

Attachment 2: Building Safety Review - Scope

Introduction:

The Building Safety Unit undertakes an important role in performing statutory functions on behalf of the Chief Officer. These functions are outlined in the building legislation, the *Fire Service Act 1979*, and the *General Fire Regulations 2021*. The Unit regulates the fire protection industry on behalf of the Chief Officer. The Unit also develops and implements building fire safety related policy and business practices.

Many of these functions are undertaken utilising old technology, software and business practices. There are opportunities to integrate systems and processes using new technology and innovation to create a more efficient and effective service delivery model.

Scope:

Phase 1 – Project Initiation

1. Literature Review [Fire Service Act, General Fire Regulations, Building Act & Blake Review, and comparable legislation in other jurisdictions.](#)
2. Briefing with Chief Officer and Director, Community Fire Safety
3. Assess current level of performance against the legislative requirements and standards.

Expected Timeframe: Within 4 weeks.

Phase 2 – Deep Dive

1. Review current practices and document a current state process map for undertaking the statutory building safety compliance function. This includes capturing:
 - a. Legislated responsibilities.
 - b. Systems, policies, and procedures.
 - c. Time taken.
 - d. Workforce profile, including culture, industrial impediments/restrictions, training and development requirements.
 - e. Cost for undertaking this function.
 - f. Benefits to providing the service and how the work performed by the unit contributes to fire safety.
 - g. The opportunities for integration with other work units.
 - h. Potential for outsourcing or recalling retired staff.

Expected Timeframe: Within 6 weeks.

Phase 3 - Analysis and Report

1. Identify process optimisation opportunities including consideration of some level of deregulation.
2. Identify options for consideration and the cost of these.
3. Prepare report for consideration of the Chief Officer and State Fire Commission.

Expected Timeframe: Within 4 weeks.
