

# Application for Consultation

## Pursuant to NCC Volume 1 Part A2.2(4)(a) / A2G2(4)(a)

### Preparation of Performance-Based Design Briefs

#### Important items to note;

As of 1 July 2021, clause A2.2(4) / A2G2(4)(a) of the NCC requires that performance based design briefs are prepared in consultation with relevant stakeholders. The emphasis is on the stakeholder consultation occurring in the preparation of the PBDB and not a review of a completed PBDB. FRV could reasonably be considered a stakeholder for any fire related performance-based solutions. It is not FRV's role to determine whether appropriate consultation has occurred.

The Victorian Government Fire Services Reform package saw the formation of Fire Rescue Victoria (FRV) on the 1st of July 2020. Pursuant to Section 100 of the Fire Rescue Victoria Act 1958, the Fire Rescue Commissioner is the successor at law to the Chief Officer of the former Metropolitan Fire and Emergency Services Board (MFB).

FRV and CFA have signed a Service Level Deed Agreement which sees FRV provide services on behalf of the CFAs Chief Officer in relation to the built environment for the state of Victoria. These services include statutory service delivery under the National Construction Code and Victoria's building legislative framework, that includes: R129(1) Applications, R187(1) Applications, NCC Part A2.2(4)(a) Applications, Pre-129 advice incorporating the review of Fire Safety PBDBs.

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## Notification of upcoming changes to FRV application processes for Fire Safety Reports and Consultation - 2023

### Online Application Portal

Fire Rescue Victoria is in the process of developing a new online application portal for Fire Safety Reports and Consultation applications. It is anticipated that the portal will be operational in late 2023. The portal will assist FRV in ensuring that we collect all relevant information from the applicant in the first instance.

This application form has been updated to reflect the questioning that will be found on the new online application portal.

### Pre-129 & FEB Processes

FRV are also in the process of combining the 'Pre-129 Letter of Advice' process with the 'Fire Safety Performance Based Design Brief Review' process (formally FEB Review process). Combining these non-mandatory processes will ensure that we are providing the industry with clearer and more considered advice.

As of the 1<sup>st</sup> of June 2023, FRV will only review 'Pre-129 Letter of Advice' applications that include a copy of the Fire Safety PBDB (if applicable). Similarly, FRV will only review Fire Safety PBDB's that include details of the proposed Regulation 129 matters.

This new process effectively mirrors the current formal Regulation 129(1) application and reporting process.

**Note: Failure to complete this form in full or failure to provide the requested documentation may result in your application being refused.**

**Applicant Details**

1. Applicant's Full Name: \_\_\_\_\_
2. Company Name: \_\_\_\_\_
3. Company ABN: \_\_\_\_\_
4. Company's Postal Address: \_\_\_\_\_
5. Applicant's Mobile Number: \_\_\_\_\_
6. Applicant's Email: \_\_\_\_\_

**Address of Premises / Site**

7. Building Name / Stage Number (if applicable): \_\_\_\_\_
8. Address: \_\_\_\_\_  
Lot Number (if applicable): \_\_\_\_\_  
Planning Scheme Number (if applicable): \_\_\_\_\_

**Building Particulars - as per the NCC / BCA**

9. Please provide a brief written description of the proposed building works in a cover letter. Please reference the description as 'Question 22'.
10. NCC/BCA Building Assessment Year \_\_\_\_\_
11. Nature of Building Works (tick appropriate boxes)  
Construction of a new building       Alterations to an existing building   
Extension to an existing building       Change of use of an existing building   
Other: \_\_\_\_\_
12. Building Class/s: \_\_\_\_\_
13. Building Use: \_\_\_\_\_
14. Floor Area (m<sup>2</sup>) Existing: \_\_\_\_\_
15. Floor Area (m<sup>2</sup>) Proposed: \_\_\_\_\_
16. Floor Area (m<sup>2</sup>) Total: \_\_\_\_\_
17. Size of Largest Fire Compartment - Floor Area (m<sup>2</sup>): \_\_\_\_\_
18. Size of Largest Fire Compartment - Volume (m<sup>3</sup>): \_\_\_\_\_

19. Type of Construction

A       B       C       Multiple Construction Types

If you select 'Multiple Construction Types' then please provide additional details in a cover letter. Please reference the comments as 'Question 32'.

20. Rise in Storeys: \_\_\_\_\_

21. Storeys Contained \_\_\_\_\_

22. Effective Height: \_\_\_\_\_

23. Details of Typical Construction – Floors: \_\_\_\_\_

24. Details of Typical Construction – Walls: \_\_\_\_\_

25. Details of Typical Construction – Roof: \_\_\_\_\_

**Further Information**

26. Is the proposed building provided with fire hydrant coverage?

Yes       No

If you select 'Yes' then please provide additional details in a cover letter. Please reference the comments as 'Question 26'. Please include a brief overview of the proposed system; this should include (but not be restricted to) applicable Australian Standard, number of hydrants required to discharge, required flow rates and pressures, type of hydrants, water supply, provision of pumps/tanks, provision of ring mains, etc.

27. If you answered 'Yes' to Question 26, and the building is provided with fire hydrant coverage in accordance with the 2021 version of AS2419.1, then does the building exceed the allowable building parameters detailed in the scope of this standard? Note; the Scope of AS2419.1-2021 is limited to buildings having an effective height not more than 135m, to Class 7b or 8 buildings having a total volume of not more than 108,000m<sup>2</sup>, to buildings that do not include automatic racked storage systems, to buildings and associated areas that do not include special hazards.

Yes       No

If you select 'Yes' then please provide additional details in a cover letter. Please reference the comments as 'Question 27'. In the case of AS2419.1-2021, FRV is of the opinion that all fire hydrant systems that are proposed to be installed in a building that is outside the limitations of the scope will require the Report and Consent of the Fire Rescue Commissioner pursuant to Regulation 129 of the Regulations, as the design in its entirety will not meet the deemed-to-satisfy provisions of the BCA.

28. Is the proposed building provided with a fire detection and alarm system?

Yes       No

If you select 'Yes' then please provide additional details in a cover letter. Please reference the comments as 'Question 28'. Please include a brief overview of the proposed system/s, system monitoring and the areas of coverage.

29. Is the proposed building provided with fire sprinkler protection?

Yes  No

If you select 'Yes' then please provide additional details in a cover letter. Please reference the comments as 'Question 29'. Please include a brief overview of the proposed type of system/s, system demand, combined demand (in relation to simultaneous flow requirements), system monitoring provisions, water supply arrangement, provision of tanks and pumps, areas of sprinkler coverage, etc.

30. Is the proposed building provided with any other additional fire safety systems / measures that are not detailed in the previous questions?

Yes  No

If you select 'Yes' then please provide additional details in a cover letter. Please reference the comments as 'Question 30'. Please include a brief overview of the proposed system/s and their areas of coverage, etc.

### **Additional Required Documentation**

31. Please provide a set of architectural floor plans and/or fire service drawings. The following features must be clearly highlighted on the plans (where applicable):

- Fire Detection Control and Indicating Equipment (FDCIE) / Fire Brigade Panel (FBP).
- Fire Control Centre / Fire Control Room.
- Sprinkler Control Valves.
- Fire Hydrant / Sprinkler Booster Assemblies.
- Fire Hydrant / Sprinkler Pumps / Tanks.
- Fire Hydrants.
- Other key fire service infrastructure.
- Areas where fire sprinkler coverage is provided (if partial coverage is proposed).
- Delineation between existing areas and new areas.

32. Please provide a set of external elevation plans.

### **Fees and Charges**

33. Please note: FRVs consultation process will incur a fee and upon completion of the written response an invoice will be forwarded to the applicant.

FRV will not invoice third parties for any Fire Safety related applications; all invoices will be addressed to the applicant.

Further billing information, including the gazetted rates and how fees are calculated is available at <https://www.frv.vic.gov.au/fire-safety-reports-and-audits>

Please provide your company's FRV account number if known: \_\_\_\_\_

34. Please provide the email address of your company's accounts department if you would like FRV to provide a copy of the invoice: \_\_\_\_\_

### **Applicant's Declarations**

35. This form must be signed by the applicant.

I declare that I am the applicant; and:

- I have read and understood the information provided in the Fees and Charges section of this application form.
- Pursuant to regulation 21(2) of the Fire Rescue Victoria (General) Regulations 2020, which states that the person requesting a service provided by FRV must pay the fee or charge fixed by FRV for that service; I understand that I will be liable to pay the fees incurred in respect of this application.
- I understand that it is an offence under section 246 of the Building Act 1993 for a person to produce a document, to a person or body carrying out any function under this Act or the regulations, which the person knows to be false or misleading in a material particular without indicating the respect in which it is false or misleading and, if practicable, providing correct information.
- I understand that it is an offence under section 246 of the Building Act 1993 for a person to knowingly make any false or misleading statement or provide any false or misleading information to a person or body carrying out any function under this Act or the regulations.
- I warrant that as far as I am aware, having made reasonable enquiries and relying on information from third parties, the information in this application is true and correct.
- The owner of the property which is the subject of this application (if not myself) has been notified of this application.

Applicant's Signature: \_\_\_\_\_

Applicant's Name (Printed): \_\_\_\_\_

Date: \_\_\_\_\_

### **Do you need help with your application?**

36. Do you need help with your application? Help is available via phone or email;

[bsr.admin@frv.vic.gov.au](mailto:bsr.admin@frv.vic.gov.au)

(03) 9665 4478

## **Lodgement**

Lodge your completed and signed application form and all required documentation to:

[bsr.admin@frv.vic.gov.au](mailto:bsr.admin@frv.vic.gov.au)

If you do not receive an email receipt in relation to your application within 24 business hours of lodging, then please contact BSR-Admin on (03) 9665 4478.