



Agenda

Planning and Strategy Committee

Notice is hereby given that a meeting of the Planning and Strategy Committee of Council will be held at Council Chambers, 1 Belgrave Street, Manly, on:

Monday 5 August 2013

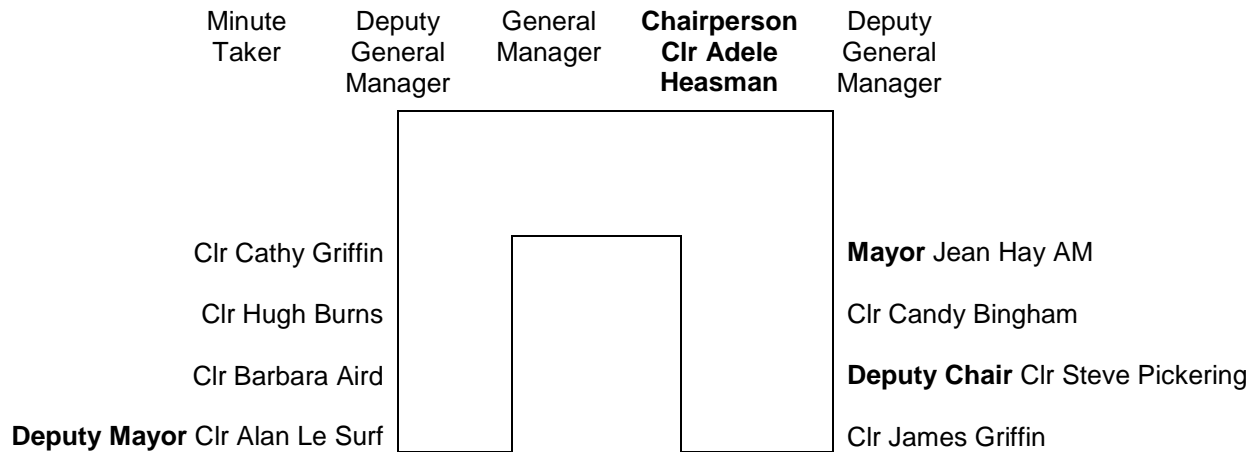
Commencing at 7.30pm for the purpose of considering items included on the Agenda.

Persons in the gallery are advised that the proceedings of the meeting are being taped for the purpose of ensuring the accuracy of the Minutes. However, under the Local Government Act 1993, no other tape recording is permitted without the authority of the Council or Committee. Tape recording includes a video camera and any electronic device capable of recording speech.

Copies of business papers are available at the Customer Service Counters at Manly Council, Manly Library and Seaforth Library and are available on Council's website:

www.manly.nsw.gov.au

Seating Arrangements for Meetings



Press

Public
Addresses

Public Gallery

Chairperson: Clr Adele Heasman
Deputy Chairperson: Clr Steve Pickering

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***** END OF AGENDA *****

TO: Planning and Strategy Committee - 5 August 2013
REPORT: Item For Brief Mention Report No. 9
SUBJECT: Items For Brief Mention
FILE NO: MC/13/71533

1. Tabled Documents

| | Date | Author | Subject |
|----|--------------|--|---|
| 1. | 3 July 2013 | Felicity-ann Lewis President Australian Local Government Association | Letter to the Mayor re ALGA's election document: "A 10-Point Plan - For Resourcing Community Priorities – June 2013" |
| 2. | 8 July 2013 | The Hon Don Page MP Minister for Local Government Minister for the North Coast NSW Government | Reply letter to the Mayor re Constitutional Recognition of Local Government |
| 3. | 18 July 2013 | Dr Vicky Sheppeard A/Director Health Protection NSW Government | Water Cooling System Compliance Survey 2010-2011 report |
| 4. | 23 July 2013 | Ross Woodward Chief Executive, Local Government NSW Government | Circular to Council 13-34 Council Governance Information Session 2013 – Model Code of Conduct Procedures |
| 5. | 25 July 2013 | Graham Bargwanna Chief Executive Scouts Australia NSW | Annual Review 2012 - 2013 |

RECOMMENDATION

1. That the Tabled Documents be received and noted.

ATTACHMENTS

There are no attachments for this report.

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***** End of Item For Brief Mention Report No. 9 *****

TO: Planning and Strategy Committee - 5 August 2013
REPORT: Report Of Committees Report No. 23
SUBJECT: Minutes for adoption by Council - Special Purpose Advisory Committees without recommendation of a substantial nature.
FILE NO: MC/13/88837

The following Special Purpose Advisory Committee meeting minutes are tabled at this meeting.

- i) Harbour Foreshores & Coastline Management Advisory Committee – 9 May 2013
- ii) Art & Culture Advisory Committee – 18 June 2013
- iii) Waste Advisory Committee – 26 June 2013
- iv) Sister Cities Advisory Committee – 27 June 2013
- v) Meals on Wheels Advisory Committee – 10 July 2013
- vi) Community Safety Advisory Committee – 18 July 2013

RECOMMENDATION

That the minutes of the following Special Purpose Advisory Committee meetings be adopted.

- i) Harbour Foreshores & Coastline Management Advisory Committee – 9 May 2013
- ii) Art & Culture Advisory Committee – 18 June 2013
- iii) Waste Advisory Committee – 26 June 2013
- iv) Sister Cities Advisory Committee – 27 June 2013
- v) Meals on Wheels Advisory Committee – 10 July 2013
- iv) Community Safety Advisory Committee – 18 July 2013

ATTACHMENTS

There are no attachments for this report.

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***** End of Report Of Committees Report No. 23 *****

TO: Planning and Strategy Committee - 5 August 2013
REPORT: Report Of Committees Report No. 24
SUBJECT: Minutes for adoption by Council - Sustainable Transport Advisory Committee - 6 June 2013
FILE NO: MC/13/91494

These reports were dealt with at the Sustainable Transport Advisory Committee meeting of 6 June 2013 and were listed as a Recommendation in those minutes. These items are hereby submitted to the Planning and Strategy Meeting, together with the minutes for formal adoption by Council.

1. ITEM 4 ITEM TRACKER AND MATTERS ARISING – Item 8 Hop Skip and Jump signs

The Committee reviewed the items on the Committee Item Tracker. The following comments were made:

- Item 8 – Hop Skip and Jump signs – The Committee would like to reexamine the Hop Skip and Jump signs to make signs more user friendly and more similar to the timetables of the STA. In addition the STAC would like options to run a Hop Skip and Jump service to Manly Hospital to be considered.

2. ITEM 7 BURNT BRIDGE CREEK TO UPPER BEACH STREET CYCLE ROUTE

For Council to consider installing a street cycle route between Burnt Bridge Creek and the shops at Balgowlah Heights.

3. ITEM 8 CYCLE PARKING AT THE WHARF

For Council to consider improvements to the cycle parking close to the Wharf.

RECOMMENDATION

That the minutes of the Sustainable Transport Advisory Committee meeting on 6 June 2013 be adopted including the following items:

1. ITEM 4 ITEM TRACKER AND MATTERS ARISING – Item 8 Hop Skip and Jump signs

That the Item be received and noted.

2. ITEM 7 BURNT BRIDGE CREEK TO UPPER BEACH STREET CYCLE ROUTE

That Council:

- Prepare a concept design for sections of share path to link the existing signed cycle route on Dudley Street with the signed cycle route on Plant Street, and;
- That this project be added to the STAC long term capital projects list.

That cycle parking installed at the bus stops close to the pedestrian over bridge on either side of Sydney Road.

3. ITEM 8 CYCLE PARKING AT THE WHARF

That Council undertake improvements to cycle parking at the Wharf including:

- Addressing the issue of cyclists parking against inappropriate structures;
- Developing a concept plan to install double decker cycle parking to replace the cycle lockers located to the east of the wharf entrance;

Report Of Committees Report No. 24 (Cont'd)

- Develop a concept plan to install double decker cycle parking within Gilbert Park;
- Investigate sites for additional low density cycle parking on East and West Esplanade; and
- Develop map style cycle parking signs showing alternative locations of cycle parking in the CBD area.

ATTACHMENTS

AT- 1 Item 7 Figure 2 - Burnt Bridge Creek to Upper Beach Street cycle route 1 Page

AT- 2 Item 8 Figure 3 - Proposed cycle parking improvement for Manly Wharf 1 Page

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***** End of Report Of Committees Report No. 24 *****

ATTACHMENT 1

Report Of Committees Report No. 24.DOC - Minutes for adoption by Council - Sustainable Transport Advisory Committee - 6 June 2013

Item 7 Figure 2 - Burnt Bridge Creek to Upper Beach Street cycle route



Figure 2 – proposed cycle link from Burnt Bridge cycle path to Balgowlah Heights shops

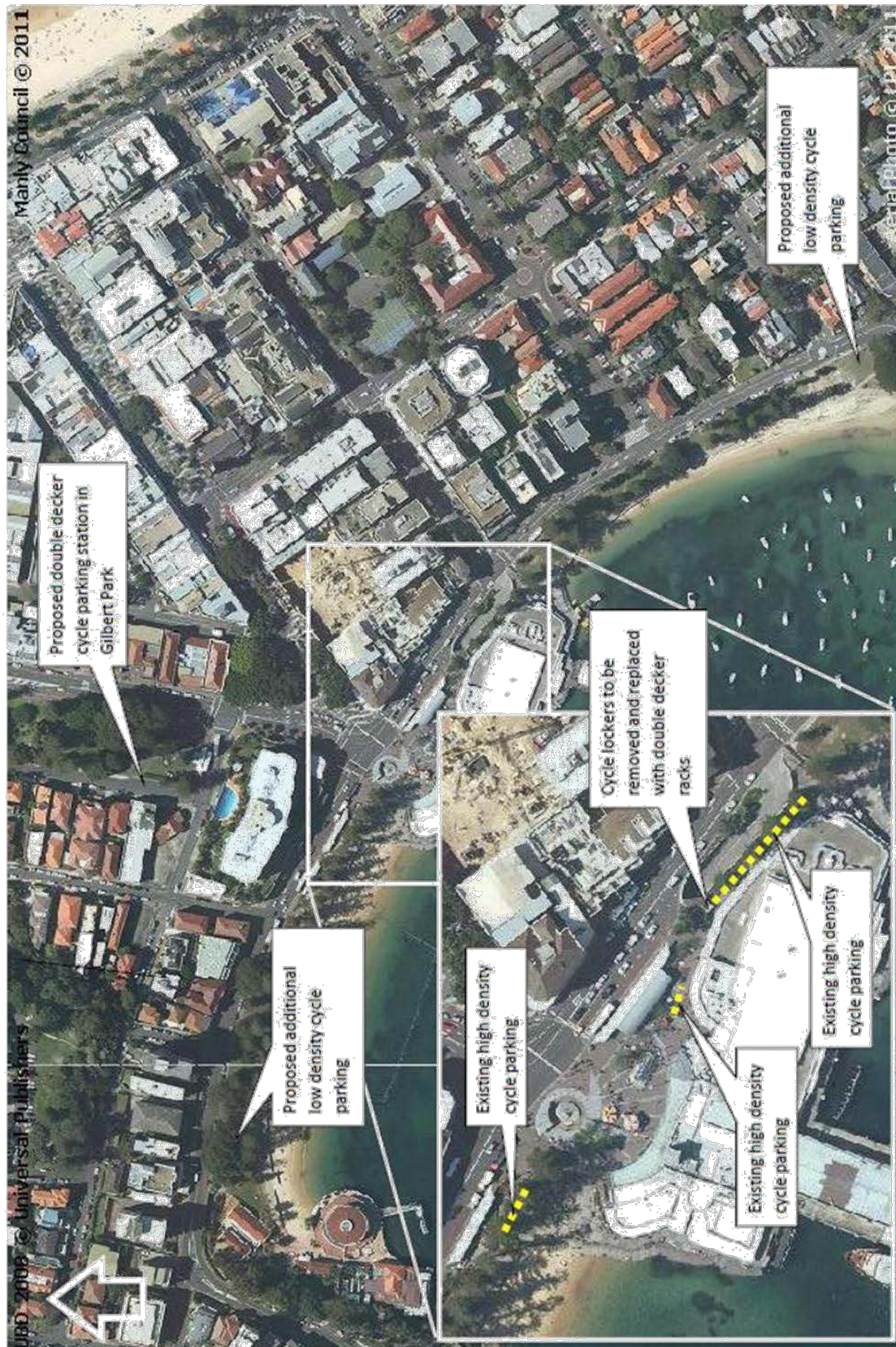


Figure 3 – Proposed cycle parking improvement for Manly Wharf

TO: Planning and Strategy Committee - 5 August 2013
REPORT: Environmental Services Division Report No. 20
SUBJECT: Development Applications Being Processed During August 2013.
FILE NO: MC/13/71536

SUMMARY

A list of development applications currently with Council.

REPORT

The following applications are with the Town Planners for assessment.

| | | | |
|-----|------|-----------------------|--|
| 361 | 2001 | 87 Ellery Parade | Section 96 Modification - Part 5 - deletion of one (1) residence |
| 76 | 2005 | 243 Pittwater Road | Section 96 Modification - Part 3 |
| 184 | 2005 | 48 Curban Street | Section 96 Modification |
| 372 | 2005 | 11 Fairlight Crescent | Section 96 Modification - Part 5 |
| 507 | 2005 | 31 Boyle Street | Section 96 Modification - Part 3 |
| 558 | 2006 | 29 Victoria Parade | Section 96 Modification |
| 436 | 2008 | 5 Commonwealth Parade | Section 96 Modification - Part 2 |
| 225 | 2010 | 6 Old Sydney Road | Section 96 Modification |
| 332 | 2010 | 15A Linkmead Avenue | Section 96 Modification |
| 5 | 2011 | 11 Gordon Street | Section 96 Modification |
| 113 | 2011 | 32 New Street | Section 96 Modification |
| 322 | 2011 | 15 The Crescent | Section 96 Modification |
| 35 | 2012 | 53 Fairlight Street | Section 96 Modification |
| 52 | 2012 | 31 Vista Avenue | Section 96 Modification |
| 65 | 2012 | 120 Pittwater Road | Section 96 Modification |
| 146 | 2012 | 8 Jackson Street | Alterations and additions |
| 185 | 2012 | 37 The Corso | Section 96 Modification |
| 195 | 2012 | 52 Darley Road | Alterations and additions to an existing Boarding House |
| 220 | 2012 | 23 Lodge Street | Section 96 Modification |
| 234 | 2012 | 92 The Corso | Section 96 Modification - Part 2 |
| 272 | 2012 | 5 Russel Street | Section 96 Modification |
| 279 | 2012 | 208 Sydney Road | Alterations and additions |
| 297 | 2012 | 102 Bower Street | Demolition & 5 storey RFB with 6 units |
| 301 | 2012 | 35 Balgowlah Road | Demolition & 2 storey dwelling |
| 12 | 2013 | 14A Addison Road | Removal of rear fence and replacement |
| 17 | 2013 | 20 Magarra Place | Demolition and new 2 x 2 storey dwelling with attached double garages, new driveway, landscaping, front balconies, front and rear terraces |
| 32 | 2013 | 61 Francis Street | Partial demolition and new 2 storey rear addition |
| 34 | 2013 | 117 Pittwater Road | Alterations and additions |
| 38 | 2013 | 48 Pacific Parade | Section 96 Modification |
| 44 | 2013 | 27 Fairlight Street | Demolition and new 3 storey multi dwelling development including 2 units, 2 double garages, front courtyard and rear decks |
| 45 | 2013 | 3 Mulgowrie Crescent | Alterations and additions |

Environmental Services Division Report No. 20 (Cont'd)

| | | | |
|-----|------|-------------------------|--|
| 50 | 2013 | 121 North Steyne | Demolition of existing, new 4 storey dwelling, double garage, rear terrace, rear balcony, first floor pool and landscaping |
| 58 | 2013 | 48-52 Sydney Road | Alterations and additions to RFB |
| 60 | 2013 | 40 Pine Street | Construction of a two (2) storey dwelling including side balcony |
| 62 | 2013 | 27 Gurney Crescent | Partial demolition, construction of a rear two (2) storey addition |
| 64 | 2013 | 32 Denison Street | Alterations and additions |
| 66 | 2013 | 63 Griffiths Street | Demolition of existing dwelling and new 2X2 new dwellings |
| 77 | 2013 | 135 Seaforth Crescent | Alterations and additions |
| 78 | 2013 | 2 Hayes Street | Demolition of existing, new two (2) storey dwelling |
| 80 | 2013 | 51 Alexander Street | Alterations and additions |
| 81 | 2013 | 17 Central Avenue | Demolition of existing, construction of building containing one (1) retail shop, twenty (20) residential units and sixteen (16) car parking spaces |
| 89 | 2013 | 106 Darley Road | Alterations and additions to an existing Educational Establishment |
| 91 | 2013 | 58 Edgecliffe Esplanade | Demolition of existing, construction of a two (2) storey dwelling including basement garage with four (4) car parking spaces, storage area, lift, rear balcony, driveway and landscaping |
| 92 | 2013 | 41D Castle Circuit | Construction of a part two (2)/ three (3) storey dwelling including basement garage, decks, swimming pool, driveway and landscaping |
| 93 | 2013 | 39 Peronne Avenue | Alterations and additions |
| 94 | 2013 | 323 Sydney Road | Demolition of existing, construction of a three (3) storey boarding house with thirteen (13) rooms, caretakers unit, three (3) motorcycle spaces and three (3) bicycle spaces |
| 98 | 2013 | 27 Cliff Street | Replace part of the existing driveway and fence |
| 99 | 2013 | 65 Curban Street | Alterations and additions |
| 103 | 2013 | 54 Bower Street | Demolition of existing, new three (3) storey dwelling with roof and rear terrace |
| 104 | 2013 | 138-140 Pittwater Road | Alterations and additions to existing RFB |
| 105 | 2013 | 112 Sydney Road | Demolition of existing, construction of a three (3) storey boarding house with twenty one (21) rooms, two (2) units on third level, basement car park with eleven (11) car spaces, five (5) motorcycle spaces, bike storage, balconies and landscaping |
| 108 | 2013 | 8 Clavering Road | Alterations and additions |
| 109 | 2013 | 179 Condamine Street | Alterations and additions to an existing duplex building including a two (2) storey rear addition with balconies at the rear and driveway |
| 110 | 2013 | 29 Beatrice Street | Alterations and additions |
| 111 | 2013 | 52 Ponsonby Parade | Alteration and additions to an existing dwelling including first floor addition |

Environmental Services Division Report No. 20 (Cont'd)

| | | | |
|-----|------|------------------------|---|
| 113 | 2013 | 113B Seaforth Crescent | Construction of a two (2) car stack hardstand, access handle, access stairs, inclinator and the demolition of the existing stairs and fence |
| 114 | 2013 | 19 Beatrice Street | Construction of three (3) storey dwelling including double garage, rear verandahs, balcony, terrace, lift, pool, driveway, tree removal and landscaping |
| 118 | 2013 | 20 Wakehurst Parkway | Alterations and additions to an existing dwelling including rear addition, demolition of garage, construction of a new single garage with storage and driveway extension |
| 119 | 2013 | 135 Griffiths Street | Demolition of existing dwelling, construction of a three (3) level boarding house containing sixteen (16) self contained rooms, a caretakers unit, a communal room and carparking for two (2) vehicles. |
| 121 | 2013 | 68 Curban Street | Demolition of existing house & two (2) Torrens Title subdivision |
| 122 | 2013 | 11 Fisher Street | Demolition of the existing dwelling, construction of a two (2) storey dwelling with basement garage, decks, new lap pool and landscaping. |
| 123 | 2013 | 2 North Harbour Street | Alterations and additions to an existing dwelling including a first floor addition over the existing terrace |
| 124 | 2013 | 35 Bonner Street | Alterations and additions to an existing dwelling including internal alterations, reclad the exterior and replacement of the tile roof with a metal roof |
| 126 | 2013 | 110-12 Bower Street | Landscape rehabilitation of Foreshore area |
| 127 | 2013 | 108 Balgowlah road | Alterations and additions |
| 128 | 2013 | 10 Marshall Street | New driveway, crossover, access ramp, front fence and gate |
| 129 | 2013 | 23 Ponsonby Parade | Alterations and additions to an existing dwelling including ground floor front addition, first floor front and rear addition, rear deck with pergola and front patio |
| 130 | 2013 | 8 Quinton Road | Alterations and additions including excavation of basement |
| 131 | 2013 | 58 Bower Street | Alterations and additions to an existing dwelling |
| 132 | 2013 | 54-68 West Esplanade | Separation of tenancy of shops 7&8 with construction of a block separation wall and shop fit out - shop 8 - Cranium Hair |
| 133 | 2013 | 46 East Esplanade | Change of use to a cafe/bar and fitout |
| 134 | 2013 | 468 Sydney Road | Conversion of storage room to cat boarding ancillary to existing veterinary hospital, wall sign and awning fascia sign to side |
| 135 | 2013 | 381-383 Sydney Road | Change of use to a gym and under awning sign |

Environmental Services Division Report No. 20 (Cont'd)

The following applications are with Lodgment & Quality Assurance for advertising, notification and referral to relevant parities.

21/2013 28 Belgrave Street, MANLY 2095
Alterations & Additions to Dwelling

138/2013 5 Marine Parade, MANLY 2095
Change of use to food and drink premises with ten (10) internal seats

14/2010 1 Barrabooka Street, CLONTARF 2093
Section 96 Modification - New development application required

137/2013 26 Waterview Street, SEAFORTH 2092
Demolition of existing dwelling, construction of a new single storey dwelling with double garage, rear alfresco area, new driveway and landscaping

139/2013 47 West Street, BALGOWLAH 2093
Alterations and additions to an existing dwelling including installation of a dividing wall to create two (2) separate dwellings, changes to the internal configuration and a two (2) lot Torrens Title Subdivision

140/2013 95 Addison Road, MANLY 2095
Alterations and additions to an existing Residential Flat Building including enclosure of part of the existing rear deck, new windows, changes to roof to rear areas, fireplace and internal alterations – Unit 10

143/2007 21 Seaforth Crescent, SEAFORTH 2092
Section 96 Modification

121/2012 22 Angle Street, BALGOWLAH 2093
Section 96 to modify approved Alterations and additions to an existing dwelling including first floor addition, lower ground floor rear extension, replacement of carport on side boundary, rear covered deck and pergola – involving modification to Stormwater Plan – Part 2

187/2012 18 Kempbridge Avenue, SEAFORTH 2092
Section 96 to modify approved Alterations and additions to an existing dwelling including rear extension to lower ground floor, rear and side extension to ground floor and first floor addition with a front balcony – involving delete condition ANS02 to reinstate and extend the plant room on the existing lower ground floor – Part 2

141/2013 1-5 The Corso, MANLY 2095
Change of use to food and drink premises and shop fitout – Yoghurt Ice Cream – Shop 1B

142/2013 196 Woodland Street, BALGOWLAH 2093
Construction of undersized garage to be used for storage and to secure a motorcycle on the northern boundary

238/2005 16 Vista Avenue, BALGOWLAH HEIGHTS 2093
Section 96 to modify approved Internal and external alterations and additions to dwelling – involving alterations to the internal layout and alterations to the window sizes and locations – Part 2

143/2013 30 Rickard Street, BALGOWLAH 2093
Alterations and additions to an existing dwelling including second storey addition, swimming pool, internal alterations, rear ground floor addition, front and rear balcony, front fence and gate

144/2013 38 Rosedale Avenue, FAIRLIGHT 2094
Alterations and additions to an existing dwelling including a first floor addition, demolition and construction of a single garage, hardstand parking space, carport, fence, gate and driveway

Environmental Services Division Report No. 20 (Cont'd)

145/2013 14 Roseberry Street, BALGOWLAH 2093

Change of use to veterinary hospital, fitout and two (2) wall signs – The Family Vet - Unit 1

19/2013 61 Gurney Crescent, SEAFORTH 2092

Section 82A Review of Determination of refused Construction of a four(4) storey dwelling including double garage, front terrace, rear balconies, deck, lift, family flat, driveway, swimming pool, tree removal and landscaping – Part 2

146/2013 25 Smith Street, MANLY 2095

Alterations and additions to an existing dwelling including first floor addition and demolition of existing gazebo

330/2011 45 The Corso, MANLY 2095

Section 96 to modify approved Alterations and additions to an existing premises including rear extension, internal alterations, second floor addition to create three (3) apartments and Strata Subdivision – involving deletion of condition 30 in relation to worm farming units– Part 2

337/2011 2A Gilbert Street, MANLY 2095

Section 96 Modification

147/2013 45 White Street, BALGOWLAH 2093

Alterations & Additions to Dwelling

148/2013 15 Curban Street, BALGOWLAH HEIGHTS 2093

Alterations & Additions to Dwelling

94/2012 2 Craig Avenue, MANLY 2095

Section 96 to modify approved Two (2) lot Strata Subdivision of an existing Residential Flat Building – involving modification to Strata Plan – Part 2

**Applications being presented to the Manly Independent Assessment Panel (MIAP)
15 August 2013.**

16 Fairy Bower Road, Manly - DA102/13

46 Darley Road, Manly – DA24/11 - Section 96 (1A) Modification

105-107 North Steyne, Manly - DA235/12

24 Fairlight Street, Fairlight - DA289/12 - 82A Review of Determination

Unit 1 - 114 Griffiths Street, Balgowlah - DA25/13

Unit 2 - 114 Griffiths Street, Balgowlah - DA26/13

Unit 3, 114 Griffiths Street, Balgowlah - DA27/13

6 Russell Street, Clontarf - DA42/2013

27 Daintrey Street, Fairlight - DA162/10 - Section 96 (2) Modification

3 Oyama Avenue, Manly - DA426/10 - Section 96 (1A) Modification

7 Fairlight Street, Manly - DA0206/2012 - 82A Review of Determination

44 Alma Street, Clontarf - DA 143/12 - 82A Review of Determination

RECOMMENDATION

THAT the information be noted.

ATTACHMENTS

There are no attachments for this report.

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***** End of Environmental Services Division Report No. 20 *****

TO: Planning and Strategy Committee - 5 August 2013
REPORT: Environmental Services Division Report No. 21
SUBJECT: Current Appeals Report
FILE NO: MC/13/71534

SUMMARY

A list of current appeals with the Land and Environment Court relating to development applications.

REPORT

| DA# | L&E Appeal Reference | House # | Address | Date Appeal Lodged | Solicitor Company | Current Status |
|---------------|----------------------|---------|-------------------|--------------------|------------------------|---|
| Active | | | | | | |
| N/A | Class 4 40549/13 | 34 & 36 | Stuart Street | 19/7/13 | Marsdens | Adjourned to 5 August 2013 |
| 297/2012 | Class 1 10540/13 | 102 | Bower Street | 16/7/13 | Pikes | Listed for mention 9 August 2013 |
| 94/2013 | Class 1 10529/13 | 323 | Sydney Road | 11/7/13 | Marsdens | Listed for mention 8 August 2013 |
| 507/2005 | Class 1 10315/13 | 31 | Boyle Street | 1/5/13 | Maddocks | Listed for section 34 Conference 15 August 2013 |
| 280/2012 | Class 1 10369/13 | 62-64 | Pittwater Road | 29/5/13 | Houston Dearn O'Connor | s34 conference is still ongoing waiting for amended plans |
| 216/2012 | Class 1 10304/13 | | Manly Wharf Hotel | 26/4/13 | HWL | Stood over to 20 August 2013 to allow for acoustic testing of plastic screens |

| | | | | | | |
|------------------|---------------------|----|--------------------|----------|------------------------|---|
| Finalised | | | | | | |
| 142/11 | Class 1 10864/11 | | Manly Wharf | 23/08/12 | Pikes & Verekers | Appeal upheld Final Orders have been issued |
| 21/12 | Class 1 11223/12 | 46 | White Street | 10/12/12 | Pikes & Verekers | Judgement – Final Orders to be issued in chambers pending revised plans |
| 377/11 | Class 1 11278/12 | 3 | Eustace Street | 21/12/12 | Marsdens | Appeal Upheld Section 34 Agreement |
| 304/12 | Class 1 10151/13 | 44 | Smith Street | 4/3/13 | Marsdens | Appeal Upheld Section 34 Agreement |
| 304/11 Sec96 | Class 1 10150/13 | 6 | Fairlight Crescent | 4/3/13 | Houston Dearn O'Conner | Appeal Upheld Section 34 Agreement |
| 294/12 | Class 1 10160/13 | 31 | Fairlight Crescent | 4/3/13 | HWL | Appeal Upheld Section 34 Agreement |
| 193/2012 | Class 1 10277/13 | 9 | Bower | 10/4/13 | Marsdens | Appeal Upheld Section 34 Agreement |

RECOMMENDATION

THAT the information be noted.

ATTACHMENTS

There are no attachments for this report.

PS050813ESD_1.DOC

***** End of Environmental Services Division Report No. 21 *****

TO: Planning and Strategy Committee - 5 August 2013
REPORT: Environmental Services Division Report No. 22
SUBJECT: Re-location of Manly Environment Centre
FILE NO: MC/13/65442

SUMMARY

Council at its Ordinary Meeting of 11 March 2013 resolved that a report be prepared on options for the possible relocation of the Manly Environment Centre (MEC), which includes input from the Staff of the MEC.

REPORT

The MEC is currently located in Belgrave Street and has five (5) separate resource centres on the ground and first floor. A bulk storage room is also located in the Pacific Waves Basement Car Park housing large exhibition panels, road banners and other resources.

There are currently three (3) permanent staff members who are supported by full time interns from the university as well as volunteers who contribute approximately 10,000 volunteer hours per annum.

To relocate the MEC an area equivalent or larger will be required to house staff, volunteers, interns and the resources currently held by the MEC. The existing storage space in the Pacific Waves Car Park will need to be retained.

The current building is on a month to month lease as the owner of the property is not prepared to enter into a long-term lease at this time.

To find a building of this size in the Central Business District (CBD) is extremely difficult. The Staff have discussed the relocation of the MEC outside of the CBD, however, they believe that this would not be practical as the Community and Staff need to be in the CBD to make the MEC effective.

Looking at the options available for re-location, the building on the corner of Raglan Street and Pittwater Road currently owned by Council could be re-developed to provide adequate space for the MEC to operate and service the community.

A further option could be to relocate the MEC as part of the Manly2015 Project either in the proposed building facing Whistler Street or in the re-development of the library.

At present Council is endeavouring to negotiate a long term lease with the owner of the existing building in Belgrave Street which would provide additional time to investigate options for the future of the MEC.

RECOMMENDATION

THAT the report be received and noted.

ATTACHMENTS

There are no attachments for this report.

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***** End of Environmental Services Division Report No. 22 *****

TO: Planning and Strategy Committee - 5 August 2013
REPORT: Environmental Services Division Report No. 23
SUBJECT: Report on Audit of Usage of Council's Existing Four Car Parks
FILE NO: MC/13/65436

SUMMARY

Council at its Ordinary Meeting 13 May 2013 resolved:

"The General Manager provide a detailed report on the current usage of the Council's four public car parks, based over a 12 month period, including: the percentage of capacity used per month, annual maintenance costs, what percentage of parkers stay less than two hours, and profit/loss generated for each individual car park."

REPORT

The information provided in this report is for the period 1 July 2012 to 30 June 2013.

| | Whistler | Pacific Waves | Peninsula | Manly National |
|--|-----------------|----------------|-----------------|----------------|
| Capacity | 342 | 153 | 289 | 220 |
| Annual Throughput | 405,319 | 192,590 | 556,746 | 105,120 |
| Annual Daily Average Turnover of Parking | 3.25 | 3.45 | 5.28 | 1.31 |
| Annual Total Causal Parking Under 2 hours As a Percentage of Annual Total | 285,594 70% | 143,907 75% | 444,645 80% | 53,323 51% |
| Total Revenue | \$ 1,128,589.00 | \$ 538,957.00 | \$ 1,104,088.00 | \$ 593,766.00 |
| Costs | | | | |
| Maintenance | \$ 38,070.00 | \$ 46,785.00 | \$ 50,408.00 | \$ 24,451.00 |
| Direct and Indirect staff Costs | \$ 363,573.00 | \$ 218,524.00 | \$ 271,990.00 | \$ 143,379.00 |
| | \$ 401,643.00 | \$ 265,309.00 | \$ 322,398.00 | \$ 167,830.00 |
| Income | \$ 726,946.00 | \$ 273,648.00 | \$ 781,690.00 | \$ 425,936.00 |
| Average Occupancy | | | | |
| Weekend (Oct - April) | 97% | 100% | 99% | 95% |
| Weekday (Oct - April) | 88% | 96% | 92% | 85% |
| Weekend (May - Sept) | 80% | 92% | 85% | 72% |
| Weekday (May - Sept) | 68% | 78% | 82% | 70% |

RECOMMENDATION

THAT the report be received and noted.

ATTACHMENTS

There are no attachments for this report

PS05082013ESD_3.DOC

***** End of Environmental Services Division Report No. 23 *****

TO: Planning and Strategy Committee - 5 August 2013
REPORT: Environmental Services Division Report No. 26
SUBJECT: Fire and Life Safety Assessments of Whistler Carpark and Library
FILE NO: MC/13/92751

SUMMARY

This is a follow up report to the earlier report provided to Council at its meeting of 3 June 2013 on BCA and AS 2890 compliance assessments of the Whistler Street Carpark.

REPORT

Subsequent to the meeting of 3 June, Council engaged Building and Fire Survey Consultants Pty Ltd to provide further assessments on Fire and Life Safety of the Whistler Carpark and the abutted Library building, which shares a common boundary wall with the carpark.

The following is a summary of the Consultant's findings:

The Whistler Carpark

The following is a summary of the issues and the proposed strategies to provide minimum levels of life safety and protection to the building and occupants in the event of a fire.

| Item No. | Proposed Essential Fire or other Safety Measures | If yes, enter the minimum standard of performance, i.e. BCA clause and/or Australian Standard number / year |
|----------|--|---|
| 1. | Automatic fire suppression system (sprinkler system) | BCA Clause 3.9 and Table 3.9 AS2118.1-1999 |
| 2. | Sprinkler to activate Building Occupant Warning System | BCA Specification E1.5 Clause 8 |
| 3. | Rely of fire alarm to fire brigade | AS2118.1- sub clause 3.2 |
| 4. | Emergency lighting | BCA Clauses E4.2 & E4.4 AS 2293.1-2004 |
| 5. | Exit signs | BCA Clauses E4.5, E4.6 & E4.8, AS2293.1-1998 |
| 6. | Fire hydrant system | BCA Clause E1.3, AS2419.1-2005 |
| 7. | Paths of travel, stairways, passageways or ramps | BCA Section D |
| 8. | Portable fire extinguishers | BCA Clause E1.6, AS2444 |
| 9. | Warning and operational signs | BCA Clause D2.23, EP&A Reg. 2000 Clause 183. |
| 10. | Fire doors to fire isolated exits - /60/30 | BCA C3.8 (a), AS1905.1- 2005 |
| 11. | Enclose existing stair and remove services to achieve an FRL of 120/120/120 that discharges by means of its own fire isolated passageway to a road or open space | BCA Clause Table 3 Specification C1,1, C3.8, C3.9, D1.7 |

Environmental Services Division Report No. 26 (Cont'd)

| | | |
|-----|---|--|
| 12. | Provide additional fire isolated stair to satisfy travel distance requirements | BCA Clause D1.3, D1.4, D1.5 |
| 13. | Eastern side boundary fire source feature 60/60/60 fire rated walls levels 8-10. | BCA clause C3.2 and C3.4, Table 3.9 Specification C1.1 of the BCA. |
| 14. | Provide self closing -/60/30 fire doors to entry to the library at levels B1 and 4 | BCA clause C3.2 and C3.4, |
| 15. | Provide compliant handrails and balustrades throughout the building | BCA Clause D2.6 and D2.17 |
| 16. | Provide internal landings to doors to the existing non fire isolated stair to ensure no step | BCA Clause D2.15 |
| 17. | Ramp at ground level upgraded to comply with AS1428.1 as it also provides egress for persons with disabilities. | BCA Clause D2.10 |

The estimated cost for undertaking the required works is \$4.9mil. In addition to this cost is the loss of approx. 35 spaces for the retrofitting of fire isolated staircases and a loss of \$115,385 in annual revenue.

It should also be noted that this assessment does not address the compliance requirements of the *Disability Discrimination Act* or AS2890.

The Library

The Consultant identified a number of measures that needed to be implemented. These are contained in two options.

Option One- Sprinkler Protect the Building

The provision of a sprinkler system including the works detailed in Table One below clearly demonstrates that the building will provide acceptable levels of safety to the building's occupants in the event of fire as it brings the building into virtual conformity with both BCA96 and BCA2013.

Table One

| Item No. | Proposed Essential Fire or other Safety Measures | If yes, enter the minimum standard of performance, i.e. BCA clause and/or Australian Standard number / year |
|----------|--|---|
| 18. | Automatic fire suppression system (sprinkler system) | D12(b), D1.8 BCA Specification E1.5 Clause 8 |
| 19. | Sprinkler to activate Building Occupant Warning System | BCA Specification E1.5 Clause 8 |
| 20. | Relay of fire alarm to fire brigade | AS2118.1- sub clause 3.2 |
| 21. | Shutdown of mechanical services | AS1668.1 Clauses 6 |

Environmental Services Division Report No. 26 (Cont'd)

| | | |
|-----|---|---|
| | See Note One | |
| 22. | Emergency lighting See Note One | BCA Clauses E4.2 & E4.4 AS 2293.1-2005 |
| 23. | Hose reels See Note One | BCA Clause E1.4, AS2441. 1988 |
| 24. | Exit signs See Note One | BCA Clauses E4.5, E4.6 & E4.8, AS2293.1-2005 |
| 25. | Fire hydrant system See Note One | BCA Clause E1.4 AS 2419.1- 1994 amendment |
| 26. | Paths of travel, stairways, passageways or ramps ensure there is 1m clear width to paths of travel | BCA Clauses D2.9 and D1.6 |
| 27. | Provide panic bars to exit doors and doors in paths of travel to exits in Class 9b portion BCA96 also required this | NSW Clause D2.21 (c) |
| 28. | Portable fire extinguishers | BCA Clause E1.6, AS2444 |
| 29. | Warning and operational signs | BCA Clause D2.23, EP&A Reg. 2000 Clause 183. |
| 30. | Provide compliant handrails and balustrades throughout the building NB: The Architect is still trading and may be able to ensure original architectural intent is maintained. In most cases it appears that an intermediate rail is required. | BCA Clause D2.6 and D2.17 |
| 31. | Provide landings to doors in paths of travel to an exit where there is a step | BCA Clause D2.15 |
| 32. | Provide minimum -/60/30 fire self closing fire doors to openings from the library to the carpark at levels 1 and 2 | BCA C3.2 and C3.4 |
| 33. | Electronic door striker activated by the fire alarm is provided to the external door providing access from the level 2 balcony to the fire isolated stair | BCA Clause D2.21(iv) and manufacturers specifications. |
| 34. | Re- build internal stairs from level 1 to the stairs providing access to level 4 carpark to ensure compliant treads and risers. | BCA Clause D2.13 |
| 35. | Provide external wall wetting sprinklers to windows opening in the external | C3.2, C3.4 AS2118.2- 2010 |

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| | | |
|-----|---|--|
| | eastern wall that is within 3m of the carpark | |
| 36. | Protect EDBs and services areas in paths of travel | BCA Clause D2.7 and manufacturers specifications |
| 37. | Doors and cabinets to EDBs and the like to be fitted with smoke seals and lined internally with non combustible construction. | D2.7 and manufacturers specifications |

Option Two – Install Smoke Detection System in the Building

This option will require considerably more investigations and preparation of a fire engineered solution employing the methodologies that are adopted for the assessment of Alternative Solutions. The study would be intended to prove or disprove that the building can be safely evacuated before the onset of untenable conditions based on a comparative analysis to a sprinkler protected building. In this regard, the building codes are about life safety however there is obviously a correlation between safe buildings and the safety of the buildings' occupants in the event of fire. This assessment ignores the consequential benefits of a sprinkler system with respect to the protection of property.

Therefore there will also need to be some limited destructive investigations to examine the extent and nature of fire separation between levels 1 and 2. In this regard the BCA allows for connections between the lower two storeys in any event so these occupants can be viewed at being at no greater risk than those in a complying building.

Table Two

| Item No. | Proposed Essential Fire or other Safety Measures | If yes, enter the minimum standard of performance, i.e. BCA clause and/or Australian Standard number / year |
|----------|---|---|
| 1. | Some detection system | Table E2.2 (a) AS1670.1, 3 and 4- 2004 and Alternative Solution . |
| 2. | Smoke detection system to activate Building Occupant Warning System | Table E2.2 (a) AS1670.1, 3 and 4- 2004 and Alternative Solution . |
| 3. | Relay of fire alarm to fire brigade | Table E2.2 (a) AS1670.1, 3 and 4- 2004 and Alternative Solution . |
| 4. | Emergency lighting | BCA Clauses E4.2 & E4.4 AS 2293.1-2005 |
| 5. | Hose reels | BCA Clause E1.4, AS2441. 1988 |
| 6. | Exit signs | BCA Clauses E4.5, E4.6 & E4.8, AS2293.1-2005 |
| 7. | Fire hydrant system | BCA Clause E1.4 AS 2419.1-1994 amendment |
| 8. | Paths of travel, stairways, passageways or ramps | BCA Section D |
| 9. | Portable fire extinguishers | BCA Clause E1.6, AS2444 |
| 10. | Warning and operational signs | BCA Clause D2.23, EP&A Reg. 2000 |

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| | | Clause 183. |
|-----|---|--|
| 11. | Fire doors to fire isolated exits -/60/30 | BCA C3.8 (a), AS1905.1- 2005 |
| 12. | Provide external sprinklers to the windows of the fire isolated exit that is within 6m of the building | BCA clause C3.8(b) and C3.4 |
| 13. | Provide self closing -/60/30 fire doors to entry to the library at level 2 | BCA clause C3.2 and C3.4, |
| 14. | Provide compliant handrails and balustrades throughout the building NB: The architect is still trading and may be able to ensure original architectural intent is maintained | BCA Clause D2.6 and D2.17 |
| 15. | Provide landings to doors in paths of travel to an exit where there is a step | BCA Clause D2.15 |
| 16. | Provide minimum -/60/30 fire self closing fire doors to openings from the carpark at levels 1 and 2 | BCA C3.2 and C3.4 |
| 17. | Provide electronic door striker activated by the fire alarm to the external door providing access from the level 2 balcony to the fire isolated stair | BCA Clause D2.21(iv) and manufacturers specifications. |
| 18. | Lift landing doors -/60/30 fire doors | C3.10, manufacturers specifications |
| 19. | Provide panic bars to exit doors and doors in paths of travel to exits in Class 9b portion Also a requirement of BCA96 | NSW Clause D2.21 (c) and manufacturers specifications |
| 20. | Provide external wall wetting sprinklers to windows opening in the external eastern wall that is within 3m of the carpark | C3.2, C3.4 AS2118.2- 2010 |
| 21. | Protect EDBs and services areas in paths of travel | BCA Clause D2.7 and manufacturers specifications |
| 22. | Doors and cabinets to EDBs and the like to be fitted with smoke seals and lined internally with non combustible construction. | D2.7 and manufacturers specifications |

Environmental Services Division Report No. 26 (Cont'd)

| | | |
|-----|---|------------------|
| 23. | Re- build internal stairs from level 1 to the stairs providing access to level 4 carpark to ensure compliant treads and risers. | BCA Clause D2.13 |
|-----|---|------------------|

The estimated cost for implementing either option is in the order of \$500k to \$1mil

Conclusion

In relation to the Whistler Street Carpark, the Consultant's assessment is consistent with the 1997/8 advice the Council received in terms of retrofitting fire isolated staircases to the carpark. However, the current report also called for sprinklers and other fire suppression systems.

In relation to the Library, because of the existence of the BCA at the time of its construction, the work identified in the Report was therefore unexpected. Advice will need to be sought on what options are still open to Council for an action in professional standards associated with the design and construction of the building.

RECOMMENDATION

That the report be received and noted.

ATTACHMENTS

AT- 1 Manly Library 34 Pages

AT- 2 Whistler Street Carpark 26 Pages

PS05082013ESD_5.DOC

***** End of Environmental Services Division Report No. 26 *****

ATTACHMENT 1

**Environmental Services Division Report No. 26.DOC - Fire and Life Safety Assessments of
Whistler Carpark and Library
Manly Library**

**BUILDING &
FIRE
SURVEYING
CONSULTANTS PTY LTD**

**Building Surveyors
Fire Safety Engineers**

Director

Russel Grove

M.App.Sc (Fire Safety Design)

Grad Dip (Building)

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| Document No. | Issue Date | Report Details | | |
|--------------|------------|----------------|--------------|--|
| 27/2013-1 | 3/07/13 | Description: | Issue One | |
| | | Prepared by: | Russel Grove | <div>Signature  A1 Building Surveyor C10 Fire Safety Engineer</div> |

Building & Fire Surveying Consultants Pty Ltd

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Manly Library

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EXECUTIVE SUMMARY

Building and Fire Surveying Consultants Pty Ltd has been engaged by Manly Council to form an opinion as to the adequacy of the levels of fire safety in the building. The plans bearing Council's approval stamp references the BCA and therefore it is reasonable to assume that the building was required to comply with what is basically current fire safety standards particularly with respect to Parts C and D of the BCA which have virtually unchanged (other than for Part D3 which relate to persons with disabilities). With respect to Part E many of the relevant Australian Standards have been updated particularly hydrants, hoses, emergency lighting and exits signs, smoke detection and fire doors.

The executive summary has been principally separated into the following categories which align with the relevant fire safety chapters of the BCA.

- Fire Resistance
- Access and Egress
- Compartmentation

Fire Resistance

The building is visually consistent with Type A Construction in that the structural forms consist of concrete and masonry loadbearing elements which are assumed to have the required fire ratings. Notwithstanding this three issues have been identified which were also requirements when the building was approved:

Spandrels (BCA Clause 2.6)

The spandrel separation is in the order of 700mm above the floor rather than 900mm as required by the BCA. It is likely that the depth of the floor was included in the initial calculation. The report provides other examples where there are technical non compliances. This nature of disparity with the BCA does not in our view unduly reduce levels of safety in the building as the building should be vacated before the onset of a fully involved fire. The remedy to comply with the BCA DTS Provisions is to fully sprinkler protect the building although we consider that an engineered solution may be able to demonstrate that the building would be vacated prior to onset of a fully involved fire. This is further discussed later in the report as Option Two.

Protection of openings in external walls BCA Clause 3.2)

There are window openings in the external walls detailed in the report that should be protected in accordance with the BCA. We are not sure what activates the automatic doors to the carpark as these do not appear on the annual fire safety statement. The door at level 2 of the office which connects directly to the carpark is required to be replaced with a minimum -/60/30 fire door.

Protection of openings in the external wall of the fire isolated stair (BCA Clause 3.8)

This issue requires remediation in accordance with the BCA as an adverse event in the building could cause a reduction in the levels of safety in the fire isolated stair. We therefore recommend that external sprinklers be provided to the window openings in the fire isolated stairs¹.

¹ Stairs would not be required to fire isolated if the building was sprinkler protected.

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Access and Egress

There are a number of issues with the building's egress system which are:

Exit travel distance (BCA Clauses D1.4 and D1.6)

The travel distances on the external balcony at level 2 are non compliant due to the fact that egress to an exit is not possible as the door back into the building is locked. The likelihood of a life threatening event occurring is low although the issue should be resolved by placing the door on a door striker that activates on a fire alarm in the building which is a minimum life safety requirement of the BCA².

Protection of the External Stair (BCA Clause D1.8)

The windows at level one that are within 6m of the exit require protection by internal sprinklers unless the building is fully sprinkler protected.

Travel by external non fire-isolated stairways or ramps (BCA Clause D1.9)

This relates to the external stair that serves as an exit from the 3rd level roof deck carpark that discharges to level 2 and is not continuous by its own flights and risers to a road or open space. This is a technical non compliance that in our view does not unduly reduce levels of safety in the building. It is evident that access to the floor is restricted to staff and therefore persons would be familiar with the exit system. If there was a fire blocking this path of travel at level 2, persons then have an alternate choice of travel to the fire isolated exit at the carpark roof deck. As the storey is fully open there are no issues with smoke logging of paths of travel. There should be exits signs and emergency lighting that assists with safe egress from this area.

Internal non fire rated required stairway (BCA Clause D1.3)

The internal stair connecting all three levels is considered by the BCA to be a non fire isolated required stair. The stair passes through or connects all three storeys of the building and therefore the stair is required to be in either a fire isolated stair that connects to the street via a fire isolated passageway or the building sprinkler protected.

It is now not possible to fire isolate the stair or provide a fire isolated passageway however it is possible to sprinkler protect the building. In fact the original BCA requirements required that the building be provided with either a sprinkler or smoke detection system to satisfy smoke management requirements of the BCA. With a sprinkler system a smoke detection system would not be required which appears to have also been omitted from the original building as it was also a requirement BCA96³. It is possible this matter could be justified with the installation of a fire alarm as level 2 has a good egress system with one exit well clear of the building and the other exit fire isolated. The existing door at the top of the stairs would require intumescent smoke seals. We would also have to conduct destructive investigations to confirm the various shafts are properly fire separated as this relies on the fundamental premise that fire cannot spread from the storeys below during the period of egress. To this extent we also note that persons with disabilities can be evacuated via the adjoining carpark⁴.

Recommendation

That further discussions is required with Council Officers to determine the most appropriate compliance path.

² The report has identified that the building is not protected with a fire alarm which should have been included in the original building.

³ The stair could be bricked up at level 2 and this would remove one BCA trigger that requires the building be sprinkler protected.

⁴ There is no requirement to evacuate persons with disabilities in the event of a fire however the building codes are moving to address this anomaly in the next few years.

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Dimensions of Exits (D2.9)

The stair that connects the ground floor library to level 4 carpark is 40mm less than the required 1000mm. Normally this nature of disparity with the BCA is considered minor and not likely to impact negatively of the levels of safety in the building. It is preferred that options be explored for modifying the handrail to achieve compliance however, if this is not possible the matter could be examined in greater detail using fire engineering methodologies applied to the assessment of Alternative Solutions.

Services and Equipment

Hydrants and Hosereels

A visual inspection indicates the presence of a hosereel within 4m of fire isolated exit and/or adjacent to a hydrant (near the lift). The hydrants are located adjacent to the outside of the fire isolated stair and non fire isolated. However the BCA requirements of the day required they be within the fire isolated stairs⁵. The boosters are required to be in sight of the principle entrance however there is no visual connection as they are remote from the entrance to the building⁶. There is also an absence of a block plan. The location of the hydrants with respect to the fire stairs could be remedied with a sprinkler system in the building⁷ as the stairs then would not be required to be fire isolated as they connect 3 storeys in a sprinkler protected building. In this regard, the hydrant system appears to have been installed to elements of Ordinance 70 in that hydrants were not permitted in fire isolated stairs whereas the BCA required them to be in fire isolated exits⁸.

Recommendation

We recommend a suitably qualified hydraulic engineer be engaged to review the hydrant system to identify if there are any disparities with the system that could impede its effectiveness of the system and to carry out pressure and flow tests. They should also generally examine the system for compliance with AS2419.1-1994 so that all issues can then be assessed.

Exit signs and Emergency Lighting

There seems a general absence of exits signs and emergency lighting to a standard we would consider acceptable. As an example the main entrance has not been provided with an exit sign that is visible from the stairs.



ES Photograph One

Visually there appears to be an insufficient number of emergency lights on each storey and external paths of travel. There should be a suitably qualified person to plot the location of the

⁵ Annual fire safety statement certifying the system is required to comply with AS2419- 1994 which required hydrants in fire isolated stairs.

⁶ This matter cannot now be remedied however the block plan should show the location for first responders.

⁷ If in fact a sprinkler system is not installed we would not be recommending the hydrant be placed in the fire stairs as in our view it would be unduly onerous.

⁸ Annual Fire Safety Certificate lists the system as complying with AS2419 which some elements clearly do not comply with including the fact that hydrants are outside not inside the fire isolated exit.

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various exits sign and emergency lights and make recommendations as to the works required to comply with AS2293.1- 2005. If our verification as to compliance is required we would conduct an after hours shutdown to visually verify that there is sufficient illumination⁹.

Fire Alarm

The building and evacuation plan refers to "evacuation alarm" although the plans are silent on their location. Examining the ceiling we found what could be part of an alarm system(BOW) (although they could also be part of a local PA system) which is as shown in the following photograph.



ES Photograph Two

The BOW needs to be activated by another system such as a smoke detection or sprinkler system. There is no sprinkler system and we can see no evidence of a smoke detection system although we note that:

- There is a smoke detectors near the fire isolated exits; and
- The annual fire safety statement indicates smoke detectors are required pursuant to 1668 which infers they are in the supply and return plenums and skeleton smoke detection to shut down the mechanical services.

The original and current Provisions of the BCA96 contained in Table E2.2 (a) required the building be provided with either :

- a smoke detection system.
- Sprinkler system.
- Stair pressurisation system
- Zone smoke control system.

However, the building appears to contain none of these important life safety systems which is also confirmed in the Annual Fire Safety Statement as there is no mention on the statement of these systems.

Recommendation

That the building be provided with a compliant smoke management system.

⁹ Illumination can be reduced due to the location of bookshelves.

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Conclusion

The attached report provides a BCA clause by clause analysis of the compliance status of the building based on a visual inspection of the building. Two credible compliance options have emerged:

Option One- Sprinkler Protect the Building

The provision of a sprinkler system including the works detailed in Table One below clearly demonstrates that the building will provide acceptable levels of safety to the building's occupants in the event of fire as it brings the building into virtual conformity with both BCA96 and BCA2013.

Table One

| Item No. | Proposed Essential Fire or other Safety Measures | If yes, enter the minimum standard of performance, i.e. BCA clause and/or Australian Standard number / year |
|----------|--|---|
| 1. | Automatic fire suppression system (sprinkler system) | D12(b), D1.8 BCA Specification E1.5 Clause 8 |
| 2. | Sprinkler to activate Building Occupant Warning System | BCA Specification E1.5 Clause 8 |
| 3. | Relay of fire alarm to fire brigade | AS2118.1- sub clause 3.2 |
| 4. | Shutdown of mechanical services See Note One | AS1668.1 Clauses 6 |
| 5. | Emergency lighting See Note One | BCA Clauses E4.2 & E4.4 AS 2293.1-2005 |
| 6. | Hose reels See Note One | BCA Clause E1.4, AS2441.1988 |
| 7. | Exit signs See Note One | BCA Clauses E4.5, E4.6 & E4.8, AS2293.1-2005 |
| 8. | Fire hydrant system See Note One | BCA Clause E1.4 AS 2419.1-1994 amendment |
| 9. | Paths of travel, stairways, passageways or ramps ensure there is 1m clear width to paths of travel | BCA Clauses D2.9 and D1.6 |
| 10. | Provide panic bars to exit doors and doors in paths of travel to exits in Class 9b portion BCA96 also required this | NSW Clause D2.21 (c) |
| 11. | Portable fire extinguishers | BCA Clause E1.6, AS2444 |

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| | | |
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| 12. | Warning and operational signs | BCA Clause D2.23, EP&A Reg. 2000 Clause 183. |
| 13. | Provide compliant handrails and balustrades throughout the building NB: The Architect is still trading and may be able to ensure original architectural intent is maintained. In most cases it appears that an intermediate rail is required. | BCA Clause D2.6 and D2.17 |
| 14. | Provide landings to doors in paths of travel to an exit where there is a step | BCA Clause D2.15 |
| 15. | Provide minimum -/60/30 fire self closing fire doors to openings from the library to the carpark at levels 1 and 2 | BCA C3.2 and C3.4 |
| 16. | Electronic door striker activated by the fire alarm is provided to the external door providing access from the level 2 balcony to the fire isolated stair | BCA Clause D2.21(iv) and manufacturers specifications. |
| 17. | Re- build internal stairs from level 1 to the stairs providing access to level 4 carpark to ensure compliant treads and risers. | BCA Clause D2.13 |
| 18. | Provide external wall wetting sprinklers to windows opening in the external eastern wall that is within 3m of the carpark | C3.2, C3.4 AS2118.2- 2010 |
| 19. | Protect EDBs and services areas in paths of travel | BCA Clause D2.7 and manufacturers specifications |
| 20. | Doors and cabinets to EDBs and the like to be fitted with smoke seals and lined internally with non combustible construction. | D2.7 and manufacturers specifications |

Note One

These systems should be audited by a suitably qualified services engineer to confirm their efficacy.

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Option Two – Install Smoke Detection System in the Building¹⁰

This option will require considerably more investigations and preparation of a fire engineered solution employing the methodologies that are adopted for the assessment of Alternative Solutions. The study would be intended to prove or disprove that the building can be safely evacuated before the onset of untenable conditions based on a comparative analysis to a sprinkler protected building. In this regard, the building codes are about life safety however there is obviously a correlation between safe buildings and the safety of the buildings' occupants in the event of fire. This assessment ignores the consequential benefits of a sprinkler system with respect to the protection of property.

Therefore there will also need to be some limited destructive investigations to examine the extent and nature of fire separation between levels 1 and 2. In this regard the BCA allows for connections between the lower two storeys in any event so these occupants can be viewed as being at no greater risk than those in a complying building.

Table Two

| Item No. | Proposed Essential Fire or other Safety Measures | If yes, enter the minimum standard of performance, i.e. BCA clause and/or Australian Standard number / year |
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| 1. | Some detection system | Table E2.2 (a) AS1670.1, 3 and 4- 2004 and Alternative Solution |
| 2. | Smoke detection system to activate Building Occupant Warning System | Table E2.2 (a) AS1670.1, 3 and 4- 2004 and Alternative Solution |
| 3. | Relay of fire alarm to fire brigade | Table E2.2 (a) AS1670.1, 3 and 4- 2004 and Alternative Solution |
| 4. | Emergency lighting | BCA Clauses E4.2 & E4.4 AS 2293.1-2005 |
| 5. | Hose reels | BCA Clause E1.4, AS2441, 1988 |
| 6. | Exit signs | BCA Clauses E4.5, E4.6 & E4.8, AS2293.1-2005 |
| 7. | Fire hydrant system | BCA Clause E1.4 AS 2419.1-1994 amendment |
| 8. | Paths of travel, stairways, passageways or ramps | BCA Section D |
| 9. | Portable fire extinguishers | BCA Clause E1.6, AS2444 |
| 10. | Warning and operational signs | BCA Clause D2.23, EP&A Reg. 2000 Clause 183. |
| 11. | Fire doors to fire isolated exits -/60/30 | BCA C3.8 (a), AS1905.1- 2005 |
| 12. | Provide external sprinklers to the windows of the fire | BCA clause C3.8(b) and C3.4 |

¹⁰ We have verified that BCA96 (amendment 1) required a smoke detection system at the very least.
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|--|---|--|----|
| | isolated exit that is within 6m of the building | | |
| 13. | Provide self closing -/60/30 fire doors to entry to the library at level 2 | BCA clause C3.2 and C3.4, | |
| 14. | Provide compliant handrails and balustrades throughout the building NB: The architect is still trading and may be able to ensure original architectural intent is maintained | BCA Clause D2.6 and D2.17 | |
| 15. | Provide landings to doors in paths of travel to an exit where there is a step | BCA Clause D2.15 | |
| 16. | Provide minimum -/60/30 fire self closing fire doors to openings from the carpark at levels 1 and 2 | BCA C3.2 and C3.4 | |
| 17. | Provide electronic door striker activated by the fire alarm to the external door providing access from the level 2 balcony to the fire isolated stair | BCA Clause D2.21(iv) and manufacturers specifications. | |
| 18. | Lift landing doors -/60/30 fire doors | C3.10, manufacturers specifications | |
| 19. | Provide panic bars to exit doors and doors in paths of travel to exits in Class 9b portion Also a requirement of BCA96 | NSW Clause D2.21 (c) and manufacturers specifications | |
| 20. | Provide external wall wetting sprinklers to windows opening in the external eastern wall that is within 3m of the carpark | C3.2, C3.4 AS2118.2- 2010 | |
| 21. | Protect EDBs and services areas in paths of travel | BCA Clause D2.7 and manufacturers specifications | |
| 22. | Doors and cabinets to EDBs and the like to be fitted with smoke seals and lined internally with non combustible construction. | D2.7 and manufacturers specifications | |

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|--|---|-------------------|
| 23. | Re- build internal stairs from level 1 to the stairs providing access to level 4 carpark to ensure compliant treads and risers. | BCA Clause D2. 13 |

In summary, the key issues are:

(a) The provision of a sprinkler system throughout the building would resolve numerous issues including the fact that the building appears to be absent of critical fire and life safety measures that are intended to provide notification to the buildings occupants of a fire via the building occupant warning system. If a sprinkler system is installed then a smoke detection system is not required so any cost benefit analysis would need to compare these two systems which includes the additional works to ensure other elements of the building comply. The installation of the smoke detection system does not satisfy Clause D1.3 of either BCA96 or BCA13 and if this option is selected it should be justified via an fire engineered solution.

(b) There appears some anomalies with the hydrant system which do not reduce life safety as it relates to fire brigade intervention however, they are sufficient to warrant a proper audit of the system to determine its efficacy. The hoses reels also form part of these works so they could tested for flow and pressures.

(c) There appears a general lack of emergency lighting which should be brought into conformity.

(d) Balustrades are generally non compliant throughout the building which can also be remedied in most cases with additional rails. Possibly the original architect could be re-engaged to ensure his design intent is maintained.

(e) The door hardware should be upgraded to panic bars in the paths of travel and exits serving the library.

(f) There are some issues with protection of openings that can be remedied with additional sprinklers to the window openings.

(g) It appears the various fire doors are not subject to regular maintenance and require inspection and certification by suitably competent person.

1.00 INTRODUCTION

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1.1 General

Building and Fire Surveying Consultants Pty Ltd (BFSC) has been engaged by Mr. Stephen Clements Deputy General Manager Manly City Council, to prepare a Building Code of Australia Assessment report that assesses the Council building known as the "Manly Library" to determine whether the building provides adequate levels of protection with respect to life safety, fire spread and containment and fire brigade operations.

The methodology of the assessment is to compare the buildings design against the fire and life safety provisions of the BCA known as Parts C, D and E of the BCA. This will be in the form of a "clause by clause" analysis so that an opinion can be formed once a comparison of risks is established. The writer will then use professional judgment as to whether the non compliances are of a nature as to warrant upgrading to current BCA requirements.

1.2 Report Purpose and Extent

The purpose of the assessment is to prepare a BCA assessment which provides a clause by clause detail of the Building Code of Australia, in particular, C, D and E of the Building Code of Australia (BCA) Volume One. The report is intended to provide a strategy to address any non compliances with the BCA that in the opinion of the writer does not provide:

- Adequate levels of safety in the event of fire; or
- The spread of fire from or to the subject premises from adjoining buildings.

Due to the fact the building is existing, the report is based on a visual examination and no destructive or intrusive investigations have been carried out. Where an issue has been identified as a non compliance we verified what the requirement of BCA96 (amendment 1) was at the time to ensure we formed a balanced view.

1.3 Basis of Assessment

The opinion is based on BCA 96 and BCA13 and a visual inspection on 24th, 28th and 30th June 2013 and plans prepared by Feike and Bouman Pty Ltd dated June 1997.

1.4 Exclusions and Limitations

This report is based on the following exclusions and limitations: -

- 1 The structural adequacy or design of the building;
- 2 Any loss suffered as a result of fire.
- 3 The determination of inherent derived fire-resistance ratings of any existing structural elements of the building (unless specifically referred to);
4. The determination of the design basis and/or operating capabilities of any existing electrical, mechanical or hydraulic fire protection services.
5. Slips, trips and falls as a result of non complying balustrades, handrails and stair geometry.
6. Compliance with Part D 3 of the BCA including the Disability (Access to Premises Standard) 2010.

1.5 Assumptions

- (a) The building was originally subject to the requirements of BCA96.

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(b) There were no Appeals to the Land and Environment Court granting dispensations from the BCA DTS Provisions.

(c) Board of Fire Commissioners did not grant dispensation from compliance with AS2419.1.

(d) The building is on a consolidated allotment.

(e) The building's FRLs comply with the BCA DTS Provisions 1996.

(d) Maximum population per storey does not exceed 20 persons.

(e) The essential services are maintained in accordance with the BCA¹¹. In this respect we have included a photo of a tag (See Appendix One) from one of the services that is required to be punched each time the system is checked. The tag indicates yearly services which is unusual as some services require monthly checks.

We have also included a copy of the annual fire safety statement that is displayed in the foyer. The statement does not appear to comprehensively cover all the essential services in the building (See Appendix Two).

¹¹ The annual fire safety statement lists AS1851 which is the incorrect standard as it should be the design standard.

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2.00 BUILDING CODE OF AUSTRALIA PARAMETERS

2.1 Building Code of Australia Description

| | |
|------------------------|--|
| Rise in Storeys | 3 |
| Number of Storeys: | 3 |
| Classification | |
| Ground and first floor | 9b – Library |
| First floor | 5 – Offices |
| Type of Construction: | Type A |
| Floor area/Volume: | Less than 8,000m ² and 48,000m ³ |
| Effective height: | 6.84m |

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3.00 INTRODUCTION

The Library building is a 3 storey building that according to the plans provided to us was approved on 26th May 2004 although the approved plans reference BCA 96. With respect to the issues that are subject of this assessment the requirements between the two codes has changed little over the years. Particularly with respect to building classification, type of construction and fire rating requirements. There have been significant changes over the years with respect to the relevant Australian Standards particularly with respect to hydrants, access for persons with disabilities and energy efficiency.

It appears from the plans that the structure consists of concrete floors and roof, loadbearing concrete columns with non loadbearing double skin brickwork that achieves a 4 hour rating. The building appears to be of robust construction and is visually consistent with Type A Construction.

The plans infer that the library wall is correctly on its side of the boundary and not acting as a common wall and in fact the carpark has no external walls.



Photograph One

The aerial view suggests that the protruding triangular exit from the library stands outside the boundaries of the property although this has no life safety consequences. Each storey is provided with 2 exits having a minimum width of 1m. The ground floor exits are the main entry doors and the fire isolated circular stair. The first floor is served by a fire isolated stair and a non fire isolated stair that discharges into the front lobby 14m from the main entry doors. The third storey is served by the fire isolated stairs and an external stair that appears to be "an external stair in lieu of a fire isolated stair". The stairs are sufficient to service a maximum population at each storey of 200 persons.

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4.00 BUILDING CODE OF AUSTRALIA ASSESSMENT

Explanations of Terms:

| | |
|----------------------|--|
| "N/A" | means that the BCA clause is not applicable. |
| "Compliance assumed" | means that the building is capable of compliance with the BCA. |
| "Complied with" | means the building is consistent with the BCA. |
| "Non compliance" | means the design of the building is inconsistent with the BCA. |

4.1 Part B – Structural Provisions

Structure Part B

Structural issue.

Not in scope of the report

Termite Activity

Glazing

4.2 Part C Fire Resistance

4.2.1 Part C1 – Fire Resistance and Stability

C1.3 Buildings of Multiple Classification:-

The type of construction required is determined by the classification of the top storey and applies to all storeys. In this case the building has a rise of 3 storeys and the top storey is Class 9b which results in the requirement for the building to comply with Type A Construction.

The building is required to comply with Type A Construction. Compliance assumed.

C1.4 Mixed Types of Construction

The entire building is required to comply with Type A Construction. The building appears to have consistent structural features throughout.

C1.5 Two Storey Class 2, 3 or 9c buildings

A building having a rise in storeys of 2 may be of Type C construction if—

Not applicable.

(a) it is a Class 2 or 3 building or a mixture of these classes and each sole-occupancy unit has—

(i) access to at least 2 exits; or

(ii) its own direct access to a road or open space.

N/A.

C1.6 Class 4 Parts of Buildings

Class 4 part of a building requires the same FRL and fire separation from the remaining parts as a C2 part in similar

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C1.7 Open Spectator Stands & Indoor Sports Stadiums N/A

May be of Type C Construction if:

- Only 1 tier of seating;
- Non-combustible material; and
- Only sanitary facilities/change rooms below the tiers.

C1.8 Lightweight Construction N/A

May be used for fire rating of elements if it is in accordance with Specification C1.8.

C1.9 Deleted

C1.10 Early Fire Hazard Properties Compliance assumed

C1.11 Performance of External Walls N/A

The external walls are masonry and therefore these provisions are not applicable. The plans show the walls to be loadbearing concrete columns and non loadbearing masonry walls that have a 4 fire rating.

C1.12 Non-Combustible Material N/A

The following materials may be used where non-combustible materials are required:

- Plasterboard;
- Perforated gypsum;
- Fibrous plaster sheeting;
- Fire reinforced cement sheeting;
- Pre-finished metal sheeting;
- Bonded laminate materials.

4.2.2 Part C2 – Compartmentation and Separation

C2.3 General Floor Area Limitations: Large Isolated Buildings Complied with

The floor area and volume of the building is significantly less than 8,000m² and 48,000m³ (assuming fire separation from the carpark) which is the maximum size fire compartment permitted by the BCA.

C2.4 Requirements for open space N/A

Open space and vehicular access capable of supporting emergency vehicles, area 6m wide and not more than 18m from the building- applies to large isolated buildings.

C2.5 Class 9a and class 9c buildings N/A

Requirements for compartmentation for the control of smoke and fire within health care and aged care building must comply with the requirements of this clause and also specification C2.5. This building is not a healthcare building.

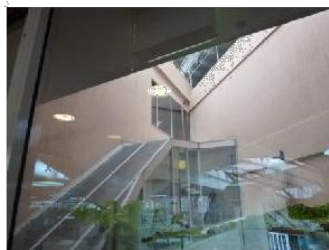
C2.6 Vertical separation of openings in external walls Non compliance

Applicable to buildings of Type A construction that are not sprinkler protected. According to the plans the building is generally provided with 700mm vertical spandrels rather than the 900mm required by the

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 BCA. The following is an example whereby the non fire rated roof is in close proximity to the window at the higher level¹².



Photograph Two

These issues will be resolved with the installation of a sprinkler system.

C2.7 Separation by fire walls N/A
 There are no firewalls required in the building.

C2.8 Separation of classifications in the same storey N/A
 The building is the same classification in each storey.

C2.9 Separation of classifications in different storeys Compliance assumed
 Applicable to the floor separating the library from the second floor offices.

C2.10 Separation of lift shafts Compliance assumed
 Lift to be enclosed in a fire rated shaft when connecting more than 2 storeys (or more than 3 storeys in a sprinklered building).
 There is a passenger lift in the building although the FRL of the shaft is unknown the plans indicate it to be masonry/concrete.

Not a requirement of the building is sprinkler protected.

C2.11 Stairways and lifts in one shaft Complied with
 Not to be in the same shaft if either is to be fire isolated.

C2.12 Separation of equipment Unknown
 Lift motors, emergency generators, smoke control exhaust fans, boilers or batteries are to be enclosed by construction achieving an FRL of 120/120/120.

C2.13 Electricity supply system Unknown
 If the electrical substation is to be located within the building it must be separated from another part of the building by construction achieving an FRL of 120/120/120 with self-closing 120/30 fire doors.

4.2.3 Part C3 Protection of Openings

C3.2 Protection of openings in external walls Compliance assumed
 Openings in external walls that are required to have an FRL are to be protected if they are exposed to a fire source feature in accordance with Clause C3.4 if:

- Wall is less than 3m from a side or rear boundary;
- Less than 6m from the far boundary of a road, if not located in

¹² This detail is typical at that level thereby compromising spandrel separation.
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- a storey at or near ground level; or
- Less than 6m from another building on the same allotment that is not a Class X building.

There are three doors that join the carpark at all three levels. The doors at ground level and first level are tagged as fire doors¹³ however the door at level 3 is a fire door that is untagged possibly because it has unapproved penetration in it in the form of a "peep hole". This door also requires to be replaced with a required fire door. There is a window within 3m of the side boundary fire source feature which needs protection with an external sprinkler (See Photograph Three).



Photograph Three

Connection to Carpark

The separation at ground level and level 2 is unusual in that it has what is assumed to be fire rated lobbies protruding into the carpark which is in effect another building. Normally this arrangement would require legal agreements although we appreciate Council owns both properties.

C3.3 Separation of openings in different fire compartments N/A
 There are no different fire compartments.

C3.4 Acceptable methods of protection
 Include fixed fire rated glass; self closing or automatic dosing windows with drenchers; automatic fire shutters; automatic closing fire rated windows. Applicable to C3.2 and D1.8

C3.5 Doorways in fire walls N/A
 Doorways in a fire wall (that is not part of an horizontal exit) must not exceed 50% the length of the fire wall, and

- Have the FRL required for the fire wall, and
- Be self closing or automatic closing upon activation of a smoke/fire detector.

NB: The wall separating the carpark and library is not a firewall but a boundary wall separating buildings on different allotments of land.

C3.6 Sliding fire doors N/A
 If open when the building is in use they must fail safe in the closed position and be provided with warning devices and flashing lights.

Not applicable as there are no sliding fire doors.

¹³ None of these doors appear on the annual fire safety certificate as being operational.
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C3.8 Openings in fire isolated exits

The fire isolated stair is required to be provided with -/60/30 fire doors. The final exit door was checked and had been tagged as a fire door. The windows openings in the stair (See Photograph Four) do not complying sub clause (b) in that the windows appear to be within 6m of an opening in the building and not externally sprinkler protected in accordance with C3.4. These windows will not require protection if the building is sprinkler protected.

Compliance assumed



Photograph Four

C3.9 Service penetrations in fire Isolated exits

The fire isolated stair appears compliant.

Complied with

C3.10 Openings in fire isolated lift shafts

- Doors to be -/60/- fire doors in accordance with AS1735.11;
- Lift indicator panels to be constructed with -/60/60 backing if the lift exceeds 35,000mm².

Compliance assumed

Not a requirement if the building is sprinkler protected.

C3.11 Bounding construction Class 2, 3 and 4 buildings

There are no Class 2 or 3 portions.

N/A

C3.12 Openings in floors for services

Penetrations for services need to be protected. It's not possible on an existing building to know whether issues like this are complied with as it would involved destructive investigations.

Unknown

C3.13 Openings in shafts

It is likely the lift shaft doors comply however a lift technician would need to verify that they are tagged.

Compliance assumed

C3.15 Openings for service installations

As above

C3.16 Construction joints

These provisions require that construction joints in fire rated elements must not reduce the efficacy of the fire rating of the element. The fire rated elements currently consist of the lift shaft and wall separating the library and compliance is unknown.

Unknown

C3.17 Columns protected with lightweight construction to achieve an FRL.

N/A

2.2 Fire Protection Support of another part

Compliance

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These provisions require that where an element requires an FRL that any element providing support requires the same FRL. The entire building consists of concrete columns and floors therefore these issues are likely to be complied with. assumed

2.3 Lintels
These provisions require loadbearing masonry (in some cases) to be supported by fire rated lintels. Engineering plans indicate the windows are carried to the underside of the concrete slab soffit. Compliance assumed

2.4 Attachments not to impair fire resistance
There were no evident attachments. Compliance assumed

2.5 General concessions N/A

2.6 Mezzanine floors: Concession N/A

2.7 Enclosure of shafts
These relate to stair and lift shafts and require a 2 hour roof are carried above the roof of the structure. Both the fire isolated lift (Photograph Five) shaft and stair shaft (Photograph Six) are carried proud of the building and assumed to comply. Compliance assumed



Photograph Five



Photograph Six

Not applicable if the building is sprinkler protected.

2.8 Carparks in residential buildings N/A

2.9 Residential and aged care concession N/A

4.3 Part D Access and Egress

D1 4.3.1 Provision of escape

D1.2 Number of exits required
These provisions specify the number of exits required. The building is less than 25m and therefore requires one exit by virtue of these provisions. Clause D1.3 requires the exits to be fire isolated by virtue of Clause D1.3. Complied with

D1.3 When fire isolated exits are required
These provisions require the exits be fire isolated if they connect or pass through not more than 3 storeys in a sprinkler protected building. The building requires exits to be fire isolated (photograph Seven) or comply with D1.8 which relates to "external stair in lieu of a fire isolated exit" (See Photograph Eight). See comments in D1.8. Compliance assumed

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Photograph Seven



Photograph Eight

The internal stair is within a fire isolated shaft. Each of the doors were not checked however the final exit was tagged as a fire rated door. The external stair does not comply in all respects with D1.8 although that can be remedied as detailed in D.1.8. Neither stair requires fire isolation if the building is sprinkler protected.

D1.4 *Exit travel distances*

Non compliance

Exit travel distances generally comply with the BCA other than for the external walkway at level 3 which does not have access to an exit or a point of choice to an exit within 20m. The door shown in Photograph Nine is locked and denies access back into the building.



Photograph Nine

The door latch should be placed on a door striker activated by a fire alarm such as a sprinkler or smoke detection system.

D1.5 *Distance between exits*

The distance between the exits are complied with.

Non compliance with respect to D1.4 as access is not available to two exits.

D1.6 *Dimensions of exits and paths of travel*

Non compliance

Stair widths checked at random. They appear to comply other than with respect to the stair that connects the library to level 4 carpark which is 960mm wide and should be 1m clear width (See Photograph Ten).

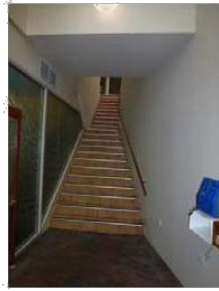
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Photograph Ten

D1.7 *Travel via fire-isolated exits*

Complied with

Travel via by fire isolated exits generally comply with these provisions. The stairs are in a shaft that continues by its own flights and risers to the street.



Photograph Ten

D1.8 *External stairs in lieu of fire isolated stairs.*

Compliance assumed

The external stair is required to comply with these DTS requirements as the building is not sprinkler protected. Subclause (c)(i)(C) require that openings that are between 3m- 6m from the stair requires protection in accordance with C3.4 which includes internal sprinklers over the windows (see area indicated in red in Photograph Eleven).

NB: By site measurement and checking with engineering details we get a setback of approximately 5.8m to the windows marked in red.



Photograph Eleven

Not required if the building is sprinkler protected as the stair can be non

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fire isolated. 25

D1.9 *Travel by non fire-isolated stairways or ramps* Non compliance
The stair from the carpark is defined as an exit and therefore must continue to a road or open space by its own flights and risers. In this case the exit is discontinuous and persons need to travel across the clock tower bridge to the external stair.



Photograph Twelve

D1.10 *Discharge from exits* Complied with
Exits discharge from the building and must lead to an open space or a public road. These provisions are capable of compliance.

D1.11 *Horizontal exits* N/A

D1.12 *Non-required stairways, ramps or escalators* N/A

D1.13 *Number of persons accommodated* Maximum population of first and second floor cannot exceed 200 persons.

D1.14 *Measurement* Applied to study

D1.15 *Plant rooms and machine rooms-concession* N/A

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4.3.2 Part D2 – Construction of Exits

D2.2 *Fire-isolated stairways and ramps* Complied with
Must be of concrete or steel construction.

D2.3 *Non fire-isolated stairways and ramps* Complied with
In a building having a rise in storeys of more than 2, required stairs and ramps (including landings and any supporting building elements) which are not required to be within a fire-resisting shaft, must be constructed according to D2.2, or only of—

- (a) reinforced or prestressed concrete; or
- (b) steel in no part less than 6 mm thick; or
- (c) timber that—
 - (i) has a finished thickness of not less than 44 mm; and
 - (ii) has an average density of not less than 800 kg/m³ at a moisture content of 12%; and
 - (iii) has not been joined by means of glue unless it has been laminated and glued with resorcinol formaldehyde or resorcinol phenol formaldehyde glue.

D2.4 *Separation of rising and descending stair flights* N/A

D2.5 *Open access ramps and balconies* N/A

D2.6 *Smoke lobbies* N/A

D2.7 *Installations in exits and paths of travel* Compliance assumed
EDB in exits need to be appropriately protected when installed in required exit.



Photograph Fourteen



Photograph Fifteen

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The penetrations detailed in Photographs 14 and 15 needs to be sealed with a fire rated mastic and doors lined internally with non combustible lining and smoke seals fitted. These are minor remedial works.

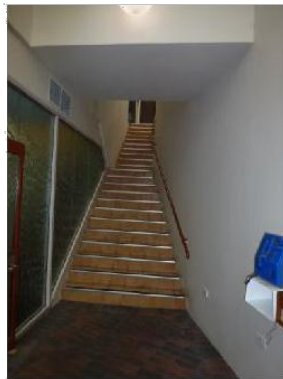
D2.8 *Enclosure of space under stairs and ramps*

Compliance assumed

D2.9 *Width of stairways*

Must be not less than 1 m wide between handrails. The width of the above stairs at their narrowest point was 960mm and therefore non compliant.

Non compliance



Photograph Sixteen

Options should be examined to see if the handrail can be modified to achieve compliance.

D2.10 *Pedestrian ramps*

Complied with

Requires that the ramp comply with AS 1428.1 – 2009 where it also serves as an “accessible ramp” pursuant to Part D 3 of the BCA. The ramp does not serve as an exit therefore compliance with AS1428.1 is not required by virtue of these provisions.

NB: We have not been engaged to assess accessibility issues although it appears the ramp may not strictly comply with all the provisions of AS1428.1.

D2.11 *Fire isolated passageways*

N/A

D2.12 *Roof as open space*

N/A

D2.13 *Treads and risers*

Not checked in detail although the stair from level 1 to the stairs that connect to level 4 carpark contain winders and are obviously non compliant and not made available for public use until rectified.



Non compliance

Photograph Seventeen

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D2.14 Landings
In a stairway—

Compliance
assumed

- (a) landings having a maximum gradient of 1:50 may be used in any building to limit the number of risers in each flight and each landing must—
 - (i) be not less than 750 mm long, and where this involves a change in direction, the length is measured 500 mm from the inside edge of the landing; and
 - (ii) have a non-slip finish throughout or an adequate non-skid strip near the edge of the landing where it leads to a flight below;

Not checked.

D2.15 Thresholds

The threshold of a doorway must not incorporate a step or ramp at any point closer to the doorway than the width of the door leaf unless—

Example non
compliance with
respect to
external doors to
balcony level 2.

- (c) in other cases—
 - (i) the doorway opens to a road or open space, external stair landing, or external balcony; and
 - (ii) the door sill is not more than 190 mm above the finished surface the ground, balcony, or the like, to which the doorway opens.



Photograph Eighteen

Landings should be provided as required by the BCA.

D2.16 Balustrades

Non compliance

A continuous 1m high balustrade or other barrier must be provided along the side any stairway or ramp, any floor, corridor, hallway, balcony, deck, veranda, access bridge or the like and along the side of any delineated path of access to a building, if it is more than 1m above the adjoining surface or 4m in the case of an openable window.

Openings in a balustrade or other barrier must be constructed in accordance with the following:

- (i) For a balustrade or other barrier provided under (c)—
 - (A) the balustrade openings or the width of any other opening (including any openable window or panel) must not be more than 300 mm; or
 - (B) where rails are used, a rail must be provided which does not permit a 150 mm sphere to pass through the opening between the nosing line of the stair treads and the rail or between the rail and the floor

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of the landing, balcony or the like and the opening between rails must not be more than 460 mm.

- (ii) For a balustrade or other barrier
 - (A) any opening does not permit a 125 mm sphere to pass through it and for stairs, the opening is measured above the nosing line of the stair treads; and
 - (B) for floors more than 4 m above the surface beneath, any horizontal or near horizontal elements between 150 mm and 760 mm above the floor must not facilitate climbing.

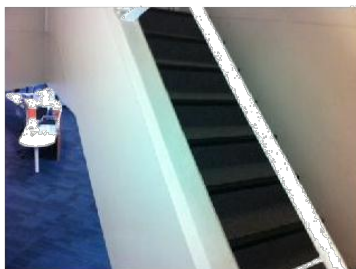
The balustrades are generally non compliant throughout the building. The gaps between openings frequently exceed 125mm¹⁴. These nature of issues do not necessarily reduce levels of safety in the event of fire and are more related to general personal safety. It depends on the level of risk Council and its insurers are prepared to assume. We have no choice other than to recommend they be brought into compliance.



Photograph Nineteen



Photograph Twenty



Photograph Twenty One

D2.17 *Handrails-*

Compliance assumed

- (a) Except for handrails referred to in D2.18, handrails must be—
 - (i) located along at least one side of the ramp or flight; and
 - (ii) in any other case, fixed at a height of not less than 865 mm measured above the nosings of stair treads and the floor surface the ramp, landing, or the like; and
 - (iii) continuous between stair flight landings and have no obstruction or above them that will tend to break a hand-hold.

¹⁴ This was also requirement as far back as BCA96.
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Handrails generally appear to be provided in accordance with the BCA although they were only checked at random.

D2.18 *Fixed platforms, walkways, stairways and ladders*
No proposed works: N/A

D2.19 *Doorways and doors*
Revolving doors, roller shutters and tilt up doors not permitted across exits. Complied with

D2.20 *Swinging doors*
Doors to exits are required to swing in the direction of egress and not to impede egress. Compliance assumed

D2.21 *Operation of latch*
These provisions require door latches be operated by a single handed downward pushing action located between 900mm-1200mm from the floor in the Class 5 portion and on a panic bar in the Class 9b portion. Non compliance.

D2.22 *Re-entry from fire isolated exits*
Applies to buildings with an effective height of more than 25m. N/A

D2.23 *Signs on doors*
These provisions are applicable and generally appear applicable. They generally appear to be satisfied. Compliance assumed

Clause 183 of the Environmental Planning and Assessment Regulations
The following signage is required adjacent to the entry to the fire isolated stairs. Compliance assumed

OFFENCE RELATING TO FIRE EXITS

It is an offence under the Environmental Planning and Assessment Act 1979 : (a) to place anything in or near this fire exit that may obstruct persons moving to and from the exit, or (b) to interfere with or obstruct the operation of any fire doors, or (c) to remove, damage or otherwise interfere with this notice.

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APPENDIX ONE

AS1851 SERVICE TAG

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APPENDIX TWO

ESSENTIAL SERVICES SCHEDULE

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(1)

 **AQUAFIRE**
PROTECTION

ANNUAL FIRE SAFETY STATEMENT

Issued under Part 9, Division 5 and 6 clause 175, 177 and 182 of the Environmental Planning and Assessment Regulation 2000

The information contained within this Annual Fire Safety Statement is provided in accordance with and having regard to, the requirements of Part 9, Division 5: clauses 175, 176, 177 & 181 of the Environmental Planning and Assessment Regulations 2000.

Name & Address of the owner/s of the building or part: MANLY COUNCIL
PO BOX 82, MANLY NSW 1655

Address of the building or part: MARKET LANE, MANLY

A description of the building or part: Whole

The type of statement being issued (Annual or Supplementary): Annual Fire Safety Statement

The fire safety schedule for the building or part is attached: Yes (see attached fire safety schedule)

The date on which the building or part was inspected: 16-08-11

List of each fire safety measure in the building or part:

| Measures | The Date on which the essential fire safety measure were assessed | Minimum Standards of performance specified by the fire safety schedule |
|---|---|--|
| Fire Hydrant Systems | 16-08-11 | AS 2419.1 - 1994 |
| Hose Reel Systems | 16-08-11 | AS 2441 - 1988 |
| Portable Fire Extinguishers | 16-08-11 | AS 2444 - 1996 |
| Automatic Fire Detection and alarm system | 16-08-11 | AS 1668 |

AQUA FIRE PROTECTION PTY LIMITED
PO Box 7006, Warringah Mall NSW 2100
Phone (02) 9939 3437
Fax (02) 9939 7809
Email admin@aquafire.com.au
www.aquafire.com.au
ABN 17 099 614 490
Licence Number: 150599C

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Whistler Carpark and Library
Whistler Street Carpark

BUILDING &
FIRE
SURVEYING
CONSULTANTS PTY LTD

**Building Surveyors
Fire Safety Engineers**

Director

Russel Grove

M.App.Sc (Fire Safety Design)

Grad Dip (Building)

Ass. Dip (B. Sur.)

**FIRE AND LIFE SAFETY
ASSESSMENT
OF
WHISTLER STREET CARPARK
MANLY**

Telephone: (02) **9523 0244** Facsimile: (02) 9523 0944 Email: bfsc@pnc.com.au
188A Nicholson Parade Cronulla NSW 2230

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| Document No. | Issue Date | Report Details | | |
|--------------|------------|----------------|-----------------|--|
| 26/2013-1 | 18/06/13 | Description: | Draft Issue One | |
| | | Prepared by: | Russel Grove | <div>Signature  A1 Building Surveyor C10 Fire Safety Engineer</div> |

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Whistler Street Carpark**

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EXECUTIVE SUMMARY

Building and Fire Surveying Consultants Pty Ltd has been engaged by Manly Council to form an opinion as to the adequacy of the levels of fire safety in the building having regard to the fact that it is an existing building and not required to comply with the BCA which is, in our opinion the appropriate standard to be applied in such cases. Our comments will be separated into the following three categories:

- Fire Resistance
- Access and Egress
- Compartmentation

Fire Resistance

The building appears to be built to Ordinance 70 requirements known as "open deck parking station" which are now known as the "open deck carpark" requirements as the floors have a depth of approximately 90-100mm which equate to a 60 minute fire rating. Normally the fire ratings for carparks were based on 240 minutes and therefore the concessions were significant. To qualify for these concessions however all parts of the carpark are required to be cross ventilated (which is also current requirements). Adherence to this fundamental requirement has its foundation in fire tests conducted by BHP and is therefore crucial. Unfortunately, basement B fails to satisfy these requirements and therefore the building is not entitled to the concessions unless it is sprinkler protected which is a recommendation of our study.

When the building was originally constructed there was no requirement to protect external walls that were on common boundaries. In this regard, the eastern boundary is protected with a wall up to level 8 carpark and from that point it has no protection and therefore a fully involved fire in the library could degrade the carpark structure by both direct flame impingement and radiant heat. Consequently, it is a recommendation of our study that the openings in the eastern wall be protected in accordance with the BCA.

Access and Egress

The egress of the building does not in our view provide acceptable levels of safety in the event of fire. There is one open stair that would in the event of fire become smoke logged and unusable at the early stages of a fire. The current building codes require the building be served by two fire isolated exits that discharge by means of their own fire rated construction to a road or open space. These provisions apply to buildings that are sprinkler protected and where the stairs connect more than 3 storeys. Technically the building is a 12 storey building and therefore on a comparative risk basis it is evident that persons are at an increased level of injury in the event of a fire. Consequently, we are of the view, that the building should be provided with two compliant fire isolated exits.

It is also evident that the building's balustrades are non compliant with current BCA requirements and in our view should be upgraded to comply with the BCA as should the handrails in the fire stairs. These represent an elevated risk to the building's users of slips, trips and falls which are entirely foreseeable and should be mitigated against by Council.

Services and Equipment

The building generally appears absent of any critical fire and life safety measures such as exit signs, emergency lighting, sprinklers, hydrants, hoses which we consider to be required to provide an acceptable level of safety.

¹ Fully involved fire in the lowest storey could cause structural collapse to the higher storeys.

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Environmental Services Division Report No. 26.DOC - Fire and Life Safety Assessments of Whistler Carpark and Library Whistler Street Carpark

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Conclusion

The attached report provides a BCA clause by clause analysis of the compliance status of the building based on a visual inspection of the building. The following is a summary of the issues and the proposed strategies to provide minimum levels of life safety and protection to the building and occupants in the event of a fire.

Table One

| Item No. | Proposed Essential Fire or other Safety Measures | If yes, enter the minimum standard of performance, i.e. BCA clause and/or Australian Standard number / year |
|----------|--|---|
| 1. | Automatic fire suppression system (sprinkler system) | BCA Clause 3.9 and Table 3.9 AS2118.1-1999 |
| 2. | Sprinkler to activate Building Occupant Warning System | BCA Specification E1.5 Clause 8 |
| 3. | Rely of fire alarm to fire brigade | AS2118.1- sub clause 3.2 |
| 4. | Emergency lighting | BCA Clauses E4.2 & E4.4 AS 2293.1-2004 |
| 5. | Exit signs | BCA Clauses E4.5, E4.6 & E4.8, AS2293.1-1998 |
| 6. | Fire hydrant system | BCA Clause E1.3, AS2419.1-2005 |
| 7. | Paths of travel, stairways, passageways or ramps | BCA Section D |
| 8. | Portable fire extinguishers | BCA Clause E1.6, AS2444 |
| 9. | Warning and operational signs | BCA Clause D2.23, EP&A Reg. 2000 Clause 183. |
| 10. | Fire doors to fire isolated exits - /60/30 | BCA C3.8 (a), AS1905.1- 2005 |
| 11. | Enclose existing stair and remove services to achieve an FRL of 120/120/120 that discharges by means of its own fire isolated passageway to a road or open space | BCA Clause Table 3 Specification C1.1, C3.8, C3.9, D1.7 |
| 12. | Provide additional fire isolated stair to satisfy travel distance requirements | BCA Clause D1.3, D1.4, D1.5 |
| 13. | Eastern side boundary fire source feature 60/60/60 fire rated walls levels 8-10. | BCA clause C3.2 and C3.4, Table 3.9 Specification C1.1 of the BCA. |
| 14. | Provide self closing -/60/30 fire doors to entry to the library at levels B1 and 4 | BCA clause C3.2 and C3.4, |
| 15. | Provide compliant handrails and balustrades throughout the building | BCA Clause D2.6 and D2.17 |

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| | | |
| 16. | Provide internal landings to doors to the existing non fire isolated stair to ensure no step | BCA Clause D2.15 |
| 17. | Ramp at ground level upgraded to comply with AS1428.1 as it also provides egress for persons with disabilities. | BCA Clause D2.10 |

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1.00 INTRODUCTION

1.1 General

Building and Fire Surveying Consultants Pty Ltd (BFSC) has been engaged by Mr. Stephen Clements Deputy General Manager Manly City Council to prepare a Building Code of Australia Assessment report that assesses the Council building known as the "Whistler Street Carpark" to determine whether the building provides adequate levels of protection with respect to life safety, fire spread and containment and fire brigade operations.

The methodology of the assessment is to compare the buildings design against the fire and life safety provisions of the BCA known as Parts C, D and E of the BCA. This will be in the form of a "clause by clause" analysis so that an opinion can be formed once a comparison of risks is established. The writer will then use professional judgment as to whether the non compliances are of a nature as to warrant upgrading to current BCA requirements.

1.2 Report Purpose and Extent

The purpose of the assessment is to prepare a BCA assessment which provides a clause by clause detail of the Building Code of Australia, in particular, C, D and E of the Building Code of Australia (BCA) Volume One. The report is intended to provide a strategy to address any non compliances with the BCA that in the opinion of the writer does not provide:

- Adequate levels of safety in the event of fire; or
- The spread of fire from or to the subject premises from adjoining buildings.

Due to the fact the building is existing the report is based on a visual examination and no destructive or intrusive investigations have been carried out.

1.3 Basis of Assessment

The opinion is based on BCA13 and a visual inspection on 14th June 2013 and plans prepared by Feike and Bouman Pty Ltd dated June 1997 that relate to the proposed roof to the top most storey.

1.4 Exclusions and Limitations

This report is based on the following exclusions and limitations: -

- 1 the structural adequacy or design of the building;
- 2 any loss suffered as a result of fire.
- 3 the determination of inherent derived fire-resistance ratings of any existing structural elements of the building (unless specifically referred to);
4. the determination of the design basis and/or operating capabilities of any existing electrical, mechanical or hydraulic fire protection services.

1.5 Assumptions

1. The buildings are on the one allotment of land, currently the building is over seven allotments of land.

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2.00 BUILDING CODE OF AUSTRALIA PARAMETERS

2.1 Building Code of Australia Description

| | |
|----------------------------------|---|
| Rise in Storeys | 12(See Note One) |
| Number of Storeys: | 12 |
| Classification(see Appendix One) | 7a –carpark |
| Type of Construction: | Type A |
| Floor area: | Volume and floor area limitations not applicable to sprinkler protected car parks |
| Effective height: | 13m |

Note One:

Photograph below details a small overlap which technically constitutes a storey as there is an intermediate floor and ceiling as shown in Photographs One and Two.



Photograph One



Photograph Two

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3.00 INTRODUCTION

The carpark appears to be built circa late 1980s and was therefore subject to Ordinance 70. It appears that it was originally intended to comply with the "open deck carparking station" Provisions which were the basis for the current requirements that pertain to the "open deck carpark" requirements. The current provisions grant a considerable amount of concessions from normal enclosed carparks. The structure consists of concrete floors and columns that appear would have been required to comply with what was known at the time of construction as Type One Construction². The building is built across seven allotments³ and internally connects the library by both fire separated and non fire separated openings⁴. The library is on a separate allotment of land (See Aerial Photograph Three) and therefore whilst both buildings are joined by openings they are for the purposes of the BCA required to have the external openings in the walls on the eastern boundary mutually protected as they are separate buildings for the purposes of the BCA.



Photograph Three

Ordinance 70 requirements for an "open deck parking station" allowed the following FRLs (Clause 16.7(7)):

- (a) Columns less than 4.5m from a fire source feature – 4 hours
- (b) Columns more than 4.5m from a fire source feature – 2 hours
- (c) Internal loadbearing walls- 1- 2 hours depending on location.
- (d) floors beams - 2 hours.
- (e) floors – 1 hour.

For the carpark to now qualify as an open deck carpark it must comply with the appropriate provisions of the BCA which are more fully discussed in Appendix One.

² The floor slabs appear to be 90-100mm thick and therefore an FRL (integrity and insulation) is in the order of 60 minutes or less.

³ The report assumes these will be consolidated into one as the current arrangement creates significant disparities with the BCA.

⁴ These openings need protection in accordance with Clause C3.2 and C3.4.

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4.00 BUILDING CODE OF AUSTRALIA ASSESSMENT

Explanations of Terms:

| | |
|----------------------|--|
| "N/A" | means that the BCA clause is not applicable. |
| "Compliance assumed" | means that the building is capable of compliance with the BCA. |
| "Complied with" | means the building is consistent with the BCA. |
| "Non compliance" | means the design of the building is inconsistent with the BCA. |

4.1 Part B – Structural Provisions

Structure Part B

Structural issue:

Not in scope of the report

Termite Activity

Glazing

4.2 Part C Fire Resistance

4.2.1 Part C1 – Fire Resistance and Stability

C1.3 Buildings of Multiple Classification:-

The type of construction required is determined by the classification of the top storey and applies to all storeys. In this case the building has a rise of 12 storeys and the top storey is Class 7a which results in the requirement for the building to comply with Type A Construction.

The building is required to comply with Type A Construction.

Open deck car parks have significantly reduced FRL and can in fact have steel columns. (Clause 3.9 of the BCA).

C1.4 Mixed Types of Construction

The entire building is required to comply with Type A Construction. The building appears to have consistent structural features throughout.

C1.5 Two Storey Class 2, 3 or 9c buildings

A building having a rise in storeys of 2 may be of Type C construction if—

Not applicable.

- (a) it is a Class 2 or 3 building or a mixture of these classes and each sole-occupancy unit has—

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| (i) access to at least 2 exits; or (ii) its own direct access to a road or open space. | N/A. |
| <i>C1.6 Class 4 Parts of Buildings</i> Class 4 part of a building requires the same FRL and fire separation from the remaining parts as a C2 part in similar circumstances. | |
| <i>C1.7 Open Spectator Stands & Indoor Sports Stadiums</i> | N/A |
| May be of Type C Construction if: <ul style="list-style-type: none"> • Only 1 tier of seating; • Non-combustible material; and • Only sanitary facilities/change rooms below the tiers. | |
| <i>C1.8 Lightweight Construction</i> | N/A |
| May be used for fire rating of elements if it is in accordance with Specification C1.8. | |
| <i>C1.9 Deleted</i> | |
| <i>C1.10 Early Fire Hazard Properties</i> | Compliance assumed |
| <i>C1.11 Performance of External Walls</i> The external walls are masonry and therefore these provisions are not applicable. | N/A |
| <i>C1.12 Non-Combustible Material</i> The following materials may be used where non-combustible materials are required: <ul style="list-style-type: none"> • Plasterboard; • Perforated gypsum; • Fibrous plaster sheeting; • Fire reinforced cement sheeting; • Pre-finished metal sheeting; • Bonded laminate materials. | N/A |
| 4.2.2 Part C2 – Compartmentation and Separation | |
| <i>C2.3 General Floor Area Limitations: Large Isolated Buildings</i> | N/A to open deck or sprinkler protected carparks |
| <i>C2.4 Requirements for open space</i> Open space and vehicular access capable of supporting emergency vehicles, area 6m wide and not more than 18m from the building- applies to large isolated buildings. | N/A |
| <i>C2.5 Class 9a and class 9c buildings</i> Requirements for compartmentation for the control of smoke and fire within health care and aged care building must comply with the requirements of this clause and also specification C2.5. This building is not a healthcare building. | N/A |
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| | |
|---|--------------------------------------|
| <i>C2.6 Vertical separation of openings in external walls</i> Applicable to buildings of Type A construction that are not sprinkler protected. This building is required to be sprinkler protected. | Non compliance |
| <i>C2.7 Separation by fire walls</i> There are no firewalls required in the building. | Not applicable if sites consolidated |
| <i>C2.8 Separation of classifications in the same storey</i> The building is the same classification in each storey. | N/A |
| <i>C2.9 Separation of classifications in different storeys</i> The building is one classification throughout. | N/A |
| <i>C2.10 Separation of lift shafts</i> Lift to be enclosed in a fire rated shaft when connecting more than 2 storeys (or more than 3 storeys in a sprinklered building). There is a passenger lift in the building although the FRL of the shaft is unknown. Ordinance 70 requirements are similar to the BCA requirements. | Compliance assumed |
| <i>C2.11 Stairways and lifts in one shaft</i> Not to be in the same shaft if either is to be fire isolated. There are no fire isolated stairs although engineering advice will be required if it is decided to upgrade the building to establish the various FRLs of the structural members. | Compliance assumed |
| <i>C2.12 Separation of equipment</i> Lift motors, emergency generators, smoke control exhaust fans, boilers or batteries are to be enclosed by construction achieving an FRL of 120/120/120. There's only lift motors and their enclosure is unknown although the lift overrun suggests compliance. | Compliance assumed |



Photograph Three

| | |
|---|-----|
| <i>C2.13 Electricity supply system</i> If the electrical substation is to be located within the building it must be separated from another part of the building by construction achieving an FRL of 120/120/120 with self-closing -/120/30 fire doors. | N/A |
|---|-----|

4.2.3 Part C3 Protection of Openings

| | |
|---|----------------|
| <i>C3.2 Protection of openings in external walls</i> Openings in external walls that are required to have an FRL are to be | Non compliance |
|---|----------------|

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protected if they are exposed to a fire source feature in accordance with Clause C3.4 if:

- Wall is less than 3m from a side or rear boundary;
- Less than 6m from the far boundary of a road, if not located in a storey at or near ground level; or
- Less than 6m from another building on the same allotment that is not a Class X building.

See Appendix Two

C3.3 Separation of openings in different fire compartments N/A
There are no different fire compartments.

C3.4 Acceptable methods of protection
Include fixed fire rated glass, self closing or automatic closing windows with drenchers, automatic fire shutters, automatic closing fire rated windows. Applicable to C3.2

C3.5 Doorways in fire walls N/A
Doorways in a fire wall (that is not part of an horizontal exit) must not exceed 50% the length of the fire wall, and

- Have the FRL required for the fire wall, and
- Be self closing or automatic closing upon activation of a smoke/fire detector.

NB: The wall separating the carpark and library is not a firewall but a boundary wall separating buildings on different allotments of land.

C3.6 Sliding fire doors N/A
If open when the building is in use they must fail safe in the closed position and be provided with warning devices and flashing lights.

Not applicable as there are no sliding fire doors.

C3.8 Openings in fire isolated exits Non compliance
The existing stairs are required to be upgraded to comply with the BCA DTS Provisions.

C3.9 Service penetrations in fire isolated exits Non compliance
The existing stairs are non fire isolated exits however these should be upgraded to comply to remove services.

See D2.7 of this report.

C3.10 Openings in fire isolated lift shafts Compliance assumed

- Doors to be -/60/- fire doors in accordance with AS1735.11;
- Lift indicator panels to be constructed with -/60/60 backing if the lift exceeds 35,000mm².

C3.11 Bounding construction Class 2, 3 and 4 buildings N/A
There are no Class 2 or 3 portions.

C3.12 Openings in floors for services Compliance assumed
Penetrations for services need to be protected.

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| C3.13 | Openings in shafts It is likely the lift shaft doors comply however a lift technician would need to verify that they are tagged | Compliance assumed |
| C3.15 | Openings for service installations | As above |
| C3.16 | Construction joints These provisions require that construction joints in fire rated elements must not reduce the efficacy of the fire rating of the element. The fire rated elements currently consist of the lift shaft and wall separating the library and compliance is unknown. | Unknown |
| C3.17 | Columns protected with lightweight construction to achieve an FRL. | N/A |
| 2.2 | Fire Protection Support of another part These provisions require that where an element requires an FRL that any element providing support requires the same FRL. | Compliance assumed |
| 2.3 | Lintels There appear to be no lintels captured by these provisions. | N/A |
| 2.4 | Attachments not to impair fire resistance | Compliance assumed |
| 2.5 | General concessions | N/A |
| 2.6 | Mezzanine floors: Concession | N/A |
| 2.7 | Enclosure of shafts These relate to stair and lift shafts and require a 2 hour roof are carried above the roof of the structure. The building appears capable of complying with these provisions. | Compliance assumed |
| 2.8 | Carparks in residential buildings | N/A |
| 2.9 | Residential and aged care concession | N/A |
| 4.3 | Part D Access and Egress | |
| 4.3.1 | Provision of escape | |
| D1.2 | Number of exits required These provisions specify the number of exits required. The building is less than 25m and therefore requires one exit by virtue of these provisions. Clause D1.3 requires the exits to be fire isolated by virtue of Clause D1.3. | Non compliance |
| D1.3 | When fire isolated exits are required These provisions require the exits be fire isolated if they connect or pass through not more than 3 storeys in a sprinkler protected building. In this case the exits must be fire isolated as they pass through more than 3 storeys in a sprinkler protected building. | Non compliance |
| D1.4 | Exit travel distances There is currently one exit provided and therefore travel to that exit cannot exceed 20m. Currently travel distances are in the order of 42m to the nearest exit. | Non compliance |
| D1.5 | Distance between exits | Non compliance |
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Due to travel distance disparities with the BCA an additional exit is required. The additional exit must be within 60m of the other. An additional exit is capable of satisfying this requirement.

D1.6 *Dimensions of exits and paths of travel*
Stair widths checked at random they appear to comply.

Compliance assumed

D1.7 *Travel via fire-isolated exits*

Non compliance

The existing stair should in fact be a fire isolated stair that connects directly to the street via a fire isolated passageway. This will result in the loss of some carparking spaces as a fire isolated passageway is provided (See Photograph Four).



Photograph Four

D1.8 *External stairs in lieu of fire isolated stairs.*
There are no external stairs in lieu of fire isolated exits.

N/A

D1.9 *Travel by non fire-isolated stairways or ramps*
The ground floor exits may be non fire isolated exits and appear to comply with these requirements.

Complied with

D1.10 *Discharge from exits*
Exits discharge from the building and must lead to an open space or a public road. These provisions are capable of compliance.

Compliance assumed

D1.11 *Horizontal exits*

N/A

D1.12 *Non-required stairways, ramps or escalators*

N/A

D1.13 *Number of persons accommodated*

Egress widths complied with

D1.15 *Plant rooms and machine rooms-concession*

N/A

4.3.2 Part D2 – Construction of Exits

D2.2 *Fire-isolated stairways and ramps*
Must be of concrete or steel construction.

Complied with

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D2.3 *Non fire-isolated stairways and ramps* N/A

In a building having a rise in storeys of more than 2, required stairs and ramps (including landings and any supporting building elements) which are not required to be within a fire-resisting shaft, must be constructed according to D2.2, or only of—

- (a) reinforced or prestressed concrete; or
- (b) steel in no part less than 6 mm thick; or
- (c) timber that—
 - (i) has a finished thickness of not less than 44 mm; and
 - (ii) has an average density of not less than 800 kg/m³ at a moisture content of 12%; and
 - (iii) has not been joined by means of glue unless it has been laminated and glued with resorcinol formaldehyde or resorcinol phenol formaldehyde glue.

D2.4 *Separation of rising and descending stair flights* N/A

D2.5 *Open access ramps and balconies* N/A

D2.6 *Smoke lobbies* N/A

D2.7 *Installations in exits and paths of travel* Non compliance

EDB in exits need to be appropriately protected when installed in required exit. There appears to be access for services at level 2 into the wall. Further investigations would be required to determine the nature of services. In addition there is a stormwater pipe that will require removal.



Photograph Five

D2.8 *Enclosure of space under stairs and ramps* Compliance assumed

D2.9 *Width of stairways* Compliance assumed
Must be not less than 1 m wide between handrails. The widths were checked at random and appeared to comply.

D2.10 *Pedestrian ramps* Non compliance

Requires that the ramp comply with AS 1428.1 – 2009 where it also serves as an “accessible ramp” pursuant to Part D.3 of the BCA. we consider the ramp should be upgraded to comply with the BCA as it also will serve as egress from the building in the event of fire.

D2.11 *Fire isolated passageways* Non compliance
A fire isolated passageway is required to connect the existing stair to the outside. Currently it discharges within the building.

D2.12 *Roof as open space* N/A

D2.13 *Treads and risers* Compliance

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assumed

D2.14 Landings
In a stairway— Compliance assumed

- (a) landings having a maximum gradient of 1:50 may be used in any building to limit the number of risers in each flight and each landing must—
 - (i) be not less than 750 mm long, and where this involves a change in direction, the length is measured 500 mm from the inside edge of the landing; and
 - (ii) have a non-slip finish throughout or an adequate non-skid strip near the edge of the landing where it leads to a flight below;

D2.15 Thresholds Non compliance
The threshold of a doorway must not incorporate a step or ramp at any point closer to the doorway than the width of the door leaf unless—

- (c) in other cases—
 - (i) the doorway opens to a road or open space, external stair landing or external balcony; and
 - (ii) the door sill is not more than 190 mm above the finished surface of the ground, balcony, or the like, to which the doorway opens.

A landing is required to be provided at level 9 as there is a step next to an exit door.



Photograph Six

D2.16 Balustrades Non compliance
A continuous 1m high balustrade or other barrier must be provided along the side any stairway or ramp, any floor, corridor, hallway, balcony, deck, veranda, access bridge or the like and along the side of any delineated path of access to a building, if it is more than 1m above the adjoining surface or 4m in the case of an openable window.

Openings in a balustrade or other barrier must be constructed in accordance with the following:

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- (i) For a balustrade or other barrier provided under (c)—
 - (A) the balustrade openings or the width of any other opening (including any openable window or panel) must not be more than 300 mm; or
 - (B) where rails are used, a rail must be provided which does not permit a 150 mm sphere to pass through the opening between the nosing line of the stair treads and the rail or between the rail and the floor of the landing, balcony or the like and the opening between rails must not be more than 460 mm.
- (ii) For a balustrade or other barrier
 - (A) any opening does not permit a 125 mm sphere to pass through it and for stairs, the opening is measured above the nosing line of the stair treads; and
 - (B) for floors more than 4 m above the surface beneath, any horizontal or near horizontal elements between 150 mm and 760 mm above the floor must not facilitate climbing.

The balustrades are generally non compliant throughout the building and require upgrading.



Photograph Seven



Photograph Eight

D2.17 *Handrails-* Non compliance

- (a) Except for handrails referred to in D2.18, handrails must be—
 - (i) located along at least one side of the ramp or flight; and
 - (ii) in any other case, fixed at a height of not less than 865 mm measured above the nosings of stair treads and the floor surface the ramp, landing, or the like; and
 - (iii) continuous between stair flight landings and have no obstruction or above them that will tend to break a hand-hold.
- (b) Handrails—
- (c) Handrails required to assist people with a disability must be provided in accordance with D3.3.
- (d) Handrails to a stairway or ramp within a sole-occupancy unit in a Class 2 or 3 building or Class 4 part must—
 - (i) be located along at least one side of the flight or ramp; and

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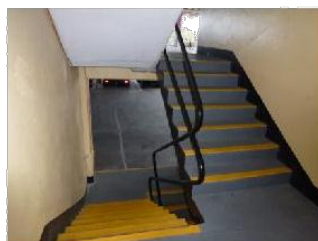
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- (ii) be located along the full length of the flight or ramp, except in the case where a handrail is associated with a balustrade, the handrail may terminate where the balustrade terminates; and
 - (iii) have the top surface of the handrail not less than 865 mm vertically above the nosings of the stair treads or the floor surface of the ramp; and
 - (iv) have no obstruction on or above them that will tend to break a handhold, except for newel posts, ball type stanchions, or the like.
- (e) The requirements of (d) do not apply to—
- (i) handrails referred to in D2.18; or
 - (ii) a stairway or ramp providing a change in elevation of less than 1 m; or
 - (iii) a landing; or
 - (iv) a winder where a newel post is installed to provide a handhold.

Handrails to stairs are non compliant and require upgrading.



Photograph Nine

| | | |
|-------|--|--------------------|
| D2.18 | <i>Fixed platforms, walkways, stairways and ladders</i> No proposed works. | N/A |
| D2.19 | <i>Doorways and doors</i> Revolving doors, roller shutters and tilt up doors not permitted across exits. These provisions are not applicable to the unit doors. | N/A |
| D2.20 | <i>Swinging doors</i> Doors to exits are required to swing in the direction of egress and not to impede egress. | Compliance assumed |
| D2.21 | <i>Operation of latch</i> These provisions require door latches be operated by a single handed downward pushing action located between 900mm-1200mm from the floor. | Compliance assumed |
| D2.22 | <i>Re-entry from fire isolated exits</i> Applies to buildings with an effective height of more than 25m. | N/A |
| D2.23 | <i>Signs on doors</i> These provisions are applicable if the buildings exits are upgraded. | Compliance assumed |

4.3.3 Part D3 – Access for People with Disabilities

| | | |
|------|--|--------------------------------|
| D3.1 | General building access requirements The BCA requires new carparks to be provided with 3-4 carparking | Non compliance. In our view |
|------|--|--------------------------------|

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spaces for the disabled.

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The existing carpark appears incapable of complying with the BCA as the ceiling levels within the carpark are 2.177m and required to be at least 2.5m. Whilst providing access and a new roof over the top storey is an option the ramps and carriageway to the roof area must be 2.5m for the full length of travel (See Figure F2.7 AS1428.1-2009) which does not appear possible without re-building the structure.

We note that current spaces for the disabled are directed to the basement storey although this is the one storey without the required lift access. Access via another building (the library) is not compliant with the BCA Provisions as buildings need to be self compliant.

Council has some obligation to provide covered carparking spaces in conjunction with the carpark – albeit they may be adjacent and to what is currently the main entry and require the upgrading of the existing spaces currently designated as disabled (See Photograph Twelve).



Photograph Ten

The toilets should have both a complying toilet for the disabled and an ambulant toilet.

The existing access ramp from the carpark should be made fully compliant with AS1428.1-2009 which will likely require its re-building.



Photograph Eleven

The design of the existing car spaces for the disabled do not comply with current requirements. Gradient, carpark sizes and clear spaces beside carparking spaces appear non compliant. That is, the three spaces below should be reduced to two spaces with a clear space between the two outside carparks. (See Figure 2.3 AS1428.1-2009).

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Photograph Twelve

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APPENDIX ONE

CLASSIFICATION OF THE CARPARK

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Classification of Building

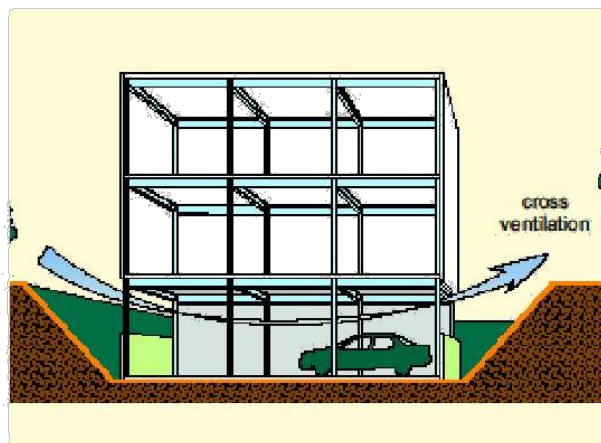
The basis of the advice is premised on the correct building classification. In this instance the building is unambiguously a carpark and therefore a Class 7a although there is a vast difference in BCA requirements if the carpark is deemed an "open deck carpark" or a sprinkler protected carpark as there are additional cost saving concessions if they satisfy either of those requirements⁵. The fact that the building is connected via openings to the existing library does not impact on the building classification as the BCA and this report will recommend these openings be protected in accordance with the BCA.

It is evident that the building is not sprinkler protected and therefore the next test is to determine if the building qualifies as an "open deck carpark" and if works can be carried out to satisfy those requirements. An open deck carpark needs the following:

"Open-deck carpark means a carpark in which all parts of the parking storeys are cross-ventilated by permanent unobstructed openings in not fewer than 2 opposite or approximately opposite sides, and—

- (a) each side that provides ventilation is not less than $\frac{1}{6}$ of the area of any other side; and*
- (b) the openings are not less than $\frac{1}{2}$ of the wall area of the side concerned".*

This is shown in Diagrammatic One below⁶



Diagrammatic One

Other than for the lower basement, it is evident that the building complies with these provisions. In this regard all parts of the lower basement are not cross ventilated.

⁵ If the building does not satisfy the open deck carpark provisions it will be required to be fully sprinkler protected.

⁶ Bennetts, I. D et al, *Economical Carparks- A Guide to Fire Safety*, One Steel, April 2005.

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Consequently, it is evident that the building does not comply with the open deck carpark provisions and therefore to retain the reduced FRLs for an open deck carpark it is required to be sprinkler protected.

In making this recommendation it is simply not a matter of making the building comply because it is non compliant. The nature of non compliance in our view is significant in that in a partially open carpark tests have shown fires can be intense as there is oxygen being supplied to the fire with limited venting. In this case the basement provides support to the entire upper structure and therefore in the event of a fully involved fire structural collapse is considered a credible outcome as the building's FRLs are premised on the basis of a partially involved fire kept to no more than 4-5 cars. Car fires can be particularly intense due to the petrol and a wide range of plastics (See photograph below).



Picture from the Telegraph 18th June 2013

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APPENDIX TWO PROTECTION OF OPENINGS

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Protection of Openings

The common wall with the library has two openings that connect the carpark to the library namely at level B and level 4. Further, levels 8-10 have no fire rated walls on the boundary to mitigate the risks of fire spread to the subject premises. When the carpark was originally constructed there were no building code requirements to protect the external walls. The BCA amended this requirement some years ago and now only exempts ramps. There has always been requirement to protect the openings in the library walls that are within 3m of the side boundary. In this regard we note that the openings appear to be protected from just the library side of the lobby and not the carpark side.

The BCA requirements are now that the openings should be protected on both sides of the boundary and at the boundary line rather than on an adjoining property unless there is an easement or formal binding legal agreement between parties. The reason being is that adjoining buildings are frequently under separate ownership and as such may be demolished thereby compromising the levels of protection.



The protection on either side is consistent with the fundamental basis of the BCA whereby each property cannot rely on an adjoining property to supplement fire and life safety measures as the adjoining property has no obligations to maintain the fire safety measures that take account of adjoining properties. Consequently, we recommend that protection be provided on both side of the door opening in accordance with C3.4 of the BCA.

⁷ We have not verified the efficacy of the fire door installation.

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TO: Planning and Strategy Committee - 5 August 2013
REPORT: Human Services And Facilities Division Report No. 2
SUBJECT: Manly Council Youth and Childcare Services Discussion Paper
FILE NO: MC/13/91518

SUMMARY

Council resolved at its Ordinary Meeting on 15 July, 2013 to develop a strategic plan for delivery of children and youth services. The resolution requested a discussion paper be prepared, highlighting current services and asset management, to better inform the planning process.

Future decisions regarding the transfer of Family Day Care service are to be made as an outcome of the service review.

Communications to relevant federal government ministers are also to be made on behalf of Manly Council, to highlight service affordability and accessibility issues in child care services.

REPORT

Manly Council Youth Services consists of the Manly Youth Council, Youth Development and the Adolescent and Family Counselling services.

The NSW Office of Communities is currently developing a youth strategy for the Northern Beaches region, and Manly Council is represented on this taskgroup. The youth strategic plan for the Northern Beaches region is due to be completed in 2014.

Manly Council has been in the business of childcare since the 1970s and has broadened the service range significantly since the 1990s in response to the increasing need for long day care by working parents.

Many factors impact on the provision of childcare services including, but not limited to;

- Unit cost of service delivery
- Availability of skilled and qualified staff
- Asset management
- Highly regulated market
- Risk management
- Community expectation

There has been an increase of 362 long day care childcare places in the Manly local government area in the last 5 years. Of these new childcare places, 40 are provided by Manly Council and the remainder are provided by for profit child care operators.

Manly Council currently provides 118 long day care places, 60 preschool places as well as a family day care program providing care for up to 54 children per day.

RECOMMENDATION

That Council receive and note the information provided in the attached discussion paper regarding childcare and youth services.

ATTACHMENTS

AT- 1 Discussion Paper 10 Pages

PS05082013HSFU_2.DOC

***** End of Human Services And Facilities Division Report No. 2 *****

Manly Council

**Youth and
Childcare Services**

A Discussion Paper

**Human Services and Facilities Division
August 2013**

**Human Services And Facilities Division Report No. 2.DOC - Manly Council Youth and
Childcare Services Discussion Paper
Discussion Paper**

Introduction

Youth and Childcare Services

Manly Council resolved at the Ordinary Meeting on 15 July 2013 to seek a vision for the future delivery of its youth and childcare services. According to the 2011 census data, 21.8% of the Manly local government area population is aged between 0-17 years.

In March 2013, a review of the Human Services and Facilities Division of Council was undertaken by a consultant. The review identified the structure required for the division to operate efficiently and effectively, and reviewed staff establishment, service provision and financial sustainability, in all services including youth and children's services.

Currently, the activities for youth services operate from the Manly Childcare and Youth Centre in Kangaroo Street, and this centre has been the main focus for youth entertainment in Manly since 1975. The adolescent and family counselling service operates from this centre, and provides a free counselling program for families as funded by the Department of Family and Community Services.

The community need for child care has seen Manly Council be both a responsive and effective provider of childcare services since the 1970s, with the provision of two preschools and the commencement of the Manly Family Day Care Scheme.

As long day care became a community need for working parents by the 1990s, Council provided a 40 place child care centre at the Roundhouse from 1993.

Later, growing demand for this service led to the opening of a 38 child care place centre at Harbour View in 2004.

In 2010, Council received a \$1.4 million grant from the federal government to extend the capacity of childcare at the Roundhouse, and an extension was built and the centre commenced operation as an 80 place child care centre from 2011. The budget for this development was \$1.86 million, and the balance of the cost of this work was met by rate funding.

Manly Council divested its Before & After School Care and Vacation Care Programs in 2012. In 2013, Harbour View increased its capacity to 38 Long Day Care places due to under-utilization of Occasional Care places, and community need for additional Long Day Care Places.

Purpose of the Discussion Paper

Manly Council seeks to define the future for its youth and children's services, and there needs to be recognition that the future is not simply a repetition of the past. In 2013, in local government, sustainability is deemed integral to both current and future service delivery, and highlights the need for Council to align core services in accordance with what the community expects and what it can afford.

Defining core services is a challenge for local government, and it takes true leadership to determine the core business and fund it effectively and deliver it efficiently, to meet the needs of the community.

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Human Services And Facilities Division Report No. 2.DOC - Manly Council Youth and Childcare Services Discussion Paper

This discussion paper will seek to inform decision making for the future, based on current service delivery, identified community need and whether Council's role should be as the provider, advocate or facilitator.

It is important to note that whilst we cannot change the past, we can learn from it and shape how we operate in the future.

Context of Defining Core Business

*A local government will be financially sustainable over the long term when it is able to generate sufficient funds to provide the levels of service and infrastructure agreed with its community. (Independent Local Government Review Panel, p.11 2013)*¹

Council² needs to review its service delivery by determining whether it should continue to be the only player in identifying service gaps and filling them.

Can Council continue to be the key responder to community need in an environment where the business of local government has become more complex, whilst the funding base remains narrow to respond to community expectation?

This service review needs to provide information on service delivery that assists Council to identify if it is to be;

- **the provider.** Then Council needs to allocate the dollars in the budget towards this activity
- **the facilitator.** Then Council needs to lead or participate in the process of ensuring service gaps are filled and a service is delivered by an alternate provider to Council.
- **the advocate.** Then Council needs to lobby in support of the required objective to ensure community needs and/or expectations are met.

Opportunities and challenges in the current service provision

*A Delivery Program should: Include measures to bring about ongoing improvements to efficiency, productivity, financial management and governance (Independent Local Government Review Panel, 2013 p.15)*³

¹ Sansom, Professor G., Munro, J., Inglis, G., 2013 *Future Directions for NSW Local Government: Twenty Essential Steps*, p.11

² Murphy, A., Misiurka, N., 2011 *Defining core business- lessons from the past to the present*, pp.1-3, <http://elp2011.wordpress.com/2011/10/30>

³ Sansom, Professor G., Munro, J., Inglis, G., 2013 *Future Directions for NSW Local Government: Twenty Essential Steps*, p.15

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Youth Services

Youth Services operate from Many Childcare and Youth Centre, Manly

| Programs | Age Group | Age of Building | Asset Value | Comments | Service Funding |
|--|-------------|-----------------|-------------------------|--------------------------|---|
| Youth Services | 12-21 years | 1975 | Building \$1,976,500 | | FACS grant-salary subsidy Clearway grant FACS grant |
| and Adolescent and Family Counselling Service | 12-18 years | | Contents \$250,000 | Free counselling service | – Early Intervention & Placement Prevention |

Youth Services at Manly Council

Manly Youth Council (MYC) was established in 1968 and was reportedly the first of its kind in NSW. It was formed as a Special Purpose Committee of Manly Council to become a representative group of interested young people from 14 to 21 years of age.

It provides an effective forum for young people in the Manly and surrounding areas to meet and discuss issues of relevance. It also acts as a coordinating body for youth services provided by Manly Council.

Music and entertainment programs have been a strong focus over the past 38 years. The regular Kangaroo Rock concerts in the Kangaroo St Hall and Youth Week outdoor festivals held on the beachfront at North Steyne, Keirle Park, and later at James Meehan Reserve in Dee Why are still remembered fondly by adults around the local area who attended as teenagers.

There have also been numerous dances, local band nights, film, music and arts festivals, camps and surfing and skating competitions.

As well as entertainment, Youth Council has participated in many community education campaigns targeting issues such as drink spiking, local environmental concerns, and drug and alcohol use amongst young people.

Regional Youth Strategy

A regional youth strategy is being developed for the Northern Beaches as part of the response to NSW 2021 Regional Action Plans. The regional youth strategy will review the broader youth system and develop approaches for better engagement with young people and coordination of service delivery.

Manly Council is represented in the regional action plan for youth strategies for the Northern Beaches area, as a member of SHOROC. The key priority areas as defined in the regional action plan are;

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Human Services And Facilities Division Report No. 2.DOC - Manly Council Youth and Childcare Services Discussion Paper Discussion Paper

- Transport and Access
- Employment, Education and Training
- Renting, Social Housing and Transition to Independence
- Increasing Community Participation
- Homelessness and Vulnerable Young People
- Public Safety
- Mental Health and Health Services
- Recreation and Local Activities

The task group will develop strategies within the key priority areas with the aim that the strategic initiatives are completed by February 2014, and endorsed by the Regional Leadership group led by the NSW Office of Communities.

Summary

Youth services has been a core service for local government, and the regional youth strategy will provide innovative ways to engage with young people and meet their needs in relation to activities, services and infrastructure.

Manly Council youth services operate in a deficit budget, as the grants income is insufficient to meet the overall staffing and operational costs of the service.

The budgeted deficit for 2013/14 is \$171,023. Ageing infrastructure including the youth hall and the Keirle Park Skate Park need to be reviewed and resourced sufficiently to ensure youth needs are met.

Childcare Services

Children's services operate from facilities located in Seaforth, Fairlight and Manly

| Service | Program | Age of building | Comments | Service Funding |
|----------------------------------|---|---|--|---|
| Ivanhoe Park Preschool | School readiness for 3-5 years | Originally a girl guides hall. Built in 1963 | Playground refurbishment in 2007 | Parent fees Building Levy Equipment levy DEC grant |
| Kangaroo St Preschool | School readiness for 3-5 years | Built in the 1976 as an extension to the youth hall | Playground refurbishment \$80,000 in 2010 | Parent fees Building Levy Equipment Levy DEC Grant |
| The Roundhouse Child Care Centre | Long Day Care for 0-5 year olds. 80 child care places | Originally built in 1993, and was extended in 2010 | Can be increased to 90 child care places | Parent Fees Building levy Equipment Levy DEC grant |
| Harbour View Children's Centre | Long Day Care for 0-5 year olds. 38 child care places | Built in 2004 | Can be increased to 51 child care places with internal refurbishment | Parent Fees Building levy Equipment Levy DEC grant |

ATTACHMENT 1

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| | | | | |
|-----------------|---|--|--|---|
| Family Day Care | Long Day Care for 0-5 year olds is a home based service | Office located in Manly Child and Youth Centre. Extensive reconstruction in 1976 provided FDC office and a facility for playgroups | Service operates in educators homes, located in Manly and Warringah LGA's. Currently staff establishment exceeds service requirements for the number of 12 educators | DEEWR grant Educator levy Parent Administrative fee |
|-----------------|---|--|--|---|

Children's Services at Manly Council

Children's services consists of centre based and home based childcare services and the demand for Council run programs remains high with a 495 waiting list for long day care, an 85 waiting list for preschool in 2014 and a 179 waiting list for family day care. It is important to note that waiting lists are not registers of unmet need, as families will register on several waiting lists, and there is no administrative charge to register on a waiting list for any of Manly Council's child care services.

Long Day Care

Income is derived for long day care service provision from parents' fees and an annual government grant. To achieve cost neutrality in 2013/14, fees were increased by 30% from 1 January 2014.

Table: Fee comparison Council versus private sector in 2013/14

| Age Group | Manly Council January 2014 | Warringah Council 2013/14 | Only About Children Fairlight 2013/14 | Headland Montessori Manly 2013 |
|-----------|-------------------------------|------------------------------|---|--------------------------------------|
| 0-2 years | \$125 | \$104 | \$150 | \$135 |
| 2-3 years | \$115 | \$94.50 | \$135 | \$125 |
| 3-5 years | \$105 | \$81 | \$120 | \$115 |

Currently, Council is budgeted to achieve cost neutrality. For Council to reduce unit costs and deliver better outcomes for the community, it is necessary to increase the number of child care places available at each centre.

Looking to the future, Council could increase the number of child care places at the Roundhouse from 80 to 90 without any changes to floor space ratios, with licensing approval

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from the Department of Education and Communities. Increasing childcare places will require an increase in staff establishment of 1.0 full time equivalent diploma trained staff member. Council could also increase the number of child care places at Harbour View from 38 to a possible 44 within current floor space ratio, with licensing approval from the Department of Education and Communities. This increase would require a change in qualification from Diploma trained to an Early Childhood Teacher.

Additionally, with some minor internal refurbishment Harbour View could potentially increase its overall capacity to 51, which will further improve the cost efficiency of the service in the future.

Preschool

Manly Council has been operating preschool from Ivanhoe Park since 1977 and from Kangaroo St since 1976. Ivanhoe Park Preschool was originally built as a Girl Guides Hall in 1963, and extensions to the youth hall were made in 1975 so that the Kangaroo St Preschool could be built on the northern side of the premises.

It is important to note that there has been an increase in the 0-4 year age group in the Manly local government area between 2006 and 2011 census by 0.7%. This age group currently makes up 7.5% of the total population in the Manly local government area, and the number of preschool child care places remains at **60** since provision began in the 1970s.

Income is derived for preschool service provision from parents' fees and an annual government grant. To achieve cost neutrality in 2013/14, fees were increased by 26% from 1 July 2013, and hours increased from 6 to 6.5 hours per day in school term. Preschool provides 40 child care places per day at Kangaroo St and 20 child care places at Ivanhoe Park. Both preschools have the older children attend the three day program and the younger ones attend the two day program within school term.

The issues with future service delivery relates to the status of the buildings. Ivanhoe Park preschool in particular is located in a flood prone area, and was never built as a purpose built preschool, and is now 50 years old.

Both services operate under individual licenses and with changes to the children's services regulations, Ivanhoe Park Preschool requires an early childhood teacher on site for 20 per cent of its operation from January 2014. To meet this need as well as the increased administrative requirements imposed by the introduction of the National Quality Framework, the Director position was increased from 0.6 full time equivalents to a 1.0 full time equivalent.

Preschool remains a sought after child care program by the community for children aged 3-5 years. There are currently 80 children on the waiting list for 2014, for the available 60 places. The federal government as part of the National Quality Framework is committed to promoting universal access for all children aged 4 years to attend preschool for a minimum of 15 hours per week.

For future efficiencies in preschool service delivery, there would be an opportunity to increase the number of childcare places, if the two services were co-located. Operating a larger preschool from the one site would improve economies of scale in relation to service delivery unit costs, and would better meet community need.

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Families contribute \$53 per day to the cost of service, and the balance is met by extra levies and grant funding, for total fee income.

It is important to note that preschool families do not have access to fee subsidy from the federal government for child care benefit or child care rebate, as preschool is not a long day care service.

To enable this federal government benefit, the preschool service would need to increase service operation by operating at a minimum of 48 weeks per year and a minimum of 8 hours per day.

Family Day Care

Manly Family Day Care has been operating since 1976 and has been a program that has increasing community demand, yet decreasing numbers of educators to provide the service in their homes. In the last five years, there has been a 25% decrease in the numbers of educators from 16 to 12. The current waiting list for this service is 179 families.

Of the twelve educators who are registered with the Manly Family Day Care Scheme, 10 reside in the Manly local government area and 2 reside in Warringah. Within the last two years there has only been two new educators register with the scheme, and one has been operating for 4 months and the other for 14 months. All educators have a Certificate 111 in child care, in accordance with the regulatory requirements that are effective from January 2014.

The current educator to child ratio is 1:5, however following the outcome of the National Quality Framework this will reduce to 1:4 from 2014, and effectively reduce the business for the educators by 20 per cent. The impact of this will not only be on the educator business, but it will also minimise the number of available child care places, and ultimately increase waiting lists in 2014.

The Manly Family Day Care Scheme operates in a deficit budget and has a staffing establishment in excess of the number of educators registered. The demographic of Manly has changed over the years, and the analysis of families with children in the Manly Council area in 2011, compared to Greater Sydney shows there was a larger proportion of couples with young children. The percentage of couples with young children in the Manly area was identified as 18.9% of the total population.

Family Day Care is a unique child care business, in the way it is managed and administered. As such, it is not mutually exclusive with the skills in Council's centre based services and this poses risk in managing the service when the key staff establishment for coordination is only 1.8 full time equivalent staff.

Importantly, the operational deficit and unit cost from January 2014 will significantly increase, as a consequence of educator to child ratios reducing to 1:4. This regulatory change will result in less child care places available in 2014, and demonstrates a further risk to service sustainability due to minimal likelihood to grow the number of available educators.

The action of other local councils regarding family day care has seen Mosman Council divest its service to a not for profit provider and Pittwater Council with a scheme of 38 educators,

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resolved to divest its family day care scheme to a not for profit provider, as well as cease its long day care service (Manly Daily 26 July 2013, p.3)⁴.

However, Warringah Council noted recently, that a larger family day care scheme “can offer more places to local families in need” (Manly Daily 27 July 2013, p. 27)⁵. As Warringah Council has a larger family day care scheme, merging into such a scheme would be the best outcome for the Manly Family Day Care Scheme to ensure local service provision, service sustainability and community access for Manly families in the future.

Conclusion

The outcome of this review can only be effective where Council determines its core services, and identifies its future role as the provider, or the facilitator or the advocate.

This discussion paper provides information to Manly Council on current delivery of youth and children’s services and future opportunities to better meet community needs.

This paper also provides an opportunity for Council and staff to share ideas on the specific issues and the challenges raised for discussion in a workshop forum.

⁴ Manly Daily, 2013, *Council exits child care*, 26 July p.3

⁵ Manly Daily, 2013 Letters to the Editor, *Council committed to quality childcare*, 27 July p. 27