



PO Box 457  
Turramurra NSW 2074

ABN: 69 041 751 671

PH: 0437 251 358  
Email: [philclifton@pclifton.com](mailto:philclifton@pclifton.com)

31 July 2025

Mr Jacob Woodbury  
McGrath Estate Agents

BY email: [JacobWoodbury@mcgrath.com.au](mailto:JacobWoodbury@mcgrath.com.au)

**RE: PROPOSAL FOR ASBESTOS CONTAINING CONSTRUCTION MATERIALS SERVICES  
FIRE DAMAGED HOUSE AT 62 – 64 GRETA STREET, CESSNOCK NSW**

Dear Sir,

We refer to our recent telephone discussion in regard to the provision of a site inspection, sampling (if required) and reporting in regard to ascertaining the presence and extent of asbestos containing and asbestos contaminated materials in the remains of the fire damaged house on the residential property at 62 – 64 Greta Street, Cessnock NSW. In conjunction with the asbestos materials site inspection, we will undertake airborne asbestos fibre monitoring to determine levels of airborne asbestos fibres from the fire damaged materials in the remains of the house.

We understand that the Cessnock Council has issued a clean-up notice for the site however we have not been provided a copy of this notice and the scope of work detailed below is based on our discussion and may need to be varied based on the actual details of the notice.

**Scope of Proposed Services**

The proposed scope of work to be completed is as follows:

- Preparation of a safe work method statement and risk assessment for our work.
- One site inspection of construction materials within accessible areas of the remains of the house at the property to visually identify asbestos containing construction materials that are present. We have not allowed to undertake soil sampling or any below ground investigation nor have we allowed to dismantle any plant or equipment during the site inspections or inspect areas that require elevated work platforms to gain access.
- Collect samples of suspected asbestos containing materials for laboratory analysis to determine presence / absence of asbestos fibres.
- In regard to asbestos containing materials, samples will be collected in a manner which does not pose a risk to the person collecting the sample, to persons occupying the area or to the structural integrity of the material.
- Collect photographs of the various asbestos containing construction materials for inclusion in the report.

- Compile a written report for the site detailing the location, type, extent and condition of asbestos containing and contaminated materials found to be present within the building(s) including asbestos removal scope of work and technical removal specification for the building(s) at the site.

Information regarding suspected asbestos containing materials and asbestos contaminated materials in inaccessible areas of the building will be included in the report. The NATA endorsed laboratory report of the sample analysis will also be included.

- Undertake airborne asbestos fibre monitoring at four locations within the site to ascertain the levels of asbestos fibres from the remains of the house. This air monitoring will be carried out in accordance with the requirements of the Safe Work Australia How to Safely Remove Asbestos Code of Practice, Section 3.11 and the Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Fibres' 2<sup>nd</sup> edition [NOHSC 3003:2005]. The samples will be taken over a minimum four hour period.
- Compile a risk assessment for the asbestos containing materials that are present in the remains of the house using information from the site work including the type of asbestos materials, the condition of the asbestos materials, their friability and the results of the air monitoring.

We have allowed for the asbestos containing materials inspection, air monitoring and sample collection at the site to be carried out by one staff member working on their own. Should more than one person be required to be on site during the site inspections then additional costs will apply.

### **Fees for Proposed Scope of Services**

Our costs excluding GST for the provision of the abovementioned work at the site will be as follows:

- Asbestos containing materials site inspection and report will be \$1,500.00.
- Sample analysis for asbestos presence / absence - \$120.00 per sample. Allow 4 – 5 samples.
- Air monitoring at four locations, laboratory analysis, equipment hire and report - \$750.00.
- Compile asbestos risk assessment to be included in the asbestos materials site inspection report - \$850.00.

Total cost including 5 asbestos material sample analysis will be \$3,700.00 plus GST.



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### **Personnel**

The work will be undertaken by myself with support (as required) from two other staff members. I have 35 years' experience in providing asbestos and hazardous consultancy services with the two support staff also having in excess of 18 years combined experience in the provision of asbestos and hazardous materials consulting.

My SafeWork NSW asbestos assessor licence No. is LAA 000119.

I also hold certification from the British Occupational Hygiene Society for carrying out asbestos survey inspections of buildings and asbestos material sampling BOHS IP402.

### **Insurances**

We currently have the following insurances in place:

- Workers Compensation – As per NSW government requirements
- Public Liability - \$20 million
- Professional Indemnity - \$5 million

Copies of insurance certificates are available on request.

We look forward to undertaking this work for you. If you require any further information please contact me on 0437 251 358.

Yours faithfully

**P. CLIFTON & ASSOCIATES PTY LTD**

A handwritten signature in black ink, appearing to read "P. Clifton", with a small flourish at the end.

Philip Clifton  
Principal  
BOHS IP402 Certified  
SafeWork NSW Asbestos Assessor Licence: LAA000119