

AGENDA

Georges River Local Planning Panel

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| Meeting: | Georges River Local Planning Panel (LPP) |
| Date: | Thursday, 25 May 2023 |
| Time: | 4.00pm |
| Venue: | Blended Meeting Online and Georges River Civic Centre Corner Dora and MacMahon Streets, Hurstville |
| Participants: | Sue Francis (Chairperson) Annette Ruhotas (Expert Panel Member) Awais Piracha (Expert Panel Member) Erin Sellers (Community Representative) |

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| 1. On Site Inspections – Carried out by Panel Members prior to meeting |
| 2. Opening |
| 3. Consideration of Items and Verbal Submissions LPP009-23 279 Rocky Point Road, Sans Souci – DA2022/0119 (Report by Principal Planner) |
| 4. Local Planning Panel Deliberations in Closed Session |
| 5. Confirmation of Minutes |

REPORT TO GEORGES RIVER LPP MEETING OF THURSDAY, 25 MAY 2023

LPP009-23

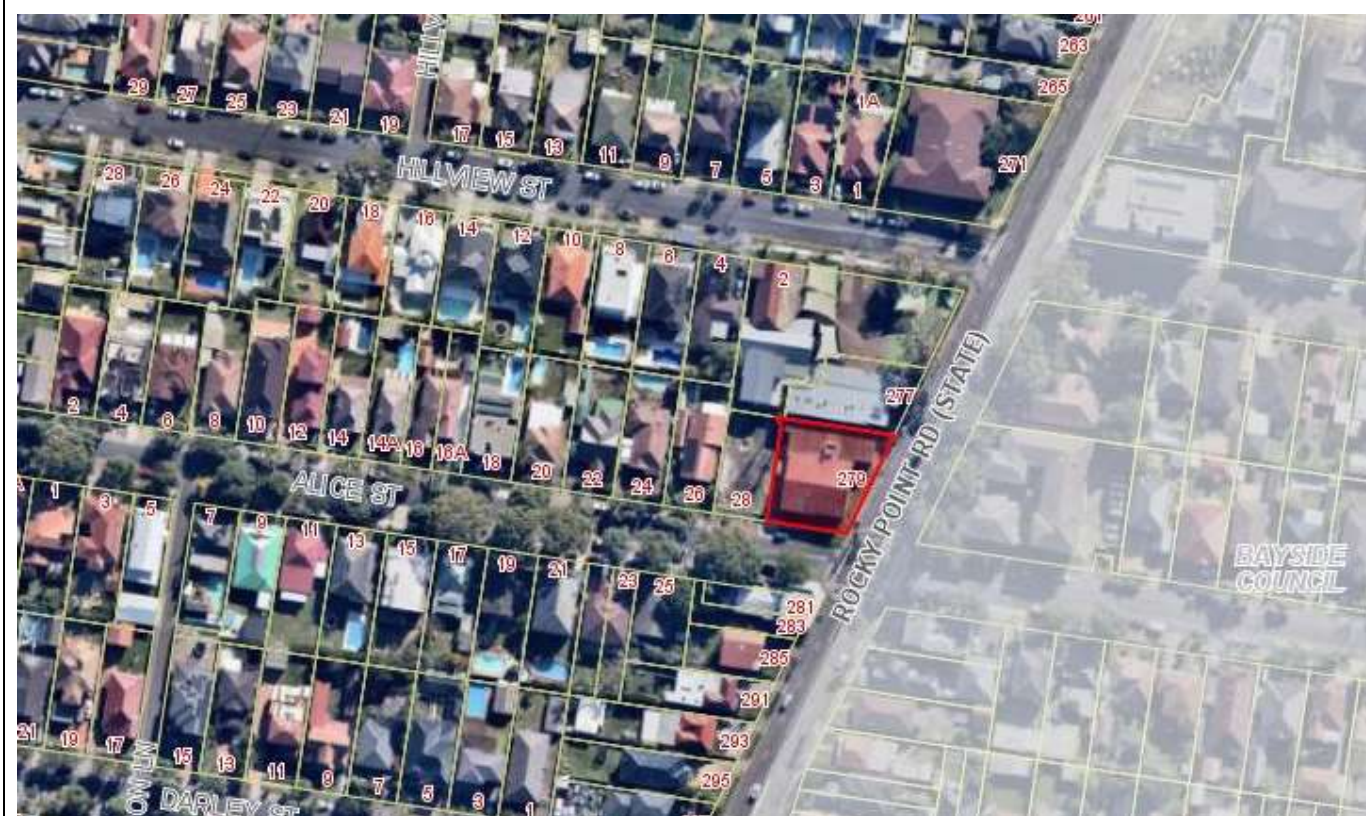
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|--|---|-----------------------------------|--------------------|
| LPP Report No | | Development Application No | DA2022/0119 |
| Site Address & Ward Locality | 279 Rocky Point Road, Sans Souci Kogarah Bay Ward | | |
| Proposed Development | Fit out and change of use to a community facility | | |
| Owners | Exodus Youth Worx Incorporated | | |
| Applicant | Avenue Planning Pty Ltd | | |
| Planner/Architect | Avenue Planning Pty Ltd / iBIM | | |
| Date Of Lodgement | 14/04/2022 | | |
| Submissions | The application was not renotified following the meeting on 10 November 2022. | | |
| Cost of Works | \$181,500.00 | | |
| Local Planning Panel Criteria | Determination of the application by the Local Planning Panel is in the public interest. | | |
| List of all relevant s.4.15 matters (formerly s79C(1)(a)) | State Environmental Planning Policy (Biodiversity and Conservation) 2021, State Environmental Planning Policy (Resilience and Hazards) 2021, State Environmental Planning Policy (Transport and Infrastructure) 2021, Georges River Local Environmental Plan 2021, Georges River Development Control Plan 2021. | | |
| List all documents submitted with this report for the Panel's consideration | LPP Report from 10/11/22 LPP Minutes from 10/11/22 Preliminary Site Investigation Report Amended Waste Management Plan, Amended Plan of Management | | |
| Report prepared by | Principal Planner | | |

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| Recommendation | That the application be approved subject to conditions of consent. |
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| Summary of matters for consideration under Section 4.15 Have all recommendations in relation to relevant s4.15 matters been summarised in the Executive Summary of the assessment report? | Yes |
| Legislative clauses requiring consent authority satisfaction Have relevant clauses in all applicable environmental planning instruments where the consent authority must be satisfied about a particular matter been listed, and relevant recommendations summarised, in the Executive Summary of the assessment report? | Yes |

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| Clause 4.6 Exceptions to development standards If a written request for a contravention to a development standard (clause 4.6 of the LEP) has been received, has it been attached to the assessment report? | Not Applicable |
| Special Infrastructure Contributions Does the DA require Special Infrastructure Contributions conditions (under s7.24)? | Not Applicable |
| Conditions Have draft conditions been provided to the applicant for comment? | No, standard conditions have been attached with no design changes |

Site Plan



Introduction

1. This report has been prepared following the deferral of the subject application (DA2022/0119) by the Local Planning Panel (the Panel) at its meeting on 10 November 2022. The Development Application the subject of the deferral proposes a fit out and change of use to a community facility on land known as 279 Rocky Point Road, Sans Souci.
2. At its meeting of 10 November 2022, the Georges River Local Planning Panel considered the subject application and resolved the following:

Deferral

Pursuant to Section 2.20 (8) of the Environmental Planning and Assessment Act 1979 (EPAA), Development Application No. DA2022/0119 for fit out and change of use to a community facility on Lot 2 in DP1200052, known as 279 Rocky Point Road, Sans Souci, is deferred for the applicant to provide the following information:

1. Preliminary Site Investigation in accordance with Clause 4.6 of State Environmental Planning Policy (Resilience and Hazards 2021) to address the removal of the diesel tanks as proposed.
2. To amend the Plan of Management to clarify the operation and management of the premises in terms of safety and security. This may involve additional lighting, CCTV and signage. Consideration should be given to documenting management practices relating to the screening for acceptance of clients for their services.
3. Clarification of the use of the commercial kitchen as an ancillary use of the community facility.
4. The current waste collection will conflict with the staff parking. This needs to be reconsidered so that vehicles are not required to be removed to deliver waste to the street.

The matter to be returned for consideration by this Panel as constituted on 10 November 2022 for electronic determination subject to the discretion of the Panel Chair.

3. On 1 February 2023 the applicant submitted the following information:
 - Preliminary Site Investigation Report
 - Updated Waste Management Plan
 - Updated Operational Plan of Management
4. An assessment of the submitted information has been undertaken by Council staff and is discussed within this report. All requested information has been provided and outstanding matters addressed to the satisfaction of Council. The application is recommended for approval subject to the conditions at the end of this report.

Assessment of additional information

5. The table below provides an assessment of the requirement of the Panel as per the minutes of the meeting and the information submitted by the applicant.

| LPP Meeting Minute | Applicant's Submission |
|--|--|
| 1. Preliminary Site Investigation in accordance with Clause 4.6 of State Environmental Planning Policy (Resilience and Hazards 2021) to address the removal of the diesel tanks as proposed. | <p>A Preliminary Site Investigation Report (PSI) and Remediation Action Plan were submitted.</p> <p>The PSI concluded as follows: Based on the findings of this PSI, with limited sampling conducted in accordance with the investigation scope, and with consideration of the Statement of Limitations (Section 11):</p> <ul style="list-style-type: none"> • The health-based exposure risk from soil and groundwater beneath the |

| LPP Meeting Minute | Applicant's Submission |
|--------------------|---|
| | <p>concrete slab which covers the majority of the site footprint, is low and acceptable,</p> <ul style="list-style-type: none"> • Hazard materials within the existing building present an exposure risk to the proposed development, during refurbishment, • An existing diesel UST presents an ongoing potential risk of contamination of soil and groundwater. <p>The site can be made suitable for proposed use, provided the recommendations detailed in Section 10 are implemented.</p> <p>The recommendations in Section 10 of the PSI are as follows:</p> <p>The following recommendations were made for the proposed development:</p> <ul style="list-style-type: none"> • Existing equipment and infrastructure associated with the current use as a telecommunications facility including the UST (Underground Storage Tank) should be decommissioned, removed of and disposed of appropriately. <ul style="list-style-type: none"> ➤ Correspondence provided by the client advises that decommissioning and removal of infrastructure will be undertaken by Telstra. ➤ A decommissioning plan and decommissioning/validation report should be provided for this work. ➤ Removal of the UST will require preparation of a remedial action plan (RAP) and preparation of a validation report that demonstrates appropriate disposal of the UST, and back fill/impacted soil, validation of the execution pit and importation of soil of appropriate quality (i.e. VENM) to reinstate the resulting void. • Completion of a hazardous materials survey (HMS) by a suitably qualified |

| LPP Meeting Minute | Applicant's Submission |
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| | <p><i>consultant, to identify the presence/location of any hazardous materials within the existing building fabric. This will guide subsequent refurbishment work and preparation of an updated hazardous materials management plan and register if hazardous materials remain at the completion of the refurbishment.</i></p> <ul style="list-style-type: none"> • <i>Any material being imported to the site should be validated as suitable for the intended use in accordance with EPA guidelines. In particular imported filling/landscaping material must be certified as meeting the VENM classification prior to importation.</i> <p>A Remedial Action Plan (RAP) accompanies the application detailing the methodology required to ensure the site is suitable for the use proposed.</p> |
| <p>Comment</p> <p>Council's Environmental Health Officer has reviewed the reports and is satisfied the proposal demonstrates that the site can be made suitable for the use proposed in accordance with the requirements of SEPP (Resilience and Hazards) 2021.</p> <p>Conditions of consent have been included at the end of this report in accordance with the recommendation of the PSI and RAP– refer to condition numbers: 22-24 (Prior to Issue of a Construction Certificate) 26-28 (Prior to Commencement) 35-38 (During Construction) 41 and 42 (Prior to issue of Occupation Certificate)</p> | |
| <p><i>2. To amend the Plan of Management to clarify the operation and management of the premises in terms of safety and security. This may involve additional lighting, CCTV and signage. Consideration should be given to documenting management practices relating to the screening for acceptance of clients for their services.</i></p> | <p>An amended Operational Plan of Management was submitted.</p> |
| <p>Comment</p> <p>The Plan of Management has been amended to include additional information in relation to the safety and security measures on site and as a part of the screening process of potential clients.</p> <p>The amended POM now includes the following sections with additional details about the proposed use:</p> | |

| LPP Meeting Minute | Applicant's Submission |
|--|--|
| <ul style="list-style-type: none"> 4.1 – Client Profile, Community Risks and Screening Process which details the steps the operator will take to ensure clients are suitable to the level of service provided by the provider. 4.2 Qualified Staff and Security which details the level of staff training and behaviour staff will discourage on premises. 4.3 Additional Measures to Mitigate Impacts which outlines measures to be implemented to enable management of the facility with respect to behaviour. <p>These additional details sufficiently address the operations of the proposal.</p> | |
| <p>3. Clarification of the use of the commercial kitchen as an ancillary use of the community facility.</p> | <p>The amended Operational Plan of Management states:</p> <p><i>The kitchen facilities are to be designed and operated as an ancillary kitchen to the existing community facility and is not to operate on a wider basis to the extent that it is a commercial kitchen facility.</i></p> |
| <p>Comment A condition of consent has been included as follows:</p> <p>39. Kitchen Facilities – The kitchen must not be used for commercial purposes.</p> | |
| <p>4. The current waste collection will conflict with the staff parking. <i>This needs to be reconsidered so that vehicles are not required to be removed to deliver waste to the street.</i></p> | <p>An amended Operational Waste Management Plan was submitted.</p> |
| <p>Comment The waste management plan has been updated as follows:</p> <ul style="list-style-type: none"> - 2 x 660L bins changed to 6 x 240L bins (3 x general waste and 3 x recycling) - The bins are to be stored adjacent to the staff entry to the building between the parking spaces and communication tower. - The reduction in bin sizes allows for them to be taken to the kerb for collection past any cars parking in the parking spaces. <p>The Waste Management Plan has been included in Condition 1 as an approved document.</p> | |

6. The applicant has provided the requested information and approval of the proposal is recommended for approval subject to the conditions at the end of this report.

Conclusion

7. The additional information submitted by the applicant in response to the reasons for deferral by the Georges River Local Planning Panel has been addressed in this report.
8. The assessment of the information concludes that the proposal can be supported and conditions of consent are provided at the end of this report.

Determination and Statement of Reasons

Statement of Reasons

9. The reasons for this recommendation are:

- The proposal is an appropriate response to the site and the SP2 Telecommunications Facilities zoning of the property.
- The facility will provide services to the local community to assist with a range of personal and family needs.
- Operation of the facility will not result in an adverse amenity impact on the neighbouring properties or community.

Determination

10. Pursuant to Section 4.16(1)(a) of the Environmental Planning and Assessment Act 1979, as amended, the Georges River Local Planning Panel approve DA2022/0119 for fit out and change of use to a community facility on Lot 2 in DP1200052 on land known as 279 Rocky Point Road, Sans Souci subject to the following conditions:

- 1. Approved Plans** - The development must be implemented in accordance with the approved plans and supporting documentation listed below which have been endorsed by Council's approved stamp, except where marked up on the plans and/or amended by conditions of this consent:

| Description | Reference No. | Date | Revision | Prepared by |
|---|-----------------|-----------------|----------|---------------------------|
| Site Plan | DA-01 | 25/7/22 | B | iBIM |
| Existing Floor Plan | DA-02 | 25/7/22 | B | iBIM |
| Demolition Plan | DA-03 | 25/7/22 | B | iBIM |
| Proposed Floor Plan | DA-04 | 30/10/22 | C | iBIM |
| Elevations | DA-06 | 30/10/22 | C | iBIM |
| Sections | DA-07 | 30/10/22 | C | iBIM |
| Operational Plan of Management | | 21 October 2022 | A | Avenue Town Planning |
| Ongoing Operational Waste Management Plan | | | | Exodus Community Services |
| Preliminary Site Investigation | E25881.E01_Rev1 | 5/4/2023 | | eiaustralia |
| Site Investigation | E25881.E99_Rev0 | 5/4/2023 | | eiaustralia |
| Remedial Action Plan | E25881.E99_Rev0 | 5/4/2023 | | eiaustralia |

Separate Approvals Required Under Other Legislation

- 2. Section 138 Roads Act 1993 and Section 68 Local Government Act 1993** - Unless otherwise specified by a condition of this consent, this Development Consent does not give any approval to undertake works on public infrastructure.

Separate approval is required under Section 138 of the Roads Act 1993 and/or Section 68 of the Local Government Act 1993 for any of the following activities carried out in, on or over a public road (including the footpath) listed below.

An application is required to be lodged and approved prior to the commencement of any of the following works or activities;

- (a) Placing or storing materials or equipment;
- (b) Placing or storing waste containers or skip bins;
- (c) Erecting a structure or carrying out work
- (d) Swinging or hoisting goods over any part of a public road by means of a lift, crane or the like;
- (e) Pumping concrete from a public road;
- (f) Pumping water from the site into the public road;
- (g) Constructing a vehicular crossing or footpath;
- (h) Establishing a “works zone”;
- (i) Digging up or disturbing the surface of a public road (eg Opening the road for the purpose of connections to utility providers);
- (j) Stormwater and ancillary works in the road reserve;
- (k) Stormwater and ancillary to public infrastructure on private land; and
- (l) If any excavation is to be supported by the use of below ground (cable) anchors that are constructed under Council’s roadways/footways.

These separate activity approvals must be obtained and evidence of the approval provided to the Certifying Authority prior to the issue of the Construction Certificate.

The relevant Application Forms for these activities can be downloaded from Council’s website www.georgesriver.nsw.gov.au. For further information, please contact Council’s Customer Service Centre on (02) 9330 6400.

3. **Road Opening Permit** - A Road Opening Permit must be obtained from Council, in the case of local or regional roads, or from the RMS, in the case of State roads, for every opening of a public road reserve to access services including sewer, stormwater drains, water mains, gas mains, and telecommunications before the commencement of work in the road.

Requirements of Concurrence, Integrated and Other Government Authorises Sydney Water

4. **Trade Waste Agreements** - A Trade Waste Agreement with Sydney Water may be required. Details of any work required to comply with the agreement must be detailed on the plans lodged with the Construction Certificate. If no trade waste agreement or grease trap is required, a letter from Sydney Water to this effect must be submitted with the application for the Construction Certificate.

Transport for NSW

5. The redundant driveway on Rocky Point Road shall be removed and kerb and gutter reinstated to match existing.
6. The design and construction of the kerb and guttering on Rocky Point Road shall be in accordance with TfNSW requirements. Details of these requirements should be obtained by email to developerworks.sydney@transport.nsw.gov.au.

Detailed design plans of the proposed kerb and guttering are to be submitted to TfNSW for approval prior to the issue of a Construction Certificate and commencement of any road works. Please send all documentation to development.sydney@transport.nsw.gov.au.

A plan checking fee and lodgement of a performance bond is required from the applicant prior to the release of the approved road design plans by TfNSW.

7. A Road Occupancy Licence (ROL) should be obtained from Transport Management Centre for any works that may impact on traffic flows on Rocky Point Road during construction activities. A ROL can be obtained through <https://myrta.com/oplinc2/pages/security/oplincLogin.jsf>.

In addition, TfNSW also provides the following advisory comments for Council's consideration in the determination of the application:

Prior to the Issue of a Construction Certificate

8. **Fire Safety Measures** - Prior to the issue of a construction certificate a list of the essential fire safety measures that are to be provided in relation to the land and any building on the land as a consequence of the building work must accompany an application for a construction certificate, which is required to be submitted to either Council or a PCA. Such list must also specify the minimum standard of performance for each essential fire safety measure included in the list. The Council or PCA will then issue a Fire Safety Schedule for the building.
9. **Structural details** - Engineer's details prepared by a practising Structural Engineer being used to construct all reinforced concrete work, structural beams, columns & other structural members. The details are to be submitted to the Principal Certifying Authority for approval prior to construction of the specified works. A copy shall be forwarded to Council where Council is not the PCA.
10. **Engineer's Certificate** - A certificate from a professional Engineer specialising in structural engineering certifying the structural adequacy of the existing structure, to support all proposed additional superimposed loads shall be submitted to the Certifying Authority prior to the issue of the Construction Certificate.
11. **Access for persons with disabilities** - Access for persons with disabilities must be provided direct to the site, including to all common areas, foyers, retail areas, carpark and required sanitary facilities in accordance with the Premises Standards, the Building Code of Australia and AS 1428.1. Details must be submitted with the Construction Certificate Application.
12. **Slip Resistance** - All pedestrian surfaces in areas such as foyers, public corridors, common areas, stairs and ramps as well as floor surfaces in all wet rooms including in any residential units must have slip resistance classifications, as determined using test methods in either wet or dry conditions, appropriate to their gradient and exposure to wetting. The classifications of the new pedestrian surface materials, in wet or dry conditions, must comply with AS/NZS4586:2004 - Slip Resistance Classifications of New Pedestrian Materials and must be detailed on the plans lodged with the application for the Construction Certificate.

- 13. Fees to be paid** - The fees listed in the table below must be paid in accordance with the conditions of this consent and Council's adopted Fees and Charges applicable at the time of payment (available at www.georgesriver.nsw.gov.au).

Payments must be made prior to the issue of the Construction Certificate or prior to the commencement of work (if there is no associated Construction Certificate).

Council will only accept Bank Cheque or Electronic Funds Transfer (EFT) for transaction values of \$500,000 or over. Council must be contacted prior to payment to determine correct total amount to be paid and bank account details (if applicable).

A summary of the fees to be paid are listed below:

| Fee Type | Fee |
|---|------------|
| GENERAL FEES | |
| Builders Damage Deposit | \$1,900.00 |
| Inspection Fee for Refund of Damage Deposit | \$ 160.00 |

General Fees

The fees and charges above are subject to change and are as set out in the version of Council's Schedule of Fees and Charges or as required by other Government Authorities, applicable at the time of payment.

- 14. Damage Deposit - Minor Works** - In order to insure against damage to Council property the following is required:

- (a) Pay Council, before the issue of the Construction Certificate, a damage deposit for the cost of making good any damage caused to any Council property as a result of the development: **\$1,900.00**
- (b) Pay Council, before the issue of the Construction Certificate, a non-refundable inspection fee to enable assessment of any damage and repairs where required: **\$175.00**
- (c) Submit to Council, before the commencement of work, a photographic record of the condition of the Council nature strip, footpath and driveway crossing, or any area likely to be affected by the proposal.

At the completion of work Council will inspect the public works, and the damage deposit will be refunded in full upon completion of work where no damage occurs. Otherwise the amount will be either forfeited or partly refunded according to the amount of damage.

- 15. Site Management Plan** - A Site Management Plan must be submitted with the application for a Construction Certificate, and include the following:

- (a) location of protective site fencing;
- (b) location of site storage areas/sheds/equipment;
- (c) location of building materials for construction, e.g. stockpiles
- (d) provisions for public safety;
- (e) dust control measures;
- (f) method used to provide site access location and materials used;

- (g) details of methods of disposal of demolition materials;
- (h) method used to provide protective measures for tree preservation;
- (i) provisions for temporary sanitary facilities;
- (j) location and size of waste containers/skip bins;
- (k) details of proposed sediment and erosion control measures;
- (l) method used to provide construction noise and vibration management;
- (m) construction and demolition traffic management details.

The site management measures are to be implemented prior to the commencement of any works including demolition and excavation. The site management measures are to be maintained throughout the works, to maintain reasonable levels of public health, safety and amenity. A copy of the Site Management Plan must be kept on site and is to be made available upon request.

16. Erosion & Sedimentation Control - Erosion and sediment controls must be provided to ensure:

- (a) Compliance with the approved Erosion & Sediment Control Plan
- (b) Removal or disturbance of vegetation and topsoil is confined to within 3m of the approved building area (no trees to be removed without approval)
- (c) All clean water runoff is diverted around cleared or exposed areas
- (d) Silt fences, stabilised entry/exit points or other devices are installed to prevent sediment from entering drainage systems or waterways
- (e) All erosion and sediment controls are fully maintained for the duration of demolition, excavation and/or development works
- (f) Controls are put into place to prevent tracking of sediment by vehicles onto adjoining roadway
- (g) All disturbed areas are rendered erosion-resistant by turfing, mulching, paving or similar
- (h) Compliance with [Managing Urban Stormwater – Soils and Construction \(Blue Book\) produced by Landcom 2004](#).

These measures are to be implemented prior to the commencement of work (including demolition and excavation) and must remain until works are completed and all exposed surfaces are landscaped/sealed.

17. Food Premises - The following information shall be provided and shown on the Construction Certificate Plans:

(a) Plans and Specifications

Details of the construction and fit out of food premises must be submitted to Council's Environmental Health Officer. The plans and specifications must demonstrate compliance with the:

- i. [Food Act 2003](#) (as amended)
- ii. [Food Regulation 2015](#) (as amended)
- iii. Food Standards Code as published by Food Standards Australia
- iv. New Zealand and Australian Standard AS4674:2004 Design, Construction and fit out of food premises (as amended)
- v. Sydney Water – trade Waste Section.

The Environmental Health Officer must advise in writing that the plans and specification are considered satisfactory prior to the issue of any Construction.

18. **Construction vehicle and pedestrian plan of management-** Prior to the issuing of a Construction Certificate, a Construction Vehicle and Pedestrian Plan of Management (CVPPM) shall be submitted to Council for the approval of Council's Senior Traffic and Parking Assessment Officer. The CVPPM shall detail, but not be limited to, details of the following:

- (a) The routes to be taken by trucks in the Georges River Council area when travelling to and from the site.
- (b) The maximum truck size proposed during the various stages of development.
- (c) The approved hours of construction.
- (d) The location and length of any proposed Works Zones.

NOTE: The installation of Works Zones and any associated changes to existing parking control signs and Council infrastructure to implement the zones requires the prior approval of the Georges River Council Traffic Committee.

- (e) Any changes to on street parking at and near the site during the various stages of development including during and outside the approved hours of construction.
- (f) Any changes proposed to the movements of pedestrians and/or cyclists past the site both during and outside the approved hours of construction.

A copy of the approved CVPPM must be kept at the site and made available to the Principal Certifying Authority or Council on request.

19. **Worksite traffic and pedestrian control** - Traffic and pedestrian control shall be in accordance with TfNSW *'Traffic Control at Works Sites- Technical Manual'* version 6.1.
20. **Paving - Car Spaces 1 and 2** - Car spaces 1 and 2 and associated driveway within the site shall have a paved width catering for the suitable access, parking and door opening of the B99 Australian Standard Design vehicle.

Prior to issue of the Construction Certificate, documentation prepared by a suitably qualified and experienced Traffic Engineering professional shall be submitted to the Principal Certifying Authority for approval confirming the width of paving required. Any new paving necessary to meet the required width and withstand imposed wheel loadings shall be carried out prior to the issue of the Occupation Certificate.

21. **Driveway grated drain-Alice Street boundary** - A 200mm wide grated drain shall be installed on the driveway within the site at the Alice Street boundary to catch runoff waters and convey it via a sealed pipeline to Council's gutter.

Details of the grated drain and pipeline shall be submitted to the Principal Certifying Authority for approval prior to the issue of the Construction Certificate and installed prior to the issue of the Occupation Certificate.

NOTE: The connection of the pipeline to the kerb shall comply with Council's design standard for roll kerbing.

22. **Contaminated Land – Site Validation Report** – A Site Validation Report, prepared by a Contaminated Land Consultant (certified under the consultant certification schemes recognised by the NSW EPA), in accordance with the State Environmental Planning Policy (Resilience and Hazards) 2021 (as amended), must be submitted to the satisfaction of the Certifying Authority.

The Site Validation Report must include:

- (a) A notice of completion of remediation works,
- (b) Details of site management requirements (if any), and
- (c) A clear statement on the suitability of the proposed site use.

The Site Validation Report must be incorporated into the Construction Certificate documentation.

- 23. Contaminated Land - Environmental Monitoring Program** – An Environmental Management Plan, prepared by a Contaminated Land Consultant (certified under the consultant certification schemes recognised by the NSW EPA), must be submitted to the satisfaction of the Certifying Authority.

The Environmental Management Plan must be incorporated into the Construction Certificate documentation.

- 24. Contaminated Land – Site Audit Statement** – To ensure that the Detailed Site Investigation (DSI) has been completed appropriately and any Remedial Action Plan (RAP) proposed for the site will result in the land being made suitable for the proposed use, a Site Audit Statement (SAS) completed by an accredited site auditor under the *Contaminated Land Management Act 1997* (NSW) must be submitted to the satisfaction of the Certifying Authority.

The SAS must demonstrate that the Detailed Site Investigation (DSI) and Remedial Action Plan (RAP), required to be prepared, has been completed in accordance with the NSW guidelines and that the land can be made suitable for the proposed use by the implementation of any specified Remedial Action Plan (RAP). This must be provided to Council and the accredited certifier prior to the issue of any construction certificate.

The SAS must be incorporated into the Construction Certificate documentation.

Prior to Commencement of Works

- 25. Utility Arrangements** - Arrangements are to be made with utility authorities in respect to the services supplied by those authorities to the development. The cost associated with the provision or adjustment of services within the road and footway areas is to be at the applicants expense.
- 26. Contaminated Land - Prior to Undertaking Remediation Works** – Written notice must be submitted to Council's Environmental Health Officer 30 days prior to the commencement of remediation works, in accordance with the State Environmental Planning Policy (Resilience and Hazards) 2021.
- 27. Contaminated Land – Prior to Commencement of any Work** – Prior to the commencement of any work (including demolition and excavation), the applicant must engage an appropriately qualified Land Contamination Consultant (certified under the consultant certification schemes recognised by the NSW EPA), to supervise and manage on-site works and remediation in accordance with the:
- (a) NSW Office of Environment and Heritage (OEH) 'Contaminated Sites – Guidelines for Consultants Reporting on Contaminated Sites',

- (b) NSW Environment Protection Authority (NSW EPA) guidelines under the Contaminated Land Management Act 1997,
- (c) State Environmental Planning Policy (Resilience and Hazards) 2021, and
- (d) The Remedial Action Plan as referenced in this consent.

Evidence of the engagement must be submitted to the Certifying Authority. If Council is not the Certifying Authority, a copy is to be provided to Council.

- 28. Contaminated Land – Dewatering of Site – Water Access Licence** – Prior to the dewatering of groundwater on the site, an appropriate Water Access Licence, from the Water NSW is to be obtained with evidence of this to be provided to the Certifying Authority.

Dewatering carried out on site must comply with the:

- (a) *Protection of the Environment Operations Act 1997* (NSW) (as amended) and
- (b) *Protection of the Environment Operations (Clean Air) Regulation 2010* (NSW) (as amended).

During Construction

- 29. Cost of work to be borne by the applicant** - The applicant shall bear the cost of all works associated with the construction of the development that occurs on Council property. Care must be taken to protect Council's roads, including the made footway, kerbs, etc., and, where plant and vehicles enter the site, the footway shall be protected against damage by deep-sectioned timber members laid crosswise, held together by hoop iron straps and chamfered at their ends. This construction shall be maintained in a state of good repair and condition throughout the course of construction.
- 30. Obstruction of Road or Footpath** - The use of the road or footpath for the storage of any building materials, waste materials, temporary toilets, waste or skip bins, or any other matter is not permitted unless separately approved by Council under Section 138 of the Roads Act 1993 and/or under Section 68 of the Local Government Act 1993. Penalty infringement Notices may be issued for any offences and severe penalties apply.
- 31. Hours of construction for demolition and building work** - Any work activity or activity associated with the development consent that requires the use of any tools (including hand tools) or any power operated plant and machinery that creates noise on or adjacent to the site shall not be performed, or permitted to be performed, except between the hours of 7.00 am to 5.00 pm, Monday to Saturday inclusive. No work or ancillary activity is permitted on Sundays, or Public Holidays.

Note: A penalty infringement notice may be issued for any offence.

- 32. Road Opening Permit** - A Road Opening Permit must be obtained from Council for every opening of a public road reserve to access services including sewer, water mains, gas mains, connecting of stormwater to the kerb and telecommunication. This is for any work that involves excavation through or within a public road, kerb and gutter, and or the public footway between the road and the property boundary. The permit is to be lodged prior to the commencement of works. Additional approval is required from Roads and Maritime Services for works on a State Road.

- 33. Damage within Road Reserve and Council Assets** - The owner shall bear the cost of restoring any footpath, roadway and any other Council assets damaged due to works at, near or associated with the site. This may include works by Public Utility Authorities in the course of providing services to the site.
- 34. Site Maintenance** - The premises shall be maintained in a manner that will not adversely impact upon public health and safety until such time as an occupation certificate is issued. The premises shall be maintained during construction in accordance with the following:
- a) There must be no burning of any material.
 - b) All putrescible waste must be removed daily.
 - c) All grass and vegetation must be maintained so the grass and vegetation (excluding trees) does not exceed a height of 100 mm above ground level.
 - d) Any accumulated or ponded water must be removed within 5 days (weather permits). The removal of any water must comply with the Protection of the Environment Operations Act 1997 (NSW) so as to not cause a pollution incident.
 - e) Fencing must be provided and installed within the boundary of the premises. Fencing must be maintained so to eliminate access to the public.
 - f) All Activity associated with the development including storage or depositing of any goods or maintenance of any machinery and equipment must be conducted within the premises.
- 35. Contaminated Land – Unexpected Contaminants Found During Demolition or Construction** – Any new information that is identified during demolition, excavation or construction which has the potential to alter previous conclusions about site contamination and remediation, must be notified to the Certifying Authority (and Council if Council is not the Certifying Authority) immediately.

All works must cease and a qualified Land Contamination Consultant (certified under the consultant certification schemes recognised by the NSW EPA), must be engaged to assess and provide a Remedial Action Plan on the management of the contamination in accordance with any relevant NSW EPA adopted guidelines.

Works on site must not recommence until such time as the contaminants are managed in accordance with:

- (a) the Remedial Action Plan, and
 - (b) a Validation Report and or Environmental Management Plan is obtained, and
 - (c) both Remedial Action Plan and Validation Report are provided to the Certifying Authority. If the Council is not the Council, then a copy of the Remedial Action Plan and the Validation Report is to be provided to Council.
- 36. Contaminated Land - Remediation Works** – All remediation work must be carried out in accordance with: -
- (a) State Environmental Planning Policy (Resilience and Hazards) 2021.
 - (b) Guidelines made or approved by the NSW EPA including the:
 - i. National Environment Protection (Assessment of Site Contamination) Measure 1999 (April 2013) (ASC NEPM) (as amended),
 - ii. Guidelines for consultants reporting on Contaminated Sites, and

iii. Contaminated Land Management - Guidelines for the NSW Site Auditor Scheme.

(c) The approved Remediation Action Plan referenced in this consent.

- 37. Dewatering – Water Quality Requirements** – Prior to the discharge of any water from the site into Council's stormwater drainage system (through the process of dewatering), a report is to be provided to the satisfaction of the Council's Environmental Health Officer who must provide written approval to the Certifying Authority prior to works commencing.

The report shall include:

- (a) Testing results from a NATA accredited laboratory that the water discharged meets all relevant default guideline values (DGVs) under the Australian & New Zealand Guidelines (ANZG) for Fresh & Marine Water Quality.
- (b) Certification from a suitably qualified person indicating the water meets the above guidelines and is acceptable to be released into Council's stormwater system.
- (c) Where the water does not meet the above guidelines, details of treatment measures to ensure that the water is suitable for discharge to the Council's stormwater must be provided in the report and must be implemented during dewatering procedures.

- 38. Site Maintenance** – The premises shall be maintained in a manner that will not adversely impact upon public health and safety until such time as an occupation certificate is issued. The premises shall be maintained during construction in accordance with the following:

- (a) There must be no burning of any material.
- (b) All putrescible waste must be removed daily.
- (c) All grass and vegetation must be maintained so the grass and vegetation (excluding trees) does not exceed a height of 100 mm above ground level.
- (d) Any accumulated or ponded water must be removed within 5 days (weather permits). The removal of any water must comply with the *Protection of the Environment Operations Act 1997* (NSW) so as to not cause a pollution incident.
- (e) Fencing must be provided and installed within the boundary of the premises. Fencing must be maintained so to eliminate access to the public.
- (f) All Activity associated with the development including storage or depositing of any goods or maintenance of any machinery and equipment must be conducted within the premises.

Prior to the Issue of the Occupation Certificate

- 39. Fire Safety Certificate before Occupation or Use** - In accordance with the Environmental Planning and Assessment Regulations, on completion of building works and prior to the issue of an Occupation Certificate, the owner must cause the issue of a Final Fire Safety Certificate in accordance with the aforesaid Regulations. The Fire Safety Certificate must be in the form or to the effect of outlined in the Regulations. In addition, in relation to each essential fire or other safety measure implemented in the building or on the land on which the building is situated, such a Certificate is to state:

- (a) That the measure has been assessed by a person (chosen by the owner of the building) who is properly qualified to do so.

- (b) That as at the date of the assessment the measure was found to be capable of functioning at a standard not less than that required by the attached Schedule.

A copy of the certificate is to be given by the applicant to the Commissioner of Fire & Rescue NSW and a further copy is to be displayed in a frame and fixed to a wall inside the building's main entrance.

- 40. Marking of parking spaces and certification** - Prior to the issue of an Occupation Certificate, all parking spaces shall be clearly designated and linemarked to comply with *AS1742, Manual of uniform Traffic Control Devices*.

Documentation from a suitably qualified and experienced Traffic Engineering consultant shall be submitted to the Principal Certifying Authority certifying the carparking spaces have been marked in accordance with the approved plans and the above Australian Standard.

- 41. Contaminated Land – Site Validation Report** – A Site Validation Report, prepared by a Contaminated Land Consultant (certified under the consultant certification schemes recognised by the NSW EPA), in accordance with the State Environmental Planning Policy (Resilience and Hazards) 2021, must be submitted to the satisfaction of the Certifying Authority prior to issuing the Construction Certificate.

The Site Validation Report must include:

- (a) A notice of completion of remediation works,
- (b) Details of site management requirements (if any), and
- (c) A clear statement on the suitability of the proposed site use.

The Site Validation Report must be incorporated into the Occupation Certificate documentation and provided to Council.

- 42. Contaminated Land – Site Validation Report (for contaminants found during demolition or construction) –**

Where any contaminants are found during demolition or construction that requires the management of contamination, a Site Validation Report prepared by a Contaminated Land Consultant (certified under the consultant certification schemes recognised by the NSW EPA) in accordance with the State Environmental Planning Policy (Resilience and Hazards) 2021, must be submitted to the satisfaction of the Certifying Authority.

The Site Validation Report must be incorporated into the Occupation Certificate documentation and provided to Council.

Operational Conditions (Ongoing)

- 43. Noise Control** - The use of the premises must not give rise to the transmission of offensive noise to any place of different occupancy. Offensive noise is defined in the [Protection of the Environment Operations Act 1997](#) (as amended).
- 44. Outdoor Lighting** - To avoid annoyance to the occupants of adjoining premises or glare to motorists on nearby roads, outdoor lighting must comply with *AS 4282-2019: Control of the obtrusive effects of outdoor lighting*.

- 45. Lighting – General Nuisance** - Any lighting on the site shall be designed so as not to cause a nuisance to other residences in the area or to motorists on nearby roads and to ensure no adverse impact on the amenity of the surrounding area by light overspill or glare.

Flashing, moving or intermittent lights or signs are prohibited.

- 46. Amenity of the neighbourhood** - The implementation of this development shall not adversely affect the amenity of the neighbourhood or interfere unreasonably with the comfort or repose of a person who is outside the premises by reason of the emission or discharge of noise, fumes, vapour, odour, steam, soot, dust, waste water, waste products, grit, oil or other harmful products.
- 47. Activities and storage of goods outside building** - There shall be no activities including storing or depositing of any goods or maintenance to any machinery external to the building with the exception of waste receptacles.
- 48. Hours of operation** - The approved hours of operation shall be restricted to Monday to Friday 9.00am to 9.30pm.
- 49. Plan of Management** – The approved operational Plan of Management as referenced in this consent shall be kept on-site and made available upon request from the Public.

The facility must operate at all times in accordance with the requirements of the approved Plan of Management.

- 50. Site Capacity** – To manage amenity and parking impacts, a maximum of 5 staff and 14 patrons are permitted on the premises at a time.
- 51. Kitchen Facilities** – The kitchen must not be used for commercial purposes.
- 52. Delivery of goods** - Loading and unloading of vehicles and delivery of goods to the building are to be carried out fully within the confines of the site.
- 53. Offensive Noise** - The use of the premises must not give rise to the transmission of offensive noise to any place of different occupancy. Offensive noise is defined in [the Protection of the Environment Operations Act 1997](#) (as amended).
- 54. Annual Fire Safety Statement** - The owner of the building premises must ensure the Council is given an annual fire safety statement in relation to each essential fire safety measure implemented in the building. The annual fire safety statement must be given:
- (a) Within 12 months after the date on which the fire safety certificate was received.
 - (b) Subsequent annual fire safety statements are to be given within 12 months after the last such statement was given.
 - (c) An annual fire safety statement is to be given in or to the effect of Clause 181 of the [Environmental Planning and Assessment Regulation 2000](#).
 - (d) A copy of the statement is to be given to the Commissioner of Fire & Rescue NSW, and a further copy is to be prominently displayed in the building.

Prescribed Conditions

55. **Clause 98 – Building Code of Australia & Home Building Act 1989** - Requires all building work to be carried out in accordance with the Building Code of Australia. In the case of residential building work to which the Home Building Act 1989 relates, there is a requirement for a contract of insurance to be in force before any work commences.
56. **Clause 98A – Erection of Signs** - Requires the erection of signs on site and outlines the details which are to be included on the sign. The sign must be displayed in a prominent position on site and include the name and contact details of the Principal Certifying Authority and the Principal Contractor.
57. **Clause 98E – Protection & support of adjoining premises** - If the development involves excavation that extends below the level of the base of the footings of a building on adjoining land, this prescribed condition requires the person who benefits from the development consent to protect and support the adjoining premises and where necessary underpin the adjoining premises to prevent any damage.

Operational Requirements

58. **Requirement for a Construction Certificate** - The erection of a building must not commence until a Construction Certificate has been issued by the consent authority, the Council (if the Council is not the consent authority) or an accredited certifier.

An application form for a **Construction Certificate** is attached for your convenience.

59. **Appointment of a Principal Certifying Authority** - The erection of a building must not commence until the beneficiary of the development consent has:

- (a) appointed a Principal Certifying Authority (PCA) for the building work; and
- (b) if relevant, advised the PCA that the work will be undertaken as an Owner-Builder.

If the work is not going to be undertaken by an Owner-Builder, then the beneficiary of the consent must:

- (a) appoint a Principal Contractor to undertake the building work. If residential building work (within the meaning of the Home Building Act 1989) is to be undertaken, the Principal Contractor must be a holder of a contractor licence; and
- (b) notify the PCA of the details of any such appointment; and
- (c) notify the Principal Contractor of any critical stage inspections or other inspections that are required to be carried out in respect of the building work.

An **Information Pack** is attached for your convenience should you wish to appoint Georges River Council as the Principal Certifying Authority for your development.

60. **Notification of Critical Stage Inspections** - No later than two (2) days before the building work commences, the PCA must notify:

- (a) the consent authority and the Council (if not the consent authority) of his or her appointment; and
- (b) the beneficiary of the development consent of the critical stage inspections and other inspections that are to be carried out with respect to the building work.

- 61. Notice of Commencement** - The beneficiary of the development consent must give at **least** two (2) days notice to the Council and the PCA of their intention to commence the erection of a building.

A **Notice of Commencement Form** is attached for your convenience.

- 62. Critical Stage Inspections** - The last critical stage inspection must be undertaken by the Principal Certifying Authority. The critical stage inspections required to be carried out vary according to Building Class under the Building Code of Australia and are listed in Clause 162A of the Environmental Planning and Assessment Regulation 2000.

- 63. Notice to be given prior to critical stage inspections** - The principal contractor for a building site, or the owner-builder, must notify the principal certifying authority at least 48 hours before each required inspection needs to be carried out.

Where Georges River Council has been appointed PCA, forty eight (48) hours notice in writing, or alternatively twenty four (24) hours notice by facsimile or telephone, must be given to when specified work requiring inspection has been completed.

- 64. Occupation Certificate** - A person must not commence occupation or use of the whole or any part of a new building unless an Occupation Certificate has been issued in relation to the building or part.

Only the Principal Certifying Authority appointed for the building work can issue the Occupation Certificate.

An **Occupation Certificate** Application Form is attached for your convenience.

- 65. Appointed as the CA** - Should the Council be appointed as the Certifying Authority, the Construction Certificate Application must be accompanied by the following details, with plans prepared and certified by an appropriately qualified person demonstrating compliance with the BCA:

- Changes including the location of new walls must be endorsed by the original Fire Engineer, responsible for the buildings alternate solutions.
- Egress provisions including the operation and swing of final exit doors shall be in accordance with Part D2.20.
- The allocation and the number of sanitary facilities for staff and for students must be in accordance with Part F2.
- Paths of travel to an exit must be in accordance with D1.6
- The number of persons accommodating must not exceed D1.13
- Changes to the floor plan layouts shall not hinder the operations of the buildings essential fire safety measures.

In this regard, detailed construction plans and specifications that demonstrate compliance with the above requirements of the BCA must be submitted to the Certifying Authority with the Construction Certificate Application.

In the event that full compliance with the BCA cannot be achieved and the services of a fire engineer are obtained to determine an alternative method of compliance with the BCA, such report must be submitted to and endorsed by the Certifying Authority prior to issue of the Construction Certificate.

END CONDITIONS

NOTES/ADVICES

1. **Review of Determination** - Section 8.2 of the Environmental Planning and Assessment Act confers on an applicant who is dissatisfied with the determination of the application the right to lodge an application with Council for a review of such determination. Any such review must however be completed within 6 months from its determination. Should a review be contemplated sufficient time should be allowed for Council to undertake public notification and other processes involved in the review of the determination.

Note: Review provisions do not apply to Complying Development, Designated Development, State Significant Development, Integrated Development or any application determined by the Sydney South Planning Panel or the Land & Environment Court.

2. **Appeal Rights** - Part 8 (Reviews and appeals) of the Environmental Planning and Assessment Act 1979 confers on an applicant who is dissatisfied with the determination of the application a right of appeal to the Land and Environment Court of New South Wales.
3. **Lapsing of Consent** - This consent will lapse unless the development is physically commenced within 5 years from the Date of Operation of this consent, in accordance with Section 4.53 of the Environmental Planning and Assessment Act 1979 as amended

Notification of Food Business under Section 100 of the [Food Act 2003](#) requires the proprietor of a food business to give written notice, in the approved form, before conducting a food business. Penalties apply for failure to comply.

4. **Noise** - Council will generally enforce noise related conditions in accordance with the *Noise Guide for Local Government* (<http://www.environment.nsw.gov.au/noise/nglg.htm>) and the *Industrial Noise Guidelines* (<http://www.environment.nsw.gov.au/noise/industrial.htm>) publish by the Department of Environment and Conservation. Other state government authorities also regulate the [Protection of the Environment Operations Act 1997](#).

Useful links relating to Noise:

- (a) Community Justice Centres—free mediation service provided by the NSW Government (www.cjc.nsw.gov.au).
- (b) Department of Environment and Conservation NSW, Noise Policy Section web page (www.environment.nsw.gov.au/noise).
- (c) New South Wales Government Legislation home page for access to all NSW legislation, including the Protection of the Environment Operations Act 1997 and the Protection of the Environment Noise Control Regulation 2000 (www.legislation.nsw.gov.au).

- (d) Australian Acoustical Society—professional society of noise-related professionals ([www.acoustics.asn.au /index.php](http://www.acoustics.asn.au/index.php)).
- (e) Association of Australian Acoustical Consultants—professional society of noise related professionals (www.aaac.org.au).
- (f) Department of Gaming and Racing - (www.dgr.nsw.gov.au).

5. Food Premises - Information on Australian Standards can be obtained from www.standards.com.au

Guidelines and Food Safety Standards may be obtained by contacting the Food Standards Australia New Zealand Authority at foodstandards.gov.au or the NSW Food Authority on 1300 552 406, email: contact@foodauthority.nsw.gov.au or by visiting the website www.foodauthority.nsw.gov.au

6. Council Appointed as the PCA - Should the Council be appointed as the Principal Certifier in determining the Construction Certificate, the building must comply with all the applicable deemed to satisfy provision of the BCA. However, if a performance solution is proposed it must comply with the performance requirements of the BCA, in which case, the performance solution, prepared by an appropriately qualified fire consultant, accredited and having specialist qualifications in fire engineering, must justify the non-compliances with a detailed report, suitable evidence and expert judgement.

In this regard, detailed construction plans and specifications that demonstrate compliance with the above requirements of the BCA, including in relation to the provision of egress and the protection of openings etc. must be submitted with the Construction Certificate Application.

7. Energy Efficiency Provisions - Should Council be appointed as the Principal Certifying Authority, a report prepared and endorsed by an Energy Efficiency Engineer or other suitably qualified person must be submitted, detailing the measures that must be implemented in the building to comply with Section J. The proposed measures and feature of the building that facilitate the efficient use of energy must be identified and detailed on the architectural plans. At completion of the building and before the issue of an Occupation Certificate, a certificate certifying that the building has been erected to comply with the energy efficiency provisions must be submitted to the Principal Certifying Authority.

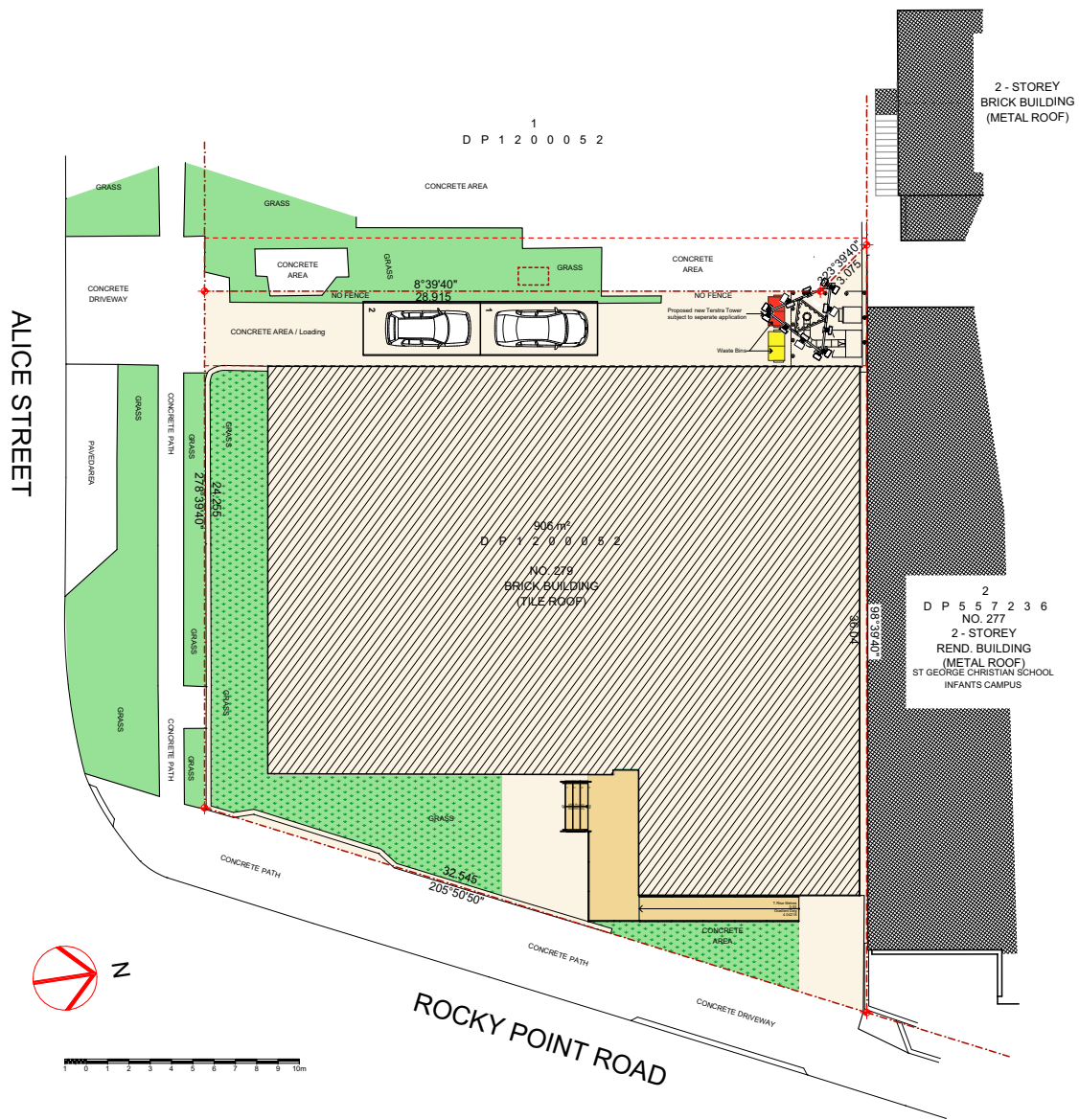
ATTACHMENTS

Attachment plans for stamping 279 Rocky Point Rd DA2022-0119



Attachment Operational Plan of Management_ 279 Rocky Point Road, Sans Souci Rev B 31.01.2023





Site Plan
Scale 1:200

Note: All dimensions to be confirmed on site.

iBIM
integrated building information modelling
Registered Architect:
Sam Bassilious
NSW Registration No. 7543
E: sam@copt.org.au
M: +61 407 236 045

Exodus - Ramsgate
279 Rocky Point Road Ramsgate NSW 2217

B DA Submission - Updated 25 Jul 22
A DA Submission Issue 15 Feb 22

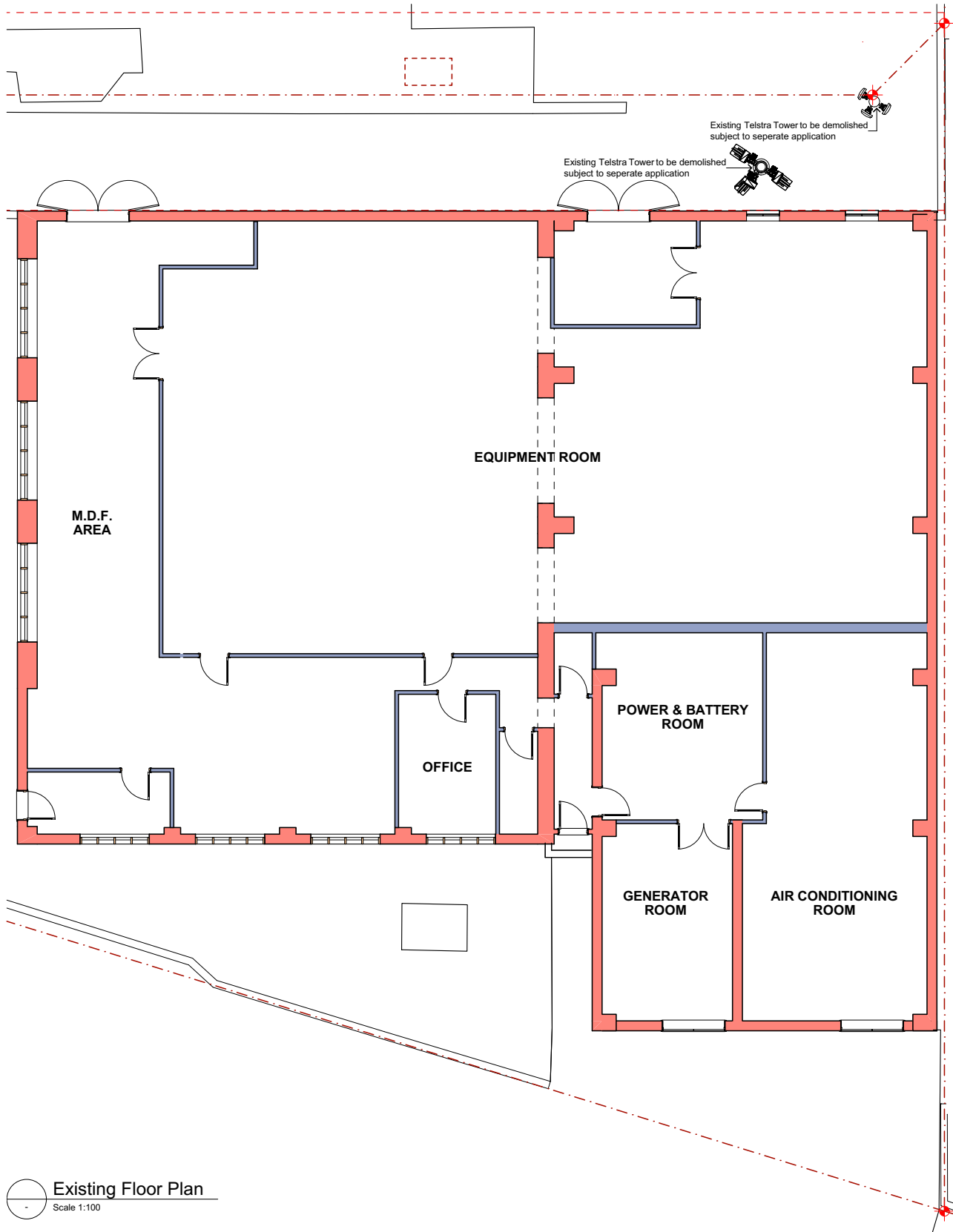
Rev Comments Date

Site Plan

Drawing Title

Status:
DA Submission

Scale: As shown
Drawn: Sam **DA-01 B**
Drawing No Revision



 Existing Floor Plan
 Scale 1:100

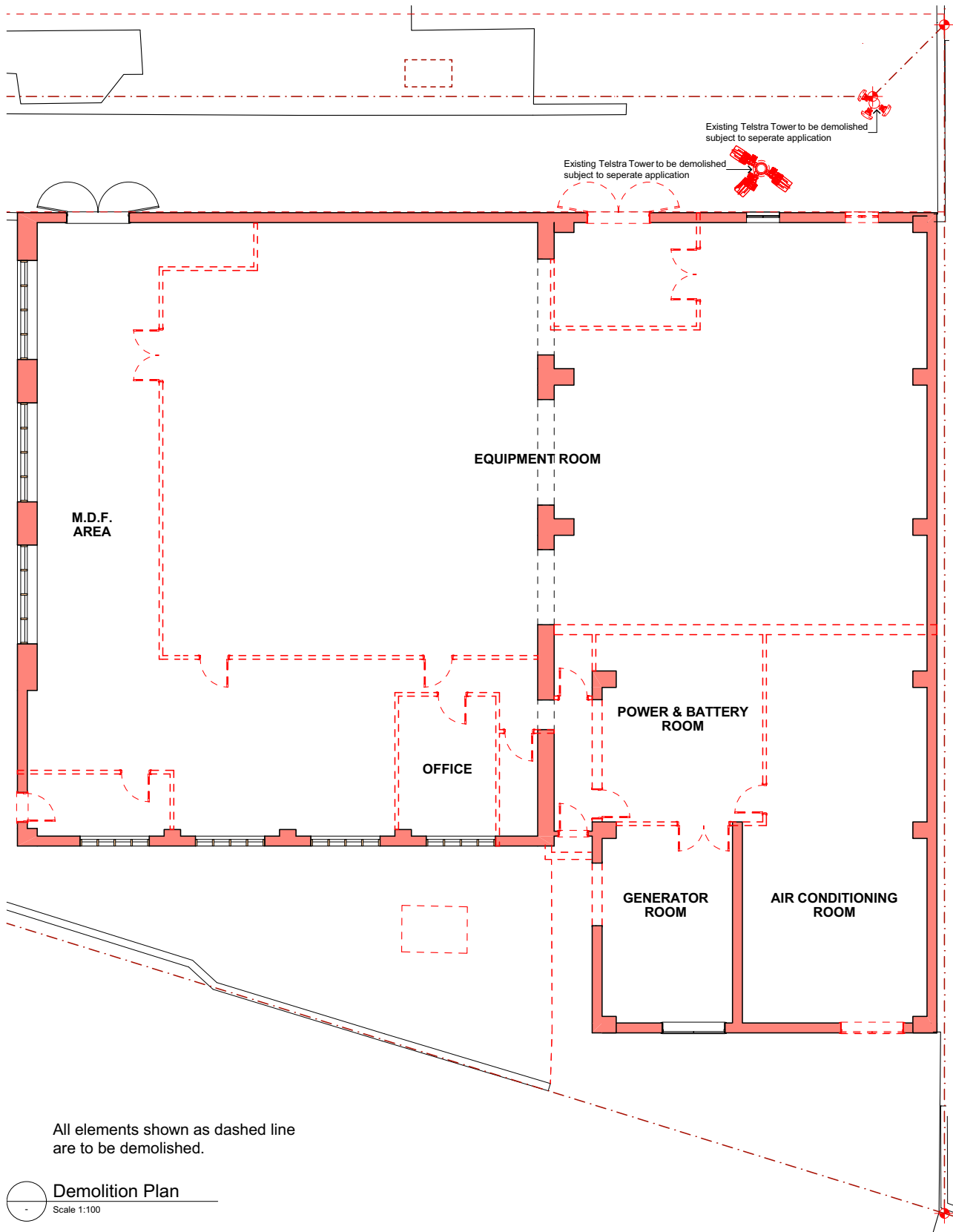
Note: All dimensions to be confirmed on site.

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Exodus - Ramsgate
 279 Rocky Point Road Ramsgate NSW 2217

| B | DA Submission - Updated | 25 Jul 22 |
|----------------------------|-------------------------|-----------|
| A | DA Submission Issue | 15 Feb 22 |
| Rev | Comments | Date |
| Existing Floor Plan | | |
| Drawing Title | | |

Status:
DA Submission
 Scale: As shown
 Drawn: Sam
DA-02 B
 Drawing No Revision



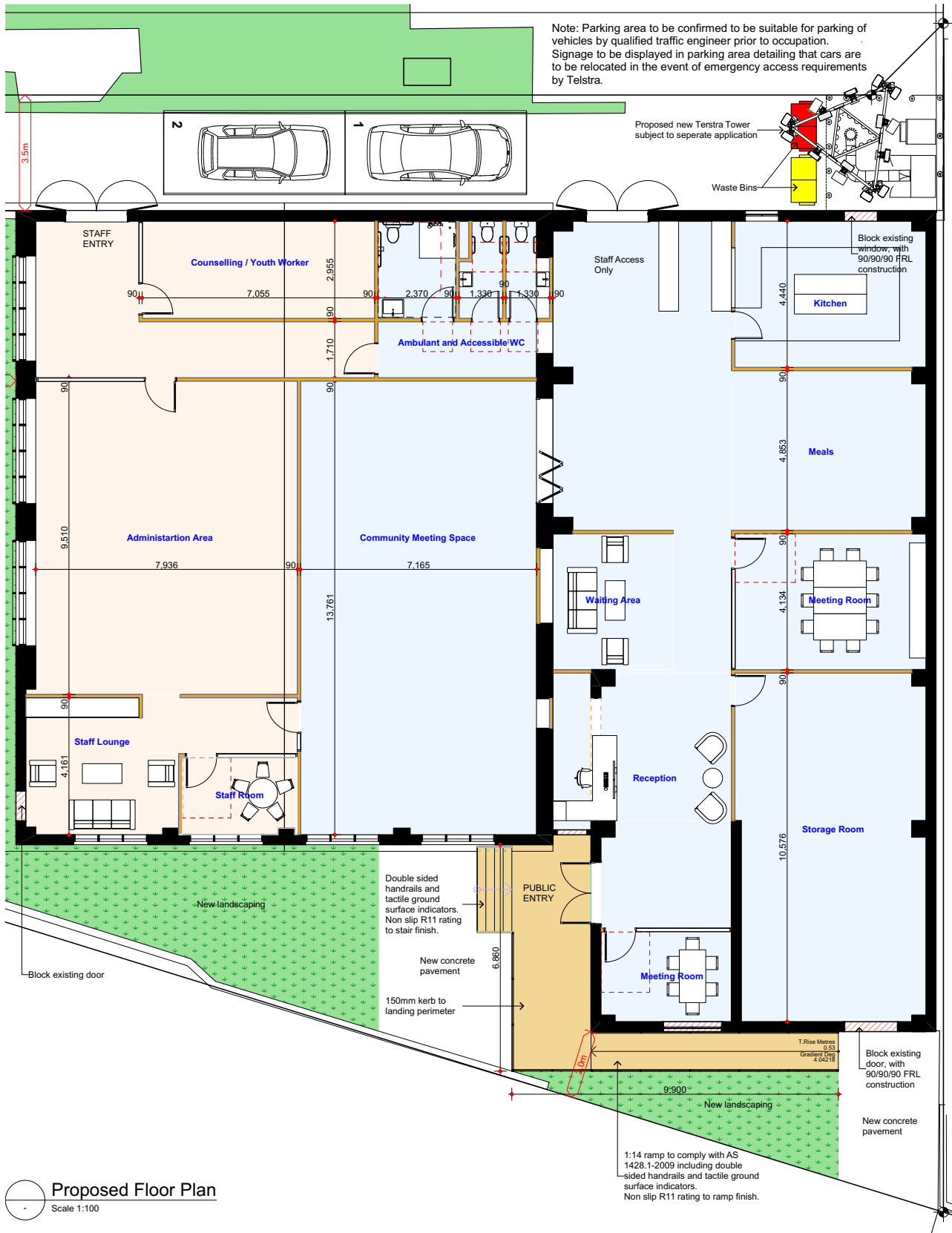
Note: All dimensions to be confirmed on site.

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Exodus - Ramsgate
 279 Rocky Point Road Ramsgate NSW 2217

| B | DA Submission - Updated | 25 Jul 22 |
|------------------------|-------------------------|-----------|
| A | DA Submission Issue | 15 Feb 22 |
| Rev | Comments | Date |
| Demolition Plan | | |
| Drawing Title | | |

Status:
DA Submission
 Scale: As shown
 Drawn: Sam
DA-03 B
 Drawing No Revision



Note: All dimensions to be confirmed on site.

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279 Rocky Point Road Ramsgate NSW 2217

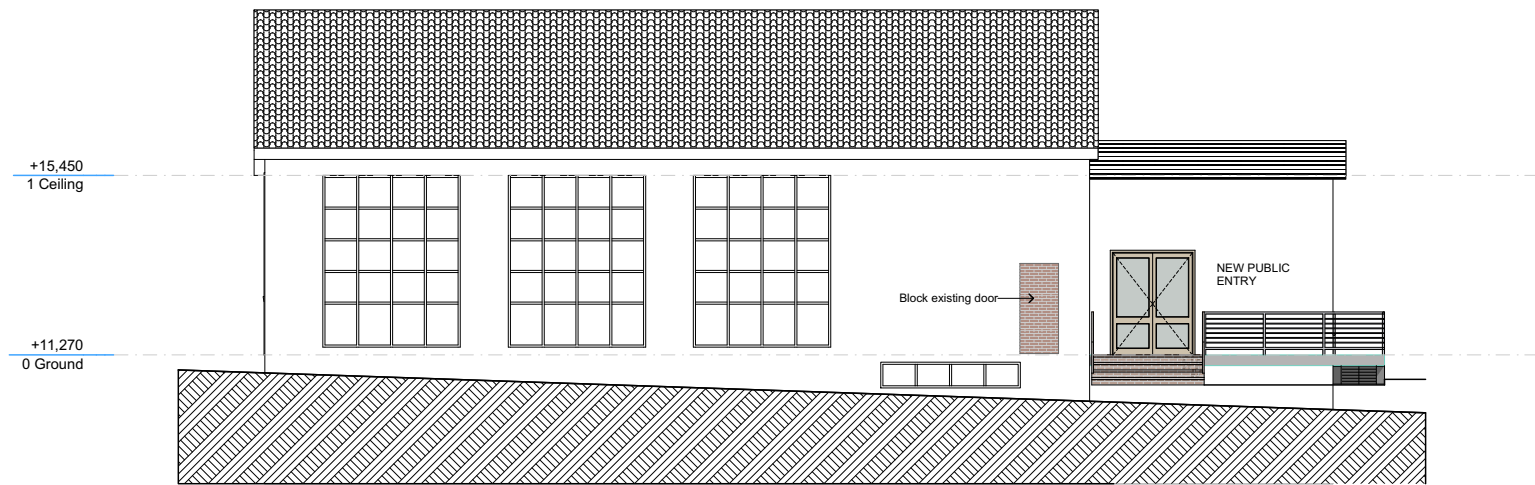
| Rev | Comments | Date |
|-----|---------------------------------------|-----------|
| C | DA Submission - Wall dimensions added | 30 Oct 22 |
| B | DA Submission - Updated | 25 Jul 22 |
| A | DA Submission Issue | 15 Feb 22 |

Proposed Floor Plan

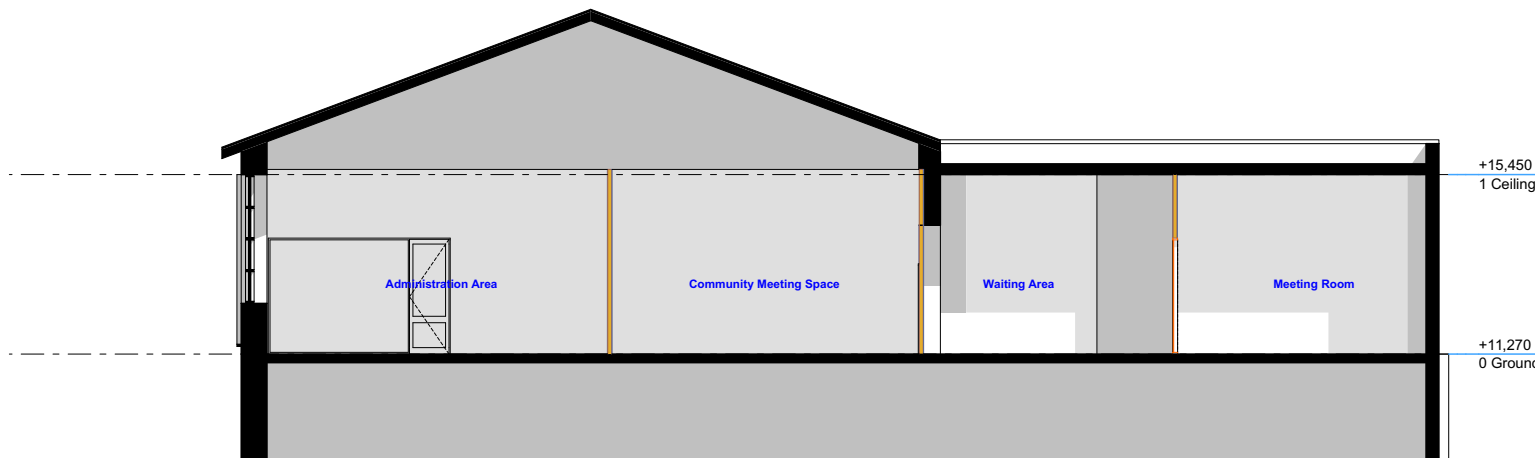
Drawing Title

Status:
DA Submission

Scale: As shown
Drawn: Sam
DA-04 C
Drawing No Revision



South Elevation
 Scale 1:100



Section looking West
 Scale 1:100

| | | | | | | |
|---|--|--|--|--|------------------------------|--|
| Note: All dimensions to be confirmed on site. | | | Exodus - Ramsgate 279 Rocky Point Road Ramsgate NSW 2217 | | Status: DA Submission | |
| iBIM Registered Architect: Ramsgate House NSW Planning No. 7543 M: +61 407 236 045 | | | South Elevation + Section | | Date: 30 Oct 22 | |
| | | | | | Revision: A | |
| | | | | | Scale: As shown | |
| | | | | | Drawing No: DA-07 | |
| | | | | | Revision: A | |

OPERATIONAL PLAN OF MANAGEMENT

USE OF BUILDING AS A COMMUNITY FACILITY

279 ROCKY POINT ROAD | SANS SOUCI
Document REF: 2122 Rev B

DATE: 31 JANUARY 2023

1 INTRODUCTION

This Operational Plan of Management has been prepared to support a development application to Georges River Council for the fit out and use of and existing building as a community facility at No. 279 Rocky Point Road, Sans Souci.

This Plan of Management is designed to provide Council, the operators of the premises and the surrounding residents with clear guidelines that are to be employed to ensure that the proposed facility will operate as proposed and in such a way that minimises impacts on surrounding properties.

The following sections of the POM identify the objectives and operational arrangements of the facility as well as measures to monitor and respond to complaints.

2 OBJECTIVES

The objectives of this Operational Plan of Management are as follows:

1. Outline the operational details of proposal to provide Council, the operator and the surrounding residents with clarity on the nature of the proposed use and mitigation measures proposed;
2. Establish a transparent complaints and review process to allow for ease of monitoring of the activity by Council.

3 OPERATIONAL DETAILS

The community facility will operate as follows:

3.1 Opening Hours

- Monday to Friday – 9.00am until 9.30pm
- Saturday Sunday and Public Holidays – Closed.

3.2 Community Services Offered

Provided below is a scope of community services offered by the centre:

- **Case Management** – We currently have two full time case managers and a part time case manager, with a total case count of approximately 20 clients. Case managers assist clients in identifying their strengths and their areas for personal growth. Areas for growth include education, employment, health, emotional and behavioural wellbeing, social and living skills, finances, and legal issues.
- **Counselling** – We currently have two part-time counsellors. They provide therapy for issues such as depression, anxiety, addiction (gambling, alcohol, social media), relationship counselling and family therapy. A lot of our counsellor's work is offsite, as Exodus is contracted to provide school counselling at St Mary's Coptic Orthodox College in Bexley (both primary, and senior campuses). Both our counsellors also see clients at our Exodus office. They see a maximum of 10 clients combined each week at our office. The rest of their counselling is conducted over the telephone.

- **Accommodation Assistance** – We assist individuals at risk of homelessness, or victims of domestic violence, in finding safe and secure accommodation. All accommodation is off site and is in the form of private rental properties leased through Exodus. We currently have five such properties at Brighton Le-Sands, Rockdale, Miranda, Kogarah and Drummoyne.
- **I-Worx Job Readiness Program** – Our job readiness program assists young people who have either just left school or are seeking work experience while at school. We currently have five teenagers on this program. They assist in completing basic tasks within the Exodus office, and in the local community, such as assisting in cutting lawns and cleaning the local area. These teenagers do not drive so they use public transport to access our service.
- **Community Connect Meeting** – This meeting is every Monday night from 7.30pm-9.30pm. It allows young people to have a safe non-judgemental space in which they can experience connection and community.
- **Bible Study** - This meeting is every Wednesday night from 7:30pm-9:30pm.
- **Seniors Program** – This meeting is every fortnight and takes place off site at Peakhurst Coptic Church. Our dedicated Senior's Case Manager assists with transport, shopping, completing Centrelink forms, IT support, etc.
- **Food/Groceries Services for those facing financial hardship** – Clients in financial hardship contact us via telephone requesting food or groceries. A staff member will then drop off the food/groceries to the clients home.
- **Pastoral Care at our local schools** – Our dedicated Pastoral Care Coordinator provides support to St Marks Coptic Orthodox College in Wattle Grove and St Marys Coptic Orthodox College in Bexley. This service takes place off site at the school campuses.
- **Weekly Liturgy (Prayer Service)** – On Thursday mornings at 9am we pray a Liturgy that is open to all staff and donors and supporters of Exodus. We normally have approximately 10 community members who attend.

3.3 Number of Persons Attending the Facility

Staff: The facility will accommodate a maximum of 5 staff at any one time, comprising qualified counsellors, youth workers and support staff.

Patrons: There will be a maximum of 14 patrons attending the facility for care and support at any one time.

3.4 Safety of Staff and Community

Relevant measures to ensure staff and community safety are detailed in the operational management measures below and can be summarised as:

- Client Screening Processes;
- Provision and Maintenance of CCTV on site; and
- Provision of suitable lighting in and around the premise.

3.5 Kitchen Facilities – Non-commercial and ancillary use only

The kitchen facilities are to be designed and operated as an ancillary kitchen to the existing community facility and is not to operate on a wider basis to the extent that it is a commercial kitchen facility.

3.6 Typical Timetable of Activities

The below is a timetable demonstrating the typical operational arrangements for the centre.

| EXODUS COMMUNITY OPERATION TIMETABLE | | | |
|--------------------------------------|---------------------------------------|----------------------|---------------|
| | 9am-1pm | 1pm-5pm | 5pm-9.30pm |
| SUNDAY | | | |
| Activities | Nil | Nil | Nil |
| Max staff | 0 | 0 | 0 |
| Max patrons | 0 | 0 | 0 |
| MONDAY | | | |
| Activities | Counselling Programs | Counselling Programs | Youth Program |
| Max staff | 5 | 5 | 2 |
| Max patrons | 5 | 5 | 12 |
| TUESDAY | | | |
| Activities | Counselling Programs. Elderly support | Counselling Programs | Nil |
| Max staff | 5 | 5 | 0 |
| Max patrons | 8 | 5 | 0 |
| WEDNESDAY | | | |
| Activities | Counselling Programs | Counselling Programs | Nil |
| Max staff | 5 | 5 | 0 |
| Max patrons | 5 | 5 | 0 |
| THURSDAY | | | |
| Activities | Counselling Programs | Counselling Programs | Youth Program |
| Max staff | 5 | 5 | 2 |
| Max patrons | 10 | 5 | 14 |
| FRIDAY | | | |
| Activities | Counselling Programs | Counselling Programs | Nil |
| Max staff | 5 | 5 | 0 |
| Max patrons | 5 | 5 | 0 |
| SATURDAY | | | |
| Activities | Nil | Nil | Nil |
| Max staff | 0 | 0 | 0 |
| Max patrons | 0 | 0 | 0 |

3.7 Deliveries, Waste and Parking

Deliveries: Deliveries to the site will be infrequent and will be made by standard vans that will park in the available street network in the vicinity of the site.

Waste: Waste will be storeyed within the identified waste receptacles on the approved site plan. Wase bins will be transported to the street for kerbside collection on a weekly basis.

Parking: The site contains parking in the form of 2 x tandem staff parking spaces.

4 OPERATIONAL MANAGEMENT MEASURES

Provided below is a summary of the operational measures that will be employed to mitigate impacts on neighbours and surrounding properties.

4.1 Client Profile, Community Risks and Screening Process

The clientele who rely on the services of Exodus are normal people that live in the immediate area that are undergoing some form of struggle or need for social intervention by the centre. This centre is not set up to attract anti-social behaviour or members of the community who pose a threat to the surrounding area.

The centre has operated for 21 years without the need of Police Intervention or security as clients are normal members of the community who find themselves needing support in the form of counselling, life coaching and advice, job readiness, accommodation assistance etc.

Given the existing clientele serviced by Exodus, the use of the premise at 279 Rocky Point Road, Sans Souci will not attract any activity or patrons other than existing community members of the area that rely on the services provided.

In any event, the centre will rely on a **Client Screening Process** to ensure that clients attending the facility will not impact on the health and safety of staff and members of the community as follows:

- A. Every client wishing to receive a service from Exodus MUST go through an intake and assessment process before any service is offered.
- B. The intake and assessment process gathers holistic information on a new client such as their presenting issue, their history including medical, mental health, criminal as well as legal history.
- C. Consent is also obtained from the client for Exodus to access other records such as medical records, criminal history checks etc as well as to consult with other individuals or organisations that the client may be or have been involved with.
- D. Once all the required information is obtained, Exodus management meets weekly to discuss all the intake assessments and decisions are made regarding what service provision will be offered.
- E. The decision making is dependent on multiple factors, such as the organisation's capacity, resources, risk to staff/other clients/community members, severity of the presenting issues etc.
- F. A decision to either accept or decline the client is made noting that any such client that poses a genuine and foreseeable risk to staff and the immediate community will not be accepted.

4.2 Qualified Staff and Security

Mitigation measures to be employed by the centre to safeguard the surrounding residents from adverse social impacts include the following:

- The site will be occupied and managed by experienced social workers that are trained in managing and assisting vulnerable community members;
- The centre is not established to attract violent persons or persons that would pose an immediate impact on the safety of surrounding residents. Should such clients seek assistance from the Centre, staff will ensure that such community members are attended to offsite in a safe and alternative location; and
- Management and staff will take all reasonable steps to control the behaviour of patrons of the premises whilst at, and when they enter and leave the premises. This includes discouraging anti-social behaviour, the use of offensive music and minimising the congregation of groups of people at the frontage of the premises.

4.3 Additional Measures to Mitigate Impacts

The only impacts posed to surrounding residents would be as a result of the operational impacts of the community centre. As noted above, the clientele attracted to the centre are not of antisocial or violent backgrounds, they are simply vulnerable families and people who live in the local community.

The measures to mitigate impacts are identified in the accompanying Town Planning Report and would be typical measures applied to any commercial activity that would occupy the premise. Such measures include the following general operational and safety measures:

- **Hours of Operation** – no operation on weekends and public holidays. Weekday operating hours are modest and will not impact on the acoustic amenity of neighbours;
- **Internalised Premises** – the existing premise offers various internal spaces that allow for the delivery of the identified services. The centre does not contain any external space that will be used for outdoor games or activities that would generate noise and impacts;
- **Amplified Music / Noise Impacts** – There will be no amplified music beyond that of standard background noise used at and within the premise. Staff will be made aware of the need to minimize noise generation and to encourage noise minimization to patrons.
- **Consumption of Drugs, Alcohol and Smoking** – The consumption of drugs, alcohol and smoking cigarettes is strictly prohibited at the premise at all times.
- **Cleaning** – All internal and external spaces will be regularly cleaned (daily or as is necessary) and presented in a tidy manner.

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- **Public Transport Awareness** - All staff will be trained on the nearest light rail stop, buses stops, taxi pick up zone to enable staff to respond to patron questions on public transport.
- **Provision of CCTV** – A Closed Circuit TV system is to be installed at the premises which covers the community meeting space, meals area, reception, each access point to the building, the bin and parking area and the property frontages. Footage should be stored for a minimum of 1 month and made available to the NSW Police at their request;
- **Sensor Lighting** – Sensor lighting shall be installed to be activated after sunlight hours relating to the main pedestrian access point and frontage to Rocky Point Road as well as the western curtilage including the bin storage area, parking spaces and western staff access. Any such lighting should be directed towards the site and entrances and is not be of an illumination level that would cause a nuisance to adjacent residential properties.

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5 COMPLAINT RECORDING AND HANDLING PROCESS;

This Plan of Management and the below complaints recording log is to be kept on site at all times. Any complaints made are to be recorded as follows and are to be made available to Council staff for review upon their request.

| Complaints Log | | | |
|----------------|------|---------------------|--------------|
| Date | Time | Nature of Complaint | Action Taken |
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| Complaints Log | | | |
|----------------|------|---------------------|--------------|
| Date | Time | Nature of Complaint | Action Taken |
| | | | |
| | | | |
| | | | |

6 REVIEW PROCESS TO CONTINUOUSLY IMPROVE THE POM

In the event a complaint is continually recorded and resolved in a simple operation manner, this Plan of Management is to be updated to incorporate this management process to avoid further disturbance and complaints.

7 UNDERSTANDING OF MANAGEMENT

To be signed prior to the use of the Community Facility.

I the Manager of the community facility have read and understand this Operational Plan of Management.

Date
(Note: to be executed prior to use of the Premise)

