

Essential Safety Provisions

Who should read this guide?

Anyone who builds or owns a building other than a non-habitable building or a single dwelling.

What are Essential Safety Provisions?

Essential Safety Provisions (ESPs) include any safety system, equipment or other provision defined as being required in a building (as defined above) under the Development Regulations 2008, the *Building Code of Australia* or *Minister's Specification SA 76*.

Types of ESPs include exit signs, fire extinguishers and detections systems.

What are the ESPs for my Building?

A Council officer or a private certifier will identify the safety provisions in a building when they are approving the building work. These will be listed in a Schedule of ESPs (Form 1) which must be issued to the building owner when:

- a Building Rules Consent is granted
- a Change of Class is granted
- the owner applies for one.

ESP Process

Form 1

Schedule of ESPs (as described above).

Form 2

This form is to be completed by the person responsible for the building works when the ESP items listed in Form 1 are installed in accordance with appropriate standards. (For example, portable fire extinguishers must be installed in accordance with AS 2444.)

Form 3

This form is to be completed by the person responsible for the building works to prove that the building's ESPs are being maintained.

Council will contact the person responsible for the property annually to request a completed Form 3 Certificate. This form must be submitted to Council when requested (refer to Proof of Maintenance).

Proof of Maintenance

Every year Council will send a request for a completed Form 3 to be sent back to Council, providing proof that ESP maintenance has occurred during the year. Should the person responsible for the building not return a completed Form 3, Council officers will inspect the building to ensure that the ESPs are being maintained properly.

Failure to maintain ESPs

Failure to maintain ESPs may result in Council taking action including issuing enforcement notices, starting civil proceeding and, if required, revoking the Certificate of Occupancy for the building, requiring it to be vacated.

Inspections

Authorised officers of Council can inspect a property required to have maintained ESPs at any time to ensure compliance is being maintained.

Other Resources

www.sa.gov.au/__data/assets/pdf_file/0020/146072/Ministers_Specification_SA_76_-_Maintenance_of_essential_safety_provisions_2015_edition.pdf

Department of Planning, Transport and infrastructure: www.dpti.sa.gov.au

Further Information

For further information or to discuss your ESP Schedule, please contact Council's Development Assessment team on **08 8203 7185** or d.planner@cityofadelaide.com.au.