



Brougham Place Uniting Church



Property Status REPORT

for Brougham Place
Parish Council

January 2005

By Ross Drew



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Acknowledgements

Rev Phil Hoffman – For encouraging me to take on the task.

Rev Ken Anderson – for his effervescent enthusiasm.

My Family – for patience and understanding.

Also – Chris Thompson, Alex Sims, Jim Daly, Brian Hern, The members of Parish Council and the Congregation for their enthusiasm & willingness to be a vital part of the process.

External Consultants –

- William Vaatstra - B.Eng, M.B.D.A.
For advice on structural, OH&S & heritage matters.
- Andrew Stevens - R.A.I.A.
For advice on heritage & structural matters.
- Bestec Engineering - Specialist advice on the Lightning Conductor.
- Tadmar Electrical - Full electrical audit & report.
- Verifire Services - Full fire safety audit & report.
- Gagliardi Brothers Pty Ltd - Structural repair and plastering inspection & report.
- Leith Jacob - Specialist advice & report on the organ.
- Holden Hill Carpets - Advice & estimates on floor coverings.
- Bronwyn Drew - For Graphic Design & Report Production.

And to Our Loving God - who challenges us all to step out in faith, to tread the unknown path and to make new commitments.



Background

Following on from our consultation with Presbytery representatives in 1993 and the ultimate production of our Parish Profile early in 1994, one of the principle outcomes was the need for us to look closely at our building stock. In particular the church itself. I offered to (and subsequently met with a Synod Working Party) to ascertain its views on our possible future direction.

The Synod meeting highlighted the following:

- New Ministerial appointment for a five year term commencing late 2004.
- The need for suitable accommodation for the minister
- The suitability of the church building complex to meet future mission objectives.
- The sustainability of the church building complex.

Consistent with the matters discussed we read from the Parish Profile that:

...a 0.3 full time equivalent person be appointed for a two year period, (at the cost of Brougham Place Congregation) in order to develop an agreed master plan for what should be done with the existing church building so as to best support the mission of the Brougham Place Congregation and the wider church". The profile goes on to say, "...Property & mission issues must be resolved concurrently. On the one hand mission will dictate property needs and on the other, constraints upon what is financially & physically feasible with the building may restrict mission options".

Having listened carefully to the thoughts and concerns of the Synod and various discussions which have taken place at Parish Council & among the congregation, I offered in June to compile, as a starting point, a detailed analysis of the status of the church building.





Rationale

In making the offer to carry out the work and its subsequent acceptance by Parish Council, which has resulted in the publication of this report this work was done in the belief that:

- We needed to begin somewhere, and if we had accurate documented knowledge of the status of our property, then we could make realistic decisions based on fact.
- To employ a suitably qualified 0.3 full time equivalent person in the first instance would impose considerable cost on the church as well as having the potential to induce a protracted debate.

In all matters reported I have used qualified people where advice has been sought and this together with the working knowledge of our own church members has enabled me to produce a report of credible value.



Executive Summary

The past six months have enabled me, with the help of many other people, to compile a document which can be used well into the future as a working strategic planning tool, should this be the decision of the parish.

Whilst there certainly seems a lot to be done, readers & users of this document must not lose sight of the fact that the church building complex is in remarkably good condition, offers a substantial variety of good sized spaces for our mission as a parish, and is also an extremely valuable piece of state heritage. The total required expenditure of an estimated \$354,500 over twelve years represents less than 1% of the total replacement value of the complex.

The inclusion of the capital expenditure schedule aims to identify & budget for expenditure on all the works identified in the report. Naturally the issues of prioritisation are always somewhat subjective, but generally the schedule seeks to acknowledge the urgency of areas of safety and building fabric integrity, whilst giving credence to the desirable and imaginative elements of the review.

Having now spent several months of regular and consistent contact with the building at Brougham Place and better understanding its significance to North Adelaide and indeed to Adelaide as a whole, I am moved to include the following comments; confessing openly that they are quite subjective, and were originally not intended. My desire to include what are really personal, heart-felt comments is born from a realisation that we, the current congregation and our wider church are not so much the owners of an asset, but more the custodians of an important part of our state's heritage.

Sunday by Sunday, week by week, we are able to enjoy a most remarkable venue for the glorification of our Lord; a place steeped in the history and tradition of our state and loved by countless numbers of people, (including we ourselves), over the past 145 years, as a place of solicitude and reconciliation.

I assert therefore, that the content of this report ought not be viewed merely as a shopping repair list, but as an opportunity to complete and enhance the work begun and done so well by the 1985 Committee, some of whom are still a vital part of our family today. We now have an opportunity to 're-love' our beautiful old church, to 'shine it up' so to speak and to give it new meaning and purpose as it offers its succour. Our first task is surely to God's extended family and the mission of our church in the metropolitan area, but surely too to the people of South Australia for our part in the preserved heritage of North Adelaide. For example our organ is a fine instrument suitable for much more than its current use. We have an interesting collection of artifacts, paintings and memorabilia and in real terms, some good galleries in which to exhibit these treasures. Similarly things like the borrowed light window in the Leaver Lounge and the amazing bellows room it serves are iconic pieces of heritage in need of recognition. I should like very much to think that we can begin a new journey of spiritual growth enhanced by a growing regard for our role as custodians at Brougham Place Uniting Church.



Church Building Status Report

1. The Exterior

1.1 The Front Facade

- Low pressure cleaning to building skirt, stairway balustrading and lamp-post bases.
- RHS Lamp post base has loose plaster in the north east corner
- LHS Lamp post base has loose plaster related to balustrade area.
- Handrails require re-painting.
- Lamps require re-painting
- The columns on either side of the central front door are suffering from rising damp at the lower collar level and this needs to be remedied to prevent further spread of the problem which is also evident in the main entry foyer inside. (See Photos 1 & 2 below)



- The bottoms of the two central entrance doors have developed mild dry rot which, if arrested soon, will not propagate further. (See Photo 3 above). This can be remedied by the addition of metal weather scotia/seal or moulding to prevent water from forming a drip line at the bottom edge of the doors.
- Crack in marble step/sill below LHS vestibule door should be caulked to prevent water penetration.



- The area to the left of the building where the sign board is located has a deteriorated and porous sealed surface. (See Photo 4). This surface should be re-instated to prevent water seepage into the foundation, wall & tank room area. The base of the lightening conductor is evident in this same area (see section 1.5 "Lightning Conductor").



1.2 The Northern Side

- The fence/retaining wall to the lower level is generally in good order although from an aesthetic point of view the fence wrought ironwork would look very nice repainted.



- The fence needs some minor repair work where it adjoins the church building near the North Vestible Door. Minor render repairs are also advisable to the two main pillars (see illustration right).

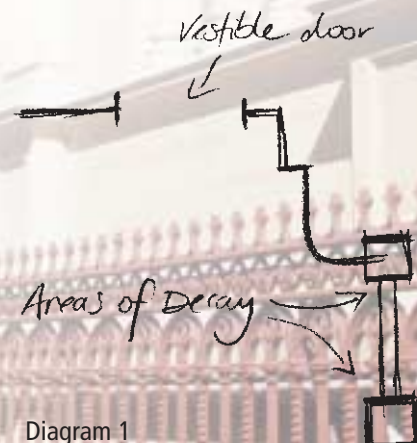


Diagram 1



Vestry Link

- Rainheads & downpipes located over the vestibule doorway need replacing & painting.
- Tidy up needed to cable on the LHS of the vestibule door. (Encase in a conduit fixed to the wall).
- Vestry link stonework in sound order but needs to be repaired. Cracks to be filled, re-instate pointing and repair & render corbelling where necessary. (See Photo 6 below).



Lower Level

- The area to potentially cause most major ongoing problems is that of the lower north facing church wall adjacent to the exit door from the Parkin Room. This wall section requires:
 - Reinstatement of all external ground level airvents.
 - Remediation of all plaster work from the road level corbel down to ground level for the full length of the wall.
 - The walkway has a bituminous type finish in very poor condition and its porous condition, together with a general lack of light is adding to the speed of degradation to the wall. There appears to have been a build up of this pathway/paved area over time, possibly due to repeated over spraying/sealing over the years. This area needs to be dug up and the existing material removed and then replaced with a base layer & new sealer, either hot-mix bitumen or concrete (preferably), with caulked seal between the base of the wall render and the resurfaced path. (See Photo 7 above).



1.3 The Southern Side

- Garden of Remembrance wall (retaining wall for front steps). Remove slurry render, clean up & repair wall and re-render.
- Repair render to gate column as illustrated.
- Some minor repair work should be undertaken to the render coat on the main wall face, near the office & hall entry points.
- Repaint all iron work.
(See Diagram 2).

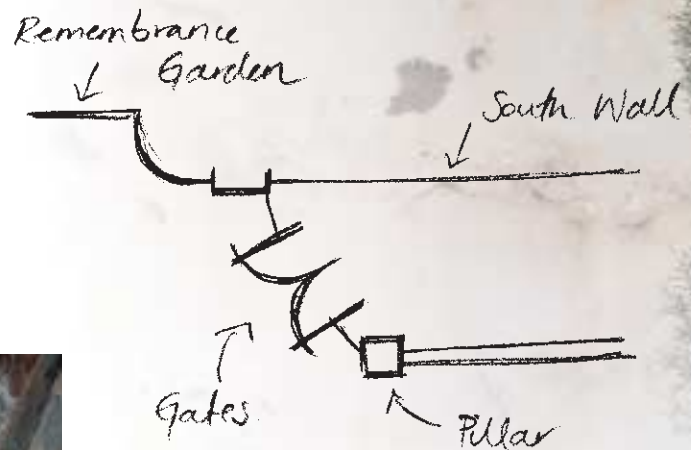


Diagram 2

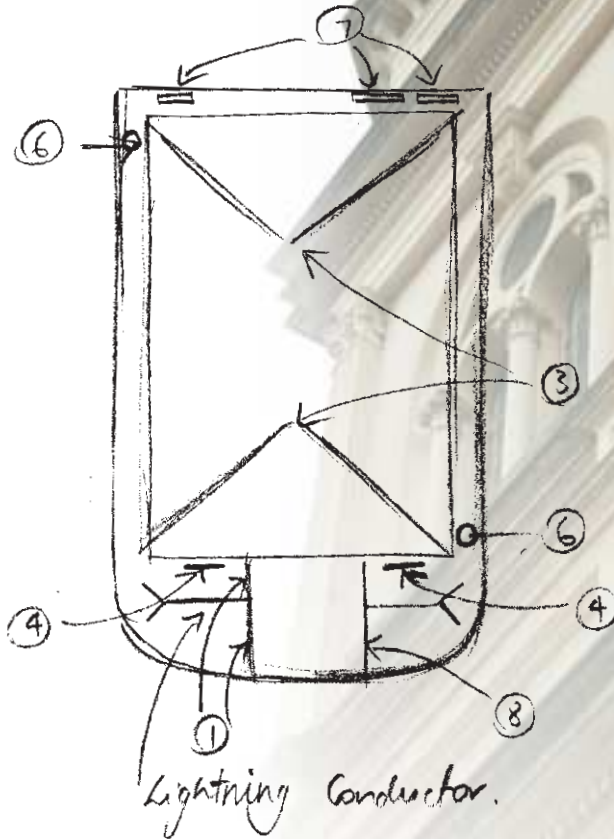


Vestry Link

- The south side of the wall is in poor condition, structurally sound but suffering from long term neglect.
 - Clean & repoint where necessary all stonework.
 - Replace or re-instate mouldings, corbels etc to retain authenticity. It may be acceptable to "plain point" or to render this wall to match the main church building, or alternatively to use custom mouldings, rather than go to the expense of plaster mouldings.
 - Clean out all roof downpipes ensuring that there are no blockages remaining.
 - Repair render near the step by the external Flower Room door.
 - Install new grill to left hand side of door step, clean and make good stormwater system.
 - Reinststate paving underneath & adjacent to the Potted Ficus tree.



1.4 The Roof



1. Lead flashing on the northern side of the belltower is perforated (at junction with iron roof) and needs resealing on some edges.
2. The corrugated iron roof itself appears in good condition, however across its entirety there are many loose nails. Whilst some of these will respond to hammering down, most should be removed and replaced with roofing screws.
3. Roof vents - All roof vents are in extremely poor condition with perished woodwork, badly corroded birdwire and will need to be fully replaced. Suggest custom made galvanised iron vents with internally fixed bird/fly/bee mesh. Base flashing should be replaced as part of this process.
4. Doorway access to roof also needs attention as part of the overall review of roof vents.
5. Clean moss from perimeter box gutter in one or two isolated spots.
6. Rainheads and parts of adjacent box gutters are holding water. Clean out and correct fall if possible or tank with 'bituthene' or similar approved material. (Note location on plan).
7. Three Air-Shafts
8. Forward most tall window on the south side of the belltower has its metal ornamental external framework detaching and sagging away from the window.
9. Flush & clear all downpipes.



1.5 Lightning Conductor

The lightning conductor is a vital part of the Building's Fire Safety System and has been dis-connected. Fortunately the fault is at the lower level. The conducting rod has been cut off just above the ground (refer to picture 4 on page 8 where the end is clearly visible in the corner of the building). From the top aspect the rod has been terminated at roof level and is lying in the gutter (refer to Diagram 3 on page 11). It is essential that this be re-instated.

Exterior Overall Summary

The exterior of the building is in a sound structural condition. There are no major causes for alarm such as missing or loose urns or ballastrade work, loose or fretting upper level stone work, roof rust or the like. Like all major heritage listed buildings there is an on-going requirement for maintenance of a somewhat unique nature and fortunately in this instance there are only four principle areas of urgent concern; being in order of priority:

1. The roof.
2. The vestry link walls, north & south
3. The lower north facing wall
4. Front building skirt and doors.

For further details refer to the implementation section of this report.

2. The interior - Upper Level

2.1 The main church roof space

- The ceiling framing shows signs of reinforcing & repair to joists over the years and is generally quite sound. Ideally some improvements can be made to pathways for walking to gain access to lights and so on, but given the infrequency on which access is required these rate a low priority. Some roof space lighting would be of benefit.

2.2 The Belltower

- The ladder and access system in general is dangerous and requires attention. Fixed vertical ladders with fall protection must be installed to access the belltower from the staircase and from the low entry level (foyer ceiling) to the upper ceiling level, whilst a properly constructed set of steps must lead from the entry level to the church ceiling level.
- Proper reinstatement of the platform floor over the second level is recommended and the provision of some lighting to this level is also recommended. The current arrangement of random planking is totally unsafe and must not be used at all.
- Conduits running across the second level floor are dangerous.
- All electrical cabling in the belltower needs either removing or upgrading.
- The strong evidence of pigeons will not be fully overcome until the roof vent system is renewed.
- The series of photos show the Bell tower in detail from the entry level above the foyer ceiling right to the top! (see over page).





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2.3 Front entrance

Northern Vestible

1. Stairwell to Mezzanine: Ensure that water damage at the ceiling level is historic and no longer occurs. Investigations made during wet periods through the course of this project suggest that there is no current activity and rainheads appear clean and clear. Recommend that plaster work be made good prior to repainting this area. (See Photo 15 below).



2. Fix back stairwell handrail to wall at first landing.
3. Front wall requires salt/rising damp damage arrested and plaster work made good.
4. Need to check all electrical/telephone cabling, remove unwanted/non-compliant cabling and correctly refix compliant cabling.
5. Assess need for re-polishing/repainting generally.
6. Central entry and southern vestibule. Same as above items 3, 4 & 5.

2.4 Mezzanine/Balcony Level

Stairways leading to the Mezzanine levels on both sides of the church are 864mm above the tread nosings of the stairs and hence satisfy the requirement of the BCA.

Balustrades for the Mezzanine seating areas are approximately 780mm above floor level and hence do not meet the BCA requirement which is 1000mm for mezzanines. It is recommended that a sympathetic raising of the existing balustrade be done by the addition of a single brass rod on short brass or timber supports so that the Mezzanine balustrading is a minimum of 1000mm above floor level or 1000mm above the leading edge of each tread nosing.

The design and construction of balustrade extensions needs to be professionally carried out and in accordance with a structural engineer's specification.

- Front pews to both balconies are loose. Check & fix all loose pews.
- A number of general repairs are required to the pews.
- There is some flooring repair work to be carried out to the balconies.



2.5 The Church

- Both sets of front entry blue velvet covered doors require some minor repair work to the velvet, touch up & re-polish in spots. Generally these doors are in quite good condition.
- The void areas used for creche purposes are generally good (floor covering is dealt with separately), apart from the need for some redesign & 'tidying up' on the right hand side sound deck area.
- There is no concern in regard to the main seating area, although there is poorly matched repair painting associated with the speaker system where wiring has been channelled into the walls. (See Photo 16 right).
- Floor boards to the northern (left side of the sanctuary) show pre-existing rot/termite damage and in some instances splintering from earlier physical damage. Although not a serious issue, it is recommended that this be addressed prior to re-carpeting or if consideration was to be given to any extension/amendment to the raised areas. Any new work carried out should consider future access for pest control, electrical etc.
- Note: Organ, floor covering, OH&S and raised areas are dealt with separately.



2.6 North side entry

- Assess electrical cabling & telephone wires. These must be rationalised, made safe and chased as appropriate.
- Repair and repaint all doors, hilites over doors, architraves and skirtings.
- Clean down walls & ceiling, make good, repair and repaint.

2.7 Vestry & Vestry Foyer

- Undertake wall crack repairs, using expanding grout in cracked joints.
- Floor bowed under window. Whilst this is not dangerous it would be good to choc-up the floor in this area and to screw fix the boards to eliminate squeaking.
- Replace top pane in window which is cracked.
- Assess electrical & telephone cabling, rationalise, chase & make safe as appropriate.
- Clean down all areas, repair where necessary and repaint.



2.8 Choir Vestry

- Undertake ceiling repairs (Lathe & plaster ceiling), minor wall repairs and cornice repairs to the Victorian Cove cornice.
- Replace cracked pane in toplite sash of window
- Assess cabling as per 2.7 & 2.6
- Repaint room

2.9 South side entry (Flower Room)

- Make good minor wall/ceiling cracking, clean, repair & repaint room.
- Assess cabling as per 2.8, 2.7, 2.6
- Minor floor repairs and screw-fix to prevent squeaking
- Install new appropriate lighting to this room
- Re-new flower cupboard and refurbish sink area to provide suitable splash back, overflow bypass device and perhaps a lower level cupboard.
- Recover floor (see floor coverings)

Special Note: Do not paint or interfere in any way with the INTERIOR of the cleaners cupboard door as this provides some interesting interface with the past.

2.10 The Organ

The pipe organ is quite unique and of historic significance as a major feature of the church. Considerable work has been done in recent years to ensure its performance reliability.

In order to continue the restoration work a further quotation & recommendation has been obtained from our current organ builder, as included. Further discussion with Mr Jacob has resulted in his estimate of \$27,000 to re-build the console & keyboard system into its intermediate prior position immediately below the pulpit.

The bellows room, although functional, should be of priority in considering heritage restoration. The borrowed light shaft leading to the Leaveer Lounge is very unique & worthy of preservation as is the air shaft, also in need of restoration.



2.11 The Choir Corner

The choir area is not a problem in terms of its physical condition, however a separate consultative audit is recommended to address the following:

- 2.11.1 – Layout & seating arrangement is congested & aesthetically not becoming of the church as a whole.
- 2.11.2 – The choir corner generally acts as a storage area for numerous items of occasional church use.
- 2.11.3 – Consideration as to a more permanent set up would blend more appropriately with the sanctuary area.

2.12 Floor coverings

2.12.1 – The Church.

- The isle & lower sanctuary carpets are in reasonable condition, however if replacement is envisaged only one change is recommended as appropriate, namely to extend the isle carpets to full width between the pews. Extension of the present covered area would adversely affect the accoustics of the church, as well as impose additional cost.
- The upper sanctuary carpet between the organ console and the pulpit is badly worn and needs replacing.
- The pulpit carpet is reasonable and unlikely to cause any problems as the area is rarely used.
- The creche areas would benefit from new carpet, correctly fitted and toning with the rest of the church.

2.12.2 – North Vestible/Vestry

- The carpet in these areas is poor and in need of replacement.

2.12.3 – Lower staircase

- The carpet is in reasonable condition with sound treads.

2.12.4 – Leaver/Parkin/Kindergarten Areas

- The carpet in these areas is in sound condition, however it is very badly marked and needs re-stretching. More frequent cleaning and better care generally will extend the life of these floorcoverings, however replacement must be considered in the medium term future.

2.12.5 – Reception/Offices

- Again the carpet is in reasonable condition, but should be reviewed as part of the separate office/administration audit previously mentioned.

2.12.6 – Vinyl/Linoleum Surfaces

- All areas covered in these materials are safe and in reasonable order, however thought should be given to how these surfaces might be treated when refurbished.



2.12.7 – Hard surfaces/Bare Board Areas

- The church itself and particularly the various staircases, the galleries and vestibles will respond well to refurbishment. In some instances areas will need sanding or repairing or both. In all areas clear re-coating will produce excellent results.

2.13 Paintwork

2.13.1 – Exterior

- The exterior requires very little painting, principally the doors, selected window frames, handrails & so on, currently in burgundy. Recommend inclusion in the preventative maintenance schedule.

2.13.2 – Interior

- The main body of the church is the only area where a total repaint is deemed unnecessary, however some touch up work is needed associated with changes to wiring, sound system etc.
All other areas, both above & below the stairs at all levels are scheduled for re-decoration. Such re-decoration should be undertaken carefully to infuse light & life into each area whilst retaining the heritage fabric of the building.

2.13.3 – Polished surfaces

- The magnificent timber work, almost all in natural cedar, is worthy of carefully planned restoration. The requirement for restoration is most evident on the upper level and gallery staircases and in the two galleries. The pews, sanctuary and other timberwork, is only in need of a good polish on a regular basis.

3. Interior - Lower level

3.1 Church Offices

- Reception area; southern nook on the west facing wall has some signs of fretting and this may emanate from the adjoining tank room. Recommend that this be monitored along with the drying process of the tank room and ultimately repaired and touched up.
- Other offices are structurally sound apart from superficial base of wall fretting on the southern (external) wall.

3.2 Tank Rooms

These two rooms are accessed by stairways from the Kindergarten area and are located under the two side entry Foyers at the front of the Church. These rooms are currently not used but have some storage use.

Remedial work to the masonry walls in these rooms was done in 2001. This work included removing existing plaster, repairing stonework and rendering in a porous sacrificial surface. This porous render



surface and the removal of the tops of the wooden seat boxes adjacent these walls was intended to aid the drying out of these moisture-laden walls. This approach has been successful with the new render coating allowing walls to 'breathe' and stay relatively dry. Further, the render surface itself has remained sound.

It is believed that the Tank Room walls draw moisture from the soil cast against them, with the external tanking of the walls either never done, but more likely broken down or breached. Soil moisture can have many possible sources including porous paving above, porous marble step construction, ingress by seepage from higher surrounding porous terrain in adjacent North Adelaide or leaking stormwater systems. The moisture in these walls has no doubt risen into the lower front above ground walls of the Church. This is particularly noticeable in the deterioration of the base and skirting of the outside front Foyer walls.

It is recommended that the two Tank Rooms are generally cleaned up, given adequate ventilation and at best used only for limited storage. Moisture levels and the condition of the rendered walls should be monitored six monthly whilst all other remedial issues of the church are addressed. The completion of some of these recommendations may further improve the condition of the Tank Room masonry walls.

3.3 Kindergarten area

- Repair and make good minor blemishes & repaint the room
- A review of lighting should be undertaken in this room
- Some fretting to north (outside) wall.

3.4 Parkin Hall

- As above 3.3
- Review appendages to walls; Heaters, conduits, cabling and so on, with the view to a tidy up and rationalisation.

3.5 Leaver Lounge

- As per 3.3, 3.4.



3.6 Toilet Facilities

In determining the number of facilities required the following criteria are noted; in accordance with the Building Code of Australia (B.C.A).

- The church seating allows for a maximum of 400 worshippers (patrons). Patrons assumed equally divided with respect to sex.
- The building is classified as a Class 9b building (church).
- The building provides access to disabled and wheelchair users.

With these criteria in mind we can compare the BCA requirements with existing toilet facilities:

Existing Church Facilities		Numer of Users Permitted by BCA
Female	2 closet pans	300
	1 vanity	250
Male	1 closet pan	300
	1 900mm urinal	200
	1 vanity	250
Disabled (unisex)		no limit

Note: there is no requirement for separate facilities for staff.

From the table above, for the worst case we see that the church can accommodate 250 females (limited by vanity facility) and 250 males (limited by vanity again), that is 500 patrons.

Toilet facilities are further fitted out with soap dispensors, hand drying facilities, mirrors and disposal uits (for sanitary towels) in the female and unisex toilets. The disabled toilet facility also has a shelf and coat hook as required.

Access for wheelchairs to toilet facilities will require the removal of the security screen door on the external entrance on the south side of the lower church building which leads to these facilities.

It is also important that doors to individual toilet cubicles are configured so that they swing outwards only or are installed with speical hinges which allow readily removed doors.

Consideration could also be given to making the Unisex Disabled toilet a dedicated childrens facility as well in light of recent national events associated with the abuse of children.

3.7 Kitchen

- The Kitchen is of good proportions with a good, well located servery and central area. Comments have been made as to OH&S issues in the OH&S Report. Whilst the kitchen is functional it currently lacks such items as:
 - Dishwasher
 - Wall oven



- Bench top appliances
- Suitably located continuous boiling water supply point.
- It is recommended that the items identified in the OH&S section be dealt with in the short term and in line with the overall long term strategy to re-fit the kitchen completely on a 'community use' scale; ie. Heavy Domestic/Light Commercial.

3.8 Youth Room

- Structurally sound, but recommend removal/tidy up of disused sink & cupboard, complete makeover & repaint in suitable soft colours.

4. Staircase

Bottom level

- Choir area is sound but removal of old and disused plumbing is recommended.
- The choir robe cupboard & associated area is, although functional, not very sound & long term replacement may be considered.

Stairs

- The stairs to all levels are sound and are aesthetically & historically quite outstanding.
- Stairwell to lower ground and ground level requires repairing and repainting although repairs are minor.
- The upper stairwell is cantilevered from the wall and this has 'come away' from the wall slightly. It is recommended that the newel be extended from the undercroft level in the same manor as has been done on the northern lower end. By doing this (at minimal cost), the upper level will be correctly supported and will not 'creep' further from the wall.
- Upper stairwell requires repairs and repainting (See Photos 17 & 18 right).
- Upper staircase requires re-polishing





5. Upper Rooms & Hall

The stunning period staircase stretches over three levels and has been very well executed, culminating in a charming upper level passage connecting two rooms. One suspects that these rooms have not been used practically for some years, judging by their general state of dilapidation. Because the rooms are not large and water damage has ceased; restoration would not be horrendous. The ballustrade in the top section of the staircase is lower than required by the B.C.A. Consideration may be given to replacing the bannisters with longer (higher) ones at some stage, however from a heritage viewpoint the current arrangement is sound. Recommend removal of the 'wire gate', which presumably was introduced as a safeguard against falling plaster from above. When restored this section of the building lends itself to use as a history and artifact display/gallery and as such would be charming. Re-instate as Sunday School rooms is also appropriate. The following work would render these areas good again.

North Facing Room

- Repair cracks using a flexible base filler as per vestry immediately below and repair the ceiling. (See Photo 19 right).
- Repaint
- Repair floor at doorway to alleviate gap & recover floor.

South Facing Room

- As per north facing room

Passage/Hallway area

- Reinstall ceiling; placing in it a 'new' period style stained glass skylight
- Repair walls & repaint. (See photos 17 & 18 on page 22).





6. Occupational Health and Safety

The Occupational Health & Safety Audit comprised of a general walk-through inspection of the church and its environ.

6.1 Policy & Procedure

There appears to be no formalised OH&S policy or procedures in place.

Recommendation - That an OH&S procedure document and a workers rehabilitation and compensation policy/procedure document be developed.

6.2 Induction

All employed staff as well as key voluntary personnel and Contractors need to be made aware of the guidelines for safe work practices.

Recommendation - When new staff are employed or there are changes in key personnel an induction process should occur. This should be done to highlight key issues rather than making the process labourious and formal. A simple process should be documented.

6.3 Incident Reporting

At present no system exists for the reporting of accidents, injuries or near misses involving staff, church members, visitors or contractors on the site.

Recommendation - A suitable incident report form needs to be developed, used and documented. This form is separate to, but would compliment the standard workers Rehabilitation & Compensation Act claim form, should this need to be filled out and activated.

6.4 Fire Safety

- All fire extinguishers & hose reels etc viewed were up to date.
- A separate fire audit has been carried out. (See Appendix 2).



6.5 Electrical Safety

- There is a huge array of loose and face fixed leads, cables and wires of any amazing range of ages. A full report is attached. (See Appendix 3).

6.6 Chemical Safety

- There were no chemicals of major concern sighted and although the majority of cleaners/chemicals used in and around the church may be low risk, there is not a formalised storage area or a folder of material safety data sheets as required under the Act. Recommendation - MSDS's needs to be put in place to compliment a formal system for the storage & handling of chemicals.

6.7 Environmental assessment

6.7.1. In looking at the physical environment we are mindful of the following facts.

- The building complex is an 'A' rated heritage building, constructed over 150 years ago and as such cannot be rated as would a new building in 2005.
- Of critical importance are the number and nature of incidents, accidents and near misses which have occurred over the past five years. There appear to have been no such occurrences demanding formal investigation or upon which workers compensation claims or public liability claims have been lodged against the parish.
- In assessing the built environment the risks most considered are those which potentially cause hazards to visitors, as generally those who regularly use the complex are familiar with its quirks and live with them.

6.7.2. The following section examines the element of risk involved in some of the more challenging areas and how we might best manage that risk.

Accessibility

- Front - the only access is via the grand front steps which are safe, secure and have adequate safe and secure handrails appropriately placed. These steps do not meet the building code requirements.

RISK = Very low

REQUIRED ACTION = nil.

- North side vestibule

- This entrance is ramped and a further ramp exists into the main church body. Neither ramp complies with the building code, but both have been in use for a long time without incident. The nature of the building renders it very complicated to address disabled access strictly to code.

RISK = Low

REQUIRED ACTION = Small handrail to internal ramp only. (Could be a grab rail in the doorway).



- Internal Steps & Stairs

Generally throughout the building there are a number of small steps or 'adjustments' to height, including the various levels of the sanctuary. In the main these are not in high traffic flow areas and are well known by all regular users of the building, posing a low risk. The following items were singled out for comment:

- Galleries - Because these are in a somewhat clear-fall position an extension to the balustrade is suggested (Brass rail or similar).

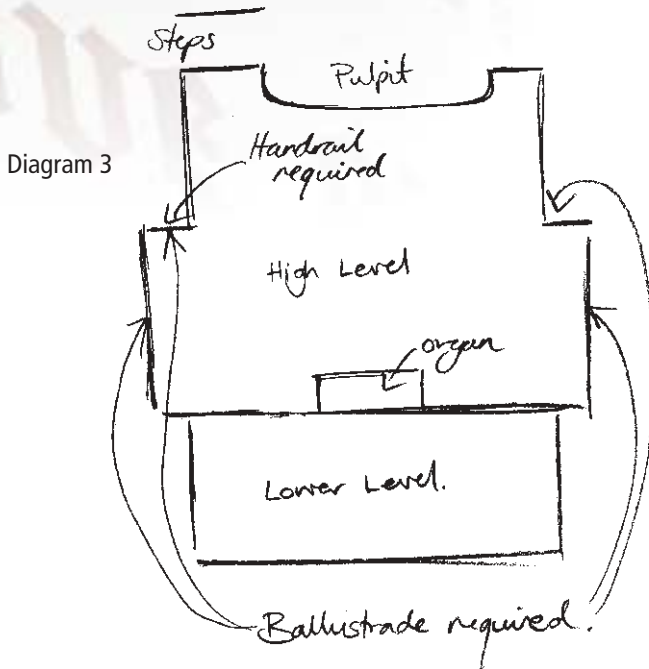
RISK = Medium

REQUIRED ACTION = Fit Height Extn

- Upper (high) section of sanctuary between organ console and pulpit requires a balustrade in sections. (See Photo 20 below and Diagram 4).

RISK = Medium

REQUIRED ACTION = Balustrade.



- South side external entrance to toilet and hall areas.

The long ramp is seen as adequate as is the turning and access area to the door, although none of it strictly meets the disabled code. There is a problem both of compliance and practical efficiency, however with the doorway itself the restriction in space makes it very hard to open the screen door and the main door and there is a small step. This is the only disabled access to the toilets.

RISK = Medium

REQUIRED ACTION = Remove Screen Door & Create gradient to overcome step.



- Inside the church

- > Post or small rail needs fitting to corner of sound desk platform to minimise risk of tripping.
- > Bottom bolt blocks and bolts to blue velvet entry doors should be placed on the other side of the door.

RISK = Low

REQUIRED ACTION = Rectify when installing new Sound Desk.

- Lower level

- > Temporary screening to tank room access steps seen as dangerous. Recommend removal or carefully planned installation of permanent arrangement.

RISK = Medium

REQUIRED ACTION = Replace or fix in a Sound permanent way.

- Kitchen

- > Continuous boiling water unit is not located over a sink, posing a real risk of scalding and burning should the tap malfunction.

RISK = High

REQUIRED ACTION = Relocate

- Office

- > At present we do not have a warm, friendly and welcoming window to the wider community by way of a reception area; nor indeed in terms of the ministers office or the one adjacent. These three areas all present as cold, old and in a sense temporary. Much thought needs to be put into I.T. issues and future provision for expanded services.
- > Generally messy in terms of layout, ergonomics and planning.
Recommendation: That a detailed separate audit of office needs & requirement for equipment etc be undertaken. The 'one stop' office may better serve our mission as a reception/work station area complimented by the conversion of the room nearest the toilet area into a file/archives/photocopy room.

7. Preventative Maintenance

There is no real evidence of a system to ensure that things are regularly done to prevent deterioration or the need for emergency or responsive action. Such programs can be as simple as a documented annual inspection with action points, extending to a fully integrated point plan.

Recommendation - That a preventative maintenance program be developed highlighting the more obvious requirements and that this gradually be extended to compliment the overall development and restoration of the complex. For example the following, (some of which is carried out now to some degree) should be put into place formally.

Preventative External Audit/Maintenance Program

- > Fire safety by qualified & approved provider
- > Gas appliance & heater service



- > Organ service
- > Sewer service
- > Kitchen safety audit
- > Gutter/roof check
- > Carpet Cleaning
- > Window Cleaning
- > General Cleaner

NOTE: The sorts of things which enhance the overall effectiveness of a preventative maintenance program include such things as:

- > Floor cleaning
- > Cob webbing
- > High level cleaning
- > Spring Cleaning
- > Gardening
- > Specially planned attention to specific areas.
 - eg. • The upper rooms
 - Staircase
 - Galleries
 - Sanctuary
 - Entry Vestibles
 - Flower Room
 - Kitchen
 - Other areas of interest.

When these programs are documented and done in a regular sequence, (and a lot for the 'enhancement' list can be done voluntarily where families or individuals could be allocated or volunteer to look after a certain area), we move away from the crisis management mentality of the general working bee to a structure which gives opportunities for people to be pro-active in an area they enjoy, whilst at the same time promotes a sense of ownership and joy about our special place.



Capital Expenditure Schedule

Costings are all Prime Cost Budget Estimates, not quotations. All costings have been derived using the best information, building Cost Sources & professional personnel available at reasonable cost at the time of completion of this report. I take no responsibility for the accuracy of any part of this schedule.

Item	Detail	P.C.B.E.	Total
1.1	Cleaning	500	2,700.00
	Plasterwork	1000	
	Salt Damp	500	
	Surface Sealing	700	
1.2	Plaster Work	4,000	7,200
	Concreter	2,000	
	Rain related	1,000	
	Electrical	200	
1.3	Plaster Work	10,500	12,000
	Storm Water	1,000	
	Paving	500	
1.4	Roof	5,000	7,500
	Storm Water	1,000	
	Window	1,500	
1.5	Lightning Conductor	3,000	3,000
2.1	Lighting	1,000	3,000
	Boardwalks	2,000	
2.2	Ladder System	5,000	10,000
	Platform	4,000	
	Electrical	1,000	
2.3	Plasterwork	2,000	2,000
2.4	Ballustrade	5,000	7,500
	Repairs	2,500	
2.5	Doors	1,000	2,000
	Floors etc	1,000	



2.6	Repairs Electrical	1,000 500	1,500
2.7	Repairs	2,000	2,000
2.8	Repairs	2,000	2,000
2.9	Repairs Joinery	2,000 4,000	6,000
2.10	Drawchests Sound Board Console Re-instate Bellows Room & Window	7,500 4,500 2,700 3,000	42,000
2.11	Seating & Makeover	5,000	5,000
2.12	Church Sanctuary Creche Vestible/Vestry Leaver/Parkin/Kinder Recept./Offices Upper Rooms	15,000 10,000 5,000 10,000 5,000 5,000	50,000
2.13	Paint: Exterior Front Vestibles North Vestible Flower Room Vestry Choir Vestry Stairwell (all levels) Top Rooms Youth Room Kitchen Leaver Lounge Bellows Room Parkin Hall Kindergarten Toilets/Hall Offices Polish: Staircases Gallery Ballustrades	3,000 10,000 1,000 1,000 1,000 1,000 10,000 4,000 500 1,000 1,000 500 2,000 2,000 2,000 4,600 5,000 2,000	44,600 7,000
3.1	Plasterwork	2,000	2,000



3.2	Nil	Nil	Nil
3.3	Plasterwork	1,000	1,000
3.4	Make-over	3,000	3,000
3.5	Make-over	3,000	3,000
3.6	Make-over	1,000	1,000
3.7	Refit	50,000	50,000
3.8	Make-over	500	500
4.0	Repairs & Make-over	2,500	2,500
5.0	Plasterwork Make-over	5,000 2,000	7,000
6.1-6.3	Documentation	1,000	1,000
6.4	Fire Protection	40,000	40,000
6.5	Electrical System	15,000	15,000
6.6	Chemical Storage System	1,500	1,500
6.7	All points excluding offices Office Refit/Make-over	5,000 20,000	25,000
GRAND TOTAL			354,500

7.1 Preventative Maintenance

External - \$10,000 per annum

Internal - \$1,500 per annum

Note:

1. External assumes maintenance contracts will be set up with reputable approved suppliers.
2. Internal assumes all work done in a structured & scheduled way by volunteers with materials etc paid for and provided by the parish.



Program for Implementation

Overview

The implementation of any program for restoration, major repair work and then the provision for ongoing maintenance relies upon the resources available and their deployment.

Assumptions must be made and goals set in such a way that progress is achieved in an ongoing way; a sustainable program during the life of which enthusiasm and momentum are generated. The program set out below is graduated to attain full achievement over a twelve year period with the following assumptions:

- The Parish endorses the program & will support it.
- The formation of a small dedicated property committee; the task of which will be to manage the outcomes and ongoing maintenance & management of the asset. Whilst this committee will be responsible to Parish Council at all times it must have expertise commensurate with working with such bodies as the Adelaide City Council, Heritage SA, Architects and other professionals.
- Review of Parish Stewardship challenging current level of giving
- Encouragement for individuals and groups within the parish to fund specific items, form implementation task forces and so on.
- No bulk sum of money available.
- Funding will be actively sought from Heritage SA, National Trust, Synod & public appeal.
- No allowance has been made for cost escalation/inflation over the twelve year period. Assumption that the committee will conduct an annual review and progress report and that all parishioners will be encouraged to review their giving annually.
- Obviously if through philanthropic giving, enthusiasm for specific areas of the program or a conscious decision to earmark larger than budgeted sums, the program could be excellerated.

Works Implementation Index

Year in \$000's												
Item	1	2	3	4	5	6	7	8	9	10	11	12
1.5	1,000											
6.5	15,000											
2.4	7,500											
6.7.1	1,000											
6.1 to 6.3	1,000											
	27,500											
6.4 Stage 1		29,000										
2.10			12,000									
1.4			7,500									
1.2			4,000									
1.3			10,500									
			34,500									
6.4 Stage 2				10,500								
2.3				2,000								
1.2				4,700								
1.3				1,500								
2.12				12,500								
1.1				2,700								
				33,900								
2.2					10,000							
6.7					25,000							
3.1					2,000							
					37,000							
2.1							30,000					
2.1							3,000					
2.11							5,000					
6.6							1,500					
2.12							12,500					
2.13							8,000					
							30,000					
2.5								2,000				
2.6								1,500				
2.7								2,000				
2.8								2,000				
2.9								6,000				
5.0								7,000				
2.13								10,000				
								30,500				
3.7									50,000			
2.13										10,000		
2.12										7,500		
3.3										1,000		
3.4										3,000		
3.5										3,000		
3.6										1,000		
3.8										500		
4.0										2,500		
										29,000		
2.13											12,000	
2.13												9,000
TOTAL												354,500



Appendix 1a



LEITH JACOB ORGAN BUILDER

Unit 36
Marion Trade Centre
62 George Street
Marion
South Australia 5043
Telephone 298 3146
After Hours 296 7954

12th October, 2004

Mr. Chris Thompson,
82 Beatrice Street,
PROSPECT S.A.,
5082

Dear Chris,

RE BROUGHAM PLACE UNITING CHURCH PIPE ORGAN

Following our recent telephone discussion re possible restoration or repairs to the Church pipe organ I now supply my recommendations for work required in order of importance.

SWELL ORGAN AND GREAT ORGAN DRAW CHESTS.

These chests supply the action required to operate the sliders at each rank of pipes and are in need of restoration

Great Organ Drawchest

To Remove and restore, return and refit. \$3,400

Swell Organ Drawchest

To Remove and restore, return and refit \$3,840

SWELL AND GREAT SOUND BOARD UNDER ACTIONS.

These actions operate the pallet to each pipe at soundboard. The existing electric actions were installed some years ago by amateurs and are in need of replacing with a more efficient system.

To Fit new lever magnets to action exhaust valves.
to swell and great sound boards \$4,260

"In my eyes and ears the organ will ever be the King of Instruments" - W. A. Mozart



Appendix 1b

- 2 -

Mr. Chris Thompson

12th October, 2004

CONSOLE

You are in receipt of my suggestions together with prices for new stop key units and piston combination system.

PEDAL BOARD

The pedal board at console is in need of refurbishment.

Cost for this work \$1,340

ALL PRICES PLUS 10% GST

I hope these are the details you require and would be pleased to discuss further if necessary.

With kind regards,

Yours sincerely



Appendix 2a

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VERIFIRE

35 Phillips Street
Thebarton SA 5031
(24 hours) Phone: (08) 8234 8840
Fax: (08) 8234 8850
Email: service@verifire.com.au

FAX

To:	<u>ROSS DREW</u>	From:	<u>JOHN MENZEL</u>
Fax:	<u>8336 4488</u>	Pages:	<u>3</u>
Company:	<u>WARRINA HOMES</u>	Date:	<u>14/12/04</u>
Re:	<u>FIRE SERVICES - STAGE 1</u>	CC:	

This document may contain private, confidential or proprietary information. If you are not the intended recipient of this Fax please destroy this and any other copies you may have made. We would appreciate it if you could phone and let us know of our mistake so we can correct it.

QUOTATION: **Quote No: P1204-1285**

RE: STAGE 1 – FIRE DETECTION FOR CHURCH (Detectors in paths of egress)

Dear Ross

We have pleasure in submitting the following BUDGET quotation only:

1. Supply install and commission a Fire Panel to be connected to SA, Metropolitan Fire Service in future
2. Supply install and commission a wireless smoke detector receiver in Fire Panel
3. Supply install and commission a wireless Smoke detector in roof space
4. Supply install and commission 7 x wireless smoke detectors in the Upper Level
5. Supply install and commission 6 x wireless smoke detectors on the Ground Level
6. Supply install and commission 9 x wireless smoke detectors in the Basement Level
7. Supply install and commission 1 x wireless thermal detector in the Basement of the kitchen
8. Supply install and commission 3 x alarm sounders (these will have to be hard-wired)
9. Supply install and commission a Romteck to connect system to SA Metropolitan Fire Service
10. Supply Fire-Block plans for site and S.A.M.F.S.
11. Test and Commission

Comments:

- Electrician to provide power to Fire Panel in main office
- Allowance has been made for 8 x man-hole covers to be cut into ceiling for cable access in basement area
- The detectors in the main hall would be attached by rope and pulled up to the centre ceiling roses.
- There may be specialised ladders and lifting equipment for this job that is not allowed for in this budget
- Telstra fees would be billed direct
- SA Metropolitan Fire Service would accept partial protection as long as there is a strict schedule to adhere to for full protection in the future



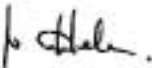
Appendix 2b

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OUR BUDGET QUOTE
The sum of **\$26,000.00**
GST **\$ 2,600.00**
TOTAL \$28,600.00

Terms and conditions attached

If you require any further clarification regarding any aspect of our submission, please do not hesitate to contact the undersigned.

Yours sincerely
JOHN MENZEL 

OUR GENERAL TERMS AND CONDITIONS

These are our general terms and conditions for all our repairs and installations some of these clauses may not be applicable to the defects noted in this quotation.

To proceed with the quote we require written confirmation in the form of a letter or an order number, sent by fax or mail.

Until payment of the price for the fire system ("unit") has been paid in full:

1. Title to the unit shall not pass to the Customer;
2. The Customer shall be a bailee of the unit and liable for any loss of or damage to the unit;
3. Verifire shall have an irrevocable licence (which is hereby granted by the Customer) permitting it and its servants and agents to enter upon the land and building where the unit is installed to remove and repossess the unit or any component which forms part of the fire alarm system. Verifire shall not be liable for any damage occasioned to the building as a consequence of the removal of the unit or any component of the fire alarm system; and
4. Repossession of the unit or any component of the fire alarm system shall not release the Customer from the obligation to pay the agreed price.

Terms of payment are 14 days net from date of invoice unless specified otherwise. Verifire shall be entitled to interest on any unpaid amount at the rate of 10% per month or part thereof from expiration of 14 days from invoice date, until the day of payment.

Our proposal will remain firm for 30 (thirty) days after which variations may apply in regard to equipment and/or labour rates.

Defects/liability Policy

1. A twelve months defects liability policy will be applicable only for the installation/work carried out by Verifire. The defects liability policy will not cover any other faults/alarm/defects that are not directly attributed to this specific installation. Callouts relating to dust in smoke/thermal detectors, water damage or tampering of devices etc are not covered by the defects liability policy.
2. If any of the materials used in this project were found to be faulty the manufacturer's/supplier's warranty/liability would apply to the defected part and subsequently be replaced under the warranty conditions. If this situation should arise and labour was not covered by the manufacturer then Verifire would charge for only the labour required to rectify the situation which would be payable by the Customer.

Our offer excludes the 0.25% Construction Training Levy for all prescribed works in excess of \$5,000. The responsibility of this levy rests with the builder or client.

Monthly progress payments would be claimed on the basis of work completed and materials installed.

No allowance has been made for any costs incurred from the SA Metropolitan Fire Service and/or any other regulatory authority other than those costs directly associated with inspection and connection by The Fire Service. If such is required then that constitutes a variation for which an additional charge will be levied and be payable by the Customer.



Appendix 2c

14/12/2004 16:14 08-82348858

VERIFIRE

PAGE 84/84

The costs for Telstra paperwork, set-up, rental and connections fees will be passed on to the Client, as these vary from exchange to exchange.

No allowance has been made for non-continuity of work caused by circumstances beyond Verifire control. If such occurs then that constitutes a variation for which an additional charge will be levied (costed at an hour rate) and be payable by the Customer.

Our quotation **does not** include Fire Protection Inspection Service Fees. If such is required then that constitutes a variation for which an additional charge will be levied and be payable by the Customer.

Our quotation **does not** include costs incurred from the presence of asbestos or asbestos related activity. If asbestos is present then that constitutes a variation for which an additional charge will be levied and be payable by the Customer.

The existing Smoke and Thermal Detectors may not have approval by the panel manufacturer to work on the new Fire Indicator Panel. **No allowance** has been made to change any existing detectors to the approved type. The existing detectors should work, but we would have to test them to confirm this once the system is installed.

When new style smoke/thermal detectors are installed, we assume that the existing fire indicator panel will operate correctly when an alarm/fault occurs. Our quotation does not make any allowance to update the fire indicator panel, unless it is part of the tender. If a new fire indicator panel is required then that constitutes a variation for which an additional charge will be levied and be payable by the Customer.

Where cabling cannot be concealed in accessible roof and wall cavities, unless otherwise specified, conduits or cable ducts shall be utilised to conceal cabling.

Whilst all due care will be taken in the installation of equipment, **no allowance** has been made for the making good of finished surfaces. If such is required then that constitutes a variation for which an additional charge will be levied and be payable by the Customer.

Our quotation **does not** make any allowance for hiring any equipment to complete this work (e.g an elevated platform), if required we assume that the client will provide access. If it is necessary to hire any equipment to complete a job then that will constitute a variation for which an additional charge will be levied and be payable by the Customer.

The colour for all components of the Fire Detection System (i.e. Fire Indicator Panel, Detectors etc) are as per the Manufacturers Standard Colour. If a non-standard colour is required then that constitutes a variation for which an additional charge will be levied and be payable by the Customer.

The above quotation **does not** allow for work outside normal working hours. If such is required then that constitutes a variation for which an additional charge will be levied and be payable by the Customer.

Our proposal is based on the assumption that the existing electrical installation complies with Australian Standard 3000 and ETSA Conditions of Connection. If the system does not comply with AS3000 and an upgrade is required then that constitutes a variation for which an additional charge will be levied and be payable by the Customer.

Our quotation does not include repair or replacement of any underground services that have not been identified and located (location of services is the responsibility of the customer). Any such repairs or replacement constitutes a variation for which an additional charge will be levied and payable by the customer.

With reference to this project, demolition or removal of any existing fire equipment becomes the property of VeriFire. When calculating the cost of this project the ability to reuse any suitable parts of this equipment has been included in our quoted sum. If the client wishes to retain ownership of this equipment this then constitutes a variation for which an additional charge will be levied and be payable by the Client.



Appendix 2d

14/12/2004 16:14 08-82348850 VERIFIRE PAGE 01/04

VERIFIRE

35 Phillips Street
Thebarton SA 5031
(24 hours) Phone: (08) 8234 8840
Fax: (08) 8234 8850
Email: service@verifire.com.au

FAX

To: ROSS DREW From: JOHN MENZEL
Fax: 8336 4488 Pages: 1
Company: Warrina Homes Date: 14/12/04
Re: FIRE SERVICES - STAGE 2 CC: _____

This document may contain private, confidential or proprietary information. If you are not the intended recipient of this Fax please destroy this and any other copies you may have made. We would appreciate it if you could phone and let us know of our mistake so we can correct it.

QUOTATION: Quote No: P1204-1286

RE: STAGE 2 - FIRE DETECTION FOR CHURCH (Thermal Detectors in all other areas)

Dear Ross

We have pleasure in submitting the following **BUDGET** quotation:

1. Supply install and commission 12 x wireless thermal detectors in basement
2. Supply install and commission 9 x wireless thermal detectors on the ground floor
3. Supply install and commission 4 x wireless thermal detectors on the upper level
4. Update Fire-Block Plans for site and S.A. Metropolitan fire Service
5. Test and Commission

Comments:

- Allowance has been made for 4 x man-hole covers to be cut into ceiling for cable access in abasement area
- There may be specialized ladders and lift equipment needed for this job which has not been allowed for in this budget

OUR BUDGET QUOTE

The sum of	\$9,500.00
GST	\$ 950.00
TOTAL	\$10,450.00

Our General Terms and conditions attached

If you require any further clarification regarding any aspect of our submission, please do not hesitate to contact the undersigned.

Yours sincerely


JOHN MENZEL



Appendix 3a



TAD-MAR ELECTRICAL PTY. LTD.

8 DUNDEE AVE., HOLDEN HILL SA 5088

PHONE: (08) 8261 – 4144 / FAX (08) 8261 – 4390

EMAIL: tadmar@senet.com.au

ABN: 52 008 095 501

Our Ref: Small jobs
Date: 15th December, 2004

To Ross Drew,

RE: UNITING CHURCH – Brougham Place, North Adelaide
ELECTRICAL SERVICES INSPECTION

As requested by Mr Ross Drew, we have attended site and carried out a visual inspection of the existing electrical installation at the 'North Adelaide Uniting Church – Brougham Place, North Adelaide'. As agreed we have walked through the premises taking notes of any obvious or significant electrical defects that require attention for safety purposes, making recommendations in our opinion to rectify the defects.

The site Main Switchboard is located outside and provides power to a sub-board located within the Church. The first sub-board is located under the stairwell and is fed with a 16mm 3phase supply. It is a Cutler Hammer 36 pole metal sub-board with a 100amp main switch. The outgoing circuits provide light & power to the vestibule, staircase, organ, vestries, flower room, main area, empty rooms and bell tower areas. The Cutler Hammer sub-board still has room for future expansion to accommodate more circuit breaker connections. The second sub-board is fed with a 16mm 3phase supply. It is a Clipsal 17way load centre with an 80amp main switch and fed from the Cutler Hammer sub-board. 2 x 4 pole load centres have been installed above this board, with 2 x 3phase Residual Current Devices installed to protect outgoing power circuits. The outgoing circuits provide light & power to the office, reception, toilet, hall, kindergarten and tank room areas. These areas have had new double insulated wiring installed and are in good condition from what could be inspected. The Clipsal load centre is full and does not have enough room to accommodate any further circuit breaker connections.

The above areas are only a guide of where the power supplies are fed from, as there are no updated legends in the sub-boards to locate exactly where circuits are powered.

The sub-boards installed appear to be kept in good condition, with no obvious sign of any loose terminal connections. The Cutler Hammer sub-board has some entry holes at the top, which are not sealed to stop the intrusion of dust or foreign material causing a safety issue. One issue that we believe you should be aware of is that the sub-board located under the stairs could cause a problem of egress from upstairs should there be a fire in the switchboard room. As the stairs are the only means of egress from upstairs if a fault occurred in the sub-board in a fire resulted this could impede evacuation down the stairs. Fire rating the room may help to contain any fire to underneath the stairs should the above eventuate.

... 2

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Appendix 3b

North Adelaide Uniting Church ...2...

15th December, 2004

RE: UNITING CHURCH – Brougham Place, North Adelaide
ELECTRICAL SERVICES INSPECTION

The cabling in the area around the office, reception, toilet, hall, kindergarten and tank room areas appears to be wired within the electrical installation rules and in good condition. The cabling used is double insulated. The cabling in the area around the vestibule, staircase, organ, vestries, flower room, main area, empty rooms and bell tower areas appears as though it is in the old style cotton cable and steel conduit. Several areas with this type of wiring, had noticeable defects exposed, for example exposed cotton cable with no protection, steel conduit with no earth system connected to it. We have detailed below the exact defects we have found with the cabling installation.

The cabling for the lighting in the older section fed from the Cutler Hammer board appears to not comply with the wiring rules in some sections from what we could inspect. Some of the lights at the rear of the Church appear to have no earthing system wired to them. In the era in which this section may have been wired it may not have been in the wiring rules to provide an earth at each light point. The suspended lights above the organ area appear to be wired in multi stranded figure 8 cabling. This cabling is not rated for the purpose that it is being used.

It was noticed whilst on site that the existing exit lights within the Church were not operating at the time. It is essential that these lights operate during a power failure or in the case of an emergency to show the exit points during an evacuation. It was also noted that there were no emergency lights throughout the Church to provide lighting in the above circumstances. There are guidelines set out in Australian Standards AS/NZS 2019.2 and building codes to determine what is required for certain locations and area sizes. I would recommend that this be looked at further to install emergency lighting for safety purposes.

During the overall visual inspection carried out several general electrical maintenance issues were noted that need rectifying throughout the Church. These issues are mainly ongoing as a result of the age of the Church and general wear. These items do not require major works to rectify.

Please find attached below the list of items we discovered whilst carrying out the inspection on site. Again we wish to stress that this was purely a visual inspection and further defects may be uncovered as works proceed.

We hope the above is to your satisfaction should you require further information please do not hesitate to contact our office.

Best Regards,

Jason Bloffwitch
Service & Maintenance Manager

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Appendix 3c

North Adelaide Uniting Church

... 3 ...

15th December, 2004

RE: UNITING CHURCH – Brougham Place, North Adelaide
ELECTRICAL SERVICES INSPECTION

ELECTRICAL DEFECTS :

- 4 pole sub-board above Clipsal load centre coming away from the wall due to loose plaster.
- Existing exit light cover missing. Connection terminals exposed.
- 2 junction box covers smashed, therefore connections exposed.
- Mounting block coming away from the wall due to loose plaster.
- Exit lights throughout the Church not operating.
- Light diffusers missing.
- Single insulation of cabling exposed out of junction box.
- Cotton covered cables exposed with no junction box.
- Lights at the rear of the Church having no earth wired to them.
- Light plugs into BC fitting having no cable clips.
- GPO on west side raised area has tape over it so that nothing can be plugged in. Possible fault with the outlet.
- Redundant box on the raised area has a damaged plug top in an outlet.
- Steel conduit wiring for the lights to the west side has no earthing system. Cotton covered cables exposed.
- Lights above organ area wired in figure 8 multi stranded cable, not rated for lighting. No earth wired to the lights.
- Existing power cable clipped along the floor with no protection to stop damage.
- Cutler Hammer sub-board has open cable entries at the top of the board.
- Circuit breaker 14 supplying power has no RCD protection.
- Busbar caps in the Cutler Hammer sub-board are missing, therefore live terminals.
- GPO's are wired on a lighting circuit with no RCD protection.
- No accurate legends are installed in the sub-boards to identify circuits and locations in case of fault.

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