

## Fire Safety Schedules (FSS) and Annual Fire Safety Statements and Fire safety practitioner reforms

Recent State Government changes to the Environmental Planning and Assessment Act 2000 in 2020 have changed the requirements for the submission and the process of obtaining an Annual Fire Safety Certificate for buildings throughout the State including Cowra Shire.

To obtain an Annual Fire Safety Certificate you must first have a Fire Safety Statement for your building.

There are generally 2 scenarios:

1. That there is a requirement on your development consent whereby a condition of consent is imposed for the owner of the building to produce an Annual Fire Safety Certificate. It is a requirement to produce this document and Council can enforce this under the Environmental Planning and Assessment Act 2000.
2. That your building is of an older age and there is no such condition of development consent. However, your insurance company may request an Annual Fire Safety Certificate for your building.

Your first step is to contact Council and request a copy of the Fire Safety Schedule (FSS) or Annual Fire Safety Certificate for your building. You are advised if you have never submitted a FSS to Council then Council may not have a copy of the FSS or Fire Safety Certificate or any records pertaining to fire protection for your building.

Should Council not have a FSS for your building you will need to engage an **Unrestricted Building Surveyor** to complete a fire safety compliance audit, The Accredited Certifier will conduct a site inspection and generate a FSS for your building.

### Note:

- A fire safety schedule must deal with the whole of the building; and
- As fire safety schedules are generated they must detail measures that either;
  - Currently implemented; or
  - Proposed or Required; and
  - Statutory or Critical.
- A fire safety schedule must distinguish between measures listed as currently implemented, proposed or required, and measure that are statutory or critical.

An Unrestricted Building Surveyor is an experienced person who performs the duty of fire safety audits and other building surveyor tasks as certified by the Department of Fair Trading.

## Fire Safety Practitioners

To receive an Annual Fire Safety Statement you will need to engage a person accredited under the Fire Protection Association Australia (FPAA) accreditation scheme which was approved on 1 July 2020. Only a person accredited under the approved industry accreditation scheme can do the work covered by that scheme.

The scheme covers:

- Endorsing the design of relevant fire safety systems: sprinklers, hydrants and hose reels, fire detection and alarm systems, but not mechanical smoke control systems
- Assessing the performance of essential fire safety measures for annual/supplementary fire safety statements
- Endorsing the following non-statutory measures for annual/supplementary fire safety statements: emergency planning and alarm monitoring.

Visit the Fire Protection Association Australia (FPAA) for a register of accredited practitioners:

[https://connect.fpaa.com.au/Shared\\_Content/FPAS\\_Register/FPAS\\_Register\\_Search.aspx](https://connect.fpaa.com.au/Shared_Content/FPAS_Register/FPAS_Register_Search.aspx)

## Annual Fire Safety Statement

An annual fire safety statement is a declaration by or on behalf of a building owner that an Accredited Practitioner (fire safety) (APFS) has:

- Assessed, inspected and verified the performance of each existing essential fire safety measure that applies to the building, and
- Inspected the exit systems serving the building and found that the exit systems within the building do not contravene the provisions of Division 7 of Part 9 of the Regulation.

A building owner must ensure that an Annual Fire Safety Statement (AFSS) for the building is issued each year and that a copy of the statement and Fire Safety Schedule (FSS) is provided to council.

Fire Safety Templates can be found on Fair Trading website:

<https://www.planning.nsw.gov.au/Policy-and-Legislation/Buildings/Fire-safety-in-buildings>

Additional information regarding Fire Safety Schedule and Statement can be found at:

[Fire safety statement – Frequently Asked Questions – February 2021](#)

You are advised that as the property owner the onus is on you to ensure that your building is compliant with the required legislation