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Contact: Edren Ravino

10 February 2022

Chief Executive Officer
Parramatta City Council
PO Box 32
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E-mail: council@cityofparramatta.nsw.gov.au

Attention: Manager Compliance/Fire Safety

Dear Chief Executive Officer

**Re: INSPECTION REPORT
REQUEST TO ATTEND INSPECTION
100 GEORGE STREET PARRAMATTA ("the premises")**

Pursuant to the provisions of Section 9.32(3) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), the Commissioner of Fire and Rescue NSW (FRNSW) requested Parramatta City Council to make available an investigation officer to conduct an inspection of "the premises."

Reason for inspection Whilst conducting a licensed premises inspection with the NSW Police Force at the Collector Hotel on Friday 4 February 2022, it was noted that the mimic panel for the entire building was isolated. As the request to inspect was for the licensed premises only, FRNSW requests that a fire safety officer attend an inspection for the isolated panel – where it is assumed that the licensed premises is monitored as part of the whole building.

An inspection of 'the premises' on 8 February 2022 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW, and accompanied by officers from Parramatta City Council.

The inspection was limited to the following:

- A visual inspection of the essential Fire Safety Measures as identified in this report only.

- A conceptual overview of the building, where an inspection had been conducted without copies of the development consent or copies of the approved floor plans.

Please be advised that details of this inspection have been provided in accordance with Section 9.32(4) of the EP&A Act.

COMMENTS

The following items were identified during the inspection:

1. Essential Fire Safety Measures

1A. Fire Indicator Panel (FIP) – At the time of the inspection, the facilities manager of the premises was aware of the isolation displayed on the FIP, advising that:

- A. The display on the mimic panel on the ground floor lobby, required replacing and was difficult to read. Indicating that the panel shall be replaced directly, and will provide written signage on the inside of the mimic panel door directing firefighters to the Fire Control Room at the basement where the FIP is located.
- B. The isolation relates to renovation works on level 10, which are currently being completed as part of a complying development certificate application. Council confirming that a review will be conducted to confirm whether an application has been received.
- C. The service technicians present in the Fire Control Room at the time of the inspection, demonstrated that the Automatic Smoke Detection and Alarm System for the building (other than level 10) was operational. The facilities manager also demonstrating that the disablements on level 10 could be reinstated.

2. Generally

2A. Items for Further Investigation – An investigation may be required by council for the following:

- A. Fire Control Room (FCR) – Council may need to confirm whether the FCR meets the requirements of Clause E1.8 and Specification E1.8 of the National Construction Code 2019, Volume 1 Building Code of Australia (NCC). This includes but not limited to:
 - i. Tactical Fire Plans (TFP) – Clause 9 of Specification E1.8 of the NCC requires TFPs to be available within the FCR. The TFPs are to be durable, and colour coded.
 - ii. Fire Safety Guideline – Having regard to FRNSWs guideline “Emergency Services Information Package and Tactical Fire Plans”, the following items may be reviewed:

- a. Emergency Services Information Package (ESIP) – ESIPs provide firefighters and other emergency services with specific information that can be used during operations.
 - b. TFP – TFPs are typically used by firefighters during firefighting operations. It is vital that all TFPs are accurate and kept current at all times.
- B. Disablements to FIP – An investigation may be required to confirm that the maintenance of the essential fire safety systems meets the local council's obligations for development approval. Specifically, disablements to the FIP while building works are being conducted, meets council's policies or procedures.
- 2B. Annual Fire Safety Statement AFSS) – Clause 89(4)(b) of the EPAR 2021, the statement must be prominently displayed in the building. At the time of the inspection the AFSS could not be located. For ease FRNSW prefers the statement be located beside the FIP. An inspection and a review of council's records may be required

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact Edren Ravino of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference BFS22/455 (SRID 19548) for any future correspondence in relation to this matter.

Yours faithfully



Edren Ravino
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Fire Safety Compliance Unit