presentation to

COAT
COUNCIL OF AUSTRALASIAN TRIBUNALS

WORKPLACE AND SECURITY DESIGN GUIDELINES

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WHY ?

1. FOR THE MEMBERS…..OWNERSHIP

2. **BASELINE** STANDARD OF REQUISITES NEEDED

3. REALISING SPECIAL NEEDS

   EMPATHY - INFORMAL - FAIR PROCESS - DDA

4. TOOL BOX FOR ASSESSING OR INFORMING OF SPACE NEEDS

5. SECURITY CONSIDERATIONS

6. NOT AN ACCOMMODATION BRIEF, BUT A FRAMEWORK

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AIM

1. ENVIRONMENTS THAT SUPPORT YOUR NEEDS

2. ENVIRONMENTS SPEAK EMPATHY,EFFECTIVENESS AND TRUST

3. PROVIDE ACCESS & CONTROL OF SPACE

4. FACILITIES THAT ARE SAFE FOR ALL

5. ENSURE CONSISTENT STANDARDS AND APPROPRIATE TOOLS

   PROVIDED

6. ALLOW FOR FLEXIBILITY IN FACILITIES AND SERVICES TO CATER

   FOR LOCAL CHARACTERISTICS OR SERVICE MODEL

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COMPLIANCE & OTHER ACRONYMS!

1. DDA

2. AS/NZI INCLUDING DESIGN FOR ACCESS & MOBILITY AS1428

3. HREOC

4. BCA

5. NCPCI

6. EP & BC ACT

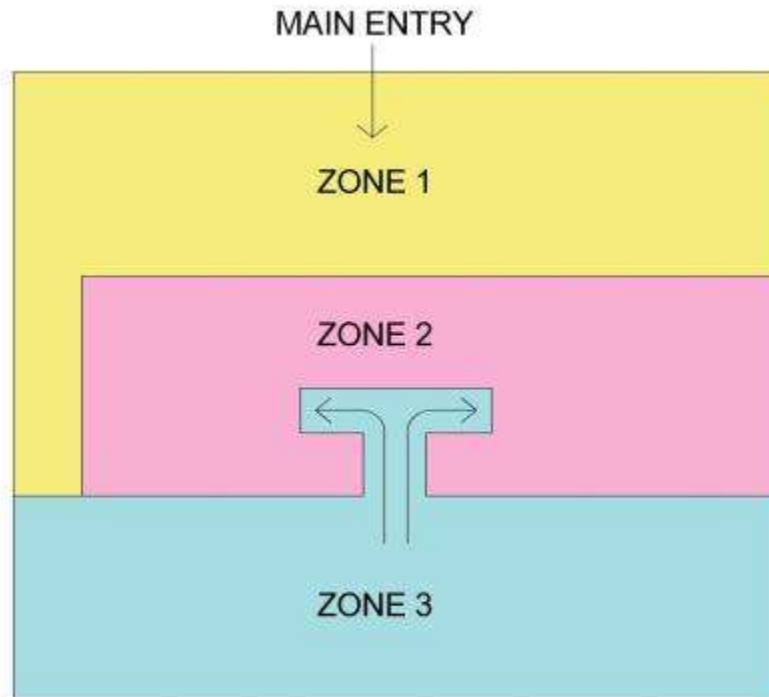7. NATIONAL STANDARD for CONSTRUCTION,NWH&S

8. PSPF
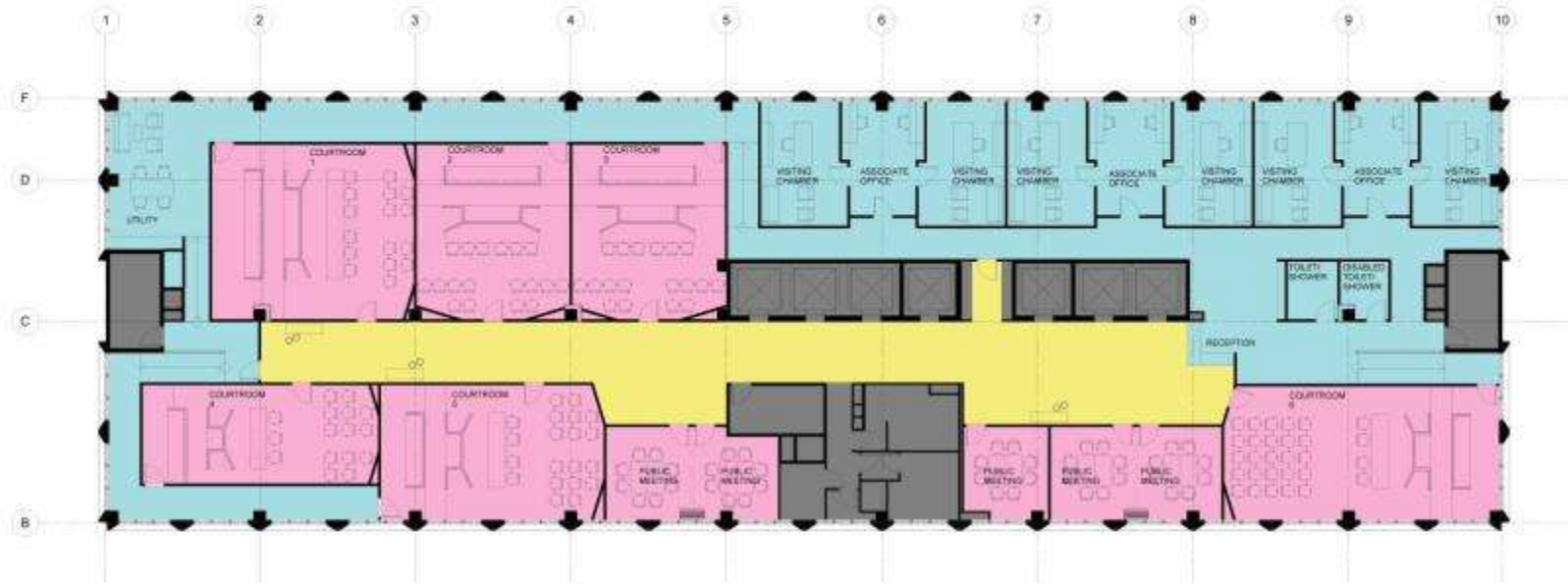
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WORKPLACE PRINCIPLES

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SECURITY DESIGN

1. SECURITY

2. ACCESS CONTROL SYSTEM

3. INTRUDER ALARM SYSTEM

4. DURESS ALARMS

5. CCTV

6. BUSINESS CONTINUITY PLANNING

7. RISK MANAGEMENT

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ZONES

MAIN ENTRY

ZONE 1

ZONE 2

ZONE 3

ZONE 1 - PUBLIC SPACE

ZONE 2 - COLLABORATION SPACE

ZONE 3 - SECURE STAFF SPACE

green building council australia
MEMBER

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ZONE 1 - PUBLIC SPACE

ZONE 2 - COLLABORATION SPACE

ZONE 3 - SECURE STAFF SPACE

TOOL BOX

- ROOM TYPES

- ACCOMMODATION   MATRIX

- REMOTE   SITE CHECKLIST

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EXAMPLE ACCOMMODATION   MATRIX

Descriptor	Public , Formal & Informal, Various, High Volume	Private, Informal, Specific, Low Volume	Public and private, High Volume, Formal, Informal Conciliation	Private, Formal & Informal, arbitrary, Mid Volume	Comments
Example for comparative	NCAT	VRB	CTTT	MAA/WCC	
Reception (no cash transaction)	Yes	Yes	Yes	Yes	
Reception (with cash transaction)	No	No	Yes	No	Some cash transactions
Security Screening (airport style metal detectors)	No	No	No	No	Not required.
Small Proceedings / Meeting Rooms	Yes No. required:	Yes No. required:	Yes No. required:	No	Wired for Wi-Fi (optional) No voice recording required for MAA Proceeding Rooms. Voice recording to be provided to WCC Proceeding Rooms.
Large Proceedings / Meeting Rooms	Yes No. required:	Yea No. required:	Yes No. required:	Yes. No. required: Room secure: Not accessible w/o card / key from public side	
Formal Proceedings / Hearing Rooms	Yes. No. required:	Yes. No. required:	Yes. No. required:	Yes. No. required: Not accessible without key from outside	No recordings required for MAA 1 Hearing Room to be multi-functional – serving as Training Room

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1. GUIDELINES ON COAT WEBSITE

2. Q & A

THANK YOU

GLENN TURNBULL – WORKPLACE FACILITATION

FOR