

BEAWARE
SOLUTIONS
TARGETING YOUR RISK

4 August 2015

Adrian Checchin,
Developments Director,
Mirvac,
Level 26, 60 Margaret Street,
SYDNEY NSW 2000.

Dear Adrian,

Thank you for your recent enquiry regarding the development of an Emergency Management Plan (EMP) for the proposed building to be erected at 472 & 486 Pacific Highway, St Leonards. As mentioned during our conversation it is impossible to provide a site-specific Plan for a building prior to the grant of the Development Application. However, we provide the following to satisfy Councils request for an EMP.

EXECUTIVE SUMMARY

An EMP, Emergency Procedures Manuals, Evacuation Diagrams and Emergency Training Programme for Building Management staff and occupants of 472-486 Pacific Highway, St Leonards, can be provided by Beaware Solutions prior to and following occupation. All documents will be in compliance with the following:

- Work Health & Safety Regulations
- Education and Care Services National Regulations
- AS3745:2010 Planning for emergencies in facilities
- AS31000:2009 Risk management.

Risk assessments will be conducted during development of the EMP and procedures to enhance evacuation strategies will be adopted.

SCOPE OF WORK

1. Emergency Management Plan

The Emergency Management Plan will detail, inter alia, the following –

- Compliance with AS3745:2010 Planning for emergencies in facilities;
- A detailed description of the building/s, including any fire engineered solutions and identified risk areas;
- Risk control measures;
- Emergency Planning Committee;
- Emergency Control Organisation;
- Emergency contact numbers;
- Contact details for neighbouring buildings and the communication process;
- Evacuation methodology including communication and equipment, evacuation routes and Personal Emergency Evacuation Plans for disabled occupants;
- The location of emergency shut-offs and Assembly Areas;

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- The location and contact details for alternate accommodation;
- Emergency responses for the following –
 - Fire;
 - Gas leak/explosion;
 - Natural disaster;
 - Toxic spill;
 - Bomb/CBR Threat;
 - Armed Intruder;
 - Medical emergency;
 - Internal emergency.
- Emergency training requirements;
- Essential Fire Safety Measures Maintenance Schedule;
- Security; and
- Certification requirements.

2. Emergency Procedures Manuals

It is proposed that three Emergency Procedures Manuals be developed for the Project. Each Manual would contain specific emergency and evacuation procedures for the three types of occupancy – Commercial/Retail, Residential and Child Care. The other area, i.e. basement level car parking, will be incorporated in each Manual. All Manuals will be mutually inclusive and referenced in the overall building Emergency Management Plan.

2.1 Commercial/Retail

An Emergency Procedures Manual for Commercial/Retail occupants identifying the following –

- Compliance with AS3745:2010 and Clause 43 of Work Health & Safety Regulations 2011;
- Structure of the Emergency Control Organisation;
- Emergency contact numbers;
- Alarm system;
- What to do in the event of any emergency;
- Evacuation strategies, including Personal Emergency Evacuation Plans for disabled occupants;
- The location of emergency equipment and emergency shut-offs;
- How to use a fire extinguisher and fire blanket (kitchen areas);
- Evacuation routes for each respective level and the location of Assembly Areas;
- Control measures for high risk areas including cooking facilities;
- Floor plan identifying equipment and evacuation routes.

2.2 Residential

There is no compulsion for residential occupants to participate in any emergency procedures. It is the intention of the Residential Emergency Procedures Manual to keep it as simple and user friendly as possible to allow the incoming Building Management and Owners Corporation a tool to encourage participation. The Manual will contain –

- The structure of the Emergency Control Organisation;
- The alarm system;
- What to do in the event of fire;
- Evacuation strategies including Personal Emergency Evacuation Plans, evacuation routes and the location of Assembly Areas;

- Emergency contact numbers;
- How to use a Fire Extinguisher;
- Floor plan identifying the location of equipment, evacuation routes and emergency exits.

2.3 Child Care

Clause 97 of the Education and Care Services National Regulations makes it mandatory for emergency and evacuation procedures to be in place for any Child Care Centre. An Emergency Procedures Manual will be developed to satisfy the requirements of legislation and will include, inter alia –

- Compliance with Clause 97, AS3745:2010 and National Quality Standards;
- Emergency Control Organisation;
- Emergency contact numbers;
- What to do in the event of an emergency;
- Alarm system, its use and response procedures;
- How to use a fire extinguisher and fire blanket;
- Evacuation strategies including the use of evacuation equipment;
- Evacuation diagrams and instructions displayed throughout the Centre, including adjacent to every exit.

3. Evacuation Diagrams

Evacuation diagrams, framed in A3 format and compliant to AS3745:2010, will be displayed in the following areas –

- Basement levels – near each lift and emergency exit displaying the location of equipment, evacuation routes and alternate exits;
- Commercial/Retail – similar to basement levels;
- Residential – within each lift lobby and similar to the above;
- Child Care Centre – within the lift lobby, adjacent to each exit and where requirement is identified after fit out.

A sample diagram for Plaza Level has been attached for information purposes. Essential fire safety measures and site specific instructions are not displayed at this stage. The identified Assembly Area will be complemented by Alternate Assembly Areas in Nicholson Street.

4. Emergency Training

It is proposed that a training schedule be implemented in association with the Strata and Building Managers for Warden and occupant training, and evacuation drills.

Our company

Beaware Solutions Pty Ltd was incorporated in May 2006 and is the holder of NSW Security Master Licence 410196472. The company has Public/Product Liability Insurance (\$20m) and Professional indemnity Insurance (\$5m).

Your consultant

Greg Muir has over 40 years experience in risk and emergency management, 32 years as an operational NSW Police Officer (retired at rank of Inspector) and nearly 10 years as Managing Director of Beaware Solutions Pty Ltd.

He has a Degree in Social Science, Advanced Diploma in Public Safety (Emergency Management), Certificates in Security and Risk Management, Work Health & Safety, and Workplace Training and Assessment.

During his policing career he was highly trained in Emergency Management, involved in mass evacuations of residential areas during 1994 and 2002 Sydney bush fires, and has performed the role of Local Emergency Operations Controller (LEOCON) whilst relieving at the rank of Superintendent. He was also a member of Central Sydney Operations Group for the Premiers Office.

He has provided Emergency Management Plans and procedures for various sites including Stockland (The Hyde, Cammeray Square), Mirvac (Taree Shopping Centre), Hyde Park Plaza Hotel, Dendy Cinemas, Willoughby and Hornsby Councils, NSW Public Works, RTA Parramatta, Uniting Care, Baptist Care, Wesley Mission, KFC, Disability Enterprises and numerous Strata Properties and child care facilities.

Conclusion

Beaware Solutions Pty Ltd has the capacity, qualifications and experience to provide an Emergency Management Plan and procedures to mitigate risks and ensure the safe and orderly evacuation of the high-rise development subject of this proposal during any emergency. Our consultant will interact with the client during construction and pre-occupancy to ensure that an appropriate EMP and procedures are in place. Beaware Solutions will then interact with Building Management to ensure that evacuation strategies are adopted and implemented.

There does not appear to be anything identified in my review of the architectural drawings which would preclude an EMP from being created and satisfactorily implemented.

Please contact the author on 0408 486 475 if further information is required.

Yours faithfully,

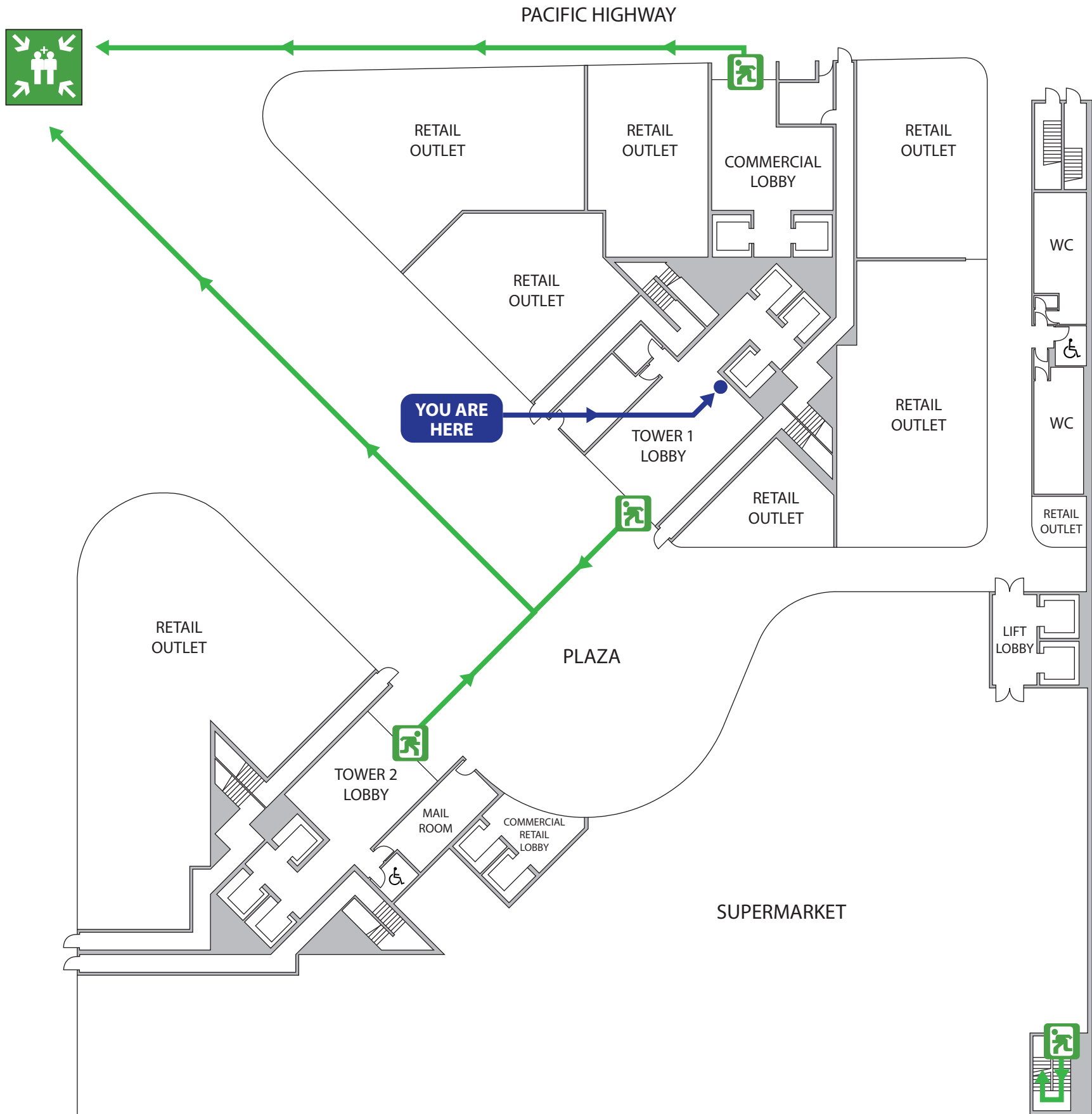


G.J. Muir
Managing Director

EVACUATION DIAGRAM

472-486 PACIFIC HWY, ST LEONARDS

LEVEL 1



NICHOLSON STREET



**Dial 000 for all
emergency services**

Address: 472-486 Pacific Hwy, St Leonards
Nearest Cross: Christie St

IN THE EVENT OF AN EMERGENCY

Remove any person from danger

Alert staff and others

Confine smoke/fire and close doors

Extinguish fire, if safe to do so -

If not, assist others and move to the Emergency Assembly Area.

LEGEND

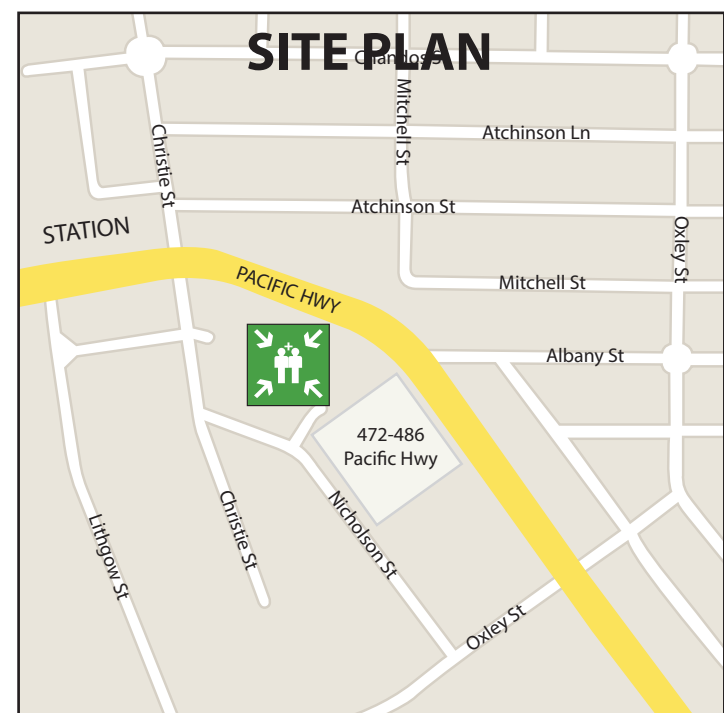
	YOU ARE HERE
	FIRE EXIT
	EMERGENCY ASSEMBLY POINT
	EMERGENCY EXIT ROUTE
	CO2 FIRE EXTINGUISHER
	ABE FIRE EXTINGUISHER
	FIRE INDICATOR PANEL
	FIRE HOSE REEL
	FIRE HYDRANT



Assembly Area:

OPEN SPACE OPPOSITE ALBANY ST

SITE PLAN



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