

Asbestos in Grounds Management Plan, Keira High School, Fairy Meadow, NSW

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NSW Public Works

**PARSONS
BRINCKERHOFF**

*Parsons Brinckerhoff Australia Pty Limited
ABN 80 078 004 798*

*Level 27, Ernst & Young Centre
680 George Street
Sydney NSW 2000
GPO Box 5394
Sydney NSW 2001
Australia*

Telephone +61 2 9272 5100

Facsimile +61 2 9272 5101

Email sydney@pb.com.au

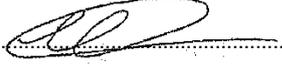
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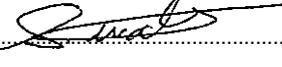
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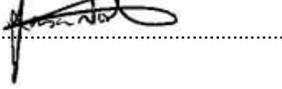
Author:Kate Warton

Signed:

Reviewer:Shane Waterson

Signed:

Approved by:Jason North

Signed:

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1. Introduction

1.1 Document Review

No Activity and/or no Re-occurrence of ACM in grounds on this site since 2007, as such the following is recommended:

This document is to be reviewed and updated

- when works occur on site
- when works occur on site which may cause grounds disturbance
- when any ACM in grounds is reported
- or every second year, if no activity.

1.2 Background

In February 2007, asbestos cement fragments were identified in the grounds of Keira High School in Lysaght Street, Fairy Meadows, NSW. Specifically fragments were identified in the bike enclosure and grassed area adjacent to block B. The grassed area near the bike enclosure is currently being used as a car park during school hours. In order to manage the risk of exposure to asbestos, the asbestos cement fragments were removed from the ground surface (see section 1.3). The areas where asbestos fragments have been identified within the fill material (and further in-situ asbestos fragments may be present) have been designated as "asbestos zones".

The likely sources of the asbestos (i.e. areas of imported fill) are proposed to be encapsulated with appropriate surface treatment measures such as hard surface cover, re-turfing, paving and/or mulching as appropriate. This report outlines a management plan for management of these asbestos zones only, and should be read in conjunction with the existing Department of Education and Communities (DEC) Asbestos Management Plan for all other identified asbestos materials within the school.

1.3 Asbestos removal/clean-up works

The asbestos removal/ clean up works completed in March 2007 comprised:

- the removal, clean-up and disposal of all visible, accessible surface fragments of asbestos cement at the ground surface with removal limited to accessible surface areas only.

The remediate areas are outlined in Figure 1.

2. Asbestos materials

2.1 Asbestos zone locations

Asbestos cement sheet fragments may be present as a component of buried fill within the asbestos zone areas shown in the site plan (see Figure 1). All asbestos within the Asbestos Zones should be considered as *friable* asbestos in accordance with WorkCover interpretation presented in 'Your Guide to Working with Asbestos. Safety guidelines and requirements for work involving asbestos, March 2003'.

2.2 Risk management

The in-situ asbestos within the asbestos zones can be classified as low risk providing the following measures are undertaken:

- The control measures installed are fully maintained.
- The in-situ asbestos remains undisturbed.
- The asbestos remains under the control of an asbestos management plan.
- Any work undertaken on or near the asbestos materials is under the control of a permit to work where the contractor has acknowledged the presence of asbestos and has prepared a safe work method statement(s) to ensure that airborne asbestos fibres are not generated.

3. Asbestos register

Table 3-1 outlines the findings of the inspection of the grounds indicating the areas requiring management.

Table 3-1 Asbestos Register – Asbestos zones only for Keira High School

Event	Location	Description of Material	Extent	Condition	Risk Status	Control Priority	Control Recommendation / Comments
School Grounds*							
A	Grassed area adjacent to Block B.	Possible buried asbestos cement fragments	Throughout – below surface ground	Unknown	Medium	Medium	Provide repair to surface coverage using mulch garden beds and/or re-turfing as appropriate. Do not disturb soil surface. Inspect every three months for signs of surface wear and possible fragments at surface.
B	The bike enclosure and the grassed area adjacent to Block B.	Possible buried asbestos cement fragments	Throughout – below surface ground	Unknown	Medium	Medium	Provide repair to surface coverage using hard surface cover and mulching as appropriate. Do not disturb soil surface. Inspect every three months for signs of surface wear and possible fragments at surface.
C	Area between sports courts and blocks C, D & E	Possible buried asbestos cement fragments	Throughout – below surface ground	Unknown	Medium	Medium	Provide repair to surface coverage using hard surface cover, turf and mulched garden beds as appropriate. Fencing may also be appropriate. Do not disturb soil surface. Inspect every three months for signs of surface wear and possible fragments at surface.

*Refer to *Figure 1* for detail of area locations

Risk assessment factors

Low risk: Asbestos materials that pose a low health risk to personnel, employees and the general public providing they remain undisturbed

Medium risk: Asbestos materials that pose a moderate risk to people in the area – there is a medium potential for the material to release asbestos fibres, if disturbed

High risk: Asbestos materials that pose a high health risk to personnel or the public in the area of the material – there is a high potential for the material to release asbestos fibres, if disturbed

4. Asbestos zone routine management

4.1 Inspections

In order to monitor the effectiveness of the on-site asbestos zone management, it is essential that the affected areas are regularly inspected. Visual inspections of the asbestos remedial measures should be carried out to ensure that they are maintained adequately. Such inspections should occur on the following occasions:

- at three monthly intervals (e.g. a walkover of remediated areas to ensure that applications of mulch and turf, etc. have been maintained)
- after a period of prolonged heavy rain (e.g. a walkover of remediated areas to ensure that applications of mulch and turf, etc. have not been disturbed by heavy rain)
- whenever damage or disturbance has been reported (e.g. a walkover of remediated areas to ensure that applications of mulch and turf, etc. have not been disturbed by events such as vehicle movements).
- whenever works are about to commence that may cause grounds disturbance

Should areas be identified where encapsulating measures appear to be damaged or are no longer effective, these areas should be re-covered immediately. Some remedial measures such as the installation of layers of mulch and top soil will require ongoing maintenance to ensure that a sufficient barrier layer is in place.

4.2 Maintenance

All remediation measures carried out in the affected areas must be maintained as per their original application. In particular:

- All surface cover/treatments within the asbestos zones must be fully maintained at all times. For example, mulch levels should remain as per their original application, turf should be maintained to ensure full coverage and any other measures should be maintained in a good condition.
- All hard standing must be maintained and re-instated should any works be carried out.
- If any portion of an affected area is found to be damaged (i.e. the surface cover has been damaged so that it has resulted or may result in the soil becoming exposed), the DEC Asset Management Directorate should be contacted immediately.

4.3 Checklist

A check-list of site management requirements has been included as Appendix A of this document. This check-list should be used whenever walkover inspections are carried out and where maintenance issues have been raised. The check-list is specific to the requirements of the grounds at Keira High School and sets out the

frequency of inspections required. It is recommended that a hard copy of the check-list retained by the school and field copies are taken on-site when required.

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5. Asbestos zone maintenance works management

5.1 General

An Asbestos Management Plan (AMP) has been implemented for all NSW state schools and educational facilities. The plan includes procedures for managing friable asbestos and working on asbestos. A generic permit to work template will also be included in the management plan which will be able to be used where any work is required that may disturb asbestos materials within an asbestos zone.

5.2 Sub-soil areas within school grounds

- Any contractor, maintenance person, Department of Commerce, Department of Education & Communities or other authorised person who may potentially disturb the soil surface must acknowledge the presence of buried asbestos cement materials within these areas. A copy of the asbestos register must be made available to any such person prior to commencing work.
- Any contractor, maintenance person, Department of Commerce, Department of Education & Communities or other authorised person who may potentially disturb the soil surface must complete a permit to work or similar form that ensures that any work will not disturb the buried asbestos.
- If work is to be carried out in grounds that will disturb or potentially disturb the buried asbestos, the contractor, maintenance person, Department of Commerce, Department of Education & Communities or other authorised person must engage a specialist asbestos removal contractor with a friable asbestos licence to undertake the work. The licensed contractor should prepare a safe work method statement detailing procedures that ensure that personnel working in the asbestos zones and any other persons within the school will not be exposed to asbestos fibres. The work area must be completely enclosed and work undertaken out of school hours.
- Work in progress asbestos air monitoring should be carried out during any work that disturbs or could potentially disturb the buried asbestos and/or the soil surface. Air-monitoring should be in accordance with the National Occupational Health & Safety Commission's *Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Dust* and be conducted by National Association of Testing Authorities (NATA) accredited personnel operating from a NATA registered laboratory.
- All asbestos management measures originally installed must be re-instated at the completion of work and prior to the removal of the work area enclosure.

6. Permit to work

Any contractor who proposes to work in any of the asbestos zones where asbestos may be disturbed or the ground surface may be broken must complete a permit to work form.

Before a permit to work is issued, individuals will be required to read and understand the AMP, as well as copies of the relevant asbestos registers. Individuals must be aware of their legal obligations in relation to health and safety as specified in the Work Health and Safety Act 2011 and the Work Health and Safety Regulation 2011.

Permits to work are designed to ensure appropriate work practices are employed in the vicinity of asbestos-containing materials/products. The permit to work will document what asbestos is to be removed, encapsulated or otherwise protected, prior to the contracted maintenance or building works proceeding. The permit to work will also indicate whether other requirements, such as the use of personal protective equipment (PPE), the installation of barricading and/or airborne fibre monitoring, are necessary.

When the work is completed, or the permit to work expires (whichever occurs first), the permit shall be signed and returned to the DEC Facility Manager for cancellation after that Manager has checked a safe situation exists.

The DEC local AMU shall be advised immediately of any incidents of non-compliance with the AMP.

In accordance with the interpretation of the NSW WorkCover Authority published in 'Working with Asbestos,' Guide 2008, a licenced asbestos assessor should be engaged to determine whether the buried asbestos is considered *non-friable* or *friable*. Therefore, any fibrous cement materials or other suspected asbestos-containing materials excavated should be inspected by a hygienist to determine if it's friable. This means that any such asbestos should be worked on only by contractors with an appropriate asbestos licence and a project specific permit issued by WorkCover NSW.

6.1 Legislative requirements

The following legislative requirements will apply to asbestos zone maintenance works:

- All asbestos removal and disposal work shall be carried out in accordance with the requirements of the WorkCover NSW Guidelines for Licensed Asbestos Removal Contractors
- The asbestos contractor shall notify WorkCover NSW of the proposed work at least 5 days prior to the commencement of any work in accordance with NSW Occupational Health and Safety Regulation 2011. However this time period may be waived in the case for DEC properties

- All work shall be carried out in strict accordance with the NSW Work Health and Safety Act 2011, the NSW Work Health and Safety Regulation 2011, How to Safely Remove Asbestos – Code of Practice 2011, and the Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Fibres, 2nd Edition [NOHSC 3003 (2005)].

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7. Safe work procedures for asbestos work

The following safe work procedures will apply for asbestos work:

- The removal contractor must develop a site-specific asbestos removal plan before commencing the asbestos work. Such a plan must be prepared in accordance with Section 3 of the Work Safe Australia- How to safely remove asbestos: Code of Practice 2011.
- Only personnel who have been trained in work procedures for the safe removal of asbestos shall work on asbestos.
- A trained, experienced operator must remain on duty outside the removal area and/or enclosure (if installed) at all times that asbestos removal is in progress. Curricula vitae for all persons undertaking asbestos removal works must be submitted to the Principal prior to the commencement of work on the sites.
- Removal of asbestos must generally be carried out by wet removal techniques. That is, as the asbestos material becomes accessible during the removal process, it shall be thoroughly wetted down. Care must be exercised to prevent excessive use of water. The contractor will be held responsible for any water damage
- Decontamination facilities and procedures shall be undertaken to the complete satisfaction of a hygienist
- Any signage existing prior to removal must be re-affixed to any new or existing assembly
- The contractor must ensure that persons in the work area(s) are not exposed to fibre levels greater than those stated in the National Exposure Standard for the type of asbestos being removed.

Figures

Site layout plans

Appendix A

Grounds management check list

Keira High School grounds asbestos management checklist – Routine three monthly inspections

Table 1 **Routine monthly inspection checklist**

		Three monthly inspections	Initial inspection	Subsequent three-monthly inspections		
Area	Location description		Date:	Date:	Date:	Date:
A	Grassed area adjacent to Block B.	Surface cover adequate (Y/N) Suspected asbestos materials visible (Y/N)				
B	The bike enclosure and grassed area adjacent to Block B.	Surface cover adequate (Y/N) Suspected asbestos materials visible (Y/N)				
C	Area between sports courts and blocks C, D & E	Surface cover adequate (Y/N) Suspected asbestos materials visible (Y/N)				

Keira High School grounds asbestos management checklist – Incident inspections (e.g. after heavy rain or disturbance)

Table 2 Incident inspection checklist

		Incident inspections		Date of inspection		
Area	Location description	Date:	Date:	Date:	Date:	Date:
A	Grassed area adjacent to Block B	Surface cover adequate (Y/N)				
		Suspected asbestos materials visible (Y/N)				
B	The bike enclosure and grassed area adjacent to Block B.	Surface cover adequate (Y/N)				
		Suspected asbestos materials visible (Y/N)				
C	Area between sports courts and blocks C, D & E	Surface cover adequate (Y/N)				
		Suspected asbestos materials visible (Y/N)				