

**Fire Safety Orders Fact Sheet**

**Notice of Intention**

Prior to the issue of an Order, Council will issue a Notice of Intention to issue an Order. The owner can then discuss the terms of the proposed Order with Council. The owner can be represented by a legal expert or an agent. There will be a specified time from the date in which the Notice of Intention was issued to make representations to Council. Any request for representation must be in writing.

**Order details**

An Order may require safer fire exits, appropriate fire safety equipment or proper fire resisting materials. Council will give the owner a practical amount of time to comply with the Order, depending on the complexity of the improvements required. The deadlines may be set in stages.

Anyone receiving an Order has a right to appeal or challenge the Order (or a specified part of the Order) within 28 days to the Land and Environment Court of New South Wales.

Any applications to have the compliance period extended must be supported by influential reasons or evidence of hardship. The application must also put forward a works proposal which sets out how and when the outstanding works are set to be fulfilled.

**Complying with Orders**

It is recommended that you hire a suitably qualified professional to review the Fire Safety Order and administer the works.

Council Officers will inspect the completed work and issue certificates that state the work complies with the Order. Council will then issue a letter confirming the owner has complied with the Order and the building is added to Council's system. You are required to submit a Final Fire Safety Certificate for the building.

Council may also issue a Compliance Cost Notice. The cost notice allows Council to recoup some of the costs incurred formulating and monitoring compliance actions taken with an Order that has been issued pursuant to the Environmental Planning and Assessment Act 1979.

**Court Fees and Orders**

Council can take a building owner to court if an Order is not carried out. If Council is successful in the legal application, the court can issue a Court Order, which has serious implications for non-compliance.

Council can apply for legal costs and the court can impose substantial fines for ignoring an Order. Council can also issue Penalty Infringement Notices for failure to comply with the terms of a Fire Safety Order.

**Further information**

For further information regarding Fire Safety, please refer to Council's website at [www.campbelltown.nsw.gov.au](http://www.campbelltown.nsw.gov.au) or contact us on 4645 4000.