



## Building Audit Review – Fire safety Measures

TO: Harvey Norman FROM: McCarthy Consulting Group (NSW) Pty Ltd

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ATTN: Justin Tedesco DATE: 21/06/2021

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RE: 176-180 Condamine St Manly CC:

“Harvey Norman Balgowlah”

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REF: Request to determine fire safety measures in the building

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McCarthy Consulting Group Pty Ltd (MCG) have been engaged by Harvey Norman Property to review the existing building known as Harvey Norman Balgowlah to determine the required essential fire safety measures required in the building. This request has been made as a result of there not being a current annual fire safety statement for the building and there being no definitive fire safety schedule in existence to base such on currently.

This correspondence is based on a desktop review of the council records presented following a request for information submitted to Northern Beaches Council in May 2021 and a site visit and inspection by MCG on 25<sup>th</sup> May 2021.

Attached to this correspondence as “Appendix A” is the fire safety schedule generated as evident for the building.

Regards,

Brett Taylor  
 McCarthy Consulting Group (NSW) Pty Ltd  
 BDC – 0899, AIBS 7162

REVISION	DATE	STATUS	WRITTEN	APPROVED
1	21/06/2020	BCA comment	BT	✓

## SCOPE OF REVIEW

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This review of the existing building described above has been undertaken solely for the purposes of generating a current "Fire Safety Schedule" reflective of the fire safety measures currently installed/required at the building. It should be noted that this review and correspondence does not certify compliance of the installed services with relevant standards nominated, this is the function of a competent fire safety practitioner under the Annual Fire Safety Statement process.

The basis of a fire safety schedule is contained at Division 2 of the NSW Environmental Planning and Assessment Regulation 2000 "Fire Safety Schedules".

Clause 168 of the EP&A Reg 2000 states (in summary) that, when:

- a) granting a development consent for a change of building use (other than a complying development certificate) in circumstances in which no building work is proposed by the applicant for the consent and no building work is required by the consent authority, or
- b) issuing a complying development certificate for the erection of a building or for a change of building use, or
- c) issuing a construction certificate for proposed building work, or
- d) giving a fire safety order in relation to building premises,

the person doing so must issue a schedule (a fire safety schedule) specifying the fire safety measures (both current and proposed) that should be implemented in the building premises.

A fire safety schedule—

- a) must deal with the whole of the building, not merely the part of the building to which the development consent, complying development certificate, construction certificate or fire safety order relates, and
- b) must include—
  - i. such of the fire safety measures currently implemented in the building premises, and
  - ii. such of the fire safety measures proposed or required to be implemented in the building premises,
  - iii. as are statutory fire safety measures, and
- c) must distinguish between—
  - i. the fire safety measures currently implemented in the building premises, and
  - ii. the fire safety measures proposed or required to be implemented in the building premises, and
- d) must identify each measure that is a critical fire safety measure and the intervals (being intervals of less than 12 months) at which supplementary fire safety statements must be given to the council in respect of each such measure, and
- e) must specify the minimum standard of performance for each fire safety measure included in the schedule.

This correspondence outlines the process undertaken to determine the required and installed services in the subject building and includes what we consider a current fire safety schedule at appendix A.

## BUILDING CHARACTERISTICS

The following table describes the building as observed from the documentation search and the site visit.

Existing Building Use Classification	
Classification	<b>Ground Floor</b> – Class 6 retail, Class 7a carparking, class 7b warehouse <b>Level 1</b> – Class 5 offices, Class 6 retail, Class 7a (open air carpark)
Rise in stories	2
Type of construction	Type B*
Floor area (existing):	Fire compartment 1 – Ground floor retail 3016m <sup>2</sup> Fire compartment 2 – Ground floor warehouse 2600m <sup>2</sup> Fire compartment 3 – Level 1 retail area 1a 3100m <sup>2</sup> Fire compartment 4 – Level 1 retail area 2 3460m <sup>2</sup> (carparking areas not provided for assessment)
Effective Height	<12m
Building Importance	2
Climate Zone	5

With regard to building class and type of construction (type B) this is consistent with the Building Application Consent issued 3<sup>rd</sup> August 1995 by Manly Council (ref BA162/95).

Giles Tribe Architects

3rd August, 1995

- ✓ 5. The work generally being completed in accordance with the Local Government Act 1993, the Local Government (Approvals) Regulation, 1993, and the Building Code of Australia.  
  
All references in this approval to the Building Code of Australia are to amendment number seven (7) of that Code which took effect in the State of New South Wales on 1st January, 1995. Work to be carried out must comply with applicable requirements of the version of the Code in effect at that date.
- \*✓ 6. All sound producing plant and equipment used during the course of construction shall be operated so as not to give rise to any offensive noise or vibration from the premises within the meaning of the Noise Control Act 1975.
- ✓ 7. The building shall be constructed in Type B construction under Clause C1.1 and Specification C1.1 of the Building Code of Australia, inclusive of any fire resistance levels required for walls, beams, columns, floors, roofs or the like.
- ✓ 8. Steel angles, plates or bars complying with the provisions of Specification C1.1 of the Building Code of Australia.
9. Materials used in the building, including floor coverings, shall comply with the requirements of Clause C1.1 of the Building Code of Australia.

## SCOPE, ASSUMPTIONS & LIMITATIONS

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This document outlines the process and information relied upon in generating the fire safety schedule contained in appendix A.

The following limitations apply to this assessment:

- This document is based on the drawings and other approval information listed in the table of referenced documents.
- The drawings are assessed to the extent necessary to prepare a description of the building and determine required fire services.
- No assessment has been made of the degree to which the existing fire services within the building comply with historic or current assessment provisions, this is to be undertaken by a competent fire safety practitioner in line with standard procedures to produce an Annual Fire Safety Statement.
- This assessment does not consider the requirements for people with disabilities under the provisions of the BCA or the Disabilities Discrimination Act 1992 and makes no comment on compliance or otherwise of the building with such legislation.
- The assessment does not consider the requirements of legislation other than the Environmental Planning and Assessment Act 1979, i.e. Occupational Health and Safety, Safety in Design etc.
- This assessment will not detail technical requirements of the referenced Australian Standards, the competent fire safety practitioner issuing annual fire safety statement is to consider in detail technical requirements of the relevant design and/or maintenance standards.
- Assessment at this stage by MCG does not consider the town planning permissions in place for the building nor make any comment on compliance with such.
- This assessment does not address safety in design, environmental considerations or any other aspects other than those expressly described herein.

## BACKGROUND

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Records search revealed the building was constructed in or around 1995 under a building approval issued by Manly Council (ref BA162/95). The building has undergone some minor alterations and refurbishments since that time, however it would appear from our review of the documents provided by Council and a site inspection that the building is largely reflective of its original design and construction. It does not appear that major alterations have been undertaken to the building to date.

Below is a summary of the relevant approvals provided to our office through the council record search:

Date	Approval ref	Comment
23/03/1995	DA572/94	Development Approval (planning consent) issued by Manly Council for "construction of a bulky goods retail centre with storage area and carparking".
03/08/1995	BA162/95	Building Application Approval issued by Manly Council for "Bulky goods retail store". Understood to be the original base building approval.

09/04/1996	BA76/96	Building Application Approval for "Bulky goods retail centre storage area" which appears to relate to the construction of the mezzanine office within the base building approved under BA162/95
20/03/2012	CDC2041	Complying Development Certificate issued by Certis Private Certifiers for "alterations to existing retail tenancy"
16/03/2020	DA2020/0081	Development approval for alterations and additions to an existing retail premises issued by Northern Beaches Council (relocation of offices and creation of café in place of current offices, demolition of existing café for retail space on level 1).  <i>Note – we understand this DA has not been acted upon.</i>
22/02/2021	CDC6808/0	Complying development certificate issued by Certis Private Certifiers for "fitout of new admin offices to be built on Level 1".

- No occupation certificate has been provided for the base building or subsequent works. Council officers advised that this base building approval was prior to Occupation Certificates being issued for buildings of this nature in around 1998.
- Carol Freshwater (Council record officer) advises that older Manly Council files are sometimes incomplete or missing pages that have not been scanned.

#### HISTORIC FIRE SAFETY SCHEDULES:

**Building application BA162/95** has within it the following schedule of Essential Services as condition 38 of that approval:

- ✓ 38. The following items are "Essential Services" as determined by Council pursuant to part 59 of the Administrative Provisions of the Building Code of Australia

**Schedule of Essential Services**  
**(Clause 4 Local Government Act (Approvals) Regulation 1993)**

**THE SCHEDULE**

<u>Essential Service</u>	<u>Standard</u>
Access Panels	In accordance with applicable Australian Standards.
✓ Automatic Sprinkler System	In accordance with applicable Australian Standards (full system).
Electro Magnetic Hold Open	To manufacturer's specifications and applicable Australian Standard.

Emergency Lighting	In accordance with applicable Australian Standards and E.4.2 of the BCA.
Exit and Path of Travel Widths	In accordance with the approved plans and Council conditions of consent.
Exit Signs	To comply with applicable Australian Standards and E.4.5 and E.4.6 of the BCA.
Fire Doors	In accordance with applicable Australian Standards and specification C.3.4 of the BCA.
Hose Reels	In accordance with applicable Australian Standards, E.1.4 of the BCA.
Hydrants and Fire Mains	In accordance with applicable Australian Standards, Ministerial Specification No. 10, and Part E of the BCA.
Mechanical Ventilation & Air Conditioning Systems	In accordance with applicable Australian Standards.
"Offences Relating to Fire Exits" signage	Form 4, Local Government (Approvals) Regulation, 1993.
Paths of travel	Halls, stairs, exit doors and path to street clear of obstruction.
Portable Fire Extinguishers	In accordance with current Australian Standards and E.1.6 of the BCA.

A latter Building approval issued by Council for the installation of a mezzanine office within the warehouse section of the building (BA76/96 dated 9/4/1996) has the following schedule of essential services at condition 14:

14. Pursuant to Clauses 22 and 23 of the Local Government (Approvals) Regulation, 1993, the following is a Schedule of Essential Services required to be installed in the building and the minimum standard to which these services must be designed, installed and/or maintained.

Automatic Sprinkler System	In accordance with applicable Australian Standards (full system).
Exit and Path of Travel Widths	In accordance with the approved plans and Council conditions of consent.
Exit Signs	To comply with applicable Australian Standards and E.4.5 and E.4.6 of the BCA.
Fire Doors	In accordance with applicable Australian Standards and specification C.3.4 of the BCA.
Hose Reels	In accordance with applicable Australian Standards, E.1.4 of the BCA.
Hydrants and Fire Mains	In accordance with applicable Australian Standards, Ministerial Specification No. 10, and Part E of the BCA.
Mechanical Ventilation & Air Conditioning Systems	In accordance with applicable Australian Standards.
Panic Bolts and Fastenings	NSW D2.21 of the BCA and applicable Australian Standards.
Paths of travel	Halls, stairs, exit doors and path to street clear of obstruction.
Portable Fire Extinguishers	In accordance with current Australian Standards and E.1.6 of the BCA.

McCarthy Consulting Group contacted Northern Beaches Council on 06<sup>th</sup> May 2021 and spoke to Shane Blix who advised that there is no current annual fire safety statement for the building on Council's record. Mr Blix provided a copy of the most recent correspondence with the building owner being an overdue notice for the provision of an AFSS dated 16<sup>th</sup> May 2018. A full copy of this correspondence is included at appendix B.

Attached to correspondence from Council is the below schedule of essential or critical fire safety measures. It is noted that the list of measures is not fully reflective of the schedules previously issued by Council in the Building Approval documents referred to above. It is further noted that the below schedule references editions of Australian Standards that are later than the date of construction of the building.



## SCHEDULE OF ESSENTIAL OR CRITICAL FIRE SAFETY MEASURES

**PREMISES: 176-180 Condamine Street BALGOWLAH NSW 2093**

The following items shall be certified:

176-180 Condamine Street Balgowlah		
	Fire Safety Measures	Standard of Performance
1	Emergency Lights	AS 2293.1 (1998)
2	Exit Signs	AS2293.1 (1998)
3	Portable Fire Extinguishers	AS 2444 (2001)
4	Fire Hose Reel	AS2444 (2001)
5	Fire Hydrant	AS2419.1 (1996)
6	Automatic fire suppression system (sprinkler)	BCA Clause E1.5, BCA Specification E1.5 & AS2118.1 (1999)

### PERFORMANCE SOLUTIONS, FIRE ENGINEERING REPORTS:

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We have reviewed in detail all documents provided by Northern Beaches Council and have not located any references to fire engineering reports or performance solutions that relate to the building. There are no references to performance solutions within any of the schedules of fire safety measures provided to date and for this reason we have not referenced any performance solutions to be included in the schedule.

Note also that we have not conducted a full assessment of the building against the Building Assessment Provisions in force at the time of the original construction.



**COMMENTARY ON EACH FIRE SAFETY SYSTEM:**

<b>Statutory Fire Safety Measure</b>	<b>Determined Applicable BCA Clause</b>	<b>Installation Standard</b>	<b>Discussion</b>
Automatic Fail-Safe Devices	BCA C3.5, C3.6	NA	Automatic fail-safe devices are located on the sliding and swing type fire doors on hold open throughout the building.
Automatic fire detection and alarm system	BCA Clause C3.5, C3.6, C3.7	AS1670-1986	Installed to operate the sliding and self-closing fire doors. No smoke detection for smoke hazard management was observed in the building.
Automatic fire suppression systems (sprinklers)	BCA E1.5	AS2118-1982	Fire sprinkler system installed throughout consistent with class 6/7 within fire compartments 2000-3500m <sup>2</sup> (consistent with type B construction), carpark exceeding 40 vehicles. Sprinklers including in-rack sprinklers noted in warehouse. All fed from town main, no sprinkler pump on site other than a small jacking pump.
Emergency Lighting	BCA Clause E4.2, E4.4	AS2293.1-1987	Generally installed throughout the building in areas as required by BCA.
Exit Signs	BCA Clauses E4.5, E4.6, E4.8	AS2293.1-1987	Generally installed throughout the building in areas as required by BCA. It was noted some exit signs are missing or require service.
Exit and paths of travel widths	BCA D1.6, D2.21 & widths under building consent and plans		Historically applied by consent authorities to ensure egress paths are maintained for the life of the building.
Fire Dampers	BCA Clause C3.15	AS1530.4-1990	Main switch room mechanical supply, lift motor room openings.
Fire Doors (Inc sliding fire doors)	BCA Clause C3.4, C3.5, C3.6 C3.8	AS1905.1-1990	Fire doors utilised to separate building into fire compartments, both sliding and swing type fire doors. Fire doors to fire isolated exits and fire rated rooms within the building.
Fire Hose Reels	BCA Clause E1.4	AS2441-1988	Generally installed throughout building as required by BCA, Located adjacent each internal hydrant.

Fire Hydrant Systems	Designed/installed to: BCA E1.3 Ministerial specification No. 10 <del>BCA Clause E1.3</del>	System Performance to: AS2419.1-1994	*See comments below
Fire seals protecting openings in fire resisting components of the building	BCA Clause C3.15	AS1530.4-1990 AS4072.1-1992	Visually confirmed in switch room, compartmented nature of the building would require protection of all penetrations for services however destructive inspection was not undertaken to reveal all penetrations.
Lightweight construction	BCA Clause C1.8	AS1530.4-1990	Noted as "Hebel" type encasement of services in fire isolated passages.
Mechanical air handling system	BCA Clause E2.2a	AS1668.1-1991 AS1668.2-1991	Carpark ventilation system per BCA F4.11 operate per AS1668.1-1991 cl 7.6. It does not appear that the carpark ventilation system currently operates.
Portable fire extinguishers	BCA Clause E1.6	AS2444-1985	Generally installed throughout the building in areas as required by BCA.
Warning and operational signs	BCA Clause C3.6, D2.23, E3.3 Clause 183 EP&A Reg 2000		Signage indicating: <ul style="list-style-type: none"> <li>• "Sliding Fire Door"</li> <li>• "Fire Safety Door, Do Not Obstruct" and "Fire Safety Door – Do Not Obstruct Do Not Keep Open"</li> <li>• Warning against use of lifts in fire</li> <li>• Notice regarding offences relating to fire exits present.</li> </ul>

**\*Fire Hydrant System:**

The early schedules issued by council and attached to the Building Approvals referenced above both reference Ministerial Specification 10 as a standard of performance for the hydrant system. The schedules also note BCA Part E and relevant Australian Standards (AS2419.1). This is confusing as it appears to reference opposing requirements but we note that these schedules were issued around the time of the adoption of the BCA in NSW and anecdotal evidence suggests that council at the time were requesting a hybrid type hydrant system with flow and pressure performance to AS2419-1994 but hydrants and associated infrastructure located and designed to Ministerial Specification 10.

The schedule provided by Council with the AFSS reminder dated 18/05/2018 references "AS2419.1-1996". There was no edition of AS2419.1 published in 1996 and we assume this is an error and should make reference to the 1994 edition.

Due to the confusion around the exact standard of design and installation utilised for the hydrant system the building owner engaged the services of Marline Building Services Engineers to review the documentation and current installations. The full advice is attached at Appendix C and we note the conclusion of the hydraulic consultant is that the system is indeed a hybrid combination of design and location of the system to ministerial specification 10 and location of valves and hydrant infrastructure to Ministerial Specification 10.

For this reason, we describe the hydrant system serving the building as being designed and installed to:

- Installed to BCA E1.4, Ministerial Specification 10
- System performance to AS2419.1-1994

## MOST RECENT DOCUMENTATION RECEIVED:

In review of the documentation provided the most recent advice on the fire safety measures in the building is contained in the "subcontractor maintenance declaration" prepared by BSA dated 19<sup>th</sup> September 2019 as follows:



### **SUB CONTRACTOR MAINTENANCE DECLARATION**

(Supporting Documentation for Annual Fire Safety Statement Production)  
Environmental Planning and Assessment Regulation 2000 – Cl.182

**Property Details / Address:** Harvey Norman Balgowlah + Café Noir  
Unit's 1 & 2 @ 176-180 Condamine Street Balgowlah NSW 2304

**HN Property Reference/s:** LSE000069 - COM0404 - BLG0034  
LSE001637 - COM0404 - BLG0034

**BSA Proto File Reference:** N100 - 104 , N100 - 649, NF10-104  
**AESC Site Number:** #29189

**Council Reference:** MC/17/36342  
**Cross Streets:** Balgowlah Rd. – Roseberry St. – Hayes St.

**Owner's Name:** Wadins P/L,  
CARE Denis Statis Property Dept.

**Owner's Address:** C/- Harvey Norman Locked Bag 2, Silverwater DC NSW 1811  
**Date of Assessment:** Thursday 19 September 2019

**Description or part of Building:** Whole (as listed above)

We of **BSA Limited** can confirm that the fire protection systems and equipment listed in the table below have been maintained by a competent person/s in accordance with the Standard of Maintenance referenced. The information contained in this statement is true and accurate to the best of our knowledge based on our routine inspection and testing regime carried out by BSA and as recorded electronically on our internal data base system (Pronto).

Essential Fire Safety Measure	Australian Standard of Maintenance Performed
<b>Automatic Fire Detection and Fire Alarm System</b> Including Fire Indicator Panel EWS / Occupant Warning System (BOWS) Smoke / Heat Alarms / Detectors <b>Automatic Fail Safe Devices</b> (Fire Trip to Doors on Fire Alarm Activation)	AS.1851 – 2012 Section 6
<b>Emergency Lighting</b> Exit Signs	AS.2293.1 & 2
<b>Automatic Fire Suppression System - Fire Sprinklers</b> Fire Pump Sets (Sprinkler Jacking Pump)	AS.1851 – 2012 Section 2 AS.1851 – 2012 Section 3
<b>Fire Hydrants</b> Fire Hose Reels	AS.1851 – 2012 Section 4 AS.1851 – 2012 Section 9
<b>Fire Extinguishers</b> Fire Blankets	AS.1851 – 2012 Section 10 AS.1851 – 2012 Section 11
<b>Fire / Smoke Doors (hinged, pivot, sliding)</b> Incorporating Fire Seals Protecting these Openings in Fire Resisting Components	AS.1851 – 2012 Section 12
<b>HVAC / Mechanical / Packaged Air Handling Systems</b> Incorporating Smoke Hazard Management Systems / associated Fire Dampers	AS.1851 – 2012 Section 13

Contractor Name: Moises Luque

Signature:

Date: 23<sup>rd</sup> September, 2019

BSA | Maintain  
Level 7, 3 Thomas Holt Drive Macquarie Park NSW. 2113  
T: 1300 794 461 [www.bsa.com.au](http://www.bsa.com.au)

## CONCLUSION

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The above documents the findings of a desktop review of existing documentation and site inspection to determine the essential fire safety measures in the building for the purposes of generating a current fire safety schedule. We note again that this correspondence does not certify the compliance or function of the installed measures but simply nominates them as a measure required within the building.

If there are any queries relating to this correspondence, please do not hesitate to contact Brett Taylor on 0433550309.

Regards,



Brett Taylor (BDC0899, AIBS7162)

Director

**McCarthy Consulting Group (NSW) Pty Ltd.**

## APPENDIX A - FIRE SAFETY SCHEDULE – HARVEY NORMAN BALGOWLAH

### SCHEDULE: FIRE SAFETY SCHEDULE

<b>Owner:</b>	Harvey Norman Balgowlah
<b>Address:</b>	176-180 Condamine St Balgowlah NSW 2304
<b>Development Consent No</b>	TBA
<b>Date of Determination:</b>	TBA
<b>Date of issue</b>	21/06/2021

The following essential fire safety measures are implemented in the whole of the building premises and each of the fire safety measures must satisfy the standard of performance listed in the schedule, which, for the purposes of Clause 168 of the Environmental Planning and Assessment Regulation 2000, is deemed to be the current fire safety schedule for the building.

#### Notes to schedule:

1. Building Approval BA162/95 dated 3<sup>rd</sup> August 1995 issued by Manly Council states the building works was required to comply with the Building Code Of Australia Amendment 7 and therefore standards referenced under that edition of the code.
2. Base building approval at condition 31 nominates fire hydrant design to BCA E1.3 and AS2419.1-1994 despite the schedule also making mention of Ministerial Specification 10.

Statutory Fire Safety Measure	BCA Clause	Installation Standard	Existing Measure
Automatic Fail-Safe Devices	BCA C3.5, C3.6		✓
Automatic fire detection and alarm system	BCA Clause C3.5, C3.6, C3.7	AS1670-1986	✓
Automatic fire suppression systems (sprinklers)	BCA E1.5	AS2118-1982	✓
Emergency Lighting	BCA Clause E4.2, E4.4	AS2293.1-1987	✓
Exit Signs	BCA Clauses E4.5, E4.6, E4.8	AS2293.1-1987	✓
Exit and paths of travel widths	Widths under building consent and plans		✓
Fire Dampers	BCA Clause C3.15	AS1530.4-1990	✓
Fire Doors (Inc sliding fire doors)	BCA Clause C3.4, C3.5, C3.6 C3.8	AS1905.1-1990	✓
Fire Hose Reels	BCA Clause E1.4	AS2441-1988	✓

Fire Hydrant Systems	Designed/installed to: Ministerial specification No. 10 BCA Clause E1.3	System Performance: AS2419.1-1994	✓
Fire seals protecting openings in fire resisting components of the building	BCA Clause C3.15	AS1530.4-1990 AS4072.1-1992	✓
Lightweight construction	BCA Clause C1.8	AS1530.4-1990	✓
Mechanical air handling system	BCA Clause F4.11, Table E2.2	AS1668.1-1991 AS1668.2-1991	✓
Portable fire extinguishers	BCA Clause E1.6	AS2444-1985	✓
Warning and operational signs	BCA Clause C3.6, D2.23, E3.3 Clause 183 EP&A Reg 2000		✓

*Note:*

1. *There is no record of fire related performance solutions for this building*

<b>Critical Fire Safety Measure</b>	<b>Design/Installation Standard</b>	<b>Existing Measure</b>	<b>Proposed Measure</b>
<b>NIL</b>			

*Note:*

2. *Supplementary Fire Safety Statements are to be prepared and submitted to Council at six (6) month intervals for each of the above Critical Fire Safety Measure.*

## APPENDIX B – Northern Beaches Council Correspondence



16 May 2018



Wadins Pty Ltd  
Denis Statis Property Department  
Locked Bag 2  
SILVERWATER DC NSW 1811

Dear Sir/Madam

**Overdue Notice** - Annual Fire Safety Statement  
Premises: 176-180 Condamine Street BALGOWLAH NSW 2093  
Quote Ref: AFSS02572

This notice is to advise you that your Annual Fire Safety Statement for the Essential Services located in the building at the above-described property was due for submission to Council on 26 September 2015 and as such is overdue.

Please be advised that this is now an offence under the Environmental Planning and Assessment Regulation 2000 and Council may without further notice issue a Penalty Infringement Notice.

It is requested that a copy of this Statement be provided to Council immediately. This can be emailed via [council@northernbeaches.nsw.gov.au](mailto:council@northernbeaches.nsw.gov.au)

Furthermore, a copy of this Statement together with a copy of the Fire Safety Schedule needs to be provided to the Commissioner of Fire and Rescue NSW. This can be done by completing the appropriate form and forwarding all documents to [afss@fire.nsw.gov.au](mailto:afss@fire.nsw.gov.au)

A copy of the Statement also needs to be displayed in a prominent position within the building.

**Please note:** Requests for extension of time will not be considered in this matter because the Annual Fire Safety Statement is now overdue.

Should you require any further information on this matter, please contact Business & Administration Coordinators on 1300 434 434 or [council@northernbeaches.nsw.gov.au](mailto:council@northernbeaches.nsw.gov.au) quoting the AFSS number listed at the top of this letter.

Yours faithfully

A handwritten signature in black ink, appearing to read "Carl Georgeson".

Carl Georgeson  
Team Leader Building Control

☎ 1300 434 434  
✉ [council@northernbeaches.nsw.gov.au](mailto:council@northernbeaches.nsw.gov.au)  
[northernbeaches.nsw.gov.au](http://northernbeaches.nsw.gov.au)  
PO Box 1336 Dee Why  
ABN 57 284 295 198

Dee Why Office:  
775 Pittwater Road  
Dee Why NSW 2099  
DX 9118 Dee Why  
☎ 02 9971 4522

Mono Vale Office:  
1 Park Street  
Mono Vale NSW 2103  
DX 9818 Mono Vale  
☎ 02 9970 1200

Manly Office:  
1 Belgrave Street  
Manly NSW 2155  
☎ 02 9976 1400





## SCHEDULE OF ESSENTIAL OR CRITICAL FIRE SAFETY MEASURES

PREMISES: 176-180 Condamine Street BALGOWLAH NSW 2093

The following items shall be certified:

176-180 Condamine Street Balgowlah		
	Fire Safety Measures	Standard of Performance
1	Emergency Lights	AS 2293.1 (1998)
2	Exit Signs	AS2293.1 (1998)
3	Portable Fire Extinguishers	AS 2444 (2001)
4	Fire Hose Reel	AS2444 (2001)
5	Fire Hydrant	AS2419.1 (1996)
6	Automatic fire suppression system (sprinkler)	BCA Clause E1.5, BCA Specification E1.5 & AS2118.1 (1999)

### Important Information

Note that the essential fire safety measures listed in the preceding table are those in the Council Fire Safety Measures Register for the building. If you believe that the fire safety measures in the subject premises are different from those listed in the table, you are to provide certification from a qualified person listing what essential fire safety measure are different, and what has changed since the original schedule was developed.

The Annual Fire Safety Statement (AFSS) is collected by Council under Part 9 Division 5, of the *Environmental Planning and Assessment Regulation 2000 (EP&A)*, and must cover all the Essential Fire Safety Measures in the Building and Standard of Performances on one AFSS.

It is a statutory obligation upon the owner of a building to cause the Council to be given an AFSS for the building within 12 months after the date on which the previous AFSS on Final Fire Safety Certificate was given. You are strongly advised to review this legislation for your information, as necessary – see [www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au).

Please put procedures in place that alert you well before the due date of the AFSS so you may arrange the necessary professional inspections to enable the timely submission of the Statement to Council and the Fire & Rescue NSW.

The required assessment and inspection must have been carried out within three (3) months prior to the date on which the AFSS is issued. The statement is invalid unless all the Essential Fire Safety Measures listed on the Fire Safety Schedule with their appropriate Standard of Performance and date of assessment are included.

**NOTE: THE PERSON SIGNING THE STATEMENT IS RESPONSIBLE FOR ENSURING THAT ALL THE MEASURES LISTED ARE COMPLETE AND ACCURATE.**

Because of the potential implications of a late AFSS on life safety, Council will enforce a minimum tolerance approach to this matter and will issue you with a Penalty Infringement Notice if you do not submit the Annual Fire Safety Statement by the due date.

The current prescribed fixed penalties for late submission are \$1000 for 1 week past the due date, \$2000 for two (2) weeks past the due date, \$3000 for three (3) weeks past the due date and \$4000 for four (4) weeks past the due-date