

**NOTICE OF A STRATA COMMITTEE MEETING  
THE OWNERS - STRATA PLAN 52948**

**ADDRESS OF THE STRATA SCHEME:**

Macquarie Gardens, 1-15 Fontenoy Road, Macquarie Park NSW 2113

**DATE, PLACE & TIME OF MEETING:** A meeting of the Strata Committee of The Owners - Strata Plan 52948 will be held on 12/05/2022 via Zoom Video Conference. The meeting will commence at 06:00 PM.

**Topic:** SP 52948 Strata Committee Meeting  
**Time:** May 12, 2022 06:00 PM Canberra, Melbourne, Sydney

**Join Zoom Meeting**

<https://us06web.zoom.us/j/88204628090?pwd=aG5sd1NzTjZTdlhoUll1NC9pd3hZZz09>

Meeting ID: 882 0462 8090

Passcode: 070856

One tap mobile

+61280156011,,88204628090# Australia

**Dial by your location**

+61 2 8015 6011 Australia

Meeting ID: 882 0462 8090

Find your local number: <https://us06web.zoom.us/j/kd48pgmbCb>

**The Agenda for the meeting is:**

**1 MINUTES**

That the minutes of the previous strata committee meeting be confirmed as a true record of the proceedings of that meeting.

**2 CORE ENGINEERING PROPOSED STRATEGY**

That the proposed strategy from CORE Engineering is tabled and a decision to act on next stages of required work.

Melvin Kumar of CORE Engineering has been invited to further discuss this report.

**3 HOUSE RULES**

That the House Rules document issued August 2021 be tabled and discussed.

**4 GENERAL BUSINESS**

That any general business items be raised and discussed.

**5 NEXT MEETING**

That the date time and location of the next Strata Committee meeting be decided.

Date of this notice: 10 May 2022

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**NOTES:**

Only executive committee members are entitled to vote on agenda items at a Strata Committee Meeting.

A quorum at an Strata Committee Meeting is 50% of the persons entitled to vote; each Strata Committee Member has one vote, the Chairman does not have a casting vote.

In the event than an agenda item is a tied vote the resolution is deemed to be lost as it was not passed by a majority.

Appointees acting on behalf of a Strata Member can only vote if the Strata Committee resolved to accept the appointee.

An owner or company nominee can attend Strata Committee meetings but can only address the meeting with the permission of the Strata Committee members.

For large schemes (over 100 lots, not including utility lots) notice of strata committee meetings are to be sent to strata committee members, all lot owners and placed on a noticeboard (if any) maintained by the Owners Corporation. Minutes of strata committee meetings are to be sent to strata committee members and any owner that requests a copy within 7 days of the meeting.

**Fire Engineering Concept Report:  
SP52948**

1-15 Fontenoy Road,  
Macquarie Park,  
NSW 2113

Our Ref: CORE-FECR\_AC2718\_Rev1

Date: 7 October 2021

**CORE** CONSULTING  
ENGINEERS



# Report Details

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*Address*

1-15 Fontenoy Road,  
Macquarie Park,  
NSW 2113

*Client*

Robert Crosbie from Waratah Strata Management

*Job Reference #*

AC27181

*Revision History*

REVISION	DATE	AUTHOR	QA & VERIFICATION
1 Concept	7 October 2021	<b>Tiffany Zhang</b> Associate – Fire Engineer	<b>Mark Evans</b> Associate – Fire Engineer

This Report has been prepared for Robert Crosbie on behalf of Waratah Strata Management. CORE Consulting Engineers will not accept responsibility for any use of, or reliance on its contents by any third party.

The comments and recommendations provided in this report are based on our visual observations and our experience with similar issues in the past. Unless noted otherwise, no destructive investigations were undertaken.

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# Executive Summary

A fire order has been issued on this property, requiring an audit to be carried out of the fire and life safety systems in the building. This audit was carried out by XEL consultants. As a result of the audit, CORE was engaged to review and assist the owners in rationalising the works identified in the report and where possible with Performance-Based Solutions

This document is a Fire Engineering Concept Report (FECR) prepared for Robert Crosbie of Waratah Strata Management for 1-15 Fontenoy Road, Macquarie Park, NSW 2113 (SP52948).

1-15 Fontenoy Road is an existing residential building which is consisting of one hundred and ninety-two (192) residential sole-occupancy units (SOU) within a total of four (4) residential buildings (Block A, B, C, and D). The residential units are located on top of a podium structure, with the basement car park essentially spanning under the entire development. The podium is the primary access to each of the residential buildings and it forms part of the egress route to the street.

The townhouses on the same premise are not covered, buy this report and do not sit on top of the podium.

No existing Fire Engineering Report was provided to CORE nor known to exist, for the development.

This report presents the concept solutions to satisfy the Performance Requirements of the BCA. for the identified non-conformances with respect to the Deemed-to-Satisfy (DtS) provisions of the Building Code of Australia – 2019 Amendment 1.

**Please note this is a concept report put together to explain certain concepts of the proposed future fire engineering. There are areas in this report that are intentionally blank or lacking detail.**

The Performance Solutions have been assessed in accordance with the process and methodology recommended in the International Fire Engineering Guidelines 2005 (IFEG). The results of the assessment demonstrate that the applicable BCA Performance Requirements are satisfied subject to the provision of measures prescribed in Section 6 Fire Engineering Requirements of this report.

This FER should be reviewed by a Fire Engineer from CORE Consulting Engineers, or another suitably qualified Fire Engineer whenever:

- future alterations; or additions; or modifications are proposed

. This is because the objectives of this report may require revision, the assumptions may become invalid, or the Fire Engineering analysis may not be applicable to the proposed changes.

# 1 Introduction

## 1.1 The Project

A fire order has been issued on this property, requiring an audit to be carried out of the fire and life safety systems in the building. As a result of the audit, CORE was engaged to review and assist the owners in rationalising the works to be carried out if and where possible with Performance-Based Solutions

This document is a Fire Engineering Concept Report (FECR) prepared for Robert Crosbie of Waratah Strata Management for 1-15 Fontenoy Road, Macquarie Park, NSW 2113 (SP52948).

The townhouses on the same premise are not covered.

This report outlines the overall fire strategy for the identified non-conformances with respect to the Deemed-to-Satisfy (Dts) provisions of the Building Code of Australia – 2019 Amendment 1. This report presents the performance solutions to satisfy the Performance Requirements of the BCA.

## 1.2 Building Code of Australia

The Building Code of Australia currently applicable to this project is the National Construction Code Series Volume 1 - Building Code of Australia 2019 Amendment 1, herein referred to as the BCA.

## 1.3 Engagement

CORE Consulting Engineers have been engaged by Waratah Strata Management to carry out a Fire Engineering Assessment of the Performance Solutions under the provisions of the BCA.

The first stage of this is the Fire Engineering Concept Report.

## 1.4 Regulatory Objectives

The following items are a summary of the Fire and Life Safety objectives of the BCA:

- Life safety of occupants – the occupants must be able to leave the building (or remain in a safe refuge) without being subjected to hazardous or untenable conditions.
- Life safety of the firefighters – firefighters must be given a reasonable time to rescue any remaining occupants before hazardous conditions or building collapse occurs.
- Protection of adjoining buildings – structures must not collapse onto adjacent property, and fire spread by radiation should not occur.

CORE has not been advised there are other regulatory objectives that are applicable to this project.

## 1.5 Non-Regulatory Objectives

CORE has not been advised there are specific non-regulatory objectives that need to be addressed for this project, such as:

- Property protection
- Insurer's requirements
- Business continuity
- Community issues
- Corporate image
- Environmental issues



## 1.6 Fire Engineering Report

### 1.6.1 Objectives

This report is a Fire Engineering Report (FER) produced in accordance with the International Fire Engineering Guidelines. The purpose of this report is to present:

- The proposed Performance Solutions, ie the permitted DtS non-conformances; and the additional fire safety measures required.
- The holistic context building or part thereof,
- The fire hazards and preventative and protective measures.
- The occupant traits and activities.
- Assessment of the Performance Solutions compliance against the applicable BCA Performance Requirements.

### 1.6.2 Scope

The FER assesses only compliance for the specific Performance Solution described herein and requires that all other BCA fire safety-related Performance Requirements are to be met by complying with the DtS Provisions.

Where Performance Requirements are to be met by Performance Solutions by other entities, all such reports must be provided to CORE for consideration in assessing the Performance Solutions in this FER.

No existing Fire Engineering Report was provided to CORE nor known to exist.

The project Certifying Authority (Certifier) remains responsible for assessing overall BCA compliance of the project, of which this FER is only one component.

## 1.7 Stakeholders

The key stakeholders in the fire engineering process for this project are identified below.

**Table 1 Stakeholders**

Role	Company	Contact
Client	Waratah Strata Management	Robert Crosbie
Strata Plan	SP56257	
Fire Engineers	CORE Consulting Engineering	<p><b>Tiffany Zhang</b> Graduate Fire Engineer</p> <p><b>Mark Evans</b> Associate – Fire Engineer</p> <p><b>Michael Greenwood</b> Certifier – Fire Safety (C10)</p>

## 1.8 Fire Brigade

### 1.8.1 Referral to F+R NSW

Fire Brigade referral is not legislated for this project and is therefore not proposed to be undertaken.

### 1.8.2 Fire Brigade Objectives

The Fire Brigade Intervention Model (FBIM) states the principal objectives of the Fire Brigade throughout Australia are to protect life, property, and the environment.

### 1.8.3 Fire Brigade Intervention

Fire Brigade intervention is anticipated for all the fire scenarios considered in this report, whether alerted through automatic Fire Brigade monitoring or by building occupants or the public calling '000'. However, the positive impact of Fire Brigade intervention has **not** been included in any of the Performance Solutions. This FER is therefore inherently conservative.

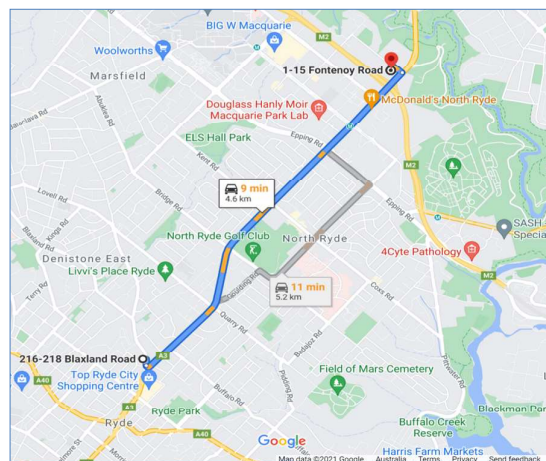
Since Fire Brigade intervention is not used to demonstrate BCA compliance of the Performance Solutions, a Fire Brigade Intervention Model (FBIM) is not considered necessary and has not been undertaken.

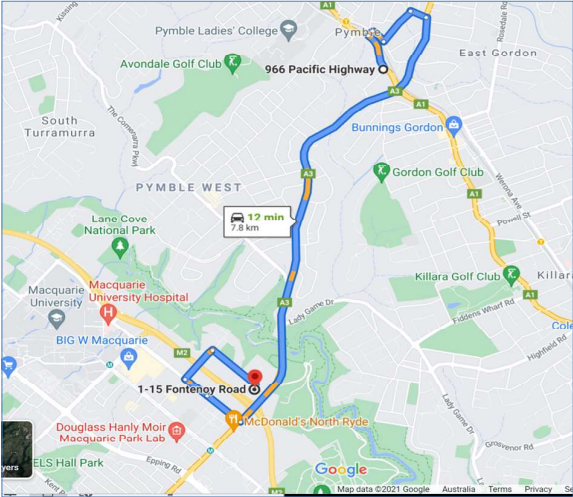
### 1.8.4 Local F+R NSW Fire Stations

The closest Fire + Rescue NSW fire stations to the property are:

Table 2 F+R NSW Fire Stations

Fire Station	F+R NSW Station Address	Distance from Site (Approx. Travel Time)
<b>RYDE</b>	216 - 218 Blaxland Road, Ryde NSW 2112	4.6 km (9 minutes)



Fire Station	F+R NSW Station Address	Distance from Site (Approx. Travel Time)
<b>GORDON</b>	966 Pacific Highway, Gordon (Pymble) NSW 2072	7.8 km (12 minutes)
		

## 1.9 Fire Engineering Process

The Fire Engineering Process for this project began with this concept report.

The development and assessment of Performance Solutions within this report have undertaken a fire engineering brief (FEB) process in accordance with the International Fire Engineering Guidelines 2005 (IFEG) methodology. However, a formal FEB was not specifically prepared; a Fire Engineering Concept Report was prepared for discussion with the Strata Committee and stakeholders. This FER has developed from the FECR which was rev 1 of this report.

For this report, the FEB process has included discussions with the nominated stakeholders, phone conversations, and people on site regarding the Performance Solutions and proposed fire safety measures.

Once this FER is issued all stakeholders have the opportunity to comment, and where applicable comments will be incorporated into subsequent revisions of the report. Interaction with other Performance Solutions

CORE has not been advised of other Fire Engineering Performance Solutions applicable to the building.

# 2 Building Characteristics

## 2.1 Building description

The subject site is located at 1-15 Fontenoy Road, Macquarie Park, NSW 2113, as shown in Figure 1. It is an existing residential building which is consisting of one hundred and ninety-two (192) residential sole-occupancy units (SOU) within a total of four (4) residential buildings (Block A, B, C, and D). The basement car park essentially spans the entire development. The podium is the primary access to each of the residential buildings and it is forming a part of the egress router to the street.

The townhouses in the same premise are not covered within this report.

The site is bounded by Fontenoy Road to the northeast and Lane Cove Road to the southeast. The main entrance for residential buildings and the vehicular access is via Fontenoy Road.

The building was built in 1994 when the effective building code was BCA 1990 (Building Code of Australia 1990).

The location of building is shown in Figure 1 (shaded blue), and key building BCA parameters are nominated in Table 3:

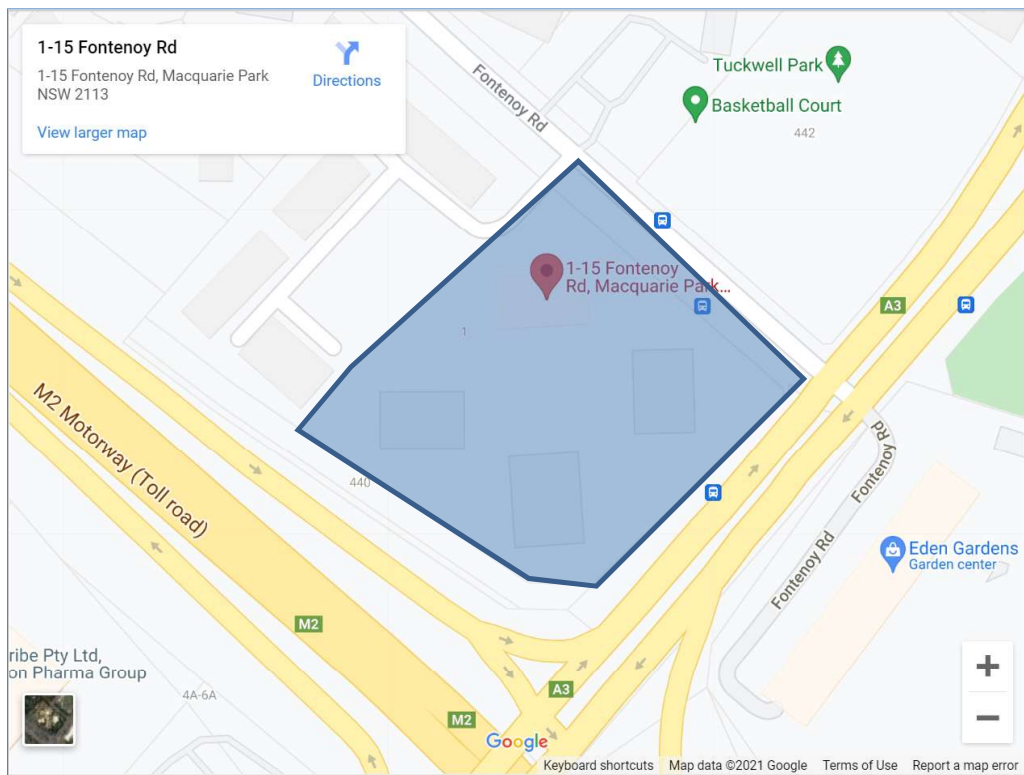


Figure 1 Location of 1-15 Fontenoy Road

Table 3 Building BCA Classifications

<b>BCA Parameter (Building A, B, C, and D)</b>	<b>Description</b>
<b>Base building BCA classification(s)</b>	Class 2 – Residential Class 7b – Car park
<b>Effective height of the building</b>	Less than 25m
<b>Rise in stories</b>	8
<b>Stories contained</b>	8 (one basement car park)
<b>Type of construction required</b>	Type A

## 2.2 Exits

The location of exits will be determined when the architectural drawings are available.

# Hazards & Preventative & Protective Measures

The potential fire hazards in the building are presented in the table below.

Table 4 Fire Hazards & Preventative & Protective Measures

Area	Fire Hazards	Preventative & Protective Measures
<p><b>Residential Levels Buildings A, B, C, and D</b></p>	<p><b>Ignition Source</b></p> <ul style="list-style-type: none"> <li>• Electrical equipment</li> <li>• Smoking, whether prohibited or not</li> <li>• Cooking equipment</li> <li>• Light fittings</li> <li>• Bundled cables</li> <li>• Personal technology, ie phones, and tablets, etc.</li> <li>• Heating and air-conditioning equipment</li> </ul> <p><b>Fuel Load</b></p> <ul style="list-style-type: none"> <li>• Rubbish</li> <li>• Furniture</li> <li>• Consumables / paper</li> <li>• Electrical equipment</li> </ul>	<p><b>Preventative Measure</b></p> <ul style="list-style-type: none"> <li>• Housekeeping</li> <li>• No inside smoking policy and enforcement</li> </ul> <p><b>Protective Measure</b></p> <ul style="list-style-type: none"> <li>• Smoke alarm (excluding units 47 &amp; 158)</li> <li>• Fire Hydrant</li> </ul>
<p><b>Basement Car Park</b></p>	<p><b>Ignition Source</b></p> <ul style="list-style-type: none"> <li>• Smoking, whether prohibited or not</li> <li>• Light fittings</li> <li>• Bundled cables</li> <li>• Heating and air-conditioning equipment</li> <li>• Vehicles</li> </ul> <p><b>Fuel Load</b></p> <ul style="list-style-type: none"> <li>• Rubbish</li> <li>• Vehicles</li> </ul>	<p><b>Preventative Measure</b></p> <ul style="list-style-type: none"> <li>• Housekeeping</li> <li>• No inside smoking policy and enforcement</li> </ul> <p><b>Protective Measure</b></p> <ul style="list-style-type: none"> <li>• Fire Hydrant</li> <li>• Fire extinguishers</li> <li>• Sprinklers</li> </ul>

# 4 Occupant Characteristics

## 4.1 Nature of Occupancy

The occupants comprise residents, visitors, and building maintenance personnel.

Residents and visitors represent the general public of all ages.

Residents are expected to be familiar with the floor layout and familiar with the exit locations.

Visitors are not expected to be familiar with the floor layout or location of the exits. However, visitors are expected to follow resident’s instructions or signage leading them to the nearest exit.

## 4.2 State and Physical Attributes

Residents and visitors may be intoxicated.

## 4.3 Mental Attributes

Residents and visitors are expected to be able to interpret fire cues, understand fire alarm messages, and make and implement decisions when they are awake.

Intoxicated persons may not be able to respond to the fire cues.

## 4.4 Emergency Training

Residents will not be trained but will be aware of the presence of the fire alarm and detection system and know their actions in the event of an alarm.

There is no expectation that visitors will be trained in emergency procedures. However, visitors are expected to recognise the presence of fire and take directions from staff or residents.

## 4.5 Number of Occupants

The maximum population for each floor is summarized in the table below. The maximum population is based on Table D1.13 of the BCA.

Table 5 Population number per floor

Floor	Occupant Density	Maximum Occupancy
<b>Basement Car park</b>	2 person / car park space	
<b>Residential</b>	2 residents / bedroom plus two guests / resident	Equivalent of 4 persons per bedroom

## 5 Proposed Strategy

**Table 6 Key and colour code for Table 7**

Works can progress Core and XEL Agree	Further investigation is needed, documentation search, and additional site visits to see specific items, especially internally in the sun rooms.	To be detailed in an updated version of this concept report as it becomes a FEB (Fire Engineering Brief, or Performance Based Design Brief), and then it becomes the Fire Engineering Report (FER).
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**Table 7 Strategy and commentary**

BCA Dts Clause	Deemed-to-Satisfy Provision	XEL Consulting report	CORE Fire Engineering Comments
C1.1 & Spec 1.1	<ul style="list-style-type: none"> <li>Clause 2.7 Enclosure of shafts</li> </ul>	<ul style="list-style-type: none"> <li>Enclose all fire isolated stair shafts by walls of FRL 90/90/90 and enclose the top with construction having an FRL of -/90/90.</li> </ul>	<ul style="list-style-type: none"> <li>Agree</li> </ul>
C3.5	<ul style="list-style-type: none"> <li>Doorways in firewalls</li> </ul>	<ul style="list-style-type: none"> <li>Doors to plant rooms do not appear to be fire doors</li> </ul>	<ul style="list-style-type: none"> <li>A fire door (including a fire-rated frame) is to be provided</li> <li>(-/120/30)</li> </ul>
C3.11	<ul style="list-style-type: none"> <li>Bounding construction: Class 2, 3, and 4</li> </ul>	<ul style="list-style-type: none"> <li>Some bounding walls do not extend to the underside of the floor slab and the gaps are not properly fire-stopped</li> </ul>	<ul style="list-style-type: none"> <li>Appropriate fire-stopping is to be provided to fix the gaps.</li> <li>The bounding walls are to be extended to the underside of the floor slab.</li> </ul>
C3.12	<ul style="list-style-type: none"> <li>Openings in floors and ceiling for services</li> </ul>	<ul style="list-style-type: none"> <li>Engage a passive fire protection specialist to apply fire stopping to gaps between the service and the floor the electricity/communication and FHR cabinets and the floor/wall being penetrated.</li> </ul>	<ul style="list-style-type: none"> <li>Agree</li> </ul>





BCA DtS Clause	Deemed-to-Satisfy Provision	XEL Consulting report	CORE Fire Engineering Comments
C2.6	<ul style="list-style-type: none"> <li>Vertical separation of openings in external walls</li> </ul>	<ul style="list-style-type: none"> <li>Enclosed balconies do not have compliant spandrel separation. The spandrel is less than 900mm (~650mm) in height and less than 600mm(~450mm) above the floor.</li> <li>It is noted that sprinklers are installed in fully enclosed balconies.</li> <li>A sprinkler system requires an assessment as a performance-based solution.</li> </ul>	<ul style="list-style-type: none"> <li>Do the unit owners have any approved documents, specifications or designs in relation to:               <ul style="list-style-type: none"> <li>The approved installation / construction of the sunrooms</li> <li>The fire sprinkler system installed within the sunrooms such as:                   <ul style="list-style-type: none"> <li>Existing engineering reports</li> <li>Drawings of the water supply reticulation for sprinklers</li> <li>Specifications of the coverage or pressures achieved at the time of design for the sprinklers</li> <li>Details of the residency specific annual fire safety statement, or</li> <li>Schedule of essential services</li> </ul> </li> </ul> </li> <li>Without any supporting documentations, the building is required to be built as compliant structure, the sunrooms may need to be removed; alternatively</li> <li>Compliant spandrels could be added, and the existing design modified, however to avoid any complications to adjoining balconies all works would be required to the sun room balcony and slab edge of the balcony above, potentially resulting in very narrow slots circa 1m high for light.</li> <li>More information needed, and an inspection of each sunroom</li> <li>No performance solution proposed</li> </ul>



BCA DtS Clause	Deemed-to-Satisfy Provision	XEL Consulting report	CORE Fire Engineering Comments
C2.12	<ul style="list-style-type: none"> <li>Separation of equipment</li> </ul>	<ul style="list-style-type: none"> <li>Enclose sprinkler valves in construction with FRL not less than 120/120/120.</li> </ul>	<ul style="list-style-type: none"> <li>Are these the ones next to the garage parking entry?</li> <li>If they are, they can remain as they are not in an area of danger. Providing appropriate seals from the car park and have gated access to them from the ramp.</li> <li>To be detailed as a performance solution</li> </ul>
D1.4	<ul style="list-style-type: none"> <li>Exit travel distances</li> </ul>	<ul style="list-style-type: none"> <li>Travel distances from some locations in the car park exceed 20m to the point of choice or 40m to the nearest exit:               <ul style="list-style-type: none"> <li>From the row of parking spaces on both sides of Building C lift lobby – up to 23m.</li> <li>From parking spaces south to Building A lift lobby – up to 31,5m</li> <li>From the tandem parking spaces to the southwest corner of the swimming pool to the nearest exit – up to 43,5m to the nearest exit stair.</li> </ul> </li> </ul>	<p>We will attempt to find how it was originally designed and approved:</p> <ul style="list-style-type: none"> <li>We noted that there were individual lockup doors installed within the garage. How were they designed originally? Was this installation approved? Are there any supporting documents?</li> <li>How were these non-compliances travel distances measured through car park spaces originally?</li> <li>What type of sprinkler heads and spacing is installed within the car park?</li> <li>Are there any supporting documents?</li> <li>Performance Solutions will be provided after the above-mentioned items are addressed.</li> </ul>
D1.5	<ul style="list-style-type: none"> <li>Distance between alternative exits</li> </ul>	<ul style="list-style-type: none"> <li>Distances between alternative exits (via a point of choice) exceed 60m in the car park:               <ul style="list-style-type: none"> <li>63,5m between stairs at Grid 24T and 22F</li> <li>65,6m between stairs at Grid 22F and 11B</li> <li>67,8m between stairs at Grid 22F and 11N</li> </ul> </li> </ul>	
D1.10 & D1.10 NSW	<ul style="list-style-type: none"> <li>Discharge from exits</li> </ul>	<ul style="list-style-type: none"> <li>Provide crossover steps complying with Clause D2.18</li> <li>and AS 1657 to enable traveling over the duct.</li> </ul>	<ul style="list-style-type: none"> <li>To be included as a performance solution in the Fire Engineering Report, the gap is wider than the minimum pinch point of a door in a corridor of 750mm therefore it is fine.</li> </ul>



BCA Dts Clause	Deemed-to-Satisfy Provision	XEL Consulting report	CORE Fire Engineering Comments
D1.6	<ul style="list-style-type: none"><li>Dimensions of exits and path of travel to exit</li></ul>	<ul style="list-style-type: none"><li>Paths of travel from fire isolated stair of Building A;</li><li>Car Park stair at Grid 11A discharging adjacent to Building A; and</li><li>Grid 2W discharging adjacent to Building B,</li><li>necessitate passing by within 3m of unprotected openings (car park vents).</li></ul>	<ul style="list-style-type: none"><li>Car Park vents to be sealed and any openings to be dealt with approximately openings within 3m of the stair require filling in.</li><li>Once this infill is complete the life safety issue will be fine, but we will also note the solution in the FER.</li></ul>

# 6 Fire Engineering Requirements

## 6.1 Introduction

This chapter describes the fire engineering requirements relied upon to assess the Performance Solution.

No deviations from the requirements described herein are to be incorporated into the building design.

## 6.2 Annual Fire Safety Statement (AFSS)

The fire safety systems in the following table shall be maintained as per the Annual Fire Safety Statement for the building.

Table 8 Fire Safety Systems

Fire Safety Systems	Standard of Performance
<b>Automatic Fire Sprinkler System*</b>	BCA Clause E1.5 AS2118.1 (TBC)
<b>Fire Hydrant System</b>	BCA Clause E1.3 and AS 2419.1
<b>Fire Hose Reels</b>	BCA Clause E1.4 AS 2441
<b>Smoke Alarms (excluding Units 47 &amp; 158)</b>	BCA Clause E2.2a AS3786
<b>Portable Fire Extinguishers</b>	BCA Clause E1.6 AS 2444
<b>Fire Doors</b>	BCA Spec C3.4 AS/NZS 1905.1
<b>Emergency Lighting and Exit Signage</b>	BCA Clause E4 AS/NZS 2293.1

**\*\*Car park, and which specific sunrooms and to what standard are they installed**

## 6.3 Implementation and Commissioning

Prior to the Certification of Practical Completion (Occupation Certificate) appropriate undertakings of acceptance of the works and commissioning of systems should be sought from the consultants and contractors that are adequate to satisfy all approval conditions and contractual requirements.

Commissioning of the fire systems should be carried out in accordance with the relevant standards. Commissioning and integrated function testing of all fire safety systems including interfaces should be carried out to confirm full functionality.

## 6.4

### Management-in-Use

The fire safety systems must be maintained in accordance with applicable legislation, codes and standards and manufacturers' directions, in accordance with NSW and Federal legislations.

The maintenance of fire and other safety systems is a mandatory requirement for building owners under the provisions of the NSW Environmental Planning and Assessment Act 1979 and the Environmental Planning and Assessment Regulation 2000. All systems provided should be designed, detailed, commissioned and maintained in accordance with the relevant legislation and standards including AS 1851.

# References

## 7.1 Documents

The following documents have been reviewed while writing this report:

Table 9 Reference Documents

Company / Author	Description	Publisher / Date
Australian Building Codes Board	International Fire Engineering Guidelines.	ABCB / 2005
Australian Building Codes Board	National Construction Code (NCC): Building Code of Australia (BCA) 2019 Volume 1, Amendment 1	ABCB / 2019
Australian Building Codes Board	National Construction Code (NCC): Building Code of Australia (BCA) Guide to the BCA 2019, Amendment 1	ABCB / 2019

## 7.2 Reports

The following reports have been reviewed while preparing this report:

Table 10 Reports

Report Title	Reference Number	Author Company	Date	Rev
Fire Audit Report	2021-EB001	XEL Consulting	03 February 2021	Revision 1

## Drawings

The following drawings have been reviewed while preparing this report:

**Table 11 Reference Drawings**

Drawing Package Title	Drawing Number	Date

## 7.4 Site Inspections

Site inspections occurred during the development of this report by CORE Engineers on the following dates:

- 11 February 2021 Mark Evans and Chris Yambo
- 3 June 2021 Melvin Kumar

# 8 Assumptions and Limitations

## 8.1 Assumptions

### 8.1.1 General

Assumptions are based on the practice nominated in the International Fire Engineering Guidelines and practical simplifications have been utilised to maintain a simple analysis that is representative of a real fire and life safety situation. For the purpose of this report, the following are assumed:

- All other components of the building not addressed within this document are compliant to the codes and standards nominated on the building's AFSS or as nominated by the Certifying Authority.
- Only one (1) fire will occur at a time.
- Occupants will become aware of the fire through fire cues, respond to the cue, cope with the cue and attempt to avoid the fire, as intended by the BCA for safe evacuation.
- Occupants do not engage in major firefighting activities. However, occupants may engage in minor firefighting. Any positive outcome from this will not be included in the analysis.
- No excessive quantity of hazardous, flammable, explosive or highly combustible materials will be stored on site.

### 8.1.2 Excluded Fire Scenarios

Major arson fires with multiple ignition sources and/or multiple ignition locations are discounted in this instance (relative to the Performance Solutions reviewed) and are outside the scope of this report. No amount of professional advice (in both Dts and performance-based designs) can obviate major arson fires with multiple ignition sources and areas of fire origin. Security and fire management procedures and measures would be required to address major arson fires (as for any building).

In any case, it is assumed within this report that a fire will start. The worst credible design fires selected to evaluate the proposed Performance Solutions are considered to have included minor arson fires as minor arsonists are typically opportunistic and use the combustibles readily available on-site rather than employ introduced fuel load.

### 8.1.3 Safety-in-Design

Design of the Performance Solution elements and the development as a whole remains the full responsibility of others, who in turn assign where and how systems and structures are installed and therefore are responsible for safety in design.

No unique or unusual hazards that would not otherwise be present in the construction, installation, maintenance and decommissioning of a building and its elements are specified by the fire engineering requirements of this FER.

System and building designers are responsible for the identification and mitigation of any risks associated with the construction, installation, maintenance and decommissioning of systems described within this report.



## 8.2 Limitations

This report does not include nor imply any design or assessment of compliance or upgrading for:

- The structural adequacy or design of the building;
- The inherent derived fire-resistance ratings of any proposed structural elements of the building;
- The design basis and/or operating capabilities of any proposed electrical, mechanical or hydraulic fire protection services (other than any specifically referred to within the FER);
- Business protection or business continuity;
- Insurer's requirements; and
- Property protection, other than adjacent properties.

This report also does not include, or imply compliance with:

- The Disability Discrimination Act (DDA) including the Disability (Access to Premises - Building) Standards 2012.
- Demolition Standards not referred to by the BCA.
- Occupational Health and Safety Act (Work practices under general Work Cover issues).
- Construction Safety Act (During building alterations and additions process only).
- Requirements of other Regulatory Authorities including, but not limited to, Telstra, Telecommunications Supply Authority, Water Supply Authority, Electricity Supply Authority, Work Cover, Roads and Maritime Services (RMS), Local Council, and the like.
- Conditions of Development Consent issued by the Local Consent Authority.

## ISSUED AUGUST 2021

**STRATA MANAGEMENT:** Requests and suggestions related to common property or serious issues in relation to the maintenance of individual lots or breaches of the strata By-Laws are to be directed to Waratah Strata Management. Any requests for the Strata Committee to consider are to be addressed to the Strata Manager.

**PROPERTY MANAGER:** The Property Manager is Steve Carbone and he, or the on-duty assistant property manager, can be contacted on 0412 152 948 day and night seven days a week. He is to be contacted in relation to issues of common property and building maintenance, providing access for contractors and removalists, garbage issues and the like. He will indicate where a lot's taps are for hot and cold water mains supply and the location of gas meters and fuses. He can also arrange for additional keys and garage access cards.

**DELIVERIES:** Residents are responsible for all personally addressed courier deliveries. Arrangements for delivery should be made at the time of purchase. When the resident is not at home, Australia Post deliveries can be left with the property manager or at his office. The property manager will let the resident know to come and pick up the mail from their office.

Deliveries from other couriers cannot be accepted by the property manager or left at his office. The Strata Corporation and its property manager are not able to take responsibility for these deliveries. If instructed by residents, couriers may leave them outside the front door of the appropriate block (as is current practice with newspapers) or townhouse but their security and collection are the responsibilities of the residents to whom they are addressed.

**PARKING AND TRAFFIC:** A speed limit of 10 kph is to be observed throughout the complex.

The garage door is set opened at peak times in the morning and afternoon to facilitate ease of entry. However, if there is any doubt whether this arrangement is in place, drivers are to use their card/remote to ensure the door remains open and to avoid damage to their vehicle. The cost of repair to any damage to the garage door is the responsibility of the resident/owner. When entering or leaving the underground parking area, residents are to turn on their headlights and be aware of children even when the children are accompanied by adults.

Owners and residents are not permitted to lease or sub-lease a car space to a person who is not a resident in the building.

The parking spaces located at the front of the property, to the left of the underground parking entrance, are for visitors only. Residents are not to park in these spaces. No-one is permitted to park in common property driveways.

**GARBAGE:** Rubbish is not to be left in common property areas of the buildings including corridors, at the garbage chutes, in the stairwells, garage areas or foyers. Please ensure that all general waste is properly bagged, particularly when being transported through common property or put down the garbage chutes.

Recycling materials are not to be put down the garbage chutes, but are to be taken to the area which is located on the basement level adjacent to the lifts or placed in the appropriate recycling bin in the main garbage room beside the underground car park entrance. Large items such as old furniture or electrical appliances are to be taken to the main garbage room. Large cardboard boxes must be flattened and placed in the large recycling bin in the main garbage room and plastic bags, foam boxes and plastic packaging are not recyclable and are to be placed in general garbage.

**NOISE & BEHAVIOUR:** Residents and their guests are not to create any noise or behaviours that will create a nuisance or interfere with other residents. Residents are responsible for the behaviour of their guests. Children are not permitted to play on common property unless under direct adult supervision.

Drinking of alcohol and smoking are not permitted on common property at any time. The lawn below the steps between C and D Blocks is the designated smoking area where an ashtray is provided. Smoking on balconies where that smoke may cause a nuisance to other residents is not permitted. Cigarette butts are not to be discarded from unit windows as falling on balconies/patios below it is a health and fire hazard.

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#### **FACILITIES:**

##### **1. Pool, gym sauna**

The pool and gym are open from 6 am to 10 pm. This is a non-smoking area. Residents are to accompany children and their visitors when using these facilities. The pool rules listed in the pool area are to be followed by all users. No form of soap or bubble bath is to be placed in the spa as it causes damage and closure of the spa for maintenance. No oils are to be placed on the sauna heater as this will damage the heater. Additional rules may be displayed from time to time, e. g. Covid 19 rules, and are to be followed.

##### **Swimming Lessons**

Only residents, their children and accompanying guests of residents are permitted to take swimming lessons with an instructor who is either another resident or a non-resident. The Property Manager has the discretion to allow access to the pool for lessons and will take into account:

- existing approved lesson times
- any special rules e.g. Covid 19 rules
- times of regular use by other residents

and within the following restrictions:

- March through November
- Monday through Friday
- a maximum of one lesson only at any one time
- a maximum of three students per lesson

Lessons can be booked for set times over a number of weeks and one instructor may conduct lessons for a number of residents at various times during the week. All lessons times and instructor's names are to be registered by the resident with the Property Manager at least 24 hours in advance of the lesson. When approved, the Property Manager will register the lessons on a calendar displayed in the pool area.

When a resident's children and/or their guests are involved in the lessons, the resident must be present during the instruction.

##### **2. BBQ area**

The BBQ area is available to all residents and booking is required on a sheet at the office outside A Block. The BBQ area, hot plate and surrounding area are to be cleaned after use. This is a non-smoking area.

##### **3. Tennis courts**

The tennis courts are a non-smoking area and locked with the same key that is used for the pool complex. Residents may book a court for their use for up to two hours a day either as a two-hour block or two single hour bookings, and may include invited guests who they must accompany. The courts are not available to non-residents and weekends and public holidays are reserved for social tennis only. Bookings are to be recorded on booking sheet at the office outside A Block and require Lot No, printed resident's name and resident's signature.

##### **Tennis Lessons**

Commercial activities are discouraged as the facilities are provided for the recreational use of all residents. However, residents and their children are permitted to take coaching lessons with an instructor who is either another resident or from outside the complex, on weekdays only. The resident, not the coach, must complete the booking sheet and when residents' children are involved in lessons, the resident must be present during instruction. No coach (resident or non-resident) is permitted to include non-residents in any lesson.

**LAUNDRY:** Residents are not permitted to hang washing on balconies or in windows where it is visible from outside of the building. When drying washing in sunrooms the vertical blinds should be opened to 45 degrees.

**MOVING IN OR OUT:** Contact the property manager two days before moving furniture and other large items in to or out of the building. The property manager will arrange for curtains to be placed in the lift and will assist with parking and access arrangements. You will also be informed about the times that this activity can be carried out.

**ANIMALS:** Residents are not permitted to keep or bring on to common property any animals without the prior written approval of the Owners Corporation as governed by the Keeping of Animals By-law. An application form is available from the strata manager.

The by-law includes visitors bringing animals onto the property and residents/owners are responsible for ensuring compliance. Should a resident/owner wish to have a visitor with an animal visit from time to time then an application is to be submitted to the strata manager. Residents/owners wishing to mind an animal for a short period are also to submit an application.

COMMUNICATION: Notice of strata meetings and the minutes of meetings are placed on the noticeboards at the mailboxes and noticeboards on the basement level of each unit block. Most owners receive email copies.

**MAINTENANCE RESPONSIBILITIES:**

**1. Closing of unit doors:**

All unit entry doors are required to have an operational door closer. This is a requirement of the Fire Code to reduce the spread of fire should a fire occur in the building. Please ensure the door closer is properly adjusted to prevent the door from slamming closed as this causes considerable disturbance to other residents.

**2. Water hammer:**

Faulty washers in taps, toilet cisterns and washing machines can result in shuddering of water pipes, known as water hammer. Taps, washers and toilet cisterns are the lot owner's responsibility to maintain, so if you are aware of this noise in your unit, please have the washers replaced or notify your rental agent.

**3. Weekend and public holiday work**

Minor and major repairs and renovations are not to occur during weekends and public holidays. Cosmetic work involving discomfort to other residents like noise and flumes from painting are also restricted to weekdays.

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**REPAIRS AND RENOVATIONS:** An Owner is not to undertake "Major Renovations" or "Minor Renovations" without approval of the strata committee and is to refer to Special By-law 14 *General renovations protocol* which covers the procedures owners are to follow when wishing to make changes to their lot. Cosmetic work can be carried out by owners without the approval of the Owners' Corporation but in accordance with the by-law. The procedures for gaining approval for Minor renovations or Major works are contained in the by-law which is to be the first point of reference.

An additional requirement is that the times for use of jack-hammers or equivalent are to be agreed with the Property Manager and adjacent residents are to be given 48 hours notice. The front door must be closed whenever possible during the works, including painting and painting drying periods.

Within the by-law the following definitions apply:

**"Cosmetic Works"** means any works that are not 'Minor Renovations' and not 'Major Renovations' and that do not require approval of the Owners Corporation and it includes, but it is not limited to work for the following purposes:

- (a) installing or replacing hooks, nails or screws for hanging paintings and other things on walls,
- (b) installing or replacing handrails,
- (c) painting,
- (d) filling minor holes and cracks in internal walls,
- (e) laying carpet,
- (f) installing or replacing built-in wardrobes,
- (g) installing or replacing internal blinds and curtains. (

**Minor renovations** include but are not limited to work for the purposes of the following:

- (a) Renovating and or replacing a kitchen, a bathroom or a laundry (not including any waterproofing works including the replacement of waterproofing membranes);
- (b) Changing recessed light fittings and / or other types of light fittings;
- (c) Installing or replacing wood or other hard floors (not including the installation of 'floating floorboards' or alike material in bedrooms or bathrooms), subject to the terms of any existing flooring works by-law(s);
- (d) Installing or replacing wiring or cabling or power or access points;
- (e) Installing or replacing garage door motor
- (f) Work involving reconfiguring walls (not including load-bearing walls or any structural works);
- (g) Installing a reverse cycle split system air conditioner (not affecting the external appearance of the building);
- (h) Installing a solar photovoltaic system or solar hot water system;
- (i) Installing a heat pump;
- (j) Installing ceiling insulation;
- (k) Installing double or triple glazed windows (that are in keeping with the external appearance of the lot);
- (l) Installing or replacing venting to carry exhaust air outside from items such as:
  - (i) a range hood,
  - (ii) oven,
  - (iii) shower,
  - (iv) clothes dryer,
  - (v) gas heater, or
  - (vi) similar appliance.

**Major Works** means any works that are not Minor Renovations or Cosmetic Works or otherwise regulated by another By-Law. Refer to the by-law.

- (a) Work involving structural changes such as the removal of the whole or part of a load-bearing wall, or the installation of structural support beams;
- (b) Work that changes the external appearance of a lot, including the installation of an external access ramp, awning, shutters, pergola or vergola or installation of a new window or door in a boundary wall of the lot;
- (c) Waterproofing works to the bathroom, kitchen and/or laundry within a lot which includes the laying of a new waterproofing membrane;
- (d) Waterproofing works to the external balconies and courtyards within a lot;
- (e) The installation of a ducted air conditioning system;
- (f) Work for which consent or another approval is required under any other Act such as development consent of the local council under the *Environmental Planning & Assessment Act 1979*.

**TEMPORARY COVID 19 HOUSE RULES FOR USE OF THE GYM-POOL FACILITY**

The following rules have been constructed to accord with NSW government regulations and the local circumstances involving how these facilities are used and cleaned. (see below). The number variations reflect the 4 sq m and 2 sq m rules set by the state government and the current numbers are clearly displayed on signs on the entrance door and in the facility.

Facility	4 sq m rule	2 sq m rule
<b>GYM</b>	3	4
<b>POOL</b>	6	12
<b>SPA</b>	2 (4 from one household)	4
<b>SAUNA</b>	1	2

**GYM**

- Equipment to be wiped down before and after use with provided sanitizer and cleaners.

- Users are to observe social distancing. Numbers are based on the layout of equipment, the nature of the activity and the ventilation.)

**POOL**

- While the area allows for more people than these numbers indicate, the numbers above reflect the need to observe social distancing and the natural use of the pool with more swimmers congregating at the shallow end.