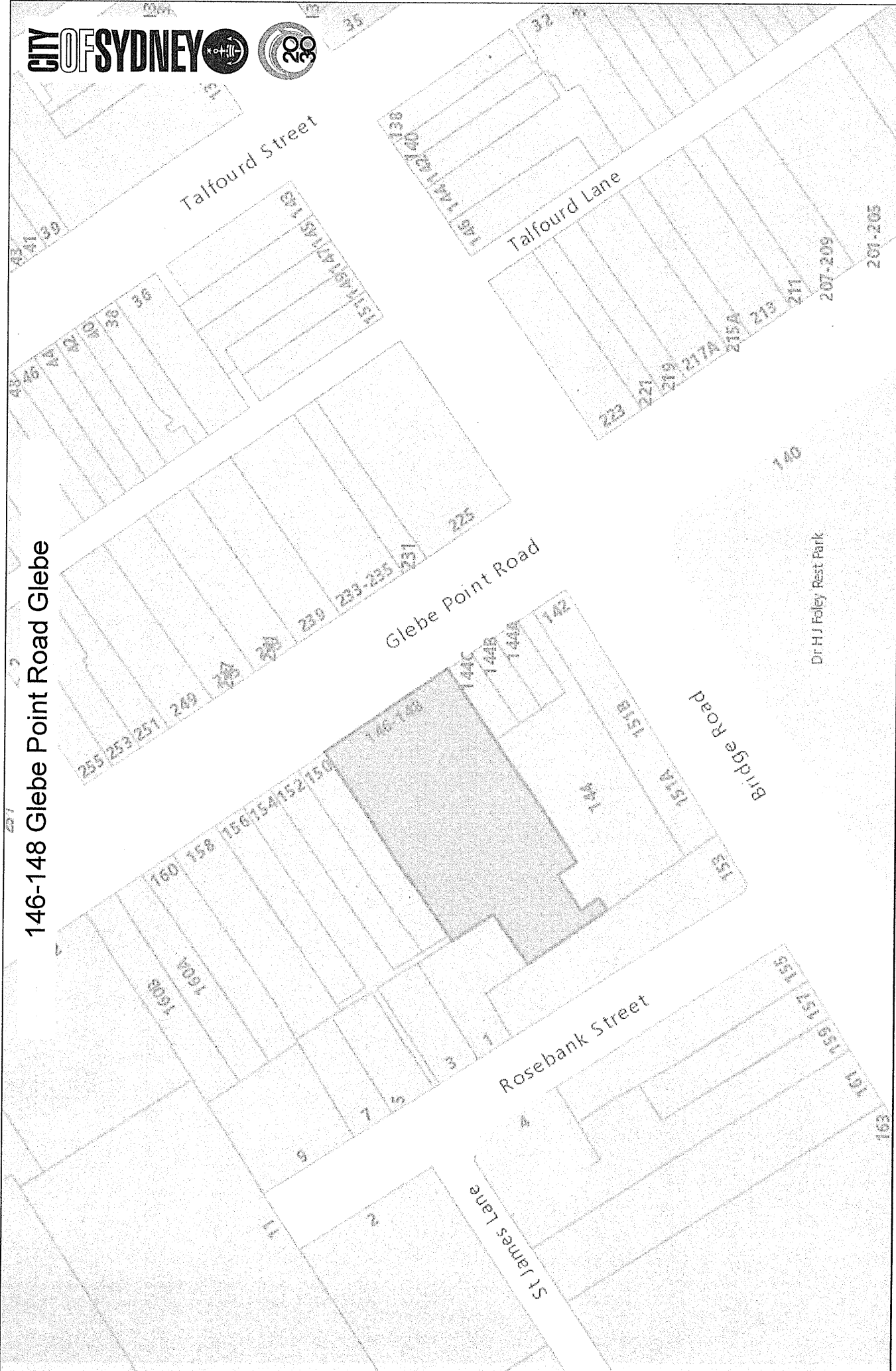


# **Attachment E**

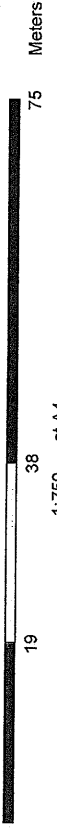
**Council Officer Inspection Report -  
146-148 Glebe Point Road, Glebe**



146-148 Glebe Point Road Glebe



Dr HJ Foley Rest Park



1:750 at A4  
04/09/2018

**Council investigation officer Inspection and Recommendation Report  
Clause 17(2) of Schedule 5, of the Environmental Planning and Assessment Act  
1979 (the Act)**

**File: S090499**

**Officer: Craig Hann**

**Date: 10 September 2018**

**Premises: 146 - 148 Glebe Point Road Glebe – Rooftop Travellers Lodge**

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**Executive Summary:**

Council received correspondence from the Commissioner of Fire and Rescue NSW (FRNSW) in relation to the subject premises with respect to matters of fire safety.

The premises consists of a 5 storey concrete and masonry building approved as a combined backpackers hostel and motel known as Rooftop Travellers Lodge.

The building is located in a heritage conservation area under the Sydney LEP 2012.

The ground floor comprises an entry foyer, guest common room and carpark, the first floor is a reception office and accommodation rooms, second and third floors are accommodation rooms and on the fourth floor / roof is a common kitchen and outdoor area.

An inspection of the premises undertaken on 7 September 2018 by a Council investigation officer in the presence of the building manager and fire services contractor revealed that the premises are deficient in fire safety and egress provisions in the following areas:

- (i) Inadequate fire detection and alarm systems, being an alarm system zone block plan is not installed;
- (ii) A lack of adequate facilities for firefighting, being readily accessible firefighting equipment in some locations and exposure protection for externally installed equipment;
- (iii) Safe and dignified emergency egress for occupants to safely evacuate the building in the event of a fire, being the installation of additional electromagnetic automatic exit door release devices to fire isolated stairway entry doors;
- (iv) Poor fire safety management systems (signs/notices/not displayed, poor housekeeping etc.) in place.

The annual fire safety certification is current and compliant and is on display within the building in accordance with the requirements of the Environmental Planning and Assessment Regulation 2000.

Council investigations have revealed that the premises are deficient in the provisions for fire safety and that a fire safety order under Schedule 5 of the Environmental Planning and Assessment Act, 1979 is required to be issued so as to ensure and promote adequate facilities for fire safety/fire safety awareness.

Observation of the external features of the building did not identify the existence of metallic sheet cladding on the façade of the building.

**Chronology:**

Date	Event
15/8/2018	FRNSW correspondence received regarding premises 146 – 148 Glebe Point Road Glebe, Rooftop Travellers Hotel in relation to their inspection on 5 December 2017. The correct name of the building is Rooftop Travellers Lodge.
17/8/2018	Desktop review commenced by Council's Investigation Officer to review such things as the building's history including proactive fire safety inspections, relevant development consents / construction certificate approvals and annual essential fire safety certification.
5/9/2018	Council's Investigation Officer contacted the building owner and manager to arrange a site inspection.
7/9/2018	<p>An inspection of the subject premises was undertaken by a Council officer accompanied by the building manager and fire services contractor. The inspection revealed:</p> <p><b>Essential Fire Safety Measures</b></p> <p>Automatic fire detection and alarm system – an alarm system zone block plan is not installed contrary to the regulations. A zone block plan is required to be installed in accordance with the Australian Standard.</p> <p>Fire hose reels – non-fire related cleaning equipment was found in the reception area fire hose reel cupboard. The cupboard was identified as a cleaner's cupboard. The cleaner's cupboard signage and cleaning equipment were removed from the cupboard during the inspection. The roof level external fire hose reel requires a protective cover installed to protect it from the elements.</p> <p>Exit signs – Exit signs were found to be illuminated and the roof level exit signs are the pictorial type. An additional exit sign in the common kitchen is considered necessary to guide occupants to the exit route.</p> <p>Emergency lighting – Several emergency lights were inspected and found to be operational and compliant. Additional emergency lights to the stairs on the roof level are considered necessary to illuminate the route to the exit. An order will require an audit of the emergency lighting system installed in the building.</p> <p>Annual fire safety statement – A copy of the current annual fire safety statement is displayed in the ground floor entry foyer in accordance with the regulations.</p> <p><b>Access and Egress</b></p> <p>Enclosure of space under stairs – a cupboard is located on the ground floor under the front exit stair. It is proposed to require the cupboard to be sealed closed to prevent its use.</p> <p>Additional latching – a deadbolt latch is installed on the common room exit door. The latch has been decommissioned and is non-operable. It is proposed to require removal of the latch to avoid the possibility of it being recommissioned and / or occupant confusion in an emergency situation.</p> <p><b>Compartmentation and Separation</b></p> <p>Fire and Smoke doors – the rear fire door on level 1 was found to be self-closing and self-latching in accordance with the regulations. The automatic release and self-closing activation of the front smoke door on level 3 requires servicing to ensure engagement of the latch. An order will require an audit and any necessary rectification works to the self-closing and self-latching</p>

mechanism of all fire and smoke doors.

**Generally**

Fire hydrant system - A street fire hydrant is located adjacent to the front property boundary, the coverage from the street fire hydrant has previously been assessed and certified as compliant with the regulations.

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**FIRE AND RESCUE NSW REPORT:**

References: [BFS17/1452, D18/52722; 2018/463661]

Fire and Rescue NSW conducted an inspection of the subject premises after receiving an enquiry about the use of the building as a backpacker's hostel, inadequate maintenance of fire safety systems, poor housekeeping and management practices.

Issues The report from FRNSW detailed a number of issues, in particular noting:

1. Inadequate maintenance / performance of essential fire safety measures (being the automatic fire detection and alarm system, fire hose reels, exit signs and emergency lighting) and display of a current annual fire safety statement;
2. Storage cupboard under the front stairway and door locking device in the common room exit way;
3. Two (2) self-closing fire / smoke doors not returning to the fully closed and latched position;
4. A fire hydrant system is not installed internally within the building.

FRNSW Recommendations

FRNSW have made 1 recommendation within their report. In general, FRNSW have requested that Council:

1. Inspect the subject premises and take action to have the identified fire safety issues appropriately addressed;

The matter is referred to Council as the regulatory authority. FRNSW awaits Council's advice regarding its determination in accordance with clause 17(4) of Schedule 5 of the Environmental Planning and Assessment Act 1979.

### COUNCIL INVESTIGATION OFFICER RECOMMENDATIONS:

Issue Order(NOI)	Issue emergency Order	Issue a compliance letter of instruction	Cited Matters rectified	Continue to undertake compliance action in response to issued Council correspondence	Continue with compliance actions under the current Council Order	Other (to specify)

As a result of a site inspection undertaken by Council investigation officers it is recommended that Council exercise its powers to give a notice of intention (NOI) for a fire safety order under Schedule 5 of the Environmental Planning and Assessment Act, 1979 to address the fire safety deficiencies identified by FRNSW and Council's building officer.

The issue of a fire safety order will ensure that suitable fire safety systems are in position throughout the building to provide improved and adequate provisions for fire safety

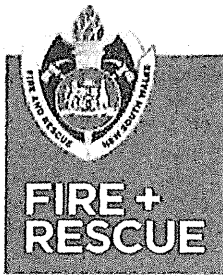
That the Commissioner of FRNSW be advised of Council's actions and outcomes.

**Referenced documents:**

No#	Document type	Trim reference
A1.	Fire and Rescue NSW report	2018/430926
A2.	Locality Plan	2018/463661-02
A3	Attachment cover sheet	2018/463661-01

**Trim Reference:** 2018/463661

**CSM reference No#:** 1940198



File Ref. No: BFS17/1452 (0806)

TRIM Ref. No: D18/52722

Contact: [REDACTED]

14 August 2018

General Manager  
City of Sydney  
GPO Box 1591  
SYDNEY NSW 2001

Email: [council@cityofsydney.nsw.gov.au](mailto:council@cityofsydney.nsw.gov.au)

Attention: Manager Compliance/Fire Safety

Dear Sir / Madam

**Re: INSPECTION REPORT  
"ROOFTOP TRAVELLERS HOTEL"  
146-148 GLEBE POINT ROAD GLEBE ("the premises")**

Fire & Rescue NSW (FRNSW) received correspondence in relation to the adequacy of the provision for fire safety in connection with 'the premises'.

The correspondence stated in part that:

- *Poor housekeeping car park area ground floor, including discarded lpg cylinders, car batteries and other rubbish stockpiled around cars.*
- *Poor signage throughout building.*
- *Fire extinguishers maintenance not current.*
- *Fire hose reel in car park in locked room with no signage.*
- *Location of the main electrical switchboard is a concern as it is positioned internally on ground level and would be difficult to access in an emergency.*

- *The Hotel would be more accurately described as backpacker/hostel accommodation. It houses approx. 160 residents at 4 to a room, each room being equipped with 2 sets of bunk beds.*
- *Most residents are foreign students with language difficulties also an issue. In the event of an emergency, assembly and accounting for residents would present a very difficult task. Staff training in preparation for an emergency has been very limited.*

Please be advised that the inspection for 'the premises' was conducted prior to the amendments of the *Environmental Planning and Assessment Act 1979* (EP&A Act) on 1 March 2018. As such, all references to the relevant sections in this report are provided prior to the amendments of the EP&A Act.

Pursuant to the provisions of Section 119T (1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 5 December 2017 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

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.

On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 119T (4) and Section 121ZD (1) of the EP&A Act. Please be advised that Section 121ZD (2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.

## COMMENTS

The following items were identified as concerns at the time of inspection:

### 1. Essential Fire Safety Measures

#### 1A. The Automatic Fire Detection and Alarm System:

- a) Zone Block Plan - a zone block plan was not provided at the Fire Indicator Panel, contrary to the requirements of Clause 3.10 of AS1670.1-2015.



1B. Fire Hose Reels (FHR's):

- a) Non-fire equipment were installed within the fire hose reel cabinet adjacent to the Level 1 reception area, contrary to Clause 10.4.4 of AS2441-2005.
- b) The FHR on the roof level which is located in an external situation or an aggressive environment, is not protected by a cabinet or other suitable means, contrary to the requirements of Clause 10.1 of AS2441-2005.

1C. Exit signs – The following issues were identified as concerns at the time of inspection:

- a) Multiple exit signs throughout 'the premises' were not illuminated and had not been maintained, contrary to the requirements of Clause 182 of the EP&A Regulation.
- b) The exit signs to both exits on the roof level were missing the pictorial element and had not been maintained, contrary to the requirements of Clause 182 of the EP&A Regulation.

1D. Emergency lighting – Multiple emergency lights throughout the building were either not operating or had not been maintained, contrary to the requirements of Clause 182 of the EP&A Regulation. In this regard, a number of emergency lights failed the battery backup test.

1E. Annual Fire Safety Statement (AFSS) and Fire Safety Schedule (FSS) – a copy of the current AFSS and FSS were not prominently displayed within the building in accordance with Clause 177 of the EP&A Regulation. In this regard the AFSS on display was dated 2016 and is no longer valid.

2. Access and Egress

2A. Enclosure of space under stairs – the space beneath the front non fire-isolated stair on the ground floor was enclosed to form a cupboard and did not appear to consist of enclosing walls and ceiling achieving an FRL of not less than 60/60/60 and a self closing -/60/30 fire door, contrary to the requirements of Clause D2.8(b) of the National Construction Code Volume One 2016 Building Code of Australia (NCC).

2B. Additional latching – The fire door which separates the common room from the entry lobby on the ground floor, contained a deadbolt latch on the outside which is capable of locking the door from the outside, contrary to the requirements of Clause D2.21 of the NCC, Clause 184 and Clause 186 of the EP&A Regulation.

### 3. Compartmentation and Separation

#### 3A. Fire and Smoke Doors:

- a. The fire door to the rear exit stairway on Level 1 had not been maintained and contained a broken self closing device which failed to return the door to the fully closed position, contrary to the requirements of Clause C3.8 of the NCC, Clause 182 of the EP&A Regulation and Section 12 of AS1851-2012.
- b. The smoke door to the front exit stairway on Level 3, which is held open by a magnetic hold open device, had not been maintained and failed to return the door to the fully closed position when tested, contrary to the requirements of Specification C3.4 of the NCC, Clause 182 of the EP&A Regulation and Section 12 of AS1851-2012.

### 4. Generally

- 4A. Fire Hydrant System – Clause E1.3 of the NCC requires a building having a total floor area greater than 500m<sup>2</sup> to be provided with a fire hydrant system installed in accordance with Australian Standard (AS) 2419.1. Currently no such system is installed within the building and it appears that compliant hydrant coverage from the street hydrants is not achieved to all parts of the building.

FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

## RECOMMENDATIONS

FRNSW recommends that Council:

- a. Inspect and address any other deficiencies identified on 'the premises', and require item no. 1 through to item no. 4 of this report be addressed appropriately.

This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore awaits Council's advice regarding its determination in accordance with Section 121ZD (4) of the EP&A Act.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact [REDACTED] of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference BFS17/1452 (0806) for any future correspondence in relation to this matter.

FIRE AND RESCUE NSW

ABN 12 593 473 110

[www.fire.nsw.gov.au](http://www.fire.nsw.gov.au)

Community Safety Directorate  
Fire Safety Compliance Unit

1 Amarina Ave,  
Greenacre NSW 2190

T (02) 9742 7434  
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[flresafety@fire.nsw.gov.au](mailto:flresafety@fire.nsw.gov.au)


Unclassified

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Yours faithfully



  
Building Surveyor  
Fire Safety Compliance Unit

**FIRE AND RESCUE NSW**

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