Project: Proposed Service Access & Delivery Bay to Hartley Teakle Building

Consideration:

The School of Agriculture & Food Sciences (SAFS) receives up to 6-10 deliveries of light and heavy goods every day. Currently goods delivered to the building require couriers to ascend two short flights of stairs into the Hartley Teakle Building off Keyhole Rd before reporting at the front counter of the School. Heavy goods are trolleyed in through an uneven longer route as indicated on attachment. Current arrangement of delivery presents OH&S issues associated with manual handling and necessitates delivery vehicles to be parked in a no standing zone of the adjoining road. Please refer to Attachment 1 for details.

As part of the Reception Area Refurbishment Project currently undertaken by SAFS, the School is proposing to install a new delivery entrance to the building at a location that would allow goods to be trolleyed straight into the building at the ground level. Goods will be directly delivered to a goods receivable room from an adjoining designated delivery bay and attended by the finance office staff located at close proximity. This new delivery point will also allow the School to convert its front reception and office into a Student Administration Centre rather than a goods receivable space, which is currently the case. Refer Attachment 2 for the proposed new layout.

The proposed door will have low impact on the existing elevation of the building. An existing window opening will be modified to provide the new service access with an automatic door. This door will be controlled with a buzzer to prevent this access being used as a general entry to the building. Existing walkway and the landscaping will be modified to provide a designated delivery bay closer to this new entry. SAFS is also proposing to construct a new bin enclosure for the cardboard bins stacked in the vicinity. Refer Attachment 3.

Description:

The new service entry will be installed with an automatic sliding door with door frames and glazing to match existing windows. New delivery bay and the modified walkway will be of concrete slabs finish to match existing.
Current entry to front door for deliveries
Reception used for goods receivable
BIN ENCLOSURE
(similar to this design)

HARTLEY TEAKLE - LEVEL 3, SOUTH
PHILLIPS SMITH CONWELL | ARCHITECTS

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Revision 2