

BUILDING NOTICES AND ORDERS

LEARN ABOUT NOTICES AND ORDERS ISSUED BY A MUNICIPAL BUILDING SURVEYOR IN VICTORIA.



Building owners or owners corporations may receive one or more of the following documents from their Municipal Building Surveyor if the use of cladding is considered a risk.

1. Emergency order
2. Building Order (Minor Works)
3. Building Notice (precedes a Building Order)
4. Building Order

SHORT-TERM FIRE SAFETY IMPROVEMENTS

Emergency Order

An Emergency Order often requires things to be done relatively quickly and easily. The actions are aimed at improving a building's safety. Examples of actions in an Emergency Order include:

- Install additional smoke alarms
- Clear/unlock emergency exits
- Install smoke seals on front doors of apartments
- Install alarm equipment and ensure that fire indicator panels are linked to the fire brigade
- Turn off items that use electricity near cladding
- Remove potential ignition sources from areas with cladding



Building Order (Minor Works)

A Building Order (Minor Works) may be issued by the Municipal Building Surveyor requiring additional works to reduce the risk to an acceptable level.

This can be issued without a building notice, and works are usually required within 30 days. Examples include:

- Replacing standard doors with fire rated doors
- Upgrading a standard smoke alarm with an integrated alarm system for the entire building
- Establishing an alternative means of exit
- Making additional fire extinguishers available in common areas
- Ensuring essential safety measures such as fire hydrants are tested





LONG-TERM RECTIFICATION

Building Notices

A Building Notice starts the conversation between building owners and the Municipal Building Surveyor about what should be done to fix the building.

It provides the owners with an opportunity to address the concerns of the Municipal Building Surveyor.

Feedback from owners and their representatives will be considered by the Municipal Building Surveyor before deciding whether to issue a Building Order.

Building work can be expensive, and it is important for owners to have a chance to speak with the Municipal Building Surveyor before commencing any work.

Owners and owners corporations will be supported through this process.

Possible scenarios for fixing the cladding on a building include:

1. Complete replacement of combustible cladding with a suitable product.
2. Partial replacement of combustible cladding around specific areas such as balconies and exits.
3. Other approved measures to prevent the spread of fire and ensure safe exit from the building. These may include actions such as installing or upgrading sprinkler systems, isolating stairwells and removing ignition sources.

Building Order

A Building Order may be issued by the Municipal Building Surveyor after he or she has considered any concerns raised by the owner in response to the Building Notice

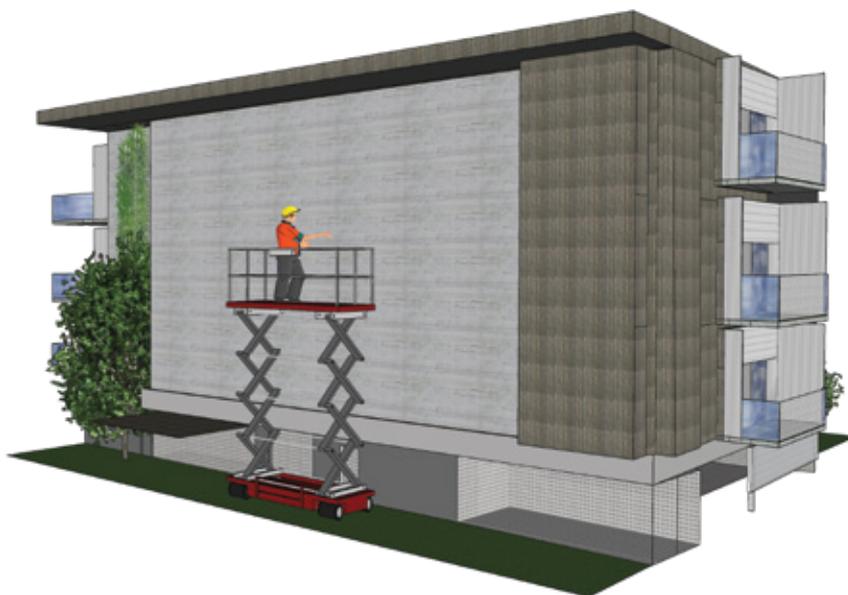
The Building Order sets out the building work that needs to be completed within a certain timeframe.

The Municipal Building Surveyor will inspect the final building works to assess whether the works required by the Building Order have been completed.

If satisfied, the Building Order will be cancelled.

ABOUT BUILDING NOTICES

1. A Building Notice is a mandatory step before a Building Order is issued.
2. Owners usually have a minimum of 30 days to respond to a Building Notice.
3. Extensions may be granted depending on individual circumstances.
4. A Building Order (Minor Works) can be issued without a Building Notice.



The owners corporation can appeal:

- Refusal to cancel an emergency order
- Decision to serve a building notice, or refusing to cancel it
- Making of a building order, or its conditions
- Refusal to amend or cancel building order