ensure that records are, as far as possible, accurate. In some instances, Council may not have up-to-date information about asbestos for a property. Council may be able to provide general advice on the likelihood of asbestos being present on the land based on the age of the buildings or structures on the land. A general guide to the likelihood of asbestos presence based on building age is provided in Appendix A under Section 2.2.

The most accurate way to find out if a building or structure contains asbestos is to obtain an asbestos inspection by a person competent in the identification and assessment of asbestos, such as an occupational hygienist (a competent person is defined by the NSW *Work Health and Safety Regulation 2017*). This is highly advisable before undertaking major renovations to buildings constructed prior to 2004.

Property owners and agents are encouraged to inform any tenants or occupiers of the presence of asbestos and to address any potential asbestos hazards where appropriate.

Property owners who tenant their properties are required to identify any asbestos within those properties before any work is carried out (this includes residential properties).

The *Work Health and Safety Regulation 2017* states that the person conducting a business or any undertaking in any building constructed before 31 December 2003 must identify if there is any asbestos in the building.

All commercial properties that contain asbestos must have and must maintain a current asbestos register and asbestos management plan.

## 9.4 Removing Asbestos, Refurbishments and Demolitions

### 9.4.1 Removing Asbestos at Domestic Premises

If development is undertaken by contractors, as is the case with a lot of home renovations, then the home is considered to be a workplace and is regulated by SafeWork NSW under the NSW Work Health and Safety Regulation 2017. This requires that a person conducting a business or any undertaking who is to carry out refurbishment or demolition of residential premises must ensure that all asbestos that is likely to be disturbed by the refurbishment or demolition is identified and, so far as reasonably practicable, is removed before the refurbishment or demolition is commenced.

Depending on the nature and quantity of asbestos to be removed, a licence may be required to remove the asbestos. The requirements for licenses are outlined below and summarised in the table in Appendix K. SafeWork NSW is responsible for issuing asbestos licences.

Friable asbestos must only be removed by a licensed removalist with a friable (Class A) asbestos removal licence. Exceptions to this include:

- Removal of dust which contains Asbestos, where the dust is associated with the removal of non-friable asbestos, or
- Removal of dust which contains Asbestos, where the dust is not associated with the removal of friable or non-friable asbestos and is only of a minor contamination (which is when the asbestos contamination is incidental and can be cleaned up in less than one hour).

The removal of more than 10 square metres of non-friable asbestos or asbestos containing material must be carried out by a licensed non-friable (Class B) or a friable (Class A) asbestos removalist.

The removal of asbestos containing dust associated with the removal of more than 10 square metres of non-friable asbestos or asbestos containing material requires a non-friable (Class B) asbestos removal licence or a friable (Class A) asbestos removal licence.

Removal of 10 square metres or less of non-friable asbestos may be undertaken without a licence. However, given the risks involved, Council encourages residents to consider engaging a licensed asbestos removal contractor. The cost of asbestos removal by a licensed professional is comparable in price to most licensed tradespeople including electricians, plumbers and tilers.

All asbestos removal should be undertaken in accordance with the Code of practice on how to safely remove asbestos (December 2022).

If a residential premise is a workplace, the licensed asbestos removalist must inform the following persons before licensed asbestos removal work is carried out:

- The person who commissioned the work
- A person conducting a business or undertaking at the workplace
- The owner and occupier of the residential premises
- Anyone occupying premises in the immediate vicinity of the workplace (as described in Section 467 of the NSW Work Health and Safety Regulation 2017).

In certain circumstances, a premise may be used for both residential and commercial purposes and is therefore classified as a workplace.

All licensed asbestos removal must be:

- Supervised by a supervisor named to SafeWork NSW
- Notified to SafeWork NSW at least five days prior to the work commencing.

- Requirements for the transport and disposal of asbestos waste are covered in Section 11.

It is Council's intention to prepare a single page information sheet designed to offer an outline of the information in this Section to be available to, and for enquiries by, residents at Council offices.

## 9.4.2 Removing Asbestos at Workplaces

The NSW *Work Health and Safety Regulation 2017* specifies requirements for demolition and refurbishment at a workplace with structures or plants constructed or installed before 31 December 2003. SafeWork NSW is the lead agency for regulating the safe management of asbestos at workplaces.

## 9.5 Obtaining Approval for Demolition

Demolition work is classified as high risk construction work in the NSW *Work Health and Safety Regulation 2017* and demolition licenses are required for some demolition work. The *Demolition work Code of Practice 2019* provides practical guidance on how to manage the risks associated with the demolition of buildings and structures.

In most circumstances demolition of a structure requires either development consent or a complying development certificate. Applicants need to enquire to Council as to whether and what type of approval is required. Where a development application is required Council's standard conditions need to be applied to ensure that asbestos is safely managed. Council's conditions for development consent are referred to in Section 9.6.

A wide range of development, including residential, industrial and commercial development, can be approved for demolition as complying development under the Demolition Code of the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* and the *Environmental Planning and Assessment Regulation 2021* provides mandatory conditions for complying development certificate applications.

Demolition of development that would be exempt development under the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* is also exempt development and does not require consent. This includes minor structures such as carports, fences, sheds and the like.

## 10. Exempt or Complying Development

### 10.1 Exempt Development

Exempt development does not require any planning or construction approval if it meets the requirements of the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*.

While there is no ability for Council or a private certifier to impose safeguards for the handling of asbestos through conditions of a development consent or approval, however, Council advises that all asbestos removal work should be carried out in accordance with the *SafeWork NSW Code of practice on how to safely remove asbestos* (December 2022).

### 10.2 Complying Development

The *Environmental Planning and Assessment Regulation 2021* (clause 152) outlines conditions under which a complying development certificate can be issued for development that involves building work or demolition work and friable or non-friable asbestos.

Applications for complying development certificates must include details of the estimated area (if any) in square metres of friable and/or non-friable asbestos material that will be disturbed, repaired or removed in carrying out the development (under Part 6 Division 1 of the *Environmental Planning and Assessment Regulation 2021*).

Where more than 10 square metres of non-friable asbestos is to be removed, a contract evidencing the engagement of a licensed asbestos removal contractor is to be provided to the principal certifying authority. The contract must specify the landfill site lawfully able to accept asbestos to which the removed asbestos will be delivered.

If the contract indicates that asbestos will be removed to a specified landfill site, the person having the benefit of the complying development certificate must give the principal certifying authority a copy of a receipt from the operator of the landfill site stating that all the asbestos material referred to in the contract has been received by the operator.

If the work involves less than 10 square metres of non-friable asbestos and is not undertaken by a licensed contractor, it should still be undertaken in a manner that minimises risks as detailed in the *Code of practice on how to safely remove asbestos* (December 2022). In instances where asbestos removal is less than 10 square metres of non-friable asbestos and not from a place of work, then SafeWork NSW is not the agency responsible for regulating this activity, however concerns or complaints may be directed to Council as outlined in Section 11.

The *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* outlines the requirements for the applicant to notify their neighbours that works may include asbestos removal.

Further requirements to inform other persons of licensed asbestos removal are described in Section 467 of the *NSW Work Health and Safety Regulation 2017* as noted in Section 9.4.1 of this schedule.

## 10.3 Development Applications

If a proposed development does not meet the parameters of exempt or complying development, then a development application (DA) is required. A DA can be determined by a local council, local planning panel, regional planning panels the Land and Environment Court or, for large State-significant development proposals, the State Government.

A development application needs to be prepared for assessment in accordance with the requirements of relevant environmental planning instruments and policies established by Council. Potential for contamination of a site, including asbestos contamination must be considered with every development application in accordance with the Environmental Planning and Assessment Act and SEPP (Resilience and Hazards). If required an investigation report and a remediation action plan detailing how the asbestos will be treated and proposing a site specific waste disposal plan, if applicable, to ensure the safe removal of asbestos must be submitted with a development application. For more information on what may be required and the assessment process concerning contaminated land, refer to Chapter 40, Environmental Risk in Sutherland Shire Development Control Plan 2015. Council undertakes a site inspection as part of the DA assessment process.

## 10.4 Pre-development Application Advice Regarding Asbestos

For larger development proposals Applicants are able to discuss asbestos-related issues with Council prior to lodging a DA via a pre-application discussion or “PAD”. For minor proposals Council offers general advice. If the presence of asbestos is raised, or it’s potential, Council may inform applicants of plans, relevant regulations, fact sheets, websites or other resources. Generally, this may be most relevant to structures erected or modified before the 1980s and any other structure that could be reasonably suspected to contain asbestos including those with building materials from prior to 2004.

## 10.5 Conditions of Consent

In addition to the requirements imposed by NSW State Government legislation, Council may also impose requirements under development consent conditions that specify action that is to be taken in relation to asbestos. During the assessment of a development application, the Council officer assessing a particular project is able to refer the application internally to Council’s specialist Environmental Health and Environmental Assessment officers for comment and recommendations.

Development Consent conditions may impose measurable requirements such as the need to submit certification and/or validation reports to the Principal Certifying Authority (“PCA”) or to Council directly, prior to commencement or at certain stages of a development so as to show that asbestos has been treated or removed and disposed of properly in accordance with approved conditions of consent. The lack of proper certification in accordance with such conditions may result in legal enforcement (see below) or the withholding of the occupation certification.

Asbestos treatment and removal work and subsequent provision of certification and/or validation is required to be undertaken by appropriately qualified and competent companies and / or persons. Council may require a plan be submitted prior to any commencement of work that shows how a development is to address the issue of actual or possible presence of asbestos. Again, should a plan be required and submitted this is then enforceable under the *Environmental Planning and Assessment Act 1979* – should the plan not be adhered to Notices may be issued by the relevant PCA or Council, penalties issued by Council or legal action taken.

Sutherland Shire Council’s standard development consent condition also offers references to sources of detailed further information and states the following:

## 10.6 Demolition Work and/or Removal of Asbestos (1130)

*To ensure that demolition of structures is carried out in an environmentally acceptable and safe manner:*

### **A. Before Commencement**

*If works involve the removal of more than 10 square metres of asbestos material, a bonded asbestos licence is required. A friable asbestos licence is required to remove, repair or disturb any amount of friable asbestos. For further information contact SafeWork NSW.*

### **B. During Works**

- i) The demolition of the existing building must be carried out strictly in accordance with Australian Standard 2601 - The Demolition of Structures.*
- ii) The applicant must ensure that the demolition contractor has a current public risk insurance coverage for a minimum of \$5 million. A copy of the plan must be submitted to the Council prior to demolition.*

*To ensure that the removal and transportation of any asbestos material, regardless of the quantity, is carried out in an environmentally acceptable and safe manner, all work must comply with the following:*

- a) Work Health and Safety Act 2011;*
- b) Work Health and Safety Regulation 2017;*



- c) *SafeWork NSW Code of Practice - How to Manage and Control Asbestos in the Workplace;*
- d) *SafeWork NSW Code of Practice - How to Safely Remove Asbestos;*
- e) *Protection of the Environment Operations Act 1997; and*
- f) *Protection of the Environment Operations (Waste) Regulation 2014.*

## **10.7 Compliance and Enforcement**

### **10.7.1 Responsibilities for Compliance and Enforcement**

Successful control of asbestos waste in a development context relies on information being provided to and checked by the Principal Certifier (“PC”) who may be either the local Council or a private certifier. A private certifier has powers under the Environmental Planning and Assessment Act 1979 to issue construction certificates, compliance certificates, complying development certificates, occupation certificates and to carry out mandatory inspections.

As Council may not be the nominated PC for a development, Council may not have any specific knowledge of issues on site, including asbestos matters. Accordingly, coordination of compliance and/or enforcement actions between the Council and the PC is required.

Should a PC issue a Notice under the Environmental Planning and Assessment Act 1979 (a “Notice to issue a Development Control Order”) in relation to development works, the Notice is subsequently forwarded to Council’s Environmental and Building Compliance staff for ongoing enforcement.

Council may take action on any development for which Council has issued development consent, even when not appointed as the principal certifier. However Council is not always the appropriate authority to resolve the matter. In the situation where Council is not the PC, both Council and the public must consult with a development’s PC in the first instance.

Complaints that warrant action by Council without first consulting the PC may include:

- Urgent matters, for example, a danger to the public or a significant breach of a development consent or legislation
- Matters that are not preconditions for the issue of an occupation or subdivision certificate.

### **10.7.2 Compliance Strategies**

Illegal works include works that are undertaken without a development consent (if one is required) or a complying development certificate or that are not in accordance with such a consent or certificate. Council may be notified by residents, workers or certifiers that illegal works are being or have been undertaken.



Council's electronic recording system requires certain categories of complaints and requests be actioned within specified periods of time to ensure matters of health and safety are dealt with promptly. The Customer Requests escalate electronically to more senior staff if they are not attended to within service levels. The closure by Council staff of records such as Customer Requests or Notices is recorded on permanent electronic records.

Where Council becomes aware of illegal work involving asbestos or asbestos containing materials, Council has a number of options, or combinations of those options, available including

1. Notification of SafeWork NSW if the site is a workplace
2. Direction that specific work be undertaken to comply with a development consent via Orders issued under the *Environmental Planning and Assessment Act 1979*
3. Direction that all or some areas of work cease on a development site until it can be confirmed that work methodology, records etc. are safe and to standards required by regulations
4. The issue of Orders under the Local Government Act 1993 to direct a person to 'do or refrain from doing such things as are specified in the order to ensure that land is, or premises are, placed or kept in a safe or healthy condition.'
5. The issue of Clean-Up or Prevention Notices under the *Protection of the Environment Operations Act 1997* (along with legally enforceable requirement for fees payable to Council)
6. A requirement for a development to provide specific asbestos-related information via legal Notices for instance records regarding disposal of asbestos
7. Referral to Council's Legal Officers for legal action for breaches of the Acts cited above (points 2, 4, 5) seeking Court imposed penalties and or Orders
8. The issue of Penalty Infringement Notices for amounts of up to \$6000 per offence for breaches of the *Environmental Planning and Assessment Act 1979* (development without consent or not in accordance with consent) or up to \$8000 per offence for breaches of the *Protection of the Environment Operations Act 1997*
9. The issue of formal warnings through the NSW Penalty Infringement Notice system thus recording the names of persons or companies engaging in illegal activity; this information is then stored within the state wide system.

## 11. Managing Asbestos as a Waste

It is illegal to dispose of asbestos waste in domestic garbage bins or to recycle, reuse, bury or illegally dump asbestos waste. Asbestos must not be placed in general waste skip bins, yet there have been instances where asbestos has been illegally placed in skip bins by third parties. Members of the public need to be aware of this hazard and may need to secure their skip bins to prevent a third party from illegally disposing of asbestos in the skip bin.

Asbestos waste (in any form) must only be disposed of at a landfill site that may lawfully receive asbestos waste.

### 11.1 Responsibilities for Asbestos Waste Management

Council's responsibilities for asbestos waste management are outlined in Section 3.3.

The handling and, where appropriate, temporary storage of asbestos waste at worksites is regulated by SafeWork NSW.

The NSW Environmental Protection Authority (EPA) regulates premises that have or require an environment protection licence in accordance with the *Protection of the Environment Operations Act 1997*. A licence is required where more than 5 tonnes of asbestos waste, brought from off-site, is stored at any time. All other sites where asbestos waste is stored, typically those that are non-work sites, are regulated by local Councils.

### 11.2 Handling Asbestos Waste for Disposal

The *Code of practice on how to safely remove asbestos* (December 2022) provides details on waste containment and disposal and controls applicable to all types of asbestos removal (in Section 4.8 of the Code).

### 11.3 Transporting Asbestos Waste

The following requirements apply to the transport of asbestos waste and non-compliance with these requirements is an offence under clause 78 of the *Protection of the Environment Operations (Waste) Regulation 2014*:

- (a) any part of any vehicle in which the person transports the waste is covered, and leak-proof, during the transportation, and
- (b) if the waste consists of bonded asbestos material, it is securely packaged during the transportation, and
- (c) if the waste consists of friable asbestos material, it is kept in a sealed container during transportation, and

(d) if the waste consists of asbestos-contaminated soils, it is wetted down.

The transport of asbestos waste within NSW must be recorded from the place of generation to its final destination. The waste tracking system is administered by the EPA. Operators that use the EPA's WasteLocate system will be in compliance with these requirements. Information about EPA's WasteLocate system can be found at [EPA WasteLocate \(nsw.gov.au\)](https://www.epa.nsw.gov.au/wastelocate).

An environment protection licence issued by the EPA is required to transport asbestos waste interstate where any load contains more than 200 kilograms of asbestos waste.

It is an offence to transport waste to a place that cannot lawfully receive that waste, or cause or permit waste to be so transported (under Section 143 of the *Protection of the Environment Operations Act 1997*). Penalty notices may be issued for \$7,500 (to individuals) and \$15,000 (to corporations). NSW courts may impose penalties up to \$250,000 (for individuals) and \$1,000,000 (for corporations) found guilty of committing this offence.

## 11.4 Disposing of Asbestos Waste at Licensed Waste Facilities

The final destination for asbestos waste should be considered prior to removal commencing as not all waste facilities within the Sutherland Shire and NSW are licensed to receive asbestos waste.

A list of licensed facilities as well as information on planning ahead can be found by contacting the NSW Environment Protection Authority (1800 272 378) or by visiting the Asbestos in NSW website <https://www.asbestos.nsw.gov.au>. It is suggested that contact is made directly with the preferred licensed facility to confirm that you meet their acceptance criteria as well as any relevant conditions or charges that are applicable to your circumstances.

Persons delivering waste to a landfill site must comply with the following requirements:

- A person delivering waste that contains asbestos to a landfill site must inform the landfill occupier of the presence of asbestos when delivering the waste.
- When unloading and disposing of asbestos waste at a landfill site, the waste must be unloaded and disposed of in such a manner as to prevent the generation of dust or the stirring up of dust.

Non-compliance with these requirements is an offence under the *Protection of the Environment Operations (Waste) Regulation 2014* and these offences attract strong penalties.

When disposing of asbestos as part of development consent works, receipts and / or tipping details should be obtained at the time of disposal as these may be required as part of certification of the development.

Council's website includes links to and information about the disposal of asbestos within the Sutherland Shire; this can be found at:

[www.sutherlandshire.nsw.gov.au/Residents/Waste-and-Recycling/Asbestos](https://www.sutherlandshire.nsw.gov.au/Residents/Waste-and-Recycling/Asbestos)

## 11.4.1 Situations in which Asbestos Waste may be Rejected from Waste Facilities

Asbestos waste may be rejected from a waste facility if the waste is:

- Not correctly packaged for delivery and disposal (as per Sections 10.2 and 10.3)
- Not disclosed by the transporter as being asbestos or asbestos containing materials, or
- Taken to a waste facility that does not accept asbestos waste.

Where waste is rejected, the waste facility must inform the transporter of the waste of a waste facility to which the waste may be transported, that is, a waste facility at which the waste can be legally accepted (as required by the *Protection of the Environment Operations (Waste) Regulation 2014*).

Individuals may be fined \$7,500 and corporations may be fined \$15,000 under the *Protection of the Environment Operations Act 1997* and *Protection of the Environment Operations (Waste) Regulation 2014* for transporting asbestos waste to a facility that cannot lawfully receive asbestos waste.

## 11.5 Illegal Dumping of Asbestos Waste

Illegal dumping is the unlawful deposit of waste onto land. That is waste materials dumped, tipped or otherwise deposited onto private or public land where no licence or approval exists to accept such waste. Illegal landfilling, which is waste used as fill material, with or without the consent of the owner or occupier of the land and without the necessary Council or EPA approvals, is also considered to be illegal dumping and pollution of land.

Illegal dumping of asbestos waste in public places such as parks, streets or nature strips can attract regulatory action including:

- On the spot fines of up to \$15,000
- Prosecution for pollution of land of up to \$1 million for a corporation and \$120,000 for each day the offence continues (under Section 142A of the *Protection of the Environment Operations Act 1997*), or
- Up to \$1 million, or seven years imprisonment, or both for an individual (under Section 119 of the *Protection of the Environment Operations Act 1997*).

The responsibility for cleaning up illegally dumped waste lies with the person or company that deposited the waste. If they cannot be identified the relevant occupier or landowner becomes the responsible party.

Local Councils are the appropriate regulatory authority for illegal dumping unless:

- The activity was part of the carrying on of an activity listed in Schedule 1 of the *Protection of the Environment Operations Act 1997*

- The activity was carried out by a public authority or the state, or
- The site is regulated by a different authority such as the Minister for Planning.

A handbook to assist Aboriginal communities to prevent and arrange the clean-up of illegal dumping (published by the EPA) is noted in Appendix B.

## 11.6 Asbestos Remaining On-Site

The assessment and management of asbestos soil contamination is outlined in the National Environment Protection (Assessment of Site Contamination) Measure 1999 (updated 2013) (NEPM 2013). Capping and containing asbestos material on site is not encouraged but may be suitable in some instances.

Assessment in accordance with Schedule B2 of the NEPM 2013 and preparation of a remedial action plan by a suitably qualified and certified Environmental Consultant is required prior to development approval. If approved, a long term environmental management plan (LTEMP) will be required. In some instances a Site Audit Statement and Report prepared by a NSW Accredited Site Auditor may be required by Council.

The LTEMP and the presence of the asbestos onsite will be recorded in Council's Contaminated Land Information Register and a notation will be placed on the properties Planning Certificate to inform of the presence of the asbestos and requirement to comply with the LTEMP.

## 12. Complaints and Investigations

Complaints and inquiries may be directed to Council about incidents in public places and private properties. Council will respond to complaints and inquiries regarding:

- Council's requirements in relation to development, land management and waste management
- Derelict properties
- General asbestos safety issues
- Illegal dumping
- Safe removal and disposal of minor quantities of asbestos materials
- Unsafe work at a residential property conducted by a homeowner or tenant.

These complaints and inquiries are logged in Council's Customer Request Management System via our Customer Service Centre (02) 9710 0333, email address [ssc@ssc.nsw.gov.au](mailto:ssc@ssc.nsw.gov.au) or via more recent electronic platforms such as the 'Snap Send Solve' mobile phone application. Information about these is available via Council's website [www.sutherlandshire.nsw.gov.au](http://www.sutherlandshire.nsw.gov.au).

# SCHEDULE TO ASBESTOS MANAGEMENT POLICY



Each complaint is allocated a specific request number; as actions are taken by Council officers, information is electronically recorded and time stamped. Documents such as certificates, photos or notices can be attached to these Customer Request files. Complaints and inquiries regarding asbestos removal of *more* than 10m<sup>2</sup> within a workplace are directed to SafeWork NSW in the first instance as the appropriate regulatory authority. Wherever possible, in order to assist residents, Council's Customer Service Staff endeavour to transfer residents' phone calls directly to SafeWork 13 10 50. Regardless of whether the matter has been referred to SafeWork, a Customer Request is created for recording purposes within Council's system.

Complaints and inquiries regarding asbestos removal of *less* than 10m<sup>2</sup> are referred to Council's Environmental Health staff for investigation. In the event Customer Service Centre staff are uncertain whether information supplied by the resident / customer is clear as to which of the above situations is appropriate they refer the matter to Environmental Health staff for adjudication or investigation if or as required.

Complaints and inquiries regarding licensed premises under the *Protection of the Environment Operations Act 1997* should be directed to the EPA. Please see Appendix B for relevant contact details.

Complaints about Council in relation to asbestos may be directed to the NSW Ombudsman.

## PART 2 – MANAGEMENT OF ASBESTOS RISKS WITHIN COUNCIL

### 13. Rights and Responsibilities of Workers at the Council Workplace

#### 13.1 Duties of Council Workers at the Council Workplace

##### 13.1.1 The Chief Executive Officer

Council's Chief Executive Officer has a duty to exercise due diligence to ensure that Council complies with the NSW *Work Health and Safety Act 2011* and the NSW *Work Health and Safety Regulation 2017*. This includes taking reasonable steps to ensure that Council has and uses appropriate resources and processes to eliminate or minimise risks associated with asbestos.

##### 13.1.2 Workers

Workers have a duty to take reasonable care for their own health and safety and that they do not adversely affect the health and safety of other persons. Accordingly, workers:

- Must comply with this schedule and any reasonable instruction or procedure relating to health and safety at the workplace.
- Must use any personal protective equipment provided, in accordance with information, training and reasonable instruction provided so far as the worker is reasonably able to.
- May cease, or refuse to carry out work if the worker has a reasonable concern that to carry out the work would expose them, or other persons, to a serious health or safety risk, emanating from an immediate or imminent exposure to a hazard
- Should ensure they are using the latest version of all relevant procedures, plans, guidelines and legislation (refer to Appendix G).

Managers are responsible for ensuring workers who report to them have access to this schedule and appropriate information, documentation and training. Council's internal "Compass" system offers employees ready access to the WHS Policy, Guidelines, Instructions Tools, Forms and References, as well as their own training records.

Council's employee training matrix records and monitors essential training for all roles across the organisation. A number of units within Council have been identified as undertaking work for which asbestos training may be relevant. For workers within these units a course offering training in identifying and handling asbestos at work is compulsory.

The units within Council whose staff are required to undertake this training are;

- Development Assessment
- Environment, Health & Building
- Environmental Science

- Public Safety & Lifeguards (Inspectors)
- Asset Management
- Civil Operations
- Project Services
- Building Operations
- Parks Operations

In addition to this training, on joining Council, new employees undertake a unit specific induction with their supervisor or manager that includes reference to any hazardous substances or dangerous goods that may be present in their workplace.

### 13.1.3 Prohibited Work Activities

Council's Safe Work Method Statement for "*Bonded Asbestos Handling - less than 10 square metres*" specifies that Council will only permit the use of hand held manual tools and does not permit the use of the following on asbestos or asbestos containing material:

- Brooms,
- High speed abrasive power tools such as angle grinders, sanders and saws and high speed drills and
- Implements that cause the release of airborne asbestos into the atmosphere
- Vacuum cleaners with HEPA (H level filters) only to be used.

Council workers are encouraged to contact their supervisor or manager for advice as to an appropriate course of action when they believe they encounter what they believe to be asbestos.

## 13.2 Responsibilities of Council to Council Workers

### 13.2.1 Council's General Responsibilities

Council has general responsibilities under the NSW *Work Health and Safety Act 2011* and the NSW *Work Health and Safety Regulation 2017*. Accordingly, Council will;

- Not use any asbestos containing materials (unless in accordance with Part 8.1 (419) of the NSW *Work Health and Safety Regulation 2017*) and will not cause or permit asbestos waste in any form to be reused or recycled
- Ensure that exposure of a person at the workplace to airborne asbestos is eliminated so far as is reasonably practicable
- Ensure that the exposure standard for asbestos (defined in Appendix C) is not exceeded in the workplace



- Notify SafeWork NSW immediately if persons are likely to be affected by asbestos fibres or if an air monitoring process records respirable asbestos fibre levels above 0.02 fibres/ml of air
- Ensure that any contractors engaged to undertake the removal of asbestos for Council are appropriately licensed
- Consult with workers as required by the *Work Health and Safety Act 2017*.

Work involving asbestos or asbestos containing material at Council will be carried out in line with WHS Management System Instruction “CSG 25 Asbestos Management and Handling” accessible via Council’s internal Compass system.

Council will not import asbestos or asbestos containing material into Australia as prohibited under the *Customs (Prohibited Imports) Regulations 1956*. If plant or other materials are imported from countries where asbestos is not yet prohibited, Council shall ensure the plant or materials do not contain asbestos prior to supply or use in the workplace.

### 13.2.2 Education, Training and Information for Workers

As required by the NSW *Work Health and Safety Act 2011* and NSW, Council will:

- Provide any information, training, instruction or supervision that is necessary to protect all persons at the workplace from risks to their health and safety arising from work carried out as part of the conduct of Council business
- Ensure workers who Council reasonably believes may be involved in asbestos removal work or the carrying out of asbestos-related work in the workplace are trained in the identification, safe handling and suitable control measures for asbestos and asbestos containing material
- Any workers who are involved in any activity listed in Appendix A Section 3 on behalf of, or for, Council shall be provided with access to a copy of this schedule and information and training suitable to their role and the activity

Education and training will only be provided by appropriately accredited individuals.

A record of asbestos training undertaken by each worker will be kept until five years after the day the worker ceases to work for Council.

A list of workers who have received the appropriate training to respond to asbestos hazards is held by Council’s People and Culture department.

Training will be carried out in line with WHS Management System Guideline “CSG 10 Training” accessible via Council’s internal Compass system.

### 13.2.3 Health Monitoring for Workers

Council will ensure health monitoring is provided to a worker if they are carrying out asbestos-related work at the workplace for Council and are at risk of exposure to asbestos when carrying out the work.

The health monitoring will be consistent with the *Code of practice on how to safely remove asbestos* (December 2022) and meet the requirements of the NSW *Work Health and Safety Regulation 2017* (Part 8.5 Division 1).

Health counselling may be appropriate where a heightened sense of concern exists for individuals possibly exposed to elevated levels of airborne asbestos fibres.

Employees who were exposed to asbestos in the past and if there is a risk to the health of the employee as a result of that exposure, are covered by the NSW *Work Health and Safety Regulation 2017* (clauses 435-444). Council will ensure these employees are kept on the health monitoring program.

Information on Health Monitoring can be located within WHS Management System Guideline “CSG 22 Health Monitoring” accessible via Council’s internal Compass system.

## **14. Identifying and Recording Asbestos Hazards in the Council Workplace**

### **14.1 Identifying Asbestos**

Council will ensure, so far as is reasonably practicable, that all asbestos or asbestos containing material at the workplace is identified by a competent person (as defined by the NSW *Work Health and Safety Regulation 2017*). If a material cannot be identified or accessed, it will be assumed to be asbestos. This does not apply if Council has reasonable grounds to believe that asbestos or asbestos containing material is not present.

### **14.2 Material Sampling**

Council may choose to identify asbestos or asbestos containing material by arranging for a sample to be analysed. Where Council arranges sampling of asbestos containing material, this will be undertaken by an appropriately trained and competent Council worker or a competent person will be contracted to undertake this task. Analysis of the sample must only be carried out by a National Association of Testing Authorities (NATA) accredited laboratory (refer to Appendix E) or a laboratory approved or operated by the regulator.

### **14.3 Indicating the Presence and Location of Asbestos**

Council will clearly indicate the presence and location of any asbestos or asbestos containing material identified or assumed at the workplace. Where it is reasonably practicable to do so, Council will indicate the presence and location of the asbestos or asbestos containing material by a label.

## 14.4 Asbestos Register

Council's asbestos register will be maintained within its electronic data management system. This is to ensure the register lists all identified (or assumed) asbestos in the workplace and that the information is up to date. The asbestos register will be accessible, reviewed, revised and otherwise managed as mandated by the NSW *Work Health and Safety Regulation 2017* (clauses 425 – 428).

Council will ensure that any worker carrying out or intending to carry out work at a Council workplace that involves a risk of exposure to airborne asbestos, is given relevant information from the asbestos register.

An asbestos register will be developed and maintained in line with WHS Management System Instruction "CSG 25 Asbestos Management and Handling" accessible via Council's internal Compass system.

In addition, a contaminated lands information register has been set up and is maintained by council to record private and public land parcels within Sutherland Shire Council, that are potentially contaminated or contaminated land. A contaminated land layer is available on Geocortex and is available to all members of staff with computer access. Staff are encouraged to consult the contaminated land layer on Geocortex or discuss with the Environmental Science Unit the potential for the presence of asbestos prior to commencing works on public land.

## 14.5 Suspected Asbestos

If a worker suspects there is asbestos in a Council workplace, they should inform their manager or supervisor.

Following this, a worker competent in asbestos control measures should check the asbestos register and contaminated land layer on Geocortex for existing asbestos locations and control measures and may need to arrange for an inspection and sampling of the material (refer to Section 13.1.1). If it is likely that asbestos or suspected asbestos is present, the asbestos register and the contaminated lands information register (if asbestos is found in soil) will be updated and workers will be notified of any newly identified asbestos locations.

To update the contaminated lands information register, any information pertaining to the location and quantity of asbestos found shall be forwarded to the Environmental Science Unit.

Council may need to manage the suspected asbestos as outlined in Section 14. If the suspected asbestos has been disturbed and has, or could, become airborne, Council may need to respond immediately as outlined in Section 15.

## 15. Managing Asbestos Related Risks in the Council Workplace

### 15.1 Asbestos Management Plan

Council has an asbestos management plan for asbestos in the Council workplace. This is contained within document “CSG 25 – Asbestos Management and Handling” which is readily accessible via Council’s internal intranet system under the heading WHS and by searching the term ‘asbestos management’.

The asbestos management plan is reviewed, revised and otherwise managed at a minimum of every 5 years or sooner if required for system improvement, legislative change, is no longer adequate, following removal of asbestos or when requested by a HSR. Clause 430 of the NSW *Work Health and Safety Regulation 2017* requires this revision.

### 15.2 Asbestos Management Plan for Naturally Occurring Asbestos

Council is not aware of any naturally occurring asbestos in the workplace. If naturally occurring asbestos is discovered, Council will prepare an asbestos management plan in relation to the naturally occurring asbestos in accordance with the NSW Work Health and Safety Regulation 2017 Part 8.4 (Management of naturally occurring asbestos).

### 15.3 Management Options for Asbestos-Related Risks in the Council Workplace

Council’s asbestos management plan includes decisions and reasons for decisions about the management of asbestos at the workplace.

Options for managing asbestos-related risks include:

- Removal of asbestos or asbestos containing materials (preferred wherever reasonably practicable)
- Interim control measures: enclosure (only for non-friable asbestos), encapsulation (when the original asbestos bond is still intact) or sealing (where the sealed material is unlikely to be subject to mechanical damage) asbestos containing material, to be implemented along with regular inspections by a competent person
- Leaving asbestos containing material in situ (deferring action).

Council may undertake an asbestos risk assessment, in consultation with workers and/or their representatives, in order to inform decision-making. Only competent persons will perform risk assessments or any subsequent reviews or revisions of risk assessments.

For all asbestos work or asbestos-related work, safe work practices will be in place and suitable personal protective equipment will be used.

Work involving asbestos or asbestos containing material at Council will be carried out in line with WHS Management System Instruction “CSG 25 Asbestos Management and Handling” accessible via Council’s internal Compass system.

## **15.4 Sites Contaminated with Asbestos that are Council Workplaces**

Where asbestos is identified as contaminating a workplace, the site will be included in Council’s Asbestos Register and Contaminated Land Information Register if found in soil.

Council may need to ensure that an exposure assessment is undertaken and that appropriate risk management options are determined and implemented.

For asbestos in soil or aggregate, a suitably qualified occupational hygienist must carry out an assessment if the material in the soil and aggregate is unknown or classified as friable.

Council should engage specialists, who may include asbestos removalists, for all cases except in the case of minor, non-friable contaminations.

Further details on managing land contaminated with asbestos may be found in Section 6.

## **15.5 Demolition or Refurbishment of Council Buildings and Assets**

Council will ensure that before any demolition or refurbishment of Council structure or plant, the asbestos register is reviewed and a copy provided to the business undertaking the demolition or refurbishment. Council will ensure that any asbestos that is likely to be disturbed is identified, and so far as is reasonably practicable, removed.

## **15.6 Removal of Asbestos in the Council Workplace**

Removal of asbestos or asbestos containing materials in the Council workplace will be undertaken by licensed asbestos removalists in accordance with the:

- NSW Work Health and Safety Act 2011
- NSW Work Health and Safety Regulation 2017.

For licensed asbestos removal work, a licensed asbestos removalist must meet the requirements of the *NSW Work Health and Safety Regulation 2017* including the requirements to:

- Notify SafeWork NSW at least five days prior to the asbestos removal work commencing. However, in the case of emergency work, such as burst pipes, fires and illegally dumped asbestos, Council may request to SafeWork NSW that this five day period be waived
- Prepare, supply and keep an asbestos removal control plan

- Obtain a copy of the asbestos register for the workplace before carrying out asbestos removal work at the workplace (this does not apply if the asbestos removal work is to be carried out at residential premises, for example cleaning up asbestos that has been illegally dumped at a residential premises)
- Inform the person with management or control of the workplace that the licensed asbestos removal work is to be carried out at the workplace
- Erect signs and barricades
- Limit access to the asbestos removal area
- Properly dispose of asbestos waste and dispose of, or treat, contaminated personal protective equipment
- Arrange a clearance inspection and clearance certificate.

Where Council is informed that asbestos removal work is to be carried out at the workplace, Council will inform workers and those in the immediate vicinity of the workplace and limit access to the asbestos removal area as per the *NSW Work Health and Safety Regulation 2017*.

The services of a qualified industrial hygienist may be required to carry out air monitoring during the removal. Whilst this is not required for bonded asbestos removal it is recommended to ensure removal did not contaminate the workplace. The results can also be used to reassure the workers and others there is no risk to return to the workplace.

## **15.6.1 Removal by Council Employee**

Council employees may remove bonded asbestos only in accordance with the requirements outlined in CSG 25 – Asbestos Management and Handling.

Council employees must not remove friable asbestos containing material at any time.

Council employees are instructed to contact their Supervisor within Council for the removal of asbestos. A Work Order is then raised to refer the asbestos to a preferred external contractor as sourced through the SSROC (South Sydney Regional Organisation of Councils).

## **15.6.2 Removal by Contractors**

Where Council commissions the removal of asbestos at the workplace, Council will ensure asbestos removal work is carried out only by a licensed asbestos removalist who is appropriately licensed to carry out the work, unless specified in the *NSW Work Health and Safety Regulation 2017* that a licence is not required.

Where Council requires the services of asbestos removalists, Council will require the licence details of asbestos removalists prior to engaging their services and will verify the licence details with SafeWork

NSW's Certification Unit prior to entering a contract or agreement with the licensed asbestos removalists.

Council is required to ensure that the work is carried out by a competent person who has been trained in the identification and safe handling of, and suitable control measures for, asbestos and asbestos containing material. Council will therefore require a statement in a written contract or agreement with the licensed asbestos removalist that the licensed asbestos removalist who will undertake the work has been adequately trained and is provided with appropriate health monitoring by their employer.

The licensed asbestos removalist is to provide the following documentation prior to carrying out asbestos removal work:

- Asbestos removal control plan
- Public liability certificate of currency
- Workers' compensation certificate of currency
- SafeWork NSW confirmation details to carry out the removal work

Council will provide a copy of the Asbestos Register to the licensed asbestos removalist.

Where Council becomes aware of any breaches by licensed asbestos removalists, Council will report this to SafeWork NSW 13 10 50.

### **15.6.3 Clearance Inspections and Certificates**

Where Council commissions any licensed asbestos removal work, Council will ensure that once the licensed asbestos removal work has been completed, a clearance inspection is carried out and a clearance certificate is issued by an independent licensed asbestos assessor (for Class A asbestos removal work) or an independent competent person (in any other case) before the asbestos removal area is re-occupied.

The friable asbestos clearance certificate will require visual inspection as well as air monitoring of the asbestos removal site. Air monitoring is mandatory for all friable asbestos removal. The air monitoring must be conducted before and during Class A asbestos removal work by an independent licensed asbestos assessor.

The friable asbestos clearance certificate is to state that there was no visible asbestos residue in the area or vicinity of the area where the work was carried out and that the airborne asbestos fibre level was less than 0.01 asbestos fibres/ml.

## 16. Accidental Disturbance of Asbestos by Council Workers

In situations where asbestos is accidentally disturbed by Council work and has, or could, become airborne, Council will act to minimise exposure of workers and the wider public to airborne asbestos.

Council will consider which of the following measures may be appropriate:

- Stop works in the vicinity of the asbestos immediately
- Inform the site supervisor immediately, inform necessary workers and record the incident
- Evacuate the area and / or restrict access to the area; ensure only appropriately trained and equipped Council workers attend the site
- Exclude the public from the site and provide information to the public if in a public area
- Wet surfaces to reduce dust levels
- Prevent the spread of contamination by using wash down facilities
- Provide information, training and supervision to all workers potentially at risk
- Contact SafeWork NSW to report the disturbance. SafeWork NSW must be immediately notified if persons are likely to be affected by asbestos fibres or if an air monitoring process records a level above 0.02 fibres/ml of air
- Implement an air monitoring program to assess asbestos exposure levels and specific risk control measures
- Liaise with or consult the appropriate agencies
- Seek advice from an occupational hygienist
- Update the Asbestos Register and notify workers of any newly identified asbestos locations
- Refer information to Council's contaminated land register if relevant

## 17. Council's Role in the Disposal of Asbestos Waste

### 17.1 Responding to Illegal Dumping

All relevant staff within Council being staff who may come into contact with asbestos in the course of their work receive external asbestos awareness training from professional external educators. Where Council staff become aware of illegally dumped asbestos material the matter is referred to the Civil Operations unit within Council to have the material removed by licensed contractors.

As per Section 11 an electronic record, being a Customer Request or "CR", is created via Council's Customer Service staff. Depending on the description of each situation the Customer Requests then fall within categories that default electronically and automatically to specific units and staff roles.

The Customer Requests are then assessed by the receiving officer who refers them to Council's preferred contractors as sourced through the South Sydney Regional Organisation of Councils



(SSROC). Council refers all asbestos finds to these contractors; Council staff do not undertake removal or transportation of even small amounts of asbestos material.

Contractors engaged by Council are licensed asbestos removalists who supply clearance certificates to provide assurance that areas are decontaminated and asbestos material has been disposed of at a proper and lawful facility. The clearance certificates are then recorded by being attached to the electronic Customer Request.

Where Council becomes aware of illegally dumped asbestos material outside of Council's jurisdiction, Council will promptly notify the relevant authority such as the Environmental Protection Authority or SafeWork NSW.

## 17.2 Transporting and Disposing of Asbestos Waste

Council does not transport and dispose of asbestos waste.

## 17.3 Facilities Licensed to Accept Asbestos Waste

As indicated in Section 11, a list of licensed waste management facilities is made available through the NSW Environment Protection Authority and the Asbestos in NSW website.

Waste management facilities must be managed in accordance with the *Protection of the Environment Operations (Waste) Regulation 2014* including clause 80 which specifies that:

- (1) A person disposing of asbestos waste off the site at which it is generated must do so at a landfill site that can lawfully receive the waste.
- (2) When a person delivers asbestos waste to a landfill site, the person must inform the occupier of the landfill site that the waste contains asbestos.
- (3) When a person unloads or disposes of asbestos waste at a landfill site, the person must prevent:
  - (a) any dust being generated from the waste, and
  - (b) any dust in the waste from being stirred up.
- (4) The occupier of a landfill site must ensure that asbestos waste disposed of at the site is covered with virgin excavated natural material or (if expressly authorised by an environment protection licence held by the occupier) other material;
  - (c) initially (at the time of disposal), to a depth of at least 0.15 metre, and
  - (d) at the end of each day's operation, to a depth of at least 0.5 metre, and
  - (e) finally, to a depth of at least 1 metre (in the case of bonded asbestos material or asbestos contaminated soils) or 3 metres (in the case of friable asbestos material) beneath the final land surface of the landfill site.

Landfill sites may issue a receipt for asbestos waste received at a licensed landfill facility. The receipt provided may note the time, date and location of disposal, weight of asbestos containing material disposed, method of disposal (note on handling) and a receipt number. This information must be recorded by the facility, regardless of whether a receipt is issued.

## 18. Advice to Tenants and Prospective Buyers of Council Owned Property

Council may provide advisory notes to tenants and prospective buyers of Council owned property that is likely to contain asbestos.

Council may request that tenants in Council property:

- Advise Council of any hazards relating to asbestos
- Minimise damage to asbestos containing material
- Co-operate with Council in facilitating any risk management work arranged by Council
- Act on advice from Council to minimise risks from asbestos.

## 19. Implementing Council's Asbestos Policy & Schedule

### 19.1 Supporting Documents

The implementation of this schedule is supported externally by:

- Information available on Council's website which includes general guidance about:
  - Types of asbestos and who can remove them from private land
  - How to properly transport and dispose of asbestos lawfully and safely within the Sutherland Shire Council area
  - How to report concerns about asbestos works and / or dumping to Council or SafeWork NSW
  - Links to external websites offering practical guidance specific to domestic renovations
- The framework of Sutherland Shire Council's Development Control Plan and Local Environmental Plan
- As part of Council's ongoing commitment to serving the community, including those residents who may not have access to the internet or the ability to record digital information we intend to formulate a fact sheet that will be available in hard copy at the front counter at Council offices 4 Eton Street, Sutherland. The fact sheet will include the salient points of this document along with

contacts for further information.

Council also has a number of internal documents that support this schedule:

- Asbestos Management Plan – document CSG 25 and associated forms
- Management of Risk to Work Health and Safety – document CSG 14
- Asbestos Register
- Health monitoring document – document CSG 22
- Figtree Incident Reporting System for WHS – available on Compass home page
- Records of employee training as held by People and Culture
- Council's Property and Rating database indicates property that is designated as contaminated land; this may or may not refer specifically to asbestos
- Geocortex includes aerial mapping of potentially contaminated land within the Sutherland Shire

## 19.2 Communicating the Schedule

This is a publicly available schedule. The schedule is to be made available via:

- Council offices, Eton Street, Sutherland
- Council's website [www.sutherlandshire.nsw.gov.au](http://www.sutherlandshire.nsw.gov.au)
- Council's Compass Staff Intranet – Policies & Forms
- Liaison with Council officers

All employees shall receive information about the schedule at induction from Council's People and Culture department, including where to locate the schedule within Council's records.

Any workers (including employees, contractors, consultants and, where relevant, volunteers and members of the public) who are involved in any activity or activities listed in Appendix A under Section 3 on behalf of, or for, Council shall be provided with access to a copy of this schedule and relevant supporting documents. This includes any workers involved in commencing, arranging, undertaking, regulating, inspecting or supervising a potentially hazardous activity or activities.

Managers are responsible for ensuring workers who report to them have access to the schedule and appropriate information, documentation and training in asbestos awareness (as per the NSW Work Health and Safety Regulation 2017) prior to planning the activity or activities.

Council shall incorporate a statement regarding compliance with this schedule in all relevant contracts and agreements with workers (including employees, contractors, consultants and, where relevant, volunteers and members of the public).

In the case of any substantive revisions to the schedule, the revisions will be approved by the Chief Executive Officer and the Chief Executive Officer will notify all persons who may have cause to

undertake, arrange or supervise any activities listed in Appendix A under Section 3 on behalf of, or for Council.

### **19.3 Non-Compliance with the Schedule**

Failure by workers to adhere to the schedule and failure by managers to adequately inform relevant workers of this schedule shall be considered non-compliance with this schedule.

The appropriate supervisor, manager, director, or Council's Chief Executive Officer, shall take action in the case of non-compliance with the schedule and this may include providing education and training, issuing a verbal or written warning, altering the worker's duties, or in the case of serious breaches, considering terminating the worker's employment. Each case shall be assessed on its merits with the aim of achieving a satisfactory outcome for all parties. Workers should approach their supervisor or manager if they are experiencing difficulties in understanding or implementing the schedule or if they are concerned that other workers are not complying with the schedule.

## **20. Variations to this Schedule**

Council reserves the right to review, vary or revoke this schedule. The Chief Executive Officer may allow variations to the schedule for minor issues in individual cases.

## APPENDICES

### Appendix A – General Information and Guidance

#### 1. What is Asbestos?

Asbestos is the generic term for a number of naturally occurring, fibrous silicate materials. If asbestos is disturbed it can release dangerous fine particles of dust containing asbestos fibres. Breathing in dust containing elevated levels of asbestos fibres can cause asbestosis, lung cancer and mesothelioma.

There are two major groups of asbestos:

- The serpentine group contains chrysotile, commonly known as white asbestos
- The amphibole group contains amosite (brown asbestos) and crocidolite (blue asbestos) as well as some other less common types (such as tremolite, actinolite and anthophyllite).

Further information about asbestos can be found in at the Australian Government Department of Health and Aged Care website:

[Environmental toxins and contaminants | Australian Government Department of Health and Aged Care](#)

In Australia, in the past asbestos was mined and widely used in the manufacture of a variety of materials. Asbestos was gradually phased out of building materials in the 1980s and the supply and installation of asbestos containing goods has been prohibited in Australia since 31 December 2003.

Asbestos legacy materials still exist in many homes, buildings and other assets. It is estimated that 1 in 3 Australian homes contains building materials with asbestos. Where the material containing asbestos is in a non-friable form (or bonded), undisturbed, and painted or otherwise sealed, it may remain safely in place. However, where the asbestos containing material is broken, damaged or mishandled, fibres can become loose and airborne posing a risk to health. Disturbing or removing asbestos unsafely can create a health hazard.

It is often difficult to identify the presence of asbestos by sight. If you are in doubt, it is best to assume that you are dealing with asbestos and take every precaution. The most accurate way to find out whether a material contains asbestos is to obtain an asbestos inspection by a person competent in the identification and assessment of asbestos such as an occupational hygienist. It can be unsafe for an unqualified person to take a sample of asbestos. Licensed asbestos removalists can be found by using the telephone directory.

Council encourages residents to ask the contractor for a copy of their licence prior to engaging them. Residents can then check with SafeWork NSW (Phone 13 10 50) to confirm the contractor has the appropriate class of licence for the asbestos removal job.

## 2. Where is Asbestos Found?

Asbestos can be found where it occurs naturally and in a variety of materials (prior to 2004) in residential, commercial and industrial premises and on public and private land.

### 2.1 Naturally Occurring Asbestos

Naturally occurring asbestos refers to the natural geological occurrence of asbestos minerals found in association with geological deposits including rock, sediment or soil. As cited in Part 1 of this document the geology of the Sutherland Shire Council area does not support natural asbestos formation. As such, Council is not aware of any naturally occurring asbestos in our Local Government Area.

### 2.2 Residential Premises

As a general rule, a house built:

- Before the mid-1980s – is highly likely to contain asbestos containing products.
- Between the mid-1980s and 1990 – is likely to contain asbestos containing products.
- After 1990 – is unlikely to contain asbestos containing products. However, some houses built in the 1990s and early 2000s may have still used asbestos cement materials until the total ban on any activity involving asbestos products became effective from December 2003.

Pipelines installed prior to 1992, particularly black surface coated and grey surface pipes, may contain asbestos.

It is important to note, the most accurate way to find out whether a material contains asbestos is by engaging a licensed asbestos removalist or occupational hygienist to inspect and arrange testing where necessary.

Fibre cement sheeting, commonly known as 'fibro', 'asbestos sheeting' or 'AC sheeting' (asbestos containing sheeting) is the most commonly found legacy asbestos material in residential premises. Other asbestos containing materials were used in 'fibro' houses but also found in brick and timber housing stock from that period. Asbestos materials were sold under a range of commercial names. Some asbestos containing materials found in New South Wales domestic settings are listed in Appendix J.

Common places where asbestos is likely to be found in and around homes include:

# SCHEDULE TO ASBESTOS MANAGEMENT POLICY



OUTSIDE	INSIDE
Backyard garden sheds	Insulation materials in heaters and stoves
Carports	Interior walls and sheeting
Garages	Sheet materials in wet areas (bathroom, toilet and laundry walls, ceilings and floors)
Dog kennels	Vinyl floor tiles, the backing to cushion vinyl flooring and underlay sheeting for ceramic tiles including kitchen splashback.
Electrical meter boards	Buried and dumped waste materials
Imitation brick cladding	Board around windows and fireplaces
Lining under eaves	Carpet underlay
Wall and roof materials (flat, patterned or corrugated asbestos sheeting)	Angle mouldings - internal
Angle mouldings - external	Ceilings (ceiling tiles or sprayed coatings or loose in the ceiling cavity and may have moved to wall cavities, cornices and sub-floor areas)
Fencing	Cement flooring
Guttering, downpipes and vent pipes	External toilets
Gable ends	Ventilators – internal
Outbuildings	Inside appliances e.g.: irons, whitegoods
Ridge capping	
Brake pads and clutch pads to vehicles	
Swimming pools – reinforcing marble swimming pools	
Ventilators – external	
<b>Other places asbestos can be found are listed in Appendix J</b>	

## 2.3 Commercial and Industrial Premises

In commercial and industrial premises, asbestos may be found in the abovementioned places and also:

Other Commercial & Industrial Locations	
Asbestos rope or fabric in expansion joints (for example exhaust flues) and insulation	Fire doors

Other Commercial & Industrial Locations	
Bituminous waterproof membrane on flat roofs	Lagging on pipes such as heater flues
Brake disc pads and brake linings	Pipes, casing for water and electrical/telecommunication services
Cloth, tapes, ropes and gaskets for packing	Rubber, plastics, thermosetting resins, adhesives, paints, coatings, caulking compounds and sealants for thermal, electrical and insulation applications
Electrical switchboards and duct heater units	Structural beams of buildings
Fillers and filters	Yarns and textiles e.g. fire blankets
<b>Other places asbestos can be found are listed in Appendix J</b>	

## 2.4 Sites Contaminated with Asbestos

Contamination of soils from asbestos or asbestos containing materials can present a risk in urban and rural environments if the asbestos can give rise to elevated levels of airborne fibres that people can breathe. Whilst buried material may not give rise to airborne asbestos fibres if securely contained, inappropriate disturbance of this waste could give rise to harmful levels of asbestos fibres in air.

Activities such as those listed in Section 3 of this Appendix have the potential to encounter and disturb asbestos waste or contamination, particularly where the contamination is not known to be present at the site or has not been appropriately considered.

### 2.4.1 Situations Where Asbestos Contamination May Occur

Situations where asbestos contamination may occur include:

- Industrial land, e.g., asbestos-cement manufacturing facilities, former power stations, and rail and ship yards, especially workshops and depots
- Waste disposal or dumping sites, including sites of illegal dumping e.g., building waste
- Sites with infill or burial of asbestos waste from former asbestos mining or manufacture processes
- Buildings or structures damaged by fire or storm (particularly likely for those with pre-1980s building materials but also possible for those with materials from prior to 2004)
- Land with fill or foundation material of unknown composition
- Sites where buildings or structures have been constructed from asbestos containing material or where asbestos may have been used as insulation material, e.g., asbestos roofing, sheds,



garages, reservoir roofs, water tanks, boilers and demolition waste has been buried onsite

- Sites where buildings or structures have been improperly demolished or renovated, or where relevant documentation is lacking (particularly likely for those with pre-1980s building materials but also those with materials from prior to 2004)
- Disused services with asbestos containing piping such as water pipes (including sewage systems, water services and irrigation systems), underground electrical and telephone wires and telecommunications trenches or pits (usually within one metre of the surface).

## 2.4.2 Significantly Contaminated Land

For sites that are significantly contaminated, the EPA and SafeWork NSW are the lead regulatory authorities. The Contaminated Land Management Act 1997 applies to significantly contaminated land. In general, significant contamination is usually associated with former asbestos processing facilities or where large quantities of buried friable asbestos waste has been uncovered and is giving rise to measurable levels of asbestos fibres in air. Such sites require regulatory intervention to protect community health where the source of the contamination is not being addressed by the responsible person. The Environment Protection Authority has details of sites that have been nominated as significantly contaminated on its Public Register at: [List of notified sites \(nsw.gov.au\)](http://www.epa.nsw.gov.au/notify).

If land is contaminated but not determined to be 'significant enough to warrant regulation' then the *Contaminated Land Management Act 1997* does not apply. In such cases the provisions within the planning legislation and/or the *Protection of the Environment Operations Act 1997* may be the appropriate mechanism for management of such contamination.

Guidance on assessing land can be found in the document: *Guidelines on the duty to report contamination under the Contaminated Land Management Act 1997*.

## 3. Potentially Hazardous Activities

A number of activities could cause asbestos to be inadvertently disturbed and consequently create a health risk.

Before undertaking any of the activities listed below, it should be considered whether asbestos containing materials may be present. If asbestos is present, these activities may be illegal or certain precautions may be required, or an appropriately licensed person may be required to undertake the activity.

Members of the public could inadvertently disturb asbestos through activities including:

- Renovations, refurbishments or repairs particularly those involving power tools, boring, breaking, cutting, drilling, grinding, sanding or smashing asbestos containing materials

- Sealing, painting, brushing and cleaning asbestos cement products
- Demolitions of homes or other structures (dismantling or destruction)
- Relocating a house, building or structure
- Using compressed air on asbestos containing materials
- Water blasting asbestos containing materials
- Cleaning gutters on asbestos cement roofs
- Handling asbestos cement conduits or boxes
- Maintenance work such as plumbing and electrical work on or adjacent to asbestos containing materials such as working on electrical mounting boards
- Maintenance or servicing of materials from vehicles, plant or equipment
- Checking, removing or replacing ceiling insulation which contains asbestos

Council could inadvertently disturb asbestos through activities such as:

- Abovementioned activities
- Asset and building maintenance
- Certifying
- Inspections of sites and premises
- Transport and disposal of illegally dumped materials
- Collection, transport and disposal of incorrectly disposed of materials.
- Natural processes can create a risk of exposure to asbestos including:
  - Extensive fire or storm damage to asbestos cement roofs or building materials
  - Extensive weathering and etching of unsealed asbestos cement roofs.
- In addition, work that intentionally disturbs asbestos, such as sampling or removal, should be conducted by a competent person and in accordance with the relevant codes of practice and legislation.

## 4. Health Hazards

Asbestos fibres can pose a risk to health if airborne, as inhalation is the main way that asbestos enters the body. The World Health Organisation has stated that concentrations of asbestos in drinking water from asbestos cement pipes do not present a hazard to human health.

Breathing in asbestos fibres can cause asbestosis, lung cancer and mesothelioma. The risk of contracting these diseases increases with the number of fibres inhaled and the risk of lung cancer from inhaling asbestos fibres is greatly increased if you smoke. Small fibres are the most dangerous and they are invisible to the naked eye. People who are at most risk are those who have been exposed to high levels of asbestos for a long time. The symptoms of these diseases do not usually appear for some time (about 20 to 30 years) after the first exposure to asbestos.

- **Asbestosis** is the irreversible scarring of lung tissue that can result from the inhalation of substantial amounts of asbestos over a period of years. It results in breathlessness that may lead to disability and, in some case, death.
- **Lung Cancer** can be caused by asbestos. Lung cancer is related to the amount of fibre that is breathed in and the risk of lung cancer is greatly increased in those who also smoke tobacco.
- **Mesothelioma** is a cancer of the pleura (outer lung lining) or the peritoneum (the lining of the abdominal cavity). Mesothelioma rarely occurs less than 15 years from first exposure, and most cases occur over 30 years after first exposure. Accordingly, the rates of malignant mesothelioma (an incurable cancer) are expected to rise from the year 2012 to 2020 and are expected to peak in this time.

If asbestos fibres are in a stable material, for example bonded in asbestos-cement sheeting (such as fibro), and these materials are in good condition they pose little health risk. However, where fibro or other non-friable asbestos sheeting is broken, damaged or mishandled, fibres can become loose and airborne posing a risk to health. Disturbing or removing asbestos containing materials unsafely can create a hazard.

The occupational standard for asbestos is 0.1fibre/ml of air and the environmental standard is 0.01fibre/ml in air.

When someone has potentially been exposed to asbestos or receives or expects they may receive a diagnosis of an asbestos-related disease, they may experience psychological distress, including anxiety and may be in need of support. Their family and those around them may also be vulnerable to psychological distress.

## Appendix B – Further Information

### Aboriginal Communities

*Illegal dumping prevention and clean-up. Handbook for Aboriginal communities, 2008 (EPA)*

[www.epa.nsw.gov.au/illegaldumping/resources.htm](http://www.epa.nsw.gov.au/illegaldumping/resources.htm)

### Asbestos Contractors

For a listing of asbestos removal contractors in your area, refer to your [SafeWork NSW Asbestos and Demolition Licence Holders' page](#), or by contacting the Asbestos Removal Contractors Association NSW (ARCA) [www.arcansw.asn.au](http://www.arcansw.asn.au) or by emailing: [email@arcansw.asn.au](mailto:email@arcansw.asn.au). An asbestos removal contractor's licence can be verified by contacting the SafeWork NSW's Certification Unit on 13 10 50.

### Asbestos Waste

Advice about safely disposing of household asbestos waste can be found at: [www.epa.nsw.gov.au/managewaste/house-asbestos.htm](http://www.epa.nsw.gov.au/managewaste/house-asbestos.htm)

Asbestos waste disposal facility search function on the Asbestos Safety and Eradication Agency website: [www.asbestossafety.gov.au/search-disposal-facilities](http://www.asbestossafety.gov.au/search-disposal-facilities)

Crackdown on Illegal Dumping: A Handbook for Local Government, 2007 (EPA) [www.epa.nsw.gov.au/illegaldumping/resources.htm](http://www.epa.nsw.gov.au/illegaldumping/resources.htm)

*Illegally Dumped Asbestos Clean Up Program (IDACUP):* Council may become involved in clean-up activities of illegally dumped asbestos waste. Where the responsible party is unknown, unavailable, unwilling (despite a legal obligation to do so) or unable to pay for clean up within the timeframe required to avoid or at least minimise harm to the environment or public health, Council may apply for funding under the IDACUP. Information about the IDACUP is available at [www.environment.nsw.gov.au/grants/IDACUP.htm](http://www.environment.nsw.gov.au/grants/IDACUP.htm)

*Regionally Illegal Dumping (RID) Squads* are regionally based teams that specialise in dealing with illegal dumping. The squads are funded by the EPA and the member local councils who opt to work together and pool resources to tackle illegal dumping.

*RIDonline* is a state-wide illegal dumping database and reporting tool to assist councils and the EPA develop a comprehensive picture of the extent of illegal dumping in NSW. Members of the community can assist by reporting illegal dumping online through the RIDOnline App, available for the public to download in February 2016.

For more information on illegal dumping and safely disposing of asbestos waste visit the EPA website: [www.epa.nsw.gov.au](http://www.epa.nsw.gov.au)

*Management of asbestos in recycled construction and demolition waste*, 2010 (SafeWork NSW)

[Management of asbestos in recycled construction and demolition waste – guide \(nsw.gov.au\)](#)

## Contaminated Land

*Guidelines on the duty to report contamination under the Contaminated Land Management Act 1997*, 2015 (EPA). [Guidelines on the Duty to Report Land Contamination under the Contaminated Land Management Act 1997 \(nsw.gov.au\)](#)

*Managing land contamination: Planning guidelines SEPP 55 – Remediation of land*, 1998 (Department of Planning and Environment and EPA)

[Cover.p65 \(nsw.gov.au\)](#)

## Emergency Management

*Guidance Material: Asbestos and Fire-damaged Buildings*, 2015 (EPA)

[Guidance Material: Asbestos and Fire-damaged Buildings \(nsw.gov.au\)](#)

*NSW Asbestos Emergency Plan*: The NSW Asbestos Emergency sub plan details the specific arrangements for the coordinated funding and management of asbestos debris during and following a larger scale emergency, being an event that requires a significant and coordinated response, where the presence of asbestos containing material in the community poses a significant risk to public health and safety.

[Managing asbestos in emergencies and disasters | Asbestos \(nsw.gov.au\)](#)

## Environmental Risk Assessment

*Environmental health risk assessment: Guidelines for assessing human health risks from environmental hazards*, 2002 (Commonwealth of Australia)

Available via email by contacting the enHealth Secretariat: [enHealth.Secretariat@health.gov.au](mailto:enHealth.Secretariat@health.gov.au)

## Health

*Asbestos and health risks fact sheet*, 2007 (NSW Health)

[www.health.nsw.gov.au/environment/factsheets/Pages/asbestos-and-health-risks.aspx](http://www.health.nsw.gov.au/environment/factsheets/Pages/asbestos-and-health-risks.aspx)

Further advice concerning the health risks of asbestos can be obtained from your local public health unit.

## Renovation and Development

SafeWork NSW Hazards website: [Asbestos | SafeWork NSW](#)

Asbestos Awareness website (Asbestos Education Committee): [www.asbestosawareness.com.au](http://www.asbestosawareness.com.au)

Service NSW - Appoint a principal certifier (PC): [Appoint a principal certifier \(PC\) | Service NSW](#)

## Practical Guidance

*Code of practice on how to manage and control asbestos in the workplace* (December 2022)  
published by SafeWork NSW

[How to manage and control asbestos in the workplace - Code of practice \(nsw.gov.au\)](#)

*Code of practice on how to safely remove asbestos* (December 2022) published by SafeWork NSW

[How to safely remove asbestos – Code of practice \(nsw.gov.au\)](#)

## Tenants

*Tenants rights Fact sheet 26 Asbestos and lead, 2010* (Tenants NSW) [fs26.pdf \(tenants.org.au\)](#)

## Tenants – Housing NSW tenants

*Asbestos fact sheet, 2010* (Housing NSW): [Asbestos and your home fact sheet \(nsw.gov.au\)](#)

## Appendix C – Definitions

The terms used in the schedule are defined as below, consistent with the definitions in the:

- *Code of practice on how to manage and control asbestos in the workplace (December 2022) published by SafeWork NSW*
- *Code of practice on how to safely remove asbestos (December 2022) published by SafeWork NSW*
- *Contaminated Land Management Act 1997*
- *Environmental Planning and Assessment Act 1979*
- *Emergency Pollution and Orphan Waste Clean-Up Program Guidelines 2008*
- *Protection of the Environment Operations Act 1997*
- *Waste classification guidelines Part 1 classifying waste 2008*
- *NSW Work Health and Safety Act 2011*
- *NSW Work Health and Safety Regulation 2017.*

### A

**accredited certifier** in relation to matters of a particular kind, means the holder of a certificate of accreditation as an accredited certifier under the *Building Professionals Act 2005* in relation to those matters.

**airborne asbestos** means any fibres of asbestos small enough to be made airborne. For the purposes of monitoring airborne asbestos fibres, only respirable fibres are counted.

**asbestos** means the asbestiform varieties of mineral silicates belonging to the serpentine or amphibole groups of rock forming minerals including the following:

- a. Actinolite asbestos
- b. Grunerite (or amosite) asbestos (brown)
- c. Anthophyllite asbestos
- d. Chrysotile asbestos (white)
- e. Crocidolite asbestos (blue)
- f. Tremolite asbestos

g. A mixture that contains 1 or more of the minerals referred to in paragraphs (a) to (f).

**asbestos containing material (ACM)** means any material or thing that, as part of its design, contains asbestos.

**asbestos-contaminated dust or debris (ACD)** means dust or debris that has settled within a workplace and is, or is assumed to be, contaminated with asbestos.

**asbestos-related work** means work involving asbestos that is permitted under the *Work Health and Safety Regulation 2017*, other than asbestos removal work.

**asbestos removal licence** means a Class A asbestos removal licence or a Class B asbestos removal licence.

**asbestos removal work** means:

- a. Work involving the removal of asbestos or asbestos containing material, or
- b. Class A asbestos removal work or Class B asbestos removal work.

**asbestos removalist** means a person conducting a business or undertaking who carries out asbestos removal work.

**asbestos waste** means any waste that contains asbestos. This includes asbestos or asbestos containing material removed and disposable items used during asbestos removal work including plastic sheeting and disposable tools.

## C

**certifying authority** means a person who is authorised by or under Section 85A of the *Environmental Planning and Assessment Act 1979* to issue complying development certificates, or is authorised by or under Section 109D of the *Environmental Planning and Assessment Act 1979* to issue Part 4A certificates.

**Class A asbestos removal licence** means a licence that authorises the carrying out of Class A asbestos removal work and Class B asbestos removal work by or on behalf of the licence holder.

**Class A asbestos removal work** means the removal of friable asbestos which must be licensed under clause 485 of the *Work Health and Safety Regulation 2017*. This does not include: the removal of ACD that is associated with the removal of non-friable asbestos, or ACD that is not associated with the removal of friable or non-friable asbestos and is only a minor contamination.

**Class B asbestos removal licence** means a licence that authorises the carrying out of Class B asbestos removal work by or on behalf of the licence holder.

**Class B asbestos removal work** means the removal of more than 10 square metres of non-friable asbestos or asbestos containing material work that is required to be licensed under clause 487, but does not include Class A asbestos removal work.



**competent person** means: a person who has acquired through training or experience the knowledge and skills of relevant asbestos removal industry practice and holds:

- a. a certification in relation to the specified VET course for asbestos assessor work, or
- b. a tertiary qualification in occupational health and safety, occupational hygiene, science, building, construction or environmental health.

**complying development** is a fast track, 10 day approval process where a building meets all of the predetermined standards established in either a state or local council planning document. A complying development certificate can be issued by either a local council or an accredited certifier.

**contaminant** means any substance that may be harmful to health or safety.

**contamination of land** means the presence in, on or under the land of a substance at a concentration above the concentration at which the substance is normally present in, on or under (respectively) land in the same locality, being a presence that presents a risk of harm to human health or any other aspect of the environment

**control measure**, in relation to a risk to health and safety, means a measure to eliminate or minimise the risk.

## D

**demolition work** means work to demolish or dismantle a structure, or part of a structure that is loadbearing or otherwise related to the physical integrity of the structure, but does not include:

- a. The dismantling of formwork, falsework, or other structures designed or used to provide support, access or containment during construction work, or
- b. The removal of power, light or telecommunication poles.

**development** means:

- a. The use of land
- b. The subdivision of land
- c. The erection of a building
- d. The carrying out of a work
- e. The demolition of a building or work
- f. Any other act, matter or thing referred to in Section 26 of the *Environmental Planning and Assessment Act 1979* that is controlled by an environmental planning instrument.

**development application** means an application for consent under Part 4 of the *Environmental Planning and Assessment Act 1979* to carry out development but does not include an application for a complying development certificate.

## E

**emergency service organisation** includes any of the following:

- a. The Ambulance Service of NSW
- b. Fire and Rescue NSW
- c. The NSW Rural Fire Service
- d. The NSW Police Force
- e. The State Emergency Service
- f. The NSW Volunteer Rescue Association Inc
- g. The NSW Mines Rescue Brigade established under the *Coal Industry Act 2001*
- h. An accredited rescue unit within the meaning of the *State Emergency and Rescue Management Act 1989*.

**exempt development** means minor development that does not require any planning or construction approval because it is exempt from planning approval.

**exposure standard for asbestos** is a respirable fibre level of 0.1 fibres/ml of air measured in a person's breathing zone and expressed as a time weighted average fibre concentration calculated over an eight-hour working day and measured over a minimum period of four hours in accordance with the Membrane Filter Method or a method determined by the relevant regulator.

## F

**friable asbestos** means material that:

- a. Is in a powder form or that can be crumbled, pulverised or reduced to a powder by hand pressure when dry
- b. Contains asbestos.

## H

**health** means physical and psychological health.

**health monitoring**, of a person, means monitoring the person to identify changes in the person's health status because of exposure to certain substances.

## I

**independent**, in relation to clearance inspections and air monitoring means:

- a. Not involved in the removal of the asbestos
- b. Not involved in a business or undertaking involved in the removal of the asbestos, in relation to which the inspection or monitoring is conducted. **in situ asbestos** means asbestos or asbestos containing material fixed or installed in a structure, equipment or plant, but does not include naturally occurring asbestos.

## L

**licence holder** means: in the case of an asbestos assessor licence – the person who is licensed:

- a. To carry out air monitoring during Class A asbestos removal work
- b. To carry out clearance inspections of Class A asbestos removal work
- c. To issue clearance certificates in relation to Class A asbestos removal work, or
  - In the case of an asbestos removal licence – the person conducting the business or undertaking to whom the licence is granted, or
  - In the case of a major hazard facility licence – the operator of the major hazard facility to whom the licence is granted or transferred.

**licensed asbestos assessor** means a person who holds an asbestos assessor licence.

**licensed asbestos removalist** means a person conducting a business or undertaking who is licensed under the *Work Health and Safety Regulation 2017* to carry out Class A asbestos removal work or Class B asbestos removal work.

**licensed asbestos removal work** means asbestos removal work for which a Class A asbestos removal licence or Class B asbestos removal licence is required.

## N

**NATA** means the National Association of Testing Authorities, Australia.

**NATA-accredited laboratory** means a testing laboratory accredited by NATA, or recognised by NATA either solely or with someone else.

**naturally occurring** asbestos means the natural geological occurrence of asbestos minerals found in association with geological deposits including rock, sediment or soil.

**non-friable asbestos** means material containing asbestos that is not friable asbestos, including material containing asbestos fibres reinforced with a bonding compound.

**Note.** Non-friable asbestos may become friable asbestos through deterioration (see definition of friable asbestos).

## O

**occupational hygienist** means a person with relevant qualifications and experience in asbestos management who is a full member of the Australian Institute of Occupational Hygienists (AIOH).

**occupier** includes a tenant or other lawful occupant of premises, not being the owner.

**officer** means an officer as defined in the NSW *Work Health and Safety Act 2011*.

**orphan waste** means materials that have been placed or disposed of on a premises unlawfully that may have the potential to pose a risk to the environment or public health.

## P

**person conducting a business or undertaking** a 'person' is defined in laws dealing with interpretation of legislation to include a body corporate (company), unincorporated body or association and a partnership.

**personal protective equipment** means anything used or worn by a person to minimise risk to the person's health and safety, including air supplied respiratory equipment.

## R

**respirable asbestos fibre** means an asbestos fibre that:

- a. Is less than three micrometres wide
- b. More than five micrometres long
- c. Has a length to width ratio of more than 3:1.

## S

**specified VET course** means:

- a. In relation to Class A asbestos removal work – the following VET courses:
  - Remove non-friable asbestos
  - Remove friable asbestos, or
- b. In relation to Class B asbestos removal work – the VET course Remove non-friable asbestos, or
- c. In relation to the supervision of asbestos removal work – the VET course Supervise asbestos removal, or

- d. In relation to asbestos assessor work – the VET course Conduct asbestos assessment associated with removal.

**structure** means anything that is constructed, whether fixed or moveable, temporary or permanent, and includes:

- a. Buildings, masts, towers, framework, pipelines, transport infrastructure and underground works (shafts or tunnels)
- b. Any component of a structure
- c. Part of a structure
- d. Volunteer means a person who is acting on a voluntary basis (irrespective of whether the person receives out-of-pocket expenses).

## W

**waste** includes:

- a. Any substance (whether solid, liquid or gaseous) that is discharged, emitted or deposited in the environment in such volume, constituency or manner as to cause an alteration in the environment, or
- b. Any discarded, rejected, unwanted, surplus or abandoned substance, or
- c. Any otherwise discarded, rejected, unwanted, surplus or abandoned substance intended for sale or for recycling, processing, recovery or purification by a separate operation from that which produced the substance, or
- d. Any process, recycled, re-used or recovered substance produced wholly or partly from waste that is applied to land, or used as fuel, but only in the circumstances prescribed by the regulations, or
- e. Any substance prescribed by the regulations made under the *Protection of the Environment Operations Act 1997* to be waste.

**waste facility** means any premises used for the storage, treatment, processing, sorting or disposal of waste (except as provided by the regulations).

**worker** a person is a worker if the person carries out work in any capacity for a person conducting a business or undertaking, including work as:

- a. An employee, or
- b. A contractor or subcontractor, or
- c. An employee of a contractor or subcontractor, or

- d. An employee of a labour hire company who has been assigned to work in the person's business or undertaking, or
- e. An outworker, or
- f. An apprentice or trainee, or
- g. A student gaining work experience, or
- h. A volunteer, or
- i. A person of a prescribed class.

**workplace** a workplace is a place where work is carried out for a business or undertaking and includes any place where a worker goes, or is likely to be, while at work. Place includes: a vehicle, vessel, aircraft or other mobile structure, and any waters and any installation on land, on the bed of any waters or floating on any waters.

## Appendix D – Acronyms

Acronym	Meaning
ACD	Asbestos Containing Dust (an acronym used in the legislation)
ACM	Asbestos Containing Material (an acronym used in the legislation)
ARA	Appropriate Regulatory Authority (an acronym used in the legislation)
DA	Development Application
EPA	Environment Protection Authority
JRPP	Joint Regional Planning Panel
LGA	Local Government Area
NATA	National Association of Testing Authorities
NSW	New South Wales
SEPP	State Environmental Planning Policy
VET	Vocational Education and Training

# SCHEDULE TO ASBESTOS MANAGEMENT POLICY



## Appendix E – Relevant Contacts

General Contacts		
Organisation Name / Address	Telephone	Email / Website
<b>Sutherland Shire Council</b> 4-20 Eton Street, Sutherland NSW 2232 Locked Bag 17, Sutherland NSW 1499	9710 0333	<a href="http://www.sutherlandshire.nsw.gov.au">www.sutherlandshire.nsw.gov.au</a>
<b>SafeWork NSW</b> Locked Bag 2906, Lisarow NSW 2252	13 10 50	<a href="http://www.safework.nsw.gov.au">www.safework.nsw.gov.au</a>
<b>Local Government NSW (LGNSW)</b>	02 9242 4000	<a href="mailto:lgnsw@lgnsw.org.au">lgnsw@lgnsw.org.au</a> <a href="http://www.lgnsw.org.au">www.lgnsw.org.au</a>
<b>NSW Environment Protection Agency</b> Locked Bag 5022, Parramatta NSW 2124	13 15 55 02 9995 5000	<a href="http://www.epa.nsw.gov.au">www.epa.nsw.gov.au</a>
<b>Lucas Heights Landfill / Waste Recovery</b> Little Forest Road, Lucas Heights NSW 2234 PO Box 3500, Rhodes NSW 2138	General 13 13 35 Hotline 1800 368 737 NSW Residential and Tipping Enquiries: 1300 651 116	<a href="http://www.suez.com.au">www.suez.com.au</a>
<b>NSW Ombudsman</b>	02 9286 1000 Toll free (outside Sydney metro): 1800 451 524	<a href="mailto:nswombo@ombo.gov.au">nswombo@ombo.gov.au</a> <a href="http://www.ombo.gov.au">www.ombo.gov.au</a>
For residents without computer access Service NSW offices may be able to offer assistance. Within the Sutherland Shire, Service NSW offices are located at: <b>Service NSW Miranda</b> Shop G120 (Kiora Road entrance) Cnr Kingsway and Kiora Rd, Miranda NSW <b>Service NSW Engadine</b> Engadine Town Square Shopping Centre Shop 7-10 1040 Old Princes Hwy, Engadine NSW		



# SCHEDULE TO ASBESTOS MANAGEMENT POLICY



Asbestos-related disease organisations (non-exhaustive)			
Organisation Name	Telephone	Email	Website
<b>Asbestos Diseases Foundations Australia Inc.</b>	02 9637 8759 Helpline: 1800 006 196	<a href="mailto:info@adfa.org.au">info@adfa.org.au</a>	<a href="http://www.adfa.org.au">www.adfa.org.au</a>
<b>Asbestos Diseases Research Institute</b>	02 9767 9800	<a href="mailto:info@adri.org.au">info@adri.org.au</a>	<a href="http://www.adri.org.au">www.adri.org.au</a>
<b>Australian Institute of Occupational Hygienists Inc.</b>	03 9338 1635	<a href="mailto:admin@aioh.org.au">admin@aioh.org.au</a>	<a href="http://www.aioh.org.au">www.aioh.org.au</a>
<b>Dust Diseases Authority</b>	02 8223 6600 Toll Free: 1800 550 027	<a href="mailto:DDAenquiries@icare.nsw.gov.au">DDAenquiries@icare.nsw.gov.au</a>	<a href="http://www.icare.nsw.gov.au">www.icare.nsw.gov.au</a>

Asbestos Removal			
Organisation Name / Address	Telephone	Email	Website
<b>Licensed Asbestos Contractors</b>			
For a listing of asbestos removal contractors in your area, refer to <a href="#">SafeWork NSW Asbestos and Demolition Licence Holders' page</a> or contact:			
<b>Asbestos Removal Contractors Association NSW</b> PO Box Q1882, Queen Victoria Building NSW 1230		<a href="mailto:email@arcansw.asn.au">email@arcansw.asn.au</a>	<a href="http://www.arcansw.asn.au">www.arcansw.asn.au</a>
<b>Civil Contractors Federation (CCF)</b>	02 9009 4000	<a href="mailto:ccfnsw@ccfnsw.com">ccfnsw@ccfnsw.com</a>	<a href="http://www.ccfnsw.com">www.ccfnsw.com</a>
Verification of an asbestos removal contractor's licence can be checked by contacting SafeWork NSW's Certification Unit Phone: <b>13 10 50</b>			

Training Providers (non-exhaustive)		
Organisation Name	Telephone	Website
<b>TAFE NSW</b>	131 601	<a href="http://www.tafensw.edu.au">www.tafensw.edu.au</a>
<b>Housing Industry Association (HIA)</b>	02 9978 3333	<a href="http://www.hia.com.au">www.hia.com.au</a>
<b>Local Government Training Institute</b>	02 4922 2333	<a href="http://www.lgti.com.au">www.lgti.com.au</a>
<b>Comet Training</b>	02 9649 5000	<a href="http://www.comet-training.com.au/site">www.comet-training.com.au/site</a>

# SCHEDULE TO ASBESTOS MANAGEMENT POLICY



Training Providers (non-exhaustive)		
<b>Master Builders Association (MBA)</b>	02 8586 3521	<a href="http://www.masterbuilders.com.au">www.masterbuilders.com.au</a>
<b>SafeWork NSW</b>	SafeWork NSW Information Centre: 13 10 50 SafeWork NSW Asbestos/Demolition Hotline: 02 8260 5885	<a href="http://www.safework.nsw.gov.au">www.safework.nsw.gov.au</a>

## **Appendix F – Waste Management Facilities that Accept Asbestos Wastes**

Waste management facilities that can accept asbestos waste may be operated by a council, the State Government or private enterprise. The fees charged by the facility operators for waste received are determined by the facility.

Not all waste management centres accept asbestos waste from the public. Management of asbestos waste requires special precautions such as a separate disposal location away from other general waste and controls to prevent the liberation of asbestos fibres, such as the immediate covering of such waste.

### **Waste Management Facilities in the Sutherland Shire that Accept Asbestos Wastes**

Within the Sutherland Shire Council area asbestos may be disposed of at the privately operated Lucas Heights Landfill / Waste Recovery facility, Little Forest Road, Lucas Heights; full contact details can be found above. Contact the landfill before transporting asbestos to confirm asbestos is accepted and any requirements for delivering asbestos to the facility.

### **Waste Management Facilities in Other Areas that Accept Asbestos Wastes**

A list of licensed landfills that may accept asbestos waste from the public is available on the EPA website at: [www.epa.nsw.gov.au/managewaste/house-asbestos-land.htm](http://www.epa.nsw.gov.au/managewaste/house-asbestos-land.htm)

Some of the landfills may accept non-friable asbestos waste but not friable asbestos waste. Some landfills may not accept large quantities of asbestos waste.

Always contact the landfill before taking asbestos waste to a landfill to find out whether asbestos is accepted and any requirements for delivering asbestos to the landfill. EPA does not endorse any of the landfills listed on the website or guarantee that they will accept asbestos under all circumstances.

## Appendix G – Asbestos-Related Legislation, Policies and Standards

- *Contaminated Land Management Act 1997*
- *Code of practice on how to manage and control asbestos in the workplace (December 2022) published by SafeWork NSW*
- *Code of practice on how to safely remove asbestos (December 2022) published by SafeWork NSW*
- *Demolition work Code of Practice 2019*
- *Environmental Planning and Assessment Act 1979*
- *Environmental Planning and Assessment Regulation 2021*
- *Local Government Act 1993*
- *Local Government (General) Regulation 2021*
- *Protection of the Environment Operations (General) Regulation 2022*
- *Protection of the Environment Operations (Waste) Regulation 2014*
- *Protection of the Environment Operations Act 1997*
- *State Environmental Planning Policy No. 55 – Remediation of Land*
- *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*
- *NSW Work Health and Safety Act 2011*
- *NSW Work Health and Safety Regulation 2017*
- *Workers' Compensation (Dust Diseases) Act 1942.*

## Appendix H – Agencies Roles and Responsibilities

### NSW Organisations

#### Department of Planning, Housing and Infrastructure (DPHI)

DPHI's primary role in the management of asbestos relates to administration of State Environmental Planning Policies, and the *Environmental Planning and Assessment Act 1979* (and associated Regulation).

Whilst DPHI does not have an operational role in the management of asbestos, it has a regulatory function and provides policy support relating to asbestos and development. In assessing proposals for development under the *Environmental Planning and Assessment Act 1979*, consent authorities are required to consider the suitability of the subject land for the proposed development. This includes consideration of the presence of asbestos and its environmental impact.

Where asbestos represents contamination of the land (i.e. it is present in excess of naturally occurring levels), *State Environmental Planning Policy (Resilience and Hazards) 2021* imposes obligations on developers and consent authorities in relation to remediation of the land and the assessment and monitoring of its effectiveness.

The *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* enables exempt and complying development across the state. While this includes demolition and the removal of asbestos, the *Environmental Planning and Assessment Regulation 2021* specifies particular conditions that must be contained in a complying development certificate in relation to the handling and lawful disposal of both friable and non-friable asbestos material under the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*.

#### Dust Diseases Authority (DDA)

The Dust Diseases Authority provides a system of no fault compensation to people who have developed a dust disease from occupational exposure to dust as a worker in New South Wales and to their dependants. The DDA's statutory function is to administer the *Workers' Compensation (Dust Diseases) Act 1942*. Services include:

- Payment of compensation benefits to eligible workers and dependants
- Co-ordination and payment of medical and related health care expenses of affected
- Medical examination of workers exposed to dust in the workplace
- Information and education.

#### Environment Protection Authority (EPA)

EPA's role is to regulate the classification, storage, transport and disposal of waste in NSW, including asbestos waste. The waste regulatory framework includes the *Protection of the Environment*

*Operations Act 1997* and the *Protection of the Environment Operations (Waste) Regulation 2014*. Clauses 77 through to 81 of the *Protection of the Environment Operations (Waste) Regulation 2014* set out the special requirements relating to the transportation and disposal of asbestos waste.

EPA is the appropriate regulatory authority for activities that require an environment protection licence or are carried out by public authorities such as local councils, the Roads and Maritime Services and Sydney Water. Local councils are the appropriate regulatory authority for activities that are not regulated by the EPA, which typically include building demolition, construction sites, residential properties, commercial sites and small to medium sized industrial facilities.

EPA is responsible for assisting councils in fulfilling their regulatory responsibilities. EPA has developed resources to assist Local Government to regulate asbestos waste incidents and prevent illegal dumping. Website links to these resources are provided in Appendix B.

The EPA maintains the regulatory framework for the remediation of contaminated land (the *Contaminated Land Management Act 1997*) and actively regulates land that is declared to be 'significantly contaminated' under the *Contaminated Land Management Act 1997*.

## **Heads of Asbestos Coordination Authorities (HACA)**

The HACA is chaired by SafeWork NSW with senior officials from:

- Department of Industry
- Department of Planning and Environment
- Dust Diseases Authority
- Environment Protection Authority
- Local Government NSW
- Ministry of Health
- Office of Emergency Management
- Office of Local Government.

The HACA group will improve the management, monitoring and response to asbestos issues in NSW by developing coordinated prevention programs. These programs include a comprehensive public awareness campaign to promote the safe handling of asbestos and help prevent the risk of exposure to asbestos-related diseases in the NSW community. Further information about the HACA can be found on the SafeWork NSW website: [www.safework.nsw.gov.au](http://www.safework.nsw.gov.au).

## **Local Government NSW (LGNSW)**

Local Government NSW (LGNSW) is the peak body for councils in NSW. LGNSW represents all NSW general-purpose councils, the special-purpose county councils and the NSW Aboriginal Land Council.

LGNSW is a credible, professional organisation facilitating the development of an effective community-based system of Local Government in NSW. LGNSW represents the views of councils to NSW and Australian Governments; provides industrial relations and specialist services to councils; and promotes NSW councils to the community.

In 2012, LGNSW commenced a project funded by SafeWork NSW to assist councils to adopt and implement a model asbestos policy. The project is outlined at: [www.lgnsw.org.au](http://www.lgnsw.org.au)

## **NSW Department of Industry**

The NSW Department of Industry, Skills and Regional Development (known as the NSW Department of Industry) leads the state government's contribution to making NSW:

- A fertile place to invest and to produce goods and services, and thereby
- Create jobs and opportunities for our citizens
- The NSW Department of Industry also has responsibilities for:
- Skill formation and development to match industry demand
- Partnering with stakeholders in stewardship and sustainable use of the state's natural resources; and
- Supporting economic growth in the regions.

Within the Division of Resources & Energy in the Department, the Geological Survey of NSW teams of field geologists, geophysicists, mineral geoscientists and palaeontologists and geospatial specialists produce a range of maps. Geological mapping records the distribution of rock types and location of structures at or near the Earth's surface. The maps have applications to land use assessment, engineering construction, environmental management and natural hazard risk assessment.

The Geological Survey of NSW prepared the state-wide mapping of naturally occurring asbestos (NOA) in NSW for the Heads of Asbestos Coordination Authorities.

## **NSW Ministry of Health**

The NSW Ministry of Health does not have express statutory responsibilities for managing asbestos-related risks and incidents in NSW. The Ministry provides an expert advisory service to other governmental agencies on public health issues. This service may include technical information or assistance to prepare public health information bulletins.

## **NSW Ombudsman**

The NSW Ombudsman is an independent and impartial watchdog body. The NSW Ombudsman is responsible for ensuring that public and private sector agencies and employees within its jurisdiction fulfil their functions appropriately. The NSW Ombudsman assists those agencies and their employees to be aware of their responsibilities to the public, to act reasonably and to comply with the law and best administrative practice.

## **Office of Fair Trading and the Building Professionals Board (BPB)**

NSW Fair Trading safeguards the rights of all consumers and advises business and traders on fair and ethical practice. NSW Fair Trading provides services directly to individuals and businesses to create a fair, safe and equitable marketplace.

NSW Fair Trading is establishing a Loose-Fill Asbestos Implementation Taskforce responsible for overseeing and implementing the NSW Government Voluntary Purchase and Demolition Program for properties containing loose-fill asbestos insulation. The Loose-Fill Asbestos Implementation Taskforce will be in place until work is completed on the purchase and demolition of all properties that choose to participate in the Program.

The Building Professionals Board (BPB) is now part of NSW Fair Trading and oversees building and subdivision certification. Their role involves providing practice advice and educational programs to assist certifying authorities (private and council) in carrying out their role. NSW Fair Trading certifies and audits both private and council certifiers. Further information may be found at: [Building and development certifiers | NSW Fair Trading](#)

## **Office of Local Government**

The Office of Local Government is responsible for local government across NSW. The Office's organisational purpose is to 'Strengthen Local Government' and its organisational outcome is 'Fit for the future councils leading strong communities'.

The Office has a policy, legislative, investigative and program focus in matters ranging from Local Government finance, infrastructure, governance, performance, collaboration and community engagement. The Office strives to work collaboratively with the Local Government sector and is the key adviser to the NSW Government on Local Government matters.

## **SafeWork NSW**

SafeWork NSW is responsible for the issuing and control of licences that are issued to all asbestos removal and demolition contractors. SafeWork NSW works with the employers, workers and community of NSW to achieve safer and more productive workplaces, and effective recovery, return to work and security for injured workers.



SafeWork NSW administers work health and safety. SafeWork NSW's activities include: health and safety, licensing for some types of plant operators, registration of some types of plant and factories, training and assessment, medical and healthcare, law and policy.

The SafeWork NSW website provides a wide range of asbestos resources, support networks and links at: <https://www.safework.nsw.gov.au/hazards-a-z/asbestos>

## National Organisations

### Asbestos Safety and Eradication Agency

The Asbestos Safety and Eradication Agency was established in 2013 to provide a national focus on asbestos issues which go beyond workplace safety to encompass environmental and public health issues. The agency's objective is to eliminate asbestos-related disease in Australia.

The agency has broad functions under its legislation, including:

- Reporting on the implementation of the National Strategic Plan on Asbestos Awareness and Management (NSP); reviewing and amending the NSP as required and promoting the NSP
- Providing advice to the Minister about asbestos safety
- Liaising with all levels of government, agencies or bodies about the implementation of the NSP; as well as asbestos safety in general; and
- Commissioning, monitoring and promoting research about asbestos safety.

The agency administers the National Asbestos Exposure Register which was created to record the details of members of the community who may have been exposed to asbestos. Registration forms are online at <https://www.asbestossafety.gov.au/national-asbestos-exposure-register>.

The agency also maintains a national database for asbestos disposal facilities, which members of the public can search to identify their nearest facility that accepts asbestos waste, available online at <https://www.asbestossafety.gov.au/search-disposal-facilities>

Councils interested in finding out more about the agency, updating information listed on the disposal database, or receiving information, flyers or brochures for distribution within the LGA should contact the agency at [enquiries@asbestossafety.gov.au](mailto:enquiries@asbestossafety.gov.au).

### National Association of Testing Authorities (NATA)

This body has the role of providing accreditation to firms licensed to remove asbestos.

NSW (Head Office) and ACT

Phone: (02) 9736 8222 National Toll Free: 1800 621 666

Website: <https://nata.com.au>

## **Environmental Health Committee (enHealth)**

The Environmental Health Committee (enHealth) is a subcommittee of the Australian Health Protection Committee (AHPC). enHealth provides health policy advice, implementation of the National Environmental Health Strategy 2007-2012, consultation with key players, and the development and coordination of research, information and practical resources on environmental health matters at a national level.

Website: [Environmental Health Standing Committee \(enHealth\) | Australian Government Department of Health and Aged Care](#)

## **SafeWork Australia**

SafeWork Australia is an Australian Government statutory agency established in 2009, with the primary responsibility of improving work health and safety and workers' compensation arrangements across Australia.

Phone: (02) 6121 5317

Email: [info@swa.gov.au](mailto:info@swa.gov.au)

Website: [www.safeworkaustralia.gov.au](http://www.safeworkaustralia.gov.au)

## Appendix I – Scenarios Illustrating which Agencies Lead a Response in NSW

The tables below show which agencies are responsible for regulating the following scenarios in NSW:

- Emergency management
- Naturally occurring asbestos
- Residential settings
- Site contamination
- Waste
- Workplaces

### Emergency Management

Scenario	Lead organisation	Other regulators
Emergency response	Emergency services	Fire and Rescue (Hazmat) SafeWork NSW
Handover to Local Council, owner of property or NSW Police – crime scene following a minor incident	Local Council NSW Police	
Handover to State Emergency Recovery Controller	State Emergency Recovery Controller	Recovery Committee Local Council EPA SafeWork NSW
Handover to Recovery Committee following a significant incident	Recovery Committee (formed by State Emergency Recovery Controller)	Local Council EPA SafeWork NSW
Remediation not requiring a licensed removalist	Local Council	Principal Certifying Authority SafeWork NSW (workers)
Remediation requiring licensed removal work	SafeWork NSW	Local Council Principal Certifying Authority
Clearance Certificate issued by an Asbestos Assessor	SafeWork NSW	Principal Certifying Authority

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## Residential Settings

Scenario	Lead organisation	Other regulators
Safe Management of asbestos including: identification in situ management removal requirements disposal requirements.	Local Council Private Certifiers	SafeWork NSW EPA
Site contaminated due to past uses	Local Council	SafeWork NSW EPA
Licensed removal work required	SafeWork NSW	Local Council Private Certifiers
Removal does not require a licensed removalist	Local Council Private Certifiers	SafeWork NSW (workers)
Transport or waste disposal issues	Local Council	EPA
Derelict property with fibro debris	Local Council or Multi-agency	Multi-agency

## Site Contamination

Scenario	Lead organisation	Other regulators
Asbestos illegally dumped	Local Council	EPA SafeWork NSW
Site contamination at commercial premises	See Workplaces	
Site contamination at residential premises	See Residential settings	

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## Waste

Scenario	Lead organisation	Other regulators
Waste temporarily stored on-site	SafeWork NSW (worksites) EPA and Local Council (non-worksites)	
Waste transported by vehicle	EPA	SafeWork NSW
Waste disposed of onsite	Council or EPA as illegal dumping or pollution of land if no valid Council development consent	Local Council (consent required to dispose onsite) (Planning Certificate and development assessment process)
Waste going to landfill site	EPA (advice)	Local Council (if managing licensed landfill)
Waste to be transported interstate	EPA	
Waste for export	Department of Immigration and Border Protection	SafeWork NSW Department of Employment

## Workplaces

Scenario	Lead organisation	Other regulators
Asbestos installed/supplied after 2003 (illegally)	SafeWork NSW	
Risks to the health of workers	SafeWork NSW	
Asbestos management and asbestos going to be removed	SafeWork NSW NSW Department of Industry (mine sites)	
Risks to the health of the public from worksites	SafeWork NSW (Risks to workers) Local Council (Risks to the wider public) Department of Planning and Infrastructure (Part 3A approvals) EPA ( <i>Protection of the Environment Operations Act 1997</i> licensed sites)	
Waste stored temporarily on-site at worksites	SafeWork NSW	
Transport or waste disposal issues	EPA	SafeWork NSW Local Council

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Scenario	Lead organisation	Other regulators
Asbestos contaminated clothing going to a laundry	SafeWork NSW	EPA Local Council
Contaminated land not declared under the <i>Contaminated Land Management Act 1997</i>	Local Council	EPA
'Significantly contaminated' land declared under the <i>Contaminated Land Management Act 1997</i>	EPA	Local Council

## Appendix J – Asbestos Containing Materials

Some asbestos containing materials found in New South Wales domestic settings (non-exhaustive list)

Asbestos containing materials	Approximate supply dates
Cement sheets	Imported goods supplied from 1903 locally made 'fibrolite' from 1917
Cement roofing / lining slates	Imported goods supplied from 1903 locally made 'fibrolite' from 1917
Mouldings and cover strips	Available by 1920s and 1930s
Super-six (corrugated) roofing	Available by 1920s and 1930s – 1985
'Tilex' decorative wall panels	Available by 1920s and 1930s
Pipes and conduit piping	Available by 1920s and 1930s
Motor vehicle brake linings	Available by 1920s and 1930s
Striated sheeting	Available from 1957
'Asbestolux' insulation boards	Available from 1957
'Shadowline' asbestos sheeting for external walls, gable ends and fences	Available from 1958 – 1985
Vinyl floor tiles impregnated with asbestos	Available up until 1960s
Asbestos containing paper backing for linoleum	Available up until 1960s
'Durasbestos' asbestos cement products	Available up until 1960s
'Tilex' marbletone decorative wall panels	Available from early 1960s
'Tilex' weave pattern decorative wall panels	Available from early 1960s
'Hardiflex' sheeting	Available from 1960s – 1981
'Versilux' building board	Available from 1960s – 1982
'Hardiplank' and 'Hardigrain' woodgrain sheeting	Available from mid 1970s – 1981

# SCHEDULE TO ASBESTOS MANAGEMENT POLICY



Asbestos containing materials	Approximate supply dates
Loose-fill, fluffy asbestos ceiling insulation	During the 1960s and 1970s, pure loose-fill asbestos was sold as ceiling insulation for residential and commercial premises. A Canberra based company known as 'Mr Fluffy' installed insulation in at least 1,000 homes in the ACT and is also understood to have installed insulation into homes in NSW.
Asbestos rope gaskets for wood heaters. Heater and stove insulation	Dates of supply availability unknown but prior to 31 December 2003
Compressed fibro-cement sheets	Available from 1960s – 1984
Villaboard	Available until 1981
Harditherm	Available until 1984
Highline	Available until 1985
Coverline	Available until 1985
Roofing accessories	Available until 1985
Pressure pipe	Available until 1987

## Sources:

NSW Government, 2011, *Asbestos Blueprint: A guide to roles and responsibilities for operational staff of state and local government*.

*NSW Taskforce Report: Loose-Fill Asbestos Insulation in NSW Homes (2015)* .



# SCHEDULE TO ASBESTOS MANAGEMENT POLICY



Alphabetical list of Asbestos containing materials that may be found in various settings (non-exhaustive list):

A
Air conditioning duct, in the exterior or interior acoustic and thermal insulation
Arc shields in lift motor rooms or large electrical cabinets
Asbestos-based plastics products as electrical insulates and acid resistant compositions or aircraft seats
Asbestos ceiling tiles
Asbestos cement conduit
Asbestos cement electrical fuse boards
Asbestos cement external roofs and walls
Asbestos cement in the use of form work for pouring concrete
Asbestos cement internal flues and downpipes
Asbestos cement moulded products such as gutters, ridge capping, gas meter covers, cable troughs and covers
Asbestos cement pieces for packing spaces between floor joists and piers
Asbestos cement (underground) pit as used for traffic control wiring, telecommunications cabling etc
Asbestos cement render, plaster, mortar and coursework
Asbestos cement sheet
Asbestos cement sheet behind ceramic tiles
Asbestos cement sheet over exhaust canopies such as ovens and fume cupboards
Asbestos cement sheet internal walls and ceilings
Asbestos cement sheet underlay for vinyl
Asbestos cement storm drain pipes
Asbestos cement water pipes (usually underground)
Asbestos containing laminates, (such as Formica) used where heat resistance is required
Asbestos containing pegboard
Asbestos felts
Asbestos marine board, e.g. marinate
Asbestos mattresses used for covering hot equipment in power stations
Asbestos paper used variously for insulation, filtering and production of fire resistant laminates
Asbestos roof tiles
Asbestos textiles
Asbestos textile gussets in air conditioning ducting systems
Asbestos yarn
Autoclave/steriliser insulation
B
Bitumen-based water proofing such as malthoid (roofs and floors, also in brickwork)
Bituminous adhesives and sealants
Boiler gaskets
Boiler insulation, slabs and wet mix
Brake disc pads & linings

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<b>C</b>
Cable penetration insulation bags (typically Telecom)
Calorifier insulation
Car body filters (uncommon)
Caulking compounds, sealant and adhesives
Ceiling insulation (which may have moved into wall cavities, cornices and sub-floor areas)
Cement render
Chrysotile wicks in kerosene heaters
Clutch faces
Compressed asbestos cement panels for flooring, typically verandas, bathrooms and steps for demountable buildings
Compressed asbestos fibres (CAF) used in brakes and gaskets for plant and automobiles
<b>D</b>
Door seals on ovens
<b>E</b>
Electric heat banks – block insulation
Electric hot water services (normally no asbestos, but some millboard could be present)
Electric light fittings, high wattage, insulation around fitting (and bituminised)
Electrical switchboards see Pitch-based
Exhausts on vehicles
<b>F</b>
Filler in acetylene gas cylinders
Filters: beverage wine filtration
Fire blankets
Fire curtains
Fire door insulation
Fire-rated wall rendering containing asbestos with mortar
Fire-resistant plaster board, typically on ships
Fire-retardant material on steel work supporting reactors on columns in refineries in the chemical industry
Flexible hoses
Floor vinyl sheets and tiles
Fuse blankets and ceramic fuses in switchboards
<b>G</b>
Galbestos™ roofing materials (decorative coating on metal roof for sound proofing)
Gaskets: chemicals, refineries
Gaskets: general
Gauze mats in laboratories/chemical refineries
Gloves: asbestos

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<b>H</b>
Hairdryers: insulation around heating elements
Header (manifold) insulation
<b>I</b>
Insulation blocks
Insulation in ceilings, which may have spread to wall cavities, cornices and sub-floor areas
Insulation in electric reheat units for air conditioner systems
<b>L</b>
Laboratory bench tops
Laboratory fume cupboard panels
Laboratory ovens – wall insulation
Lagged exhaust pipes on emergency power generators
Lagging in penetrations in fireproof walls
Lift shafts: asbestos cement panels lining the shaft at the opening of each floor and asbestos packing around penetrations
Limpet asbestos spray insulation
Locomotives: steam, lagging on boilers, steam lines, steam dome and gaskets
<b>M</b>
Mastik
Millboard between heating unit and wall
Millboard lining of switchboxes
Mortar
<b>P</b>
Packing materials for gauges, valves, etc can be square packing, rope or loose fibre
Packing material on window anchorage points in high-rise buildings
Paint, typically industrial epoxy paints
Penetrations through concrete slabs in high rise buildings
Pipe insulation including moulded Sections, water-mix type, rope braid and sheet
Plaster and plaster cornice adhesives
Pipe insulation: moulded Sections, water-mix type, rope braid and sheet
Pitch-based (zelemite, ausbestos, lebah) electrical switchboard
<b>R</b>
Refractory linings
Refractory tiles
Rubber articles – extent of usage unknown

# SCHEDULE TO ASBESTOS MANAGEMENT POLICY



S
Sealant between floor slab and wall, usually in boiler rooms, risers or lift shafts
Sealant or mastik on windows
Sealants and mastik in air conditioning ducting joints
Spackle or plasterboard wall jointing compounds
Sprayed insulation: acoustic wall and ceiling
Sprayed insulation: beams and ceiling slabs
Sprayed insulation: fire retardant sprayed on nut internally, for bolts holding external building wall panels
Stoves: old domestic type, wall insulation
T
Tape and rope: lagging and jointing
Tapered ends of pipe lagging, where lagging is not necessarily asbestos
Tilux sheeting in place of ceramic tiles in bathrooms
Trailing cable under lift cabins
Trains: country – guards vans – millboard between heater and wall
Trains – Harris cars – sprayed asbestos between steel shell and Laminex
V
Valve and pump insulation
W
Welding rods
Woven asbestos cable sheath

## Sources:

*Environmental health notes number 2 guidelines for local government on asbestos*, 2005 (Victorian Department of Human Services).

*NSW Taskforce Report: Loose-Fill Asbestos Insulation in NSW Homes* (2015).

## Appendix K – Asbestos Licences

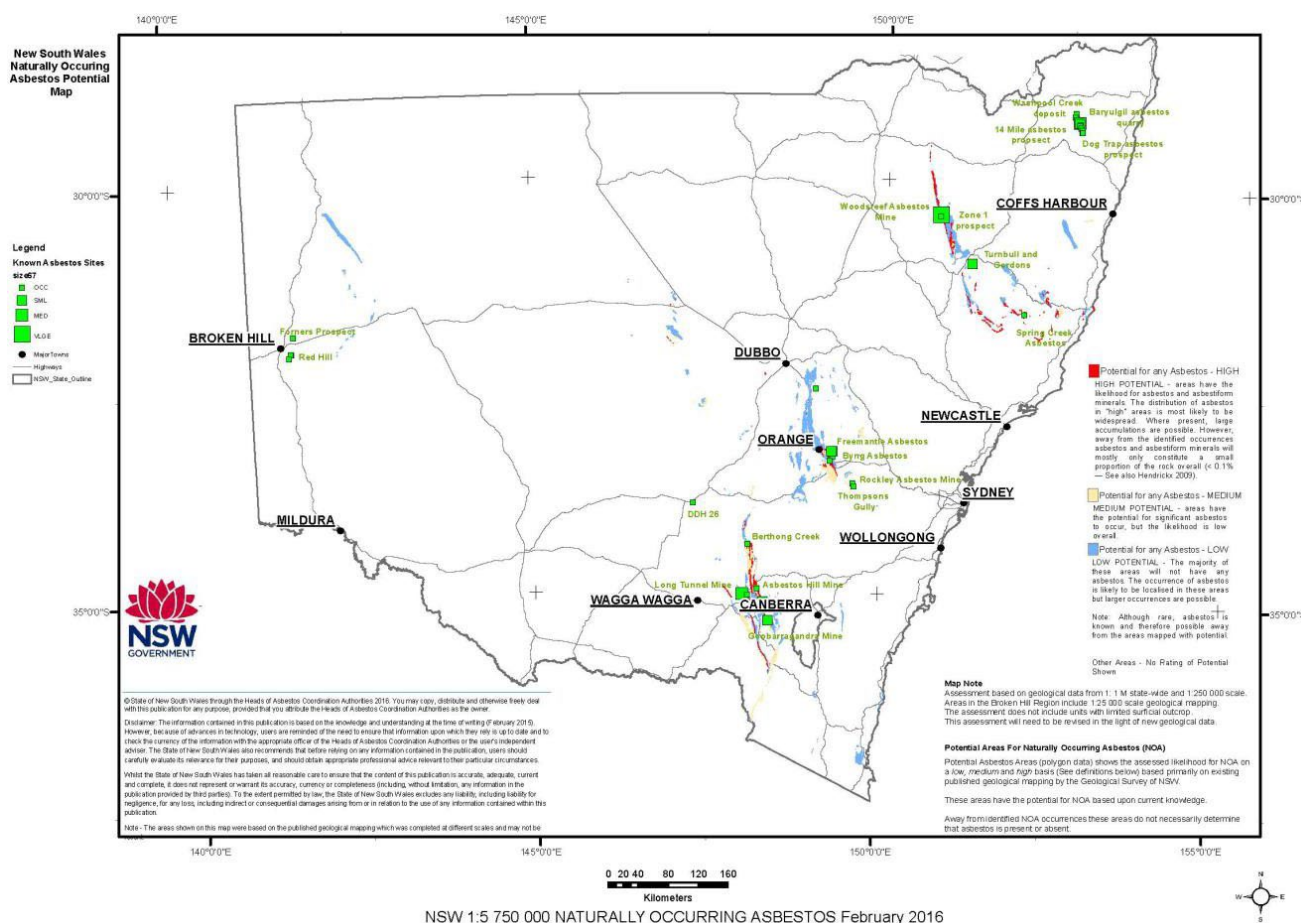
Type of licence	What asbestos can be removed?
Class A	<p>Can remove any amount or quantity of asbestos or asbestos containing material, including:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> any amount of friable asbestos or asbestos containing material</li> <li><input type="checkbox"/> any amount of asbestos containing dust</li> <li><input type="checkbox"/> any amount of non-friable asbestos or asbestos containing material.</li> </ul>
Class B	<p>Can remove:</p> <ul style="list-style-type: none"> <li>• any amount of non-friable asbestos or asbestos containing material</li> <li>• <b>Note:</b> A Class B licence is required for removal of more than 10 m<sup>2</sup> of non-friable asbestos or asbestos containing material but the licence holder can also remove up to 10 m<sup>2</sup> of non-friable asbestos or asbestos containing material.</li> <li>• asbestos containing dust associated with the removal of non-friable asbestos or asbestos containing material.</li> <li>• <b>Note:</b> A Class B licence is required for removal of asbestos containing dust associated with the removal of more than 10 m<sup>2</sup> of non-friable asbestos or asbestos containing material but the licence holder can also remove asbestos containing dust associated with removal of up to 10m<sup>2</sup> of non-friable asbestos or asbestos containing material.</li> </ul>
No licence required	<p>Can remove:</p> <ul style="list-style-type: none"> <li>• up to 10 m<sup>2</sup> of non-friable asbestos or asbestos containing material</li> <li>• asbestos containing dust that is:</li> <li>• associated with the removal of less than 10 m<sup>2</sup> of non-friable asbestos or asbestos containing material not associated with the removal of friable or non- friable asbestos and is only a minor contamination.</li> </ul>

An asbestos removal contractor's licence can be verified by contacting SafeWork NSW's Certification Unit on 13 10 50.

# SCHEDULE TO ASBESTOS MANAGEMENT POLICY



## Appendix L – Map



End of Document

<b>UNCONTROLLED COPY WHEN PRINTED - For up to date copy please refer to Sutherland Shire Council Intranet / Website</b>			
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