

CITY OF MOUNT GAMBIER BUILDING FIRE SAFETY COMMITTEE

Meeting held on Wednesday 18<sup>th</sup> June 2014 at 12.00 p.m. in the  
Conference Room, Level One - Operational Services, Civic Centre

MINUTES

PRESENT: Cr Merv White (Presiding Member)  
Mr Andy Sharrad, Mr Grant Riches and Mr Daryl Sexton

COUNCIL OFFICERS: Hayden Cassar - Building Officer  
Kathy Allen - Administration Officer

OTHER ATTENDANCES: Nil

APOLOGY/IES: Nil

MINUTES: Mr Daryl Sexton moved that the Minutes of the Meeting held on  
Wednesday, 8<sup>th</sup> January 2014 be taken as read and confirmed.

Mr Grant Riches seconded

Carried

QUESTIONS: (a) With Notice - nil submitted.  
(b) Without Notice – nil received.

1. **BUILDING FIRE SAFETY COMMITTEE - ACTIVE8 COMPLEX - 99 PENOLA ROAD** - Ref:  
AF14/10

The Presiding Member reported:

(a) The Building Fire Safety Committee at its meeting held on Wednesday, 8<sup>th</sup> January  
2014 resolved:

*“(a) The verbal report from Mr Hayden Cassar be received;*

*(b) pursuant to Section 71(2) of the Development Act 1993, the property owner of 99  
Penola Road, Mount Gambier be required to submit a report, prepared by an  
appropriately qualified person, to address the Building Fire Safety of the building,  
with such report to be provided to Council within two (2) months of the date of the  
notice.*

*The notice should pay particular attention to the issues listed:*

- 1. lack of sufficient egress paths from the courts area;*
- 2. insufficient Emergency lighting in the courts area;*
- 3. lack of emergency lighting and exit signage to the shed, cardio room, crèche,  
men’s toilets, ladies toilets, massage room, boxing room, weights room and  
foyer;*
- 4. lack of emergency lighting above both sets of stairs leading to the boxing  
room;*
- 5. lack of fire hose reels and portable fire extinguishers to service the cardio  
room, crèche and boxing room;*
- 6. insufficient egress path from crèche. Council notes that the existing step  
does not comply with the requirements for required paths of travel to exits;*
- 7. insufficient clearance of hydrants from building;*

8. *the front hydrant riser is insufficient in construction (only single head, mounted to high and outlets not turned down) and needs to be replaced with a compliant double headed riser;*
9. *the booster assembly is in a state of disrepair and requires remediation. Upon completion of the remediation you are advised that hydrostatic testing will be required to ensure the booster is operating correctly;*
10. *a required egress door in the weights room has been obscured by an exercise machine."*

- (b) Following detailed consultation with Council's Building Officers, the property owners have engaged Chapman Herbert Architects to prepare a proposal to address the Committees concerns.
- (c) Given the specialised testing and maintenance considerations required for the booster assembly the completion of the report has been delayed to allow consultants from Adelaide to travel to the region to service multiple buildings.

**Mr Andy Sharrad moved it be recommended:**

- (a) **The report be received;**
- (b) **The Building Fire Safety Committee await the completed report from Chapman Herbert Architects.**

**Mr Grant Riches seconded**

**Carried**

**2. BUILDING FIRE SAFETY COMMITTEE - INTERNATIONAL MOTEL - 300 JUBILEE HIGHWAY WEST - Ref: AF11/255**

The Presiding Member reported:

- (a) The Building Fire Safety Committee at its meeting held on Wednesday, 8<sup>th</sup> January 2014 resolved:
  - “(a) The report be received;*
  - (b) the email from Mr Robert Miles, Robert Miles Architects dated 26<sup>th</sup> November 2013 be received;*
  - (c) Mr Miles indicated that the fire separation to the individual building wings will commence on 8<sup>th</sup> February 2014 (de Bruin) and will take ten (10) days to complete;*
  - (d) Mr Miles be advised that one (1) onsite fire hydrant is required and needs to be installed as a matter of urgency, but no later than 30<sup>th</sup> April 2014. The location of the fire hydrant is to be within fifteen (15) metres of the south facing main entry to the restaurant facing Jubilee Highway, in accordance with a plan to be approved by Council prior to installation.”*
- (b) An inspection carried out on the 23<sup>rd</sup> May 2014 by Council's Building Officer, Chris Tully, has found that the items to be addressed by the Building Fire Safety Committee have not been carried out.

These items include:

- Fire separation to the individual building wings (work was to be undertaken by De Bruin Civil and commenced by the 8<sup>th</sup> February 2014 and completed within ten (10) days).
  - Onsite fire hydrant to be installed and located within fifteen (15) metres of the south facing main entry door to the restaurant facing Jubilee Highway, in accordance with a plan to be approved by Council prior to installation (to be completed no later than 30<sup>th</sup> April 2014).
- (c) It was found during the inspection that the previous tenant/manager of the International Motel is no longer in residence, having been removed by the owner. The owner has since employed a new manager to operate the Motel (Shane Madden), who has been managing the Motel since the end of February 2014. It became evident after speaking with Shane Madden that the owner of the Motel had not informed him of the outstanding fire safety issues.
- (d) The new manager is now aware of the outstanding fire safety issues and is to contact the owner. Contact details were also given for Robert Miles who has been representing the owner in regards to the fire safety issues.
- (e) An enquiry by Council to De Bruin Civil found that the work to be undertaken for fire separation to the individual wings had not been undertaken as previous works carried out at the Motel had not been paid for, but were happy to recommence works once this had been addressed.
- (f) Robert Miles is to contact the owner and report back to Council by the 30<sup>th</sup> May 2014 on the outstanding fire safety issues.

**Mr Daryl Sexton moved it be recommended:**

- (a) **The report be received;**
- (b) **Council write to the owner of the International Motel, seeking clear and concise details of his/her intentions to complete works as required by the Building Fire Safety Committee including timeframes. On receipt of the required information the Building Fire Safety Committee will reconsider its position in light of the advice received. Advice to be received with 28 days of the date of the letter.**

**Mr Andy Sharrad seconded**

**Carried**

**3. BUILDING FIRE SAFETY COMMITTEE - LAKES APARTMENTS - 3 LAKE TERRACE WEST - Ref: AF11/2445**

The Presiding Member reported:

- (a) The Building Fire Safety Committee at its meeting held on Tuesday, 17<sup>th</sup> September 2013 resolved:
- “(a) *The report be received;*
- (b) *the email from Grant Riches, PBS Australia Pty Ltd dated 4<sup>th</sup> June 2013 be received;*

- (c) *the Building Fire Safety Committee resolves to accept all the recommendations and proposed upgrades as set out in the Fire and Life Safety Services Report prepared by Systems Solutions Engineering (dated 11<sup>th</sup> February 2013) and the property owners (via the property management group, Whittles) be advised of this resolution;*
- (d) *the property owners be requested to submit a Development Application to address all matters listed and adopted by the Building Fire Safety Committee pursuant to this resolution."*
- (b) To date Council has not received a response from Mr Brenton Williams, being the Corporation Manager (from Whittles) for the Lakes Apartment at 3 Lake Terrace West.
- (c) Correspondence was issued to the owners advising of the above resolution on 18<sup>th</sup> September 2013 and a further letter was issued on 19<sup>th</sup> December 2013 requesting a response as a matter of urgency.
- (d) This matter is now referred back to the Building Fire Safety Committee for further consideration.

**Mr Daryl Sexton moved it be recommended:**

- (a) **The report be received;**
- (b) **Council write to the owner of the Lakes Apartment, seeking clear and concise details of his/her intentions to complete works as required by the Building Fire Safety Committee including timeframes. On receipt of the required information the Building Fire Safety Committee will reconsider its position in light of the advice received. Advice to be received with 28 days of the date of the letter.**

**Mr Andy Sharrad seconded**

**Carried**

**4. BUILDING FIRE SAFETY COMMITTEE - PAPA'S RICH NOODLES, LAKES VILLAGE BUTCHERS - 18 HELEN STREET - Ref: AF14/11**

The Presiding Member reported:

- (a) The Building Fire Safety Committee at its meeting held on Wednesday, 8<sup>th</sup> January 2014 resolved:
  - “(a) The verbal report from Mr Hayden Cassar be received;*
  - (b) pursuant to Section 71(2) of the Development Act 1993, the property owner of 18 Helen Street, Mount Gambier be required to submit a report, prepared by an appropriately qualified person, to address the Building Fire Safety of the building, with such report to be provided to Council within two (2) months of the date of the notice.*

*The notice should pay particular attention to the issues listed:*

- 1. emergency lighting;*
- 2. exit signs;*
- 3. operation of door latches in a required exit;*
- 4. portable fire extinguishers.”*

- (b) A report has been received from the owner, Federation Centres, prepared by Norman Disney & Young, dated 27<sup>th</sup> February 2014, detailing the completion of an Essential Services Review and proposed works (copy is attached to the agenda).
- (c) Due to budgetary programming constraints on the property owner, it was requested of Council's Officers that tentative approval for the report be provided such that work could begin. Due to the conservative, compliant solutions proposed in the report, tentative approval was provided.

**Mr Andy Sharrad moved it be recommended:**

- (a) The report be received;**
- (b) The correspondence received from Federation Centres, including as Essential Service Review prepared by Norman Disney & Young, dated 27<sup>th</sup> February 2014, be received.**
- (c) The Building Fire Safety Committee endorse the Norman Disney & Young report consistent with Council's tentative advice to the property owner.**
- (d) The Building Fire Safety Committee advise the applicant to lodge a development application for a fire safety upgrade to formalise the upgrade.**

**Mr Grant Riches seconded**

**Carried**

**5. BUILDING FIRE SAFETY COMMITTEE - VACANT BUILDING (FORMERLY KNOWN AS TONIC) - 29 PERCY STREET - Ref: AF12/397**

The Presiding Member reported:

- (a) The Building Fire Safety Committee at its meeting held on Wednesday, 8<sup>th</sup> January 2014 resolved:
  - “(a) The report be received;*
  - (b) the correspondence from Mr Robert Miles, Robert Miles Architects dated 8<sup>th</sup> May 2013 be received;*
  - (c) Mr Miles advised that the property owner has organised all new exit signs and locks have been changed over. Mr Miles reported that there is no available space on the allotment for an onsite hydrant (closest on street hydrant is in Hedley Street);*
  - (d) Mr Miles advised that all ground level works have been completed but the owner is waiting to rent the upper level before determining the required fire requirements;*
  - (e) Council be requested to approach SA Water to investigate the provision of a street fire plug in Percy Street to service this general area;*
  - (f) The Building Fire Safety Committee advise the property owner that with regard to the upper level that emergency lighting, portable fire extinguisher and exit signs are to be rectified immediately, noting that further works may be required if tenants occupy the upper level.”*

- (b) An inspection of the street fire hydrants in the vicinity of 2/29 Percy Street (building formerly known as Tonic) was conducted by Council's Building Officer, Chris Tully, on Friday, 23<sup>rd</sup> May 2014 and the following was noted:
- Plug one (1) is located on Percy Street and is 33 metres from the main entrance (this plug was previously covered over and was not identified on the SA Water Dial Before you Dig Map).
  - Plug two (2) is located on Alexander Street and is 56 metres from the main entrance and 35 metres from the side doors on the north/east side (previously known and as identified on the SA Water Dial Before you Dig Map being the closest available).
- (c) An inspection is to be conducted prior to the meeting and a verbal report provided to Members at the meeting.

**Mr Daryl Sexton moved it be recommended:**

- (a) **The report be received;**
- (b) (a) **Council advise the owner of the building of 29 Percy Street, Mount Gambier that there is to be no occupancy of the upper storey until all issues with the building as previously raised by the Building Fire Safety Committee are adhered to the satisfaction of the Committee.**
- (b) **The Building Fire Safety Committee further advise that the lower storey works previously identified are to be completed within 60 days (as per report and plan previously submitted by the owner) of the date of this notification.**

**Mr Andy Sharrad seconded**

**Carried**

**MOTIONS WITHOUT NOTICE** - Nil

**GENERAL BUSINESS**

- (a) The next Building Fire Safety Meeting is to be scheduled for Wednesday 27<sup>th</sup> August 2014.

The meeting closed at 12:38 pm.