



Unexpected Finds Protocol  
Lindfield Learning Village  
100 Eton Road, Lindfield NSW

Prepared for:  
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## DISTRIBUTION

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### **Recipient**

Hindmarsh  
Level 27, 100 Miller Street  
North Sydney NSW 2060

Attention: Mr Andrew Barkby

This document was prepared for the sole use of Hindmarsh and the regulatory agencies that are directly involved in this project, the only intended beneficiaries of our work. No other party should rely on the information contained herein without the prior written consent of P. Clifton & Associates Pty Ltd and Hindmarsh.

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## 1 INTRODUCTION

This Unexpected Finds Protocol (UFP) provides details of the work procedures and occupational health and safety precautions to be observed in the event of an unexpected find of a potential contaminant or archaeological discovery during demolition work and in-ground work within the Lindfield Learning Village construction site at 100 Eton Road, Lindfield NSW (the site).

Fills soils are present surrounding the building at the site and these include in-situ soils and stockpiled soils. Soil samples that were recently collected from soil stockpiles at the site were found to be free of staining, odours with some minor inclusions of anthropogenic material. The soil samples collected from the site found the levels of potential contaminants to be within the site assessment criteria levels for the proposed use of the site as an educational facility.

There is a low possibility that during in-ground work for the proposed development that unexpected finds of potential contaminants or archaeological remains may be encountered.

The building within the site contains a number of identified hazardous construction materials including asbestos containing materials. These materials are recorded the site asbestos materials register and are identified by the use of asbestos warning labels.

In order to ensure that all unexpected finds that occur during the in-ground works or internal demolition and construction work at the site are managed in a safe and methodical manner, P. Clifton & Associates (PCA) have compiled this Unexpected Finds Protocol.

## 2 TYPES OF UNEXPECTED FINDS

For this Unexpected Finds Protocol, an 'Unexpected Find' is defined as a discovery of any unanticipated potential contaminant or archaeological remains that had not been identified during previous assessments. An 'Unexpected Find' may include (but is not limited to):

- Previously concealed asbestos containing materials.
- Bottles / containers of chemicals;
- Tar contaminated soils / fill materials;
- Chemically impacted soil / fill materials;
- Fragments of asbestos containing material (ACM) in soil;
- Petroleum contaminated soils (odorous, visible staining / discolouration);
- Soils contaminated volatile organic compounds (VOCs) (odours) and vapours;
- Soil impacted with anthropogenic material in areas not previously identified;
- Groundwater containing odour and / or discolouration;
- Underground storage tanks (USTs) and other buried infrastructure;
- Aboriginal and Non-Aboriginal Heritage artefacts and
- Human skeletal remains.

### 3 ACTIONS TO BE TAKEN FOR AN UNEXPECTED FIND

At any time during the inground works and internal demolition and construction work at the site an “Unexpected Find” occurs, the follows steps are to be taken:

- Cease work immediately and notify the site supervisor;
- Site supervisor to undertake identification and classification of the find (Aboriginal/European Heritage, buried infrastructure, possible asbestos containing material (ACM), chemical contaminants, etc.);
- Evacuate and isolate the area using temporary fencing or other physical barricade and signage;
- Provide PPE to workers as required (for contaminated soils and materials including underground storage tanks, pipes, ACM);
- Photograph the find and mark the identified location using a GPS and / or site plans;
- Notify site HSE representative;
- Tool box talk all site staff to advise of the unexpected find and actions required of them and
- Notify and engage specialist consultants as required;
- Where a specialist consultant is engaged (licenced asbestos assessor for suspected asbestos material find) and environmental consultant for soil and / or groundwater contamination), they are to assess the unexpected find and provide advice as to immediate actions required, collect sample for analysis and compile a report detailing the results of the inspection and sample analysis and provide remediation recommendations.
- Archaeological finds are to be investigated by an appropriately qualified archaeologist and an aboriginal representative as required. Advice from the state government Environment Energy and Heritage division is to be sought and a management plan developed for the unexpected find.
- The consultant is to oversee the remediation work and compile a validation / clearance report at completion of the work with validation sampling as required. This report is to be forwarded to the project manager and to relevant authorities (as required).
- When the validation report is completed or where the independent assessment finds no remediation action is required, the barricade used to isolate the unexpected find area is to be removed and the area may be accessed for work to continue.

The above procedure is summarised in the following flowchart:

