



Couch Family Trust T/A
Newcastle Bushfire Consulting

5 Chartley Street,
Warners Bay NSW 2282
Ph: 02 40230149

30/9/2022

Attn: Aditi Coomar
Team Leader
School Infrastructure Assessments
Department of Planning and Environment
Locked Bag 5022
Parramatta NSW 2124

RE: RESPONSE TO SUBMISSIONS RELATING TO BUSHFIRE (SSD-10360337)

I am writing in response to Department of Planning and Environment Key Issues for of St Philip's Christian College, Cessnock campus (SSD-10360337) dated 21 March 2022, which I have recently received.

This letter addresses key issue 9. Vegetation removal relating to the Bushfire Assessment report. Specifically the condition is: "the Bushfire Assessment Report identifies the required asset protection zones which encroach into the Black Creek remnant forest area. Further information is needed to identify which trees (if any) within this area would require removal or pruning."

Figure 1 of the bushfire assessment report identifies forest requiring clearing with a small area of vegetation on the northeastern portion of the site located adjacent Lomas Lane. This figure has been attached to this correspondence.

The area highlighted as Black Creek remnant forest area is assumed to be the doughnut shaped area located in the middle of the property. This area will be referred to as the subject vegetation.

The subject vegetation is identified as low-threat and not identified for any vegetation removal due to the current understorey management and physical separation from other vegetation. The subject vegetation has been identified as complying with Planning for Bush Fire Protection 2019 A1.10 Low threat vegetation – exclusions, "Vegetation regarded as low threat due to factors such as flammability, moisture content or fuel load, including grassland managed in a minimal fuel condition, mangroves and other saline wetlands, maintained lawns, golf courses such as playing areas and fairways, maintained public reserves and parklands, sporting fields, vineyards, orchards, banana plantations, market gardens and other non-curing crops, cultivated gardens, arboretums, commercial nurseries, nature strips and windbreaks."

Discussions with an ecologist who completed environment studies onsite identified the parkland area (described as Forest Remnant PCT 1594 – River-Flat Eucalypt Forest on



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Coastal Floodplains) can continue in line with the schools Maintenance Plan and safety procedures, as there is no obligation for SPCC to improve its biodiversity values, and a continuation of the existing condition is permissible.

No tree is required to be pruned or removed within the subject vegetation nominated. A minimum 67 metres mown area from the building as shown in the original figure 1 of the report shall continue to have the understorey mown, however current school maintenance plans identify the entire area of the subject vegetation to be mown/slashed 3 monthly. This ongoing maintenance is supported.

If you have any questions regarding the above, I am available for comment on 0423 923284 or 02 40230149.

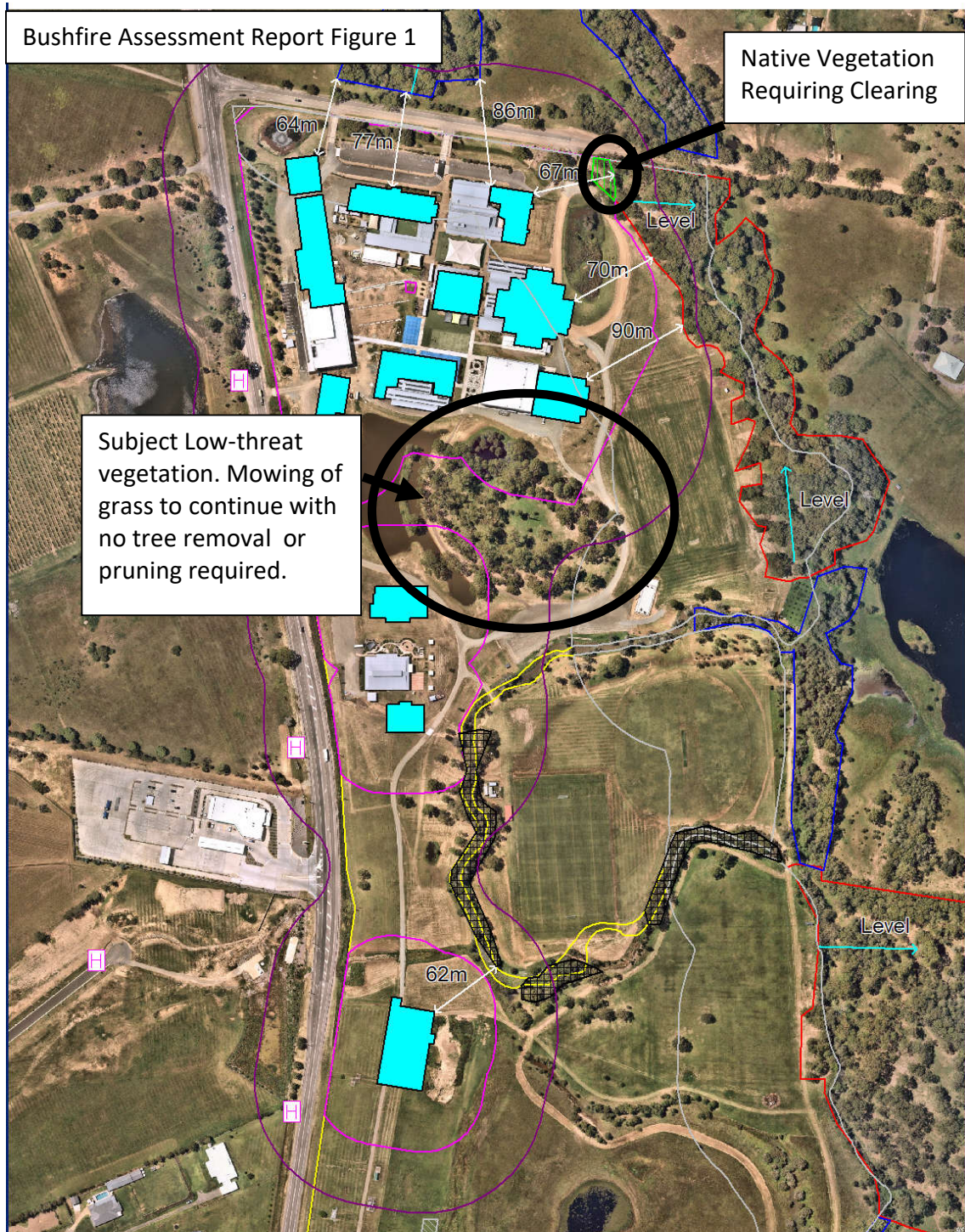
Yours Sincerely

Phillip Couch GFireE
MA FireInvestigation
B Info Science
Grad Dip Design for Bushfire Prone Areas
FPAA BPAD – Level 3 Accreditation Number BPD-PA-16132
Director Newcastle Bushfire Consulting





Bushfire Assessment Report Figure 1



**Newcastle
Bushfire
Consulting**

Date Produced :

20/1/2022

Scale :

1 : 4,000

Subject Site

Effective Slope

Forest

Remnant Vegetation

Low-threat vegetation

Proposed Building

100 metre building buffer

100 metre vegetation buffer

Vegetation to be cleared

Asset Protection Zone

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Aerial Photography provided
by Nearmaps Photomaps



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CESSNOCK CAMPUS

MAINTENANCE PLAN

The maintenance of facilities is about	3
Accountabilities	3
Responsive Maintenance	3
Planned Maintenance.....	3
Preventative.....	4
Monthly/Annually	4
Every two years	4
Every five years.....	4
Every ten years	5
Every twenty-five years.....	5
Maintenance Plan.....	5

THE MAINTENANCE OF FACILITIES IS ABOUT:

- Resource management
- Providing a safe and attractive environment for students and staff
- Creating a physical environment that is conducive to learning.

Accountabilities:

- The Business Manager reports to the Principal for the upkeep of grounds, buildings and other College assets; and for approval of the maintenance budget.
- The Business Manager is responsible for the development of the Annual Maintenance Plan and the Assets Register to record the purchase or disposal of plant and equipment.
- Recommendations for major upgrade expenditure are to be included in the formulation of the school/college annual budget for Foundation approval.
- The Business Manager delegates responsibility for all maintenance activities to the Property Manager
- This plan is to be read in conjunction with relevant policy documents including the College Workplace Health and Safety Policy and the Risk Management Policy.

Responsive Maintenance:

There will always be maintenance emergencies that need to be attended to. All maintenance requests must be logged through the online property jobs management system (Jira). A direct approach to the Property Manager will be ignored unless it is a matter of extreme urgency.

Planned Maintenance:

Routine

The school cleaners are responsible for the day-to-day cleaning of school buildings. The leading hand cleaner reports to the property manager.

The school grounds people are employed to remove rubbish, cut grass, trim trees overhanging buildings, tend gardens and assist with constant upgrading of school grounds, including landscaping.

Maintenance staff are responsible for the following:

- Locks, excluding work that must be carried out by a professional locksmith
- Supply and fitting of light tubes and globes
- Regular inspections of gutters, down pipes and waterproofing
- Cleaning of grease and acid traps
- Checks of security fences and minor repairs as required
- Soft fall areas in playgrounds/ovals to be maintained at a safe depth
- Cleaning and reconditioning of signs/whiteboards
- Movement of furniture, whiteboards and noticeboards
- Minor repairs to class room fans and other resources
- Classroom comfort features
- Additional bells and sirens

- Repair of insect screens
- Minor repairs to furniture and equipment
- Minor wall, ceiling and door repairs
- Cleaning of minor graffiti immediately it appears
- Re-screwing of internal door hinges
- Replacement of clock batteries
- Minor landscape alterations
- Replacing tap washers
- Replacing signs as needed
- Carpet cleaning
- Concrete pressure cleaning
- Cleaning of external building surfaces
- Gardening
- Ensuring all unimproved paddocks are slashed / mowed as needed to prevent snakes and grass fuel for fires
- Maintenance of sporting fields
- Minor building and painting works
- Traffic flow management
- Setting up and packing down for assemblies
- Maintenance of College vehicles – tractors, mowers, utes
- Co-ordinating the maintenance and repairs of buses
- Bus driving as needed
- Cleaning up of spills & vomit
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Preventative

Protection of the school's assets and safety of school staff and students requires a regular cycle of upkeep of school buildings, grounds, plant and equipment. The Property Manager is responsible for arranging the following:

Monthly/Annually

- Annual checking of electrical equipment including testing and tagging by professional tradespeople
- Regular preventative pest control treatment
- Monthly tests of alarm systems and smoke detectors
- Quarterly servicing of all air-conditioning units
- Annual inspection of ceilings, floors, paving, plumbing, internal painting, door hinges, hooks, locks
- Checking of all fire installations
- Checking of TMV's and backflow prevention devices

Every two years:

- Replacement of glass where necessary
- Powder coated finishes applied where necessary
- Furniture replacement where necessary

Every five years:

- Internal painting

Every ten years

- External painting
- Replacement of floor coverings
- Replacement of notice boards
- Replacement of guttering
- Replacement of electrical wiring

Every twenty-five years

- Roof refurbishment/replacement

Maintenance Plan

Date	Activity	Frequency	Record of actions undertaken
January	Steam cleaning of carpets	Every school holiday rotating through the year	
	Internal painting as designated	As needed	Andrew Roskell
	Security system audit	annually, ongoing	
	Termite check	annually, each January	Hunter Valley Pest Management
	Gym equipment service & maintenance	Every holiday	Synergy
	Electrical testing and tagging	Bi-annually & annually, per the legislation	Think Fire Safety
	Tree audit and lopping	biennially	
	Cleaning equipment service	Per service specifications	
	Fire equipment and hydrant maintenance and service	bi-annually, each January and July	Think Fire Safety
	Check fire pump & run annual test	annually	Think Fire Safety
	Gas emergency shut off valves	Monthly by science & hospitality teachers	
	Playground and outdoor area audit and maintenance	3 monthly, January, April, July, October	

	Air conditioner unit servicing	3 monthly, January, April, July, October	Winefridge
	Drink tap and fountains audit and maintenance	Ongoing, with quarterly inspections	
	Internal lighting check	monthly	
	External lighting check and maintenance	monthly	
	Fire alarm maintenance	monthly	Think Fire Safety
February	Door latch, lock, hinge repairs	annually	
	Tractor & mower service	bi-annually, February and August	
	Internal lighting check	monthly	
	External lighting check and maintenance	monthly	
	Drink tap and fountains audit and maintenance	monthly	
	Gas emergency shut off valves	Monthly by science & hospitality teachers	
	Fire alarm maintenance	monthly	Think Fire Safety
March	Tool audit and maintenance	annually	
	Fume cupboard maintenance	annually	
	Internal pest control	quarterly, March, June, September, December	Hunter Valley Pest Management
	External rabbit & fox extermination	Six monthly	Hunter Valley Pest Management
	Garden mulching & fertilizing	Bi-annually – autumn & spring	
	Internal lighting check	monthly	
	External lighting check and maintenance	monthly	
	Fire alarm maintenance	monthly	Think Fire Safety
	Gas emergency shut off valves	Monthly by science & hospitality teachers	
	Drink tap and fountains audit and maintenance	monthly	
April	Playground and outdoor area audit and maintenance	3 monthly, January, April, July, October	
	Air conditioner unit servicing	3 monthly, January, April, July, October	date, company, contact details
	Gym equipment service & maintenance	Every holiday	Synergy

	General lawn/oval maintenance, fertilise, top-dress as needed, aerate as needed, insecticide, herbicide	each December, April and August	date fertilizer, chemicals used
	Drink tap and fountains audit and maintenance	monthly	
	External lighting check and maintenance	monthly	
	Gas emergency shut off valves	Monthly by science & hospitality teachers	
	Fire alarm maintenance	monthly	Think Fire Safety
	Internal lighting check	monthly	
	Checking of backflow prevention devices and Temperature	Annually	Rick Schroder Plumbing
	Check Temperature Moderation valves	Annually	Rick Schroder Plumbing
	Service TTC gas heaters	Annually	
May	Servicing and maintenance of garden equipment, whipper snipper, brush cutter, etc.	annually	
	Internal lighting check	monthly	
	External lighting check and maintenance	monthly	
	Gas emergency shut off valves	Monthly by science & hospitality teachers	
	Drink tap and fountains audit and maintenance	monthly	
	Fire bell maintenance	monthly	Think Fire Safety
June			
	Cleaning equipment service	bi-annually	
	Internal pest control	quarterly, March, June, September, December	Hunter Valley Pest Management
	Internal lighting check	monthly	
	External lighting check and maintenance	monthly	
	Gas emergency shut off valves	Monthly by science & hospitality teachers	
	Drink tap and fountains	monthly	

July	audit and maintenance		
	Fire bell maintenance	monthly	Think Fire Safety
	Tree audit and lopping	bi-annually, each January and July	
	Fire equipment and hydrant maintenance and service	bi-annually, each January and July	Think Fire Safety
	Playground and outdoor area audit and maintenance	3 monthly, January, April, July, October	
	Air conditioner unit servicing	3 monthly, January, April, July, October	Winefridge
	Internal lighting check	monthly	
	Height safety systems inspection	Annually	Combined Safety Services
	Gym equipment service & maintenance	Every holiday	Synergy
	Gas emergency shut off valves	Monthly by science & hospitality teachers	
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August	Tractor service	bi-annually, February and August	
	General lawn/oval maintenance, fertilize, top-dress as needed, aerate as needed, insecticide, herbicide	each December, April and August	
	Internal lighting check	monthly	
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September	Internal pest control	quarterly, March, June, September, December	Hunter Valley Pest Management
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October	Playground and outdoor area audit and maintenance	3 monthly, January, April, July, October	
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November	Internal lighting check	monthly	
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	Servicing of plant and equipment e.g. ride on mower	bi-annually, each June and December	
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