

NOTICE OF LOCAL PLANNING PANEL MEETING PUBLIC AGENDA

By Electronic Determination

A Local Planning Panel Meeting will be held by way of electronic determination.

Brett Newman
CHIEF EXECUTIVE OFFICER

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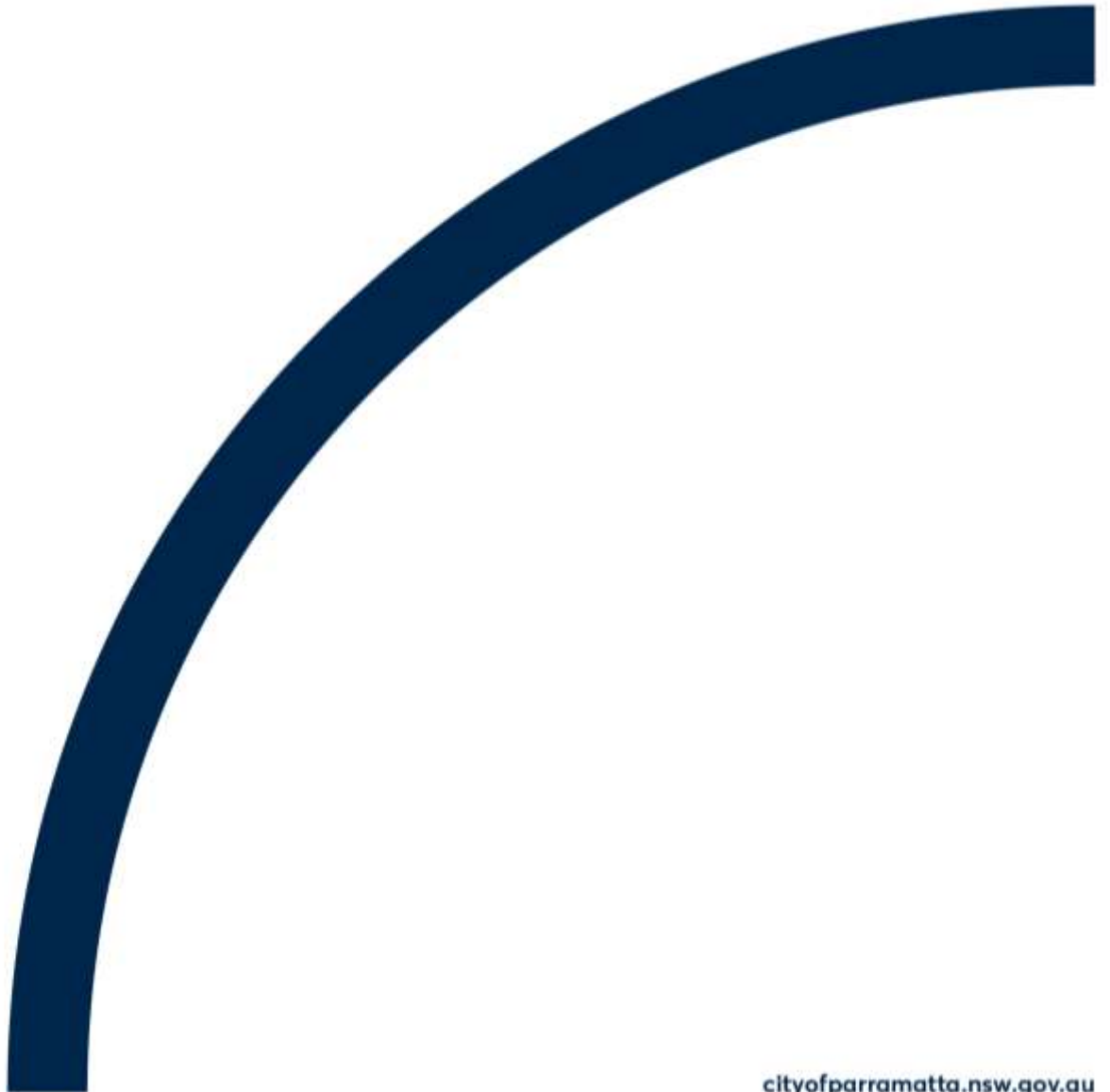


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2	WEBCASTING ANNOUNCEMENT	
	<i>This public meeting will be recorded. The recording will be archived and available on Council's website.</i>	
	<i>All care is taken to maintain your privacy; however if you are in attendance in the public gallery, you should be aware that your presence may be recorded.</i>	
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DEVELOPMENT APPLICATIONS

01 JUNE 2021

5.1	ELECTRONIC DETERMINATION: 353D Church Street, Parramatta (Lot 1 DP 724837)	6
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DEVELOPMENT APPLICATION

ITEM NUMBER	5.1
SUBJECT	ELECTRONIC DETERMINATION: 353D Church Street, Parramatta (Lot 1 DP 724837)
DESCRIPTION	Occupation of Prince Alfred Square for the purpose of Winter Festival.
REFERENCE	DA/275/2021 - D08049408
APPLICANT/S	Design Collaborative
OWNERS	City of Parramatta Council
REPORT OF	Group Manager Development and Traffic Services
RECOMMENDED	Approval

DATE OF REPORT – 1 JUNE 2021

REASON FOR REFERRAL TO PLPP

This application is referred to PLPP as it relates to a temporary use of Council owned land, known as Prince Alfred Square, and the pecuniary interest exceeds \$100,000.

EXECUTIVE SUMMARY

This is a summary of the full assessment of the application as outlined in Attachment 1, the Section 4.15 Assessment Report.

Approval is sought to construct temporary structures in Prince Alfred Park between 10 June and 5 September 2021 for a temporary “pop-up” winter themed event to include an ice-skating rink, one large “communal” and 20 smaller “private” igloos for dining and drinking. The event is to operate between 11am and 10pm Mondays to Thursdays, 11am to 12am on Fridays, 10am – 12am on Saturdays and 10am to 10pm on Sundays. The capacity of the event is 500 patrons at a time.

The proposal seeks approval for temporary structures to be located on only one quarter of the park, being a triangular shaped portion between existing paths fronting Victoria Road.

The site is zoned RE1 Public Recreation under Parramatta Local Environmental Plan 2011 (PLEP). The proposed temporary use is considered to be partially defined as a restaurant or café and partially ancillary to the use of the site as a recreation area (ie a public park). The event is open to the general public and involves a sporting/recreational activity (ie ice skating). A recreation area and a restaurant or café are permissible uses with consent.

The proposal was notified for 30 days and no submissions were received.

The proposal achieves satisfactory compliance with the relevant State Environmental Plans, Parramatta LEP 2011 and Parramatta DCP 2011. City of Parramatta’s Open Space & Natural Area Planner, Community Crime Prevention and Traffic, Transport for NSW and NSW Police have raised no object to the proposal subject to conditions

contained in the recommendation. The NSW Office of Heritage and the Environment have reviewed the application and have issued General Terms of Approval for the application.

The proposed conditions of consent include site specific measures relating to restoration of the park, risk and event management, hours of bump in/ bump out, hours of use, hours for amplified music, security bond, public liability, protection of the park, complaints handling and accessibility of the event. Conditions from Transport for NSW and the Heritage Council GTAs are also included in the recommendation.

Accordingly, it is recommended that the application be granted consent subject to conditions.

RECOMMENDATION

That the Parramatta Local Planning Panel, exercising the functions of the consent authority, grant development consent to Development Application No. 275/2021 for the erection of temporary structures and the use of Prince Alfred Park for a temporary event for the “Winter Festival” between 7 June and 10 September 2021 (inclusive of setup and dismantling of structures), at 353D Church Street, Parramatta subject to the conditions in Attachment 3.

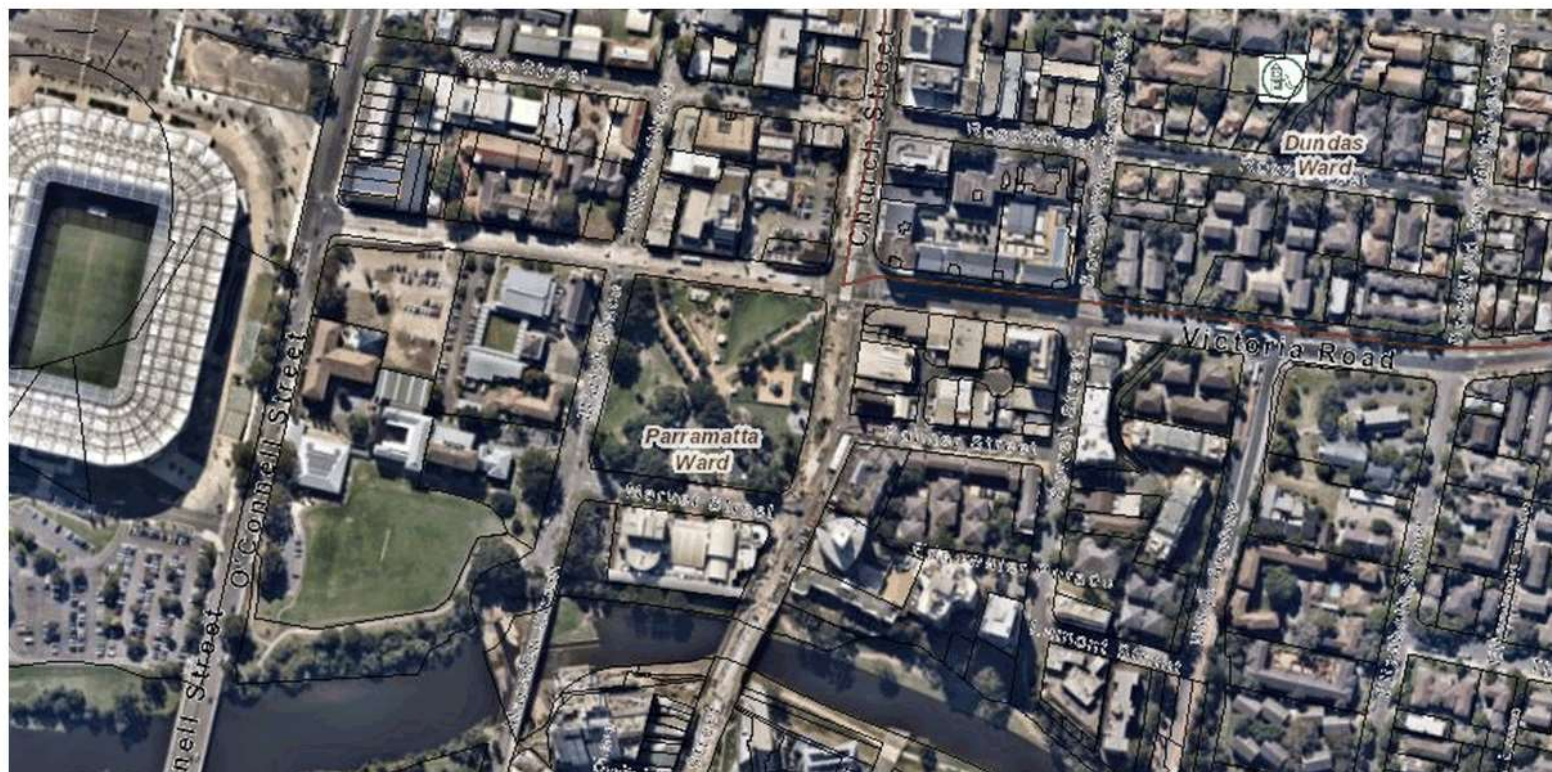
Jonathan Cleary

Team Leader Development Assessment

ATTACHMENTS:

1 <u>↓</u>	Locality Map	1 Page
2 <u>↓</u>	Site Plan	1 Page
3 <u>↓</u>	Assessment Report	27 Pages
4 <u>↓</u>	Event Management Plan	33 Pages
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REFERENCE MATERIAL



DA/275/2021

353D Church Street, Parramatta – Prince Alfred Park

Winter Festival – 7 June 2021 till 10 September 2021





Parramatta City Council

File No: DA/275/2021

ASSESSMENT REPORT – S79C – Environmental Planning & Assessment Act 1979

SUMMARY

DA No:	DA/275/2021
Property:	Lot 1 DP 724837, Prince Alfred Park (Pk 15) 353D Church Street, PARRAMATTA, NSW 2150
Proposal:	Erection of temporary structures in Prince Alfred Park between 10 June and 5 September 2021 for a temporary “pop-up” winter themed event to include an ice-skating rink, private igloos for dining and drinking.
Date of receipt:	1 April 2021
Applicant:	AVC Operations Pty Ltd
Owner:	Parramatta City Council
Submissions received:	None at the time of completion of the report
Property owned by a Council employee or Councillor:	No
Political donations/gifts disclosed	None disclosed on the application form
Issues:	Noise, damage to the park, traffic, parking
Recommendation:	Approval subject to conditions
Assessment Officer:	Kerry Gordon – Kerry Gordon Planning Services

Legislative requirements

Zoning:	RE 1 Public Recreation
Permissible under	Parramatta Local Environmental Plan 2011
Relevant legislation/policies:	Parramatta Development Control Plan 2011, SEPP 55, SEPP 64, SEPP (Infrastructure), Parramatta DCP 2011
Heritage:	Yes – identified as a Heritage Item of State Significance – Prince Alfred Square and potential archaeological site.
In the vicinity of a heritage item:	Yes – in the vicinity of numerous heritage items along Marist Place, Villiers Street and Church Street.
Heritage Conservation Area:	No
Bushfire Prone Land:	No
Integrated development:	No
Crown development:	No
Clause 4.6 variation:	No

Delegation: Independent Hearing and Assessment Panel

The Site and Site History

Site Area: 1.937 ha
 Easements/rights of way: No
 Site History: Prince Alfred Park has been used relatively frequently for community events and celebrations

DA History

1/4/2021 Application lodged
 28/4/2021 Amended layout plan lodged
 30/4/2021 TfNSW notification response received
 19/4-17/5/2021 Application notified
 21/5/2021 Heritage Council notification response received

SECTION 79C EVALUATION

SITE & SURROUNDS

The site is a large roughly square shaped block, comprising the entire street block bordered by Victoria Road, Church Street, Market Street and Marist Place, Parramatta and is currently developed as a park, known as Prince Alfred Park.

Prince Alfred Park is a formally landscaped park with paths travelling diagonally from each street corner to a central paved feature. The park is largely grassed, with a series of garden beds and plantings of mature trees. A semi-circular vehicular driveway exists with access from Marist Place.



Figure 1: Aerial photograph of site with red arrow pointing to portion of park to be occupied

The site is largely surrounded by non-residential development, however some residential development is located nearby. The majority of surrounding land uses are commercial, retail and entertainment uses.

The proposal seeks approval for temporary structures to be located on only one quarter of the park, being a triangular shaped portion between existing paths fronting Victoria Road.

THE PROPOSAL

Approval is sought to construct temporary structures in Prince Alfred Park between 10 June and 5 September 2021 for a temporary “pop-up” winter themed event to include an ice-skating rink, one large “communal” and 20 smaller “private” igloos for dining and drinking. The layout of the proposed event, to be known as “Winter Village Festival” is shown in Figure 2.



Figure 2: Plan showing proposed layout of Winter Village Festival

The event is to operate between 11am and 10pm Mondays to Thursdays, 11am to 12am on Fridays, 10am – 12am on Saturdays and 10am to 10pm on Sundays. The capacity of the event is 500 patrons at a time. Entry is to be controlled at a single access point and tickets will be available pre-purchase online or at the entry. Tickets to the ice rink will be sold on the basis of sessions and the igloo dining area will require a booking.

The first Winter Village event was held in Melbourne in 2019 and attracted 7000 visitors per week, serving over 25,000 meals in a four week event.

The temporary structures to be erected on the site are:

- A kitchen and bar
- Male (4 pans & 4 urinals)/Female (8 pas) and accessible (1) toilets
- A 20 x 30m ice skating rink
- A large “communal” igloo with a capacity of 47 people
- 20 hireable “private” igloos located on a large decked area
- A cool room and keg room
- Marquees
- A site office
- 400m of temporary fencing

The phases of the event are identified following:

Bump-in	7-9 June 2021 6am-8pm
Operation	10 June – 5 September 2021
Bump-out	6 -10 September 6am-8pm

Entertainment is to include live music (DJ's and local artists) and ice skating performance shows. Activities including ice skating rink, snow showers, selfies station and snow globe themed opportunities will be provided. Family activities will be provided.

The event will have 28 staff, including the event manager and two event supervisors. A COVIDSAFE officer will attend at all times and a minimum of two crowd controllers, licensed under the Security Industry Act 1997 will be employed between from 6pm on Friday and Saturday.

Event signage will include promotional, information and directional signage.

The event Plan of Management indicates that amplified music will be provided as follows:

Thursdays to Sundays	4pm to 11pm
14 th June (Queens Birthday)	4pm to 10pm

It is noted that there is an inconsistency between the hours of use and the hours of amplified music. The type of amplification will be live music, with DJs, solo and duo performances. Speakers are to be directed inwards, towards the event zone.

The site is identified as a State Heritage item (I686) pursuant to Clause 5.10 of the Parramatta Local Environmental Plan 2011. The application is Nominated Integrated Development under the provisions of the Heritage Act 1977. The event is to be licensed under the Liquor Act 2007.

REFERRALS

Heritage

The application was referred to the Heritage Council of NSW for General Terms of Approval (GTAs) as the application is an integrated development involving a State Heritage Item. The Heritage Council of NSW issued GTAs and the following comments were provided.

This is a one-off approval to assist in the recovery of the entertainment sector following the COVID related cancellations of events last year and must not be taken as a precedent to seek approval for similar longer occupation of the site in future. If events longer than 30 consecutive days are to be held, it is requested that the City of Parramatta advise the applicants of other locations within the city that are best suited for such purposes.

Comment: The GTAs are included in the recommendation.

Parks

The application was referred to Council's Parks Manager as the site is Council owned and is likely to lead to damage of the vegetation in the park (ie impact upon the grassed areas due to the length of occupation of the temporary structures and potential impact upon trees) the following comments were received.

The events team have factored in park restoration costs as part of their planning. Root protection zones have been mapped and passed on to the events team for planning and risk management purposes.

Comment: Conditions of consent to address potential impact to the vegetation and restoration works are included in the recommendation.

City Safe and Security

The application was referred to the Citysafe Operations Manager for comment given the evening use and service of alcohol, who provided the following comment.

The application has a satisfactory plan of management and covers responsible service of alcohol and provides an adequate security presence during the expected peak evenings.

Traffic

The application was referred to Council's Traffic Engineer to address the impacts of the activity upon the surrounding street network. Council's Traffic Engineer indicated that the event and proposal is supported on traffic grounds subject to conditions.

Comment: The requested conditions are included in the recommendation.

Transport for NSW

The application was referred to Transport for NSW (TfNSW) in accordance with Clause 101 of State Environmental Planning Policy (Infrastructure). In response TfNSW raised no objections but requested a number of requirements be included in any determination.

Comment: The requested requirements have been included as recommended conditions of consent.

PUBLIC CONSULTATION

In accordance with Council's Notification DCP, owners and occupiers of surrounding properties were given notice of the application for a 28 day period ending 17 May 2021. In response, no submissions were received at the time of writing this report.

ENVIRONMENTAL PLANNING INSTRUMENTS

STATE ENVIRONMENTAL PLANNING POLICY 55 – REMEDIATION OF LAND

The provisions of SEPP No. 55 have been considered in the assessment of the development application. The site is not identified in Council's records as being contaminated. Further, the site does not have a history of a previous land use that may have caused contamination and there is no evidence that indicates that the site is contaminated. The use will not involve excavation and as such, the development application is satisfactory having regard to the relevant matters for consideration under SEPP 55.

STATE ENVIRONMENTAL PLANNING POLICY NO. 64 – ADVERTISING AND SIGNAGE)

The application includes the provision of a variety of temporary signs, including promotional, information and directional signage. Given the temporary nature of the use, the majority of signage is exempt development, however, the illuminated signage requires consent and consideration under State Environmental Planning Policy No. 64 – Advertising and Signage (SEPP 64).

Part 2 Signage Generally

Clause 8 of SEPP 64 states that the consent authority must not grant consent to an application for signage unless it is satisfied:

- (a) *that the signage is consistent with the objectives of this Policy as set out in clause 3 (1) (a), and*
- (b) *that the signage the subject of the application satisfies the assessment criteria specified in Schedule 1.*

Objectives

The objectives stipulated under Clause 3(1)(a) are:

- (a) *to ensure that signage (including advertising):*

- (i) *is compatible with the desired amenity and visual character of an area, and*
- (ii) *provides effective communication in suitable locations, and*
- (iii) *is of high quality design and finish, and*

The proposed temporary illuminated signage identifies the event and different attractions within the event. The applicant has provided examples of signage used at the previous Melbourne event (see Figure 3). As can be seen, the level of illumination is relatively minor and signs are to be attached to entrance structures for different areas within the event.

Examples of branding and signage:



Figure 3: Temporary event signage, including illuminated signage

Schedule 1 Assessment Criteria

1 Character of the area

- *Is the proposal compatible with the existing or desired future character of the area or locality in which it is proposed to be located?*
- *Is the proposal consistent with a particular theme for outdoor advertising in the area or locality?*

The signage is compatible with the nature of the temporary event and as such is appropriate to the locality on the basis of its temporary nature. There is no particular theme for outdoor advertising in the locality.

2 **Special areas**

- *Does the proposal detract from the amenity or visual quality of any environmentally sensitive areas, heritage areas, natural or other conservation areas, open space areas, waterways, rural landscapes or residential areas?*

Whilst the site is an item heritage of State Significance and as such is not an appropriate location for permanent signage, the temporary nature of the event and associated signage is appropriate and is supported by the Heritage Council of NSW .

3 **Views and vistas**

- *Does the proposal obscure or compromise important views?*
- *Does the proposal dominate the skyline and reduce the quality of vistas?*
- *Does the proposal respect the viewing rights of other advertisers?*

The signage will not obscure important views or reduce the quality of vistas, will not dominate the skyline or impact viewing rights of other advertisers.

4 **Streetscape, setting or landscape**

- *Is the scale, proportion and form of the proposal appropriate for the streetscape, setting or landscape?*
- *Does the proposal contribute to the visual interest of the streetscape, setting or landscape?*
- *Does the proposal reduce clutter by rationalising and simplifying existing advertising?*
- *Does the proposal screen unsightliness?*
- *Does the proposal protrude above buildings, structures or tree canopies in the area or locality?*
- *Does the proposal require ongoing vegetation management?*

The scale, proportion and form of the signage is appropriate to the temporary usage and the scale of the temporary structures on the site. The temporary signage adds to the visual interest of the temporary use and is appropriately located above entrance gates and at relatively low heights. The signs will not protrude above the tree canopies in the park and will not involve detrimental impact upon the landscaping in the park or require ongoing vegetation management. The signage, being temporary in nature, will not result in advertising clutter in the area, but rather provides a directional functional purpose, guiding visitors to various facilities within the event.

5 **Site and building**

- *Is the proposal compatible with the scale, proportion and other characteristics of the site or building, or both, on which the proposed signage is to be located?*
- *Does the proposal respect important features of the site or building, or both?*
- *Does the proposal show innovation and imagination in its relationship to the site or building, or both?*

As has been discussed previously, the proposed sign is compatible with the scale, proportion and characteristics of the temporary use of the site and will not detract from the streetscape of the area. The signage is appropriate to the character of the temporary use and is appropriate on a temporary basis.

6 Associated devices and logos with advertisements and advertising structures

- *Have any safety devices, platforms, lighting devices or logos been designed as an integral part of the signage or structure on which it is to be displayed?*

The proposed signage does not involve any of the above.

7 Illumination

- *Would illumination result in unacceptable glare?*
- *Would illumination affect safety for pedestrians, vehicles or aircraft?*
- *Would illumination detract from the amenity of any residence or other form of accommodation?*
- *Can the intensity of the illumination be adjusted, if necessary?*
- *Is the illumination subject to a curfew?*

A number of the signs proposed will be illuminated given the use of the temporary event at night. The illumination levels are generally low and when combined with the location of the signs, will not have a detrimental impact upon pedestrians, vehicles or aircraft. The distance of the signage and its low intensity nature will not result in any detrimental impact upon the amenity of resident in the area. It is appropriate that any illuminated signage be turned off outside the hours of use of the temporary event and a condition to this effect is recommended.

8 Safety

- *Would the proposal reduce the safety for any public road?*
- *Would the proposal reduce the safety for pedestrians or bicyclists?*
- *Would the proposal reduce the safety for pedestrians, particularly children, by obscuring sightlines from public areas?*

Given the location of the temporary signage and generally low illumination levels, it would be unlikely to result in detrimental safety impacts for any of the above users.

Part 3 Advertisements

Division 1 General

This part applies to all signage other than business identification and building identification signs or signage that is exempt or on vehicles and as such applies to the assessment of the application.

Division 2 Control of Advertisements

Division 2 also applies to advertisements and identifies Council as the consent authority and indicates that applications for advertisements also need to satisfy other relevant requirements of the Policy.

It further indicates that if clause 18 or 24 applies, the consent authority must not grant consent unless arrangements that are consistent with the Guidelines have been entered into for the provision of public benefits to be provided in connection with the display of the advertisement. Clauses 18 and 24 do not apply to the proposed temporary signage.

Clause 14 indicates that a consent granted under this Part ceases to be in force on the expiration of 15 years after the date on which the consent becomes effective, or a lesser period as specified by the consent authority. A condition of any consent should limit the approval for the signage to the time of the temporary event.

Division 3 Particular Advertisements

Clause 23 permits consent to be granted to a freestanding advertisement only if the advertising structure does not protrude above the dominant skyline, including buildings, structures or tree canopies when viewed from ground level within a visual catchment of 1 kilometre. The proposed temporary advertising will not be dominant in the skyline and will not exceed the height of adjoining buildings or trees.

STATE ENVIRONMENTAL PLANNING POLICY (INFRASTRUCTURE)

Clause 101 of State Environmental Planning Policy (Infrastructure), (SEPP(Infrastructure)), applies to the application as it involves the use of a site with frontage to a classified road (ie Victoria Road). Clause 101 requires that consent cannot be granted unless the consent authority is satisfied of the following:

- (a) *where practicable and safe, vehicular access to the land is provided by a road other than the classified road, and*
- (b) *the safety, efficiency and ongoing operation of the classified road will not be adversely affected by the development as a result of—*
 - (i) *the design of the vehicular access to the land, or*
 - (ii) *the emission of smoke or dust from the development, or*
 - (iii) *the nature, volume or frequency of vehicles using the classified road to gain access to the land, and*
- (c) *the development is of a type that is not sensitive to traffic noise or vehicle emissions, or is appropriately located and designed, or includes measures, to ameliorate potential traffic noise or vehicle emissions within the site of the development arising from the adjacent classified road.*

Vehicular access to the site is only proposed for bump-in and bump-out and is provided off Marist Place, satisfying (a) above.

The proposed temporary use will not detrimentally impact the operation of Victoria Road and the use is supported by TfNSW, satisfying (b) above.

The temporary use is not one that is sensitive to traffic noise or vehicle emissions, satisfying (c) above.

PARRAMATTA CITY CENTRE LOCAL ENVIRONMENTAL PLAN 2007

Permissibility and Objectives

The site is zoned RE1 Public Recreation under Parramatta Local Environmental Plan 2011 (PLEP). The proposed temporary use is considered to be partially defined as a restaurant or café and partially ancillary to the use of the site as a recreation area (ie a public park). The event is open to the general public and involves a sporting/recreational activity (ie ice skating). A recreation area and a restaurant or café are permissible uses with consent.

The proposed development is consistent with the aims and objectives of the RE1 Public Recreation zoning applying to the land as the proposed use will be consistent with the objective of the use of the park for recreational purposes, and will not have a long term detrimental impact upon the natural environment or the cultural heritage of the site.

Clause 2.8 – Temporary Use of Land

Clause 2.8 permits the temporary use of land notwithstanding any other provision of the plan, such as it not being permissible in the zone, subject to a number of criteria, including a maximum 28 day use period in any 12 months.

As the proposed temporary use is permissible with consent within the zone, the application does not need to rely upon clause 2.8 for permissibility and as such satisfaction of the criteria, including the timeframe limit for use, is unnecessary.

Clause 5.10 – Heritage Conservation

Clause 5.10 requires consideration of the impact of the temporary upon the heritage significance of the State Significant heritage item. The impact has been assessed by the Heritage Council of NSW as acceptable subject to GTAs which have been included in the recommendation.

Clause 6.1 – Acid Sulfate Soils

The site is identified as Class 5 in the Acid Sulfate Soils map. As the temporary use does not involve any disturbance of the soil, other than potentially for reseeding with grass at the end of the event, no future assessment is required in relation to Acid Sulfate Soils.

DEVELOPMENT CONTROL PLANS

PARRAMATTA DEVELOPMENT CONTROL PLAN 2011

Parramatta Development Control Plan 2011 (the DCP) is applicable to the subject site and the relevant sections are addressed as follows:

Part 2.4.3 – Soil Management

The temporary use of the site is likely to lead to areas of turf within the park dying, due to the length of occupation of the site. The loss of turf has the potential to result in loss of soil from the site whilst turf is being re-established after the use. A condition of consent is recommended requiring the use of appropriate soil and sedimentation measures until the soil has been appropriately stabilised.

Potential impact upon Acid Sulfate Soils has been addressed previously in relation to the LEP.

Part 2.4.4 – Land Contamination

The potential impact of contaminated land on site has been addressed in relation to the requirements of SEPP 55 previously in this report.

Part 3 – Development Principles

The provisions of Part 3 generally relate to permanent buildings and not temporary structures and as such are not relevant to the assessment of the application. Notwithstanding the temporary nature of the use, the following provisions are applicable.

Part 3.3.4 –Acoustic Amenity

Part 3.3.4 requires, at Design Principle P3, that non-residential development is not to adversely affect the amenity of adjacent residential development as a result of noise, odour, hours of operation or services/deliveries.

The proposed hours of use of the temporary event are as follows:

Mondays to Thursdays	11am and 10pm
Fridays	11am to 12am
Saturdays	10am – 12am
Sundays	10am to 10pm

With amplified music proposed during the following hours, according to the Plan of Management:

Thursdays to Sundays	4pm to 11pm
14 th June (Queens Birthday)	4pm to 10pm

There is an inherent inconsistency between the proposed hours of use and the hours of amplified music and it is assumed that the amplified music is proposed only until 10pm on Thursday and Sunday.

Whilst the site is a reasonable distance from surrounding residents, it is not appropriate that amplified music occur up until closing time, but rather should cease before closing as part of the normal “winding down” period at the end of a night for such a use. This is proposed on Friday and Saturday nights, with the amplified music to cease 1 hour prior to the cessation of the use and it is considered reasonable that this also occur on the other nights. As such it is recommended that amplified music cease by no later than 9pm on Thursdays and Sundays, as well as 14th June.

It is also recommended that amplified music be subject to sound limitation such that it is played at a “background level” only. Conditions to this effect are recommended. It is also recommended that the applicant be required to “letter box drop” all residents within a 200m radius of the park providing advice on the approved hours of use and hours approved for amplified music and that the advice include a contact number for any concerns related to the use. The provided number is to be for either the event manager or supervisor on duty. The person receiving the complaint is to address the complaint within a reasonable timeframe, being within 24 hours of receipt of the complaint or immediately if the complaint is of a noise or unacceptable behaviour (ie violence, threatening, drunken, sexual abuse) nature.

Finally, a condition of consent is recommended requiring staff to ensure patrons leave the area of the park and adjoining roads in a quiet and timely manner at the cessation of trading each night.

Part 3.3.7 – Waste Management

The Plan of Management contains a waste management strategy which has been assessed as being acceptable. A condition of consent is recommended requiring a daily inspection of the streets adjoining the park and the area of the park and requiring the removal of all litter found during the inspection.

Part 3.4 – Social Amenity

The application indicates provision is to be made for an accessible WC facility for the duration of the event. It is considered appropriate to recommend a series of conditions to ensure the event is accessible for all. Conditions recommended will require an accessible path of travel be provided and maintained to and within the large igloo, to and round the small igloos (or at least to a reasonable selection of igloos), to the bar and kitchen area and to the ice skating rink from the event entrance, with an accessible path of travel provided from the existing paths within the park to the event entrance. A specific drop-off location is to be provided for persons with a disability. Consideration is to be given to the provision of aids for hire for use by persons with disabilities and their carers. Consideration should be given to the provision of free tickets to carers assisting people with disabilities to access the ice skating rink.

Part 3.5 - Heritage

The potential heritage impacts of the temporary use of the site have been addressed previously in this report in relation to the LEP and the Heritage Council of NSW has issued GTAs for the temporary use, being satisfied that the use will have no unacceptable heritage impacts.

Part 5.5 - Signage

Whilst the proposed signs do not comply with all controls identified in relation to heritage items, the signs are appropriate due to their location and their temporary nature. It is noted that the majority of the controls apply to heritage buildings and not heritage spaces such as parks.

PARRAMATTA S94A DEVELOPMENT CONTRIBUTIONS PLAN

The proposal does not require payment of a development contributions as the application is for a temporary use only.

PLANS OF MANAGEMENT

Community Land Plan of Management 2014

Prince Alfred Park is categorized as a Park in the Community Land Plan of Management (POM). A Park is land that *“is, or is proposed to be, improved by landscaping, gardens or the provision of non-sporting equipment and facilities, for use mainly for passive or active recreational, social, educational and cultural pursuits that do not unduly intrude on the peaceful enjoyment of the land by others”*.

Parks are identified as having the following core objectives:

- *to encourage, promote and facilitate recreational, cultural, social and educational pastimes and activities, and*
- *to provide for passive recreational activities or pastimes and for the casual playing of games, and*
- *to improve the land in such a way as to promote and facilitate its use to achieve the other core objectives for its management.*

The temporary use of the site as proposed is consistent with the objective of facilitating recreational and social pastimes and activities.

Table 5.5 within the POM identifies appropriate uses and development for Parks, including “*active and passive recreation*”, “*festivals, parades, markets, fairs, auctions and similar*” and “*refreshment areas eg cafes, kiosks, mobile food/drink vendors (including external seating)*”. The proposal is considered to be consistent with the appropriate uses identified for Parks identified above.

Section 5.5 Addresses advertising and signage and indicates signage is only appropriate as follows:

All advertising and signage is subject to Council approval (other than exempt development) and will only be permitted where it will not significantly impact the amenity, visual quality, environmental sensitivity or heritage significance of community land.

The proposed signage is temporary in nature only and as such has been assessed as not significantly impacting the amenity, visual quality or heritage significance of the Park. The site is not considered to be environmentally sensitivity.

Section 6.4 addresses short term and temporary uses and specifies time limits for use of Parks for leases and licencing. Whilst this is a matter for consideration by Council in accordance with Sections 354 and 46 when issuing licences and leases, it is not considered to be a matter for consideration in the assessment of the development application.

PLANNING AGREEMENTS

The proposed development is not subject to a planning agreement entered into under section 93F, or any draft planning agreement that a developer has offered to enter into under section 93F.

REGULATIONS

There are no specific regulations that apply to the land to which the development application relates.

LIKELY IMPACTS

The likely impacts of the proposed development relate to potential disturbances to the amenity of the area by way of traffic and parking problems, potential crowd behaviour impacts, noise related to the use of amplified music, heritage impacts and damage to the park and are addressed following.

Traffic

Given the nature of the event, it is likely that patrons will use a mixture of private vehicles and public transport. It is not considered that the event is likely to cause any significant disruption to traffic flows or result in unacceptable parking demand.

Crowd Behaviour

The event is unlikely to result in unacceptable crowd behaviour during the day as it is likely the patrons would be largely comprised of families and others attending for lunch. Nighttime use has a higher potential to result in unacceptable crowd behaviour, particularly on Friday and Saturday nights. Appropriate measures have been incorporated into the management plan, including security guards and responsible service of alcohol, to allow for management of any crowd disturbances. NSW Police have not raised concerns in relation to the event, subject to limits on the size of the licenced area.

Noise

The event has the potential to result in noise impacts, particularly of a night and in particular on Friday and Saturday night when the event ceases trading at midnight. Conditions addressing noise have been recommended including, requiring amplified music to be at "background level" only, to cease 1 hour prior to the cessation of trading each day and to have the hours of amplified music reduced by Council if complaints are received.

Subject to these conditions, it is considered the acoustic impact of the temporary event will be acceptable.

Heritage

As the structures to be erected are temporary, and the park landscaping is required to be restored at the end of the event, there will be no significant impact on the heritage significance of the site and/or its surrounds. The NSW Heritage Council has indicated support for the application.

Damage to the Park

The potential for detrimental impacts upon the future use of the park would be damage to the landscaping and littering of the Park. A condition of consent will require the replacement of any damaged landscaping and other conditions address the protection of the trees. Further, a condition will require the regular inspection of the Park for removal of litter and the regular emptying of garbage and recycling containers throughout the event. Finally, a condition requires the payment of a bond against damage to the Park.

SUITABILITY OF THE SITE

The potential constraints of the site have been assessed and it is considered that the site is suitable for the proposed event.

SUBMISSIONS & PUBLIC INTEREST

No submissions were received in response to the notification of the application at the time of writing this report.

The proposed development is not contrary to the public interest.

Conclusion

After consideration of the development against Section 4.15 of the Environmental Planning and Assessment Act 1979, and the relevant statutory and policy provisions, the proposed temporary event is suitable for the site and is in the public interest.

Recommendation

APPROVAL SUBJECT TO CONDITIONS

That IHAP grant development consent to Development Application No. 275/2021 for the erection of temporary structures and the use of Prince Alfred Park for a temporary event for the "Winter Festival" between 7 June and 10 September 2021 (inclusive of setup and dismantling of structures), at 353D Church Street, Parramatta subject to the following conditions:

General Matters:

Plans and Documents

- The development is to be carried out in compliance with the following plans and documentation listed below and endorsed with Council's stamp.

Drawing N°	Dated
Winter Village 2021 – Site Plan	28.4.2021

Document(s)	Dated
Statement of Environmental Effects/Heritage Impact Statement	31 March 2021
The Winter Village Concept Guide	Undated
Event Management Plan	Undated
Risk Assessment Plan	Undated

Reason: To ensure the event is carried out in accordance with the approved plans.

Restoration of Damage

- The applicant shall bear the cost of all restoration works to Prince Alfred Park and adjacent roads necessary due to damage caused during the event, its setup and dismantling, including revegetation of damaged areas of landscaping. The applicant shall advise Council, in writing, of any existing damage to Prince Alfred Park before commencement of the events.

Reason: To ensure that any damage to the park is restored.

Cigarette Butt Receptacles

3. Provision is to be made for cigarette butt receptacles on the site to minimise littering during the event. Cigarette butt receptacles must be removed at the end of the event.

Reason: To ensure that adequate provision is made for the disposal of cigarette butts and prevent littering of the public domain.

Disabled Access

4. Existing access for people with disabilities within Prince Alfred Park along all existing pathways is to be maintained throughout the event and care is to be taken in the location and erection of the temporary structures and barricades to ensure current accessible paths are not blocked.

Reason: To ensure the provision of equitable and dignified access for all people in accordance with disability discrimination legislation and relevant Australian Standards.

Toilets

5. Temporary toilets are to be provided prior to the commencement of the event. A minimum of eight (8) portable toilets for females, four (4) portable toilets and 4 urinals for males and one (1) accessible toilet is to be provided for the event, with the accessible toilet located in an appropriately accessible location.

Reason: To ensure an appropriate provision of toilet facilities for the event.

No removal of trees on public property

6. No trees on public property (footpaths, roads, reserves, etc.) shall be removed or damaged during construction including the erection of any fences, hoardings or other temporary works.

Reason: Protection of existing environmental infrastructure and community assets.

Road and Footpath Closures

7. No road or footpath closures (including the footpaths within Prince Alfred Park) are to be implemented without the prior written approval from Council.

Reason: To ensure no disruption to vehicular and pedestrian movement.

Prior to the Event Occurring

Public Liability Insurance

8. The organisers of the conference provider shall submit to Council a copy of its Public Liability Policy in an amount not less than \$20,000,000.

Reason: To ensure an appropriate level of insurance for the event.

Notification of Event

9. The residents/businesses within a 200m radius of Prince Alfred Park are to be notified in writing of the date and times of the event, at least 30 days prior to the event. Contact details of the coordinating manager are to be provided to those notified to enable contact in the event of a noise or other disturbance issue.

Reason: To ensure appropriate notification of the event.

Vehicle Entry Points

10. The event organiser is ensure vehicular access to Prince Alfred Park is limited to the driveway off Marist Place and is to be restricted to essential vehicles only. A designated staff member is to control the number and type of vehicles entering the park.

Reason: To protect public safety and ensure no damage to the park.

Emergency and Management Plans

11. The Event Management Plan shall be updated to include:
- the approved site layout plan;
 - modifications to be consistent with the conditions of this consent;
 - clarification of 300 maximum patrons in licensed area and a maximum of 500 patrons at the event at any one time; and
 - change to the noise/sound management plan to reflect the conditions of consent.

A copy of the Event Management Plan and Risk Assessment Plan is to be provided to the Parramatta Local Area Command Police prior to the event, together with a contact phone number for the organiser of the event.

Reason: To ensure safety in the event of an emergency.

Protection of the Environment

12. The event organiser to identify all street stormwater drainage points located within the event area which may be subject to polluting substances, including waste waters, oils and debris. Any identified sites are to be mapped and advised to Council no less than 7 days prior to the event, for consideration of installation of suitable protective barriers or other containment measures. No liquid wastes are to be disposed of on the site, or to any watercourse or drain connected to a watercourse. The event organiser shall ensure suitable measures are in place to prevent pollution of waterways and issue prior written instructions to stallholders and operators regarding containment of wastes.

Reason: To prevent pollution of waterways

Alcohol

13. Alcohol shall not be sold or consumed on any premises without an appropriate license for the sale/consumption of alcohol. No alcohol is to be sold or consumed within the premises other than in the licensed areas during the event.

Reason: To ensure the safety of the public.

During Set-up/Dismantling of the Event**Damage to Prince Alfred Park**

14. Any damage to Council assets that impact on public safety, that occurs during the erection/dismantling of the temporary structures, or throughout the event, is to be rectified immediately by the organisers. Care is to be taken in the location of structures to ensure no damage occurs to infrastructure, landscaping of structures within the park.

Reason: To protect public safety.

Hours of Erection/Dismantling Structures

15. All works for the erection of temporary structures and equipment may only be carried out between the hours of 6.00am to 8.00 pm on 7-9 June 2021.

All works for the removal of temporary structures and equipment may only be carried out between the hours of 6.00am to 8.00 pm on 6 -10 September 2021.

All temporary structures, displays, signs and equipment must be removed from the park and surrounding area by 8.00pm on 10 September 2021.

Reason: To protect the amenity of the area.

Material storage and trees

16. No materials (including waste and soil), equipment, structures or goods of any type are to be stored, kept or placed within 3m from the truck or within the dripline of any tree.

Reason: To ensure the protection of the trees.

Building Code of Australia

17. All structures to be erected on the site are to comply with the relevant requirements of section F of the Building Code of Australia.

Reason: To ensure safety.

Use of Roads

18. Occupation of any part of the footpath or road at or above (carrying out work, storage of building materials and the like) during construction of the development shall require a Road Occupancy Permit from Council. The applicant is to be required to submit an application for a Road Occupancy Permit through Council's

Traffic and Transport Services, prior to carrying out the construction/restoration works.

Reason: To ensure proper management of Council assets.

19. Oversize vehicles using local roads require approval from the National Heavy Vehicle Regulator (NHVR). The applicant is required to submit an application for an Oversize Vehicle Access Permit through NHVR's portal (www.nhvr.gov.au/about-us/nhvr-portal) prior to driving through local roads within the City of Parramatta LGA.

Reason: To ensure maintenance of Council's assets.

Excavation Prohibited

20. In recognition of the Parks heritage listing as a potential archaeological site, no excavation is permitted to be carried out. Furthermore, all temporary structures are to be anchored in locations to ensure no damage to subsurface irrigation infrastructure. Where it is not possible to avoid underground infrastructure, the applicant is to locate existing subsoil infrastructure via the use of Ground Penetrating Radar (or similar non-invasive technology) prior to finalising temporary structure anchor locations.

Reason: Protection of heritage archaeology and public infrastructure.

21. To ensure that park infrastructure is not damaged, the applicant is to locate existing subsoil infrastructure via the use of Ground Penetrating Radar (or similar non-invasive technology) prior to finalising temporary structure anchor locations.

Reason: Protection of public infrastructure.

Security Bond

22. Prior to the event, payment of a \$10,000 security bond is required in accordance with Section 80A(6)(a) of the *Environmental Planning and Assessment Act 1979* and Councils 2017-18 Fees and Charges (Special Event- Community).

Reason: To guarantee the protection of the Council reserve.

Protection of Stormwater Drains

23. The event organiser shall identify all street stormwater drainage points located within the event area which may be subject to polluting substances, including waste waters, oils and debris. Any identified sites are to be mapped and advised to Council no less than 7 days prior to the event, for consideration of installation of suitable protective barriers or other containment measures.

Reason: To prevent pollution of waterways.

Protection of the Park

24. The applicant must implement satisfactory measures to ensure that the Council reserve is protected from damage, including:
- Protection of grass through the use of profloor (or similar) to protect all high traffic areas including stalls, food and beverage outlets;

- Protection of sensitive garden beds and plantings through erection of barricading to prevent access;
- Protection of trees by not parking any vehicles or placing any structures within the dripline;
- No digging of trenches or pruning of vegetation;
- No attaching of signs or other structures to trees unless approved by Council;
- All vehicles must be escorted while within the site and not exceed walking pace;
- Vehicle movements are to be restricted to paved pathways or areas with turf protection (such as protrack or similar) and are not permitted on unprotected grass areas.

Reason: To ensure protection of the Council reserve.

Accessibility to the Event

25. An accessible path of travel shall be provided and maintained to and within the large igloo, to and round the small igloos (or at least to a reasonable selection of igloos), to the bar and kitchen area, to the accessible WC and to the ice skating rink from the event entrance, with an accessible path of travel provided from the existing paths within the park to the event entrance.

A specific drop-off location to the event shall be provided for persons with a disability.

Consideration should be given to the provision of aids for hire for use by persons with disabilities and their carers to permit accessibility to the ice skating rink.

Consideration should be given to the provision of free tickets to carers assisting people with disabilities to access the ice skating rink.

Consideration should be given to allocating specific times for access to the ice skating rink to people with disabilities.

Reason: To ensure an appropriate level of accessibility to the event for all.

During the Event:

Hours of Event

26. The event, exclusive of bump-in and bump/out, is to occur only between 10 June – 5 September 2021 and only during the following hours:

11am and 10pm Mondays to Thursdays
 11am to 12am on Fridays
 10am – 12am on Saturdays
 10am to 10pm on Sundays

Reason: To minimise the impact on the amenity of the area.

Noise Attenuation

27. Amplified music in relation to the event shall only be permitted during the following hours:

4pm and 9pm Thursdays
4pm to 11pm on Fridays - Saturdays
4pm to 9pm on Sundays
4pm to 9pm on 14th June (Queens Birthday)

Amplified music shall be subject to sound limitation such that it is played at a "background level" only. Should noise complaints be received by Council in relation to amplified music Council may order that the hours of amplified music be further restricted by written notice to the applicant.

Any noise complaints received by the event organisers from surrounding residents are to be acted upon immediately.

Event organisers are to require staff to ensure patrons to the event leave the vicinity of the site at the cessation of trade each evening and direct patrons to leave in a quiet and orderly manner to maintain the amenity of nearby residents.

Reason: To minimise the impact on the amenity of the area.

Waste Removal

28. The event organiser must ensure that event area and the surrounding area is maintained in a clean and tidy condition throughout the event and is returned in the same condition as it was in prior to the event. Waste bins are to be emptied throughout the event as necessary and each event site is to be cleaned at the end of each day to remove any litter. All waste is to be removed from the site by noon on the day after the event. All putrescible waste shall be removed from the site with sufficient frequency to avoid nuisance from pests and odours.

Reason: To ensure a suitable waste storage facility.

29. Disposal of solid wastes arising from the event shall comply with the approved waste management plan. All putrescible waste shall be removed from the site with sufficient frequency to avoid nuisance from pests and odours

Reason: To ensure provision of adequate waste disposal arrangements

Clean-up of Site

30. At the end of each night of use or prior to the commencement of use each day, litter is to be removed from the immediately adjoining streets.

Reason: To protect public amenity.

Waste Audit

31. Should a waste audit be carried out for the event a copy is to be forwarded to Council.

Reason: To ensure appropriate handling of waste.

Food Premises

32. The operation of any food business activity in association with the event is to be in accordance with the food safety standards adopted under the NSW Food Act. In complying with the above, the event organiser and all food businesses intending to operate as part of this event shall refer to the NSW Food Authority's publications "Food handling guidelines for temporary events" and "Mobile food vending vehicles –Operation, construction and food handling guidelines" as amended prior to the setting up of any food stall or placement of any vehicle used to prepare or display food for sale. Any departures from these guides are to be directly negotiated with Council's nominated Environmental Health Officer and a statement of clearance issued by Council prior to the commencement of the event. Council may undertake inspections of individual food stalls and vans on the day of the event. An inspection fee applies for each stall inspected, and the relevant fee can be viewed on Council's website.

All food businesses and the event organiser shall undertake prior notification of the event to the NSW Food Authority.

Reason: To ensure a supply of safe and suitable food for the event.

Holding facilities for oils and liquids

33. Adequate holding facilities shall be installed for the storage of new and waste oils and other bulk liquids in accordance with AS 1940 - 2004 'The storage and handling of flammable and combustible liquids' before commencement of use.

Reason: To ensure that waste liquids are correctly contained.

Protection of the Environment

34. The operation of the events not giving rise to environmental emissions of air impurities, liquids or solid matter in contravention of the Protection of the Environment Operations Act 1997. Any emissions from the event must not cause a nuisance from odours, nor be hazardous to human health or the environment.

Reason: To prevent loss of amenity to the community.

No attachments to trees

35. No service, structure, conduit or the like shall be fixed or, attached to any tree.

Reason: To ensure the protection of the tree(s).

Complaints Handling

36. Event management shall keep a record of all complaints received, including time, date, nature of the complaint, response to the complaint and contact details of the complainant (if given). The record shall be made available to the Police and Council upon request.

Complaints are to be addressed within a reasonable timeframe, being within 24 hours of receipt of the complaint, or immediately if the complaint is of a noise, safety or unacceptable behaviour (ie violence, threatening, drunken, sexual abuse) nature. Any complaint of unacceptable behaviour nature, other than drunkenness, shall be reported to the Police.

Reason: To ensure the protection of the safety and amenity of the area.

Transport for NSW conditions:

37. All buildings and structures, together with any improvements integral to the future use of the site are to be wholly within the freehold property (unlimited height or depth), along the Victoria Road boundary.
38. An Event Traffic and Transport Management Plan (ETTMP) should be prepared, ensuring the event traffic and transport associated with the event does not impact the Parramatta Light Rail project and surrounding classified road network. The ETTMP should be prepared in consultation with TfNSW and endorsed by TfNSW prior to the commencement of the event. Please send to development.sco@transport.nsw.gov.au.

The ETTMP should include, but not be limited to, the following:

- Details of events, including projected patron numbers;
 - Details of all vehicles associated with the events, including forecast vehicle number, vehicle types, times of vehicle arrival/departure and vehicle access and management controls of ingress/egress;
 - Details of measures to manage taxi, coaches, kiss and ride and rideshare services and patrons using these vehicles to access the event;
 - Details of measures to manage freight vehicles;
 - Details of any road closures;
 - Details of the pedestrian routes used to access the events;
 - Traffic management measures on the surrounding road during event bump-in and bump-out;
 - Details of strategies to mitigate risks at points of crowd swell, including during bump-in and bump-out of events at Bankwest Stadium;
 - Wayfinding and signage measures, including messaging and announcements, which provide clear patron direction to all modes of travel, including walking, heavy rail, bus, taxi, coach, kiss and ride and rideshare services and include illumination for appropriate use at night. Measures should consider event bump-in and bump-out;
 - Emergency services vehicles access and egress;
 - Use of real time mitigation measures to mitigate or prevent impacts associated with the operation of the event.
 - The ETTMP should be implemented during the full course of the event
39. Vehicles associated with the setup and/or dismantling of the event should not stop or park along Church Street, Market Street, Marist Place, Palmer Street and Victoria Road without prior agreement from TfNSW.

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

Heritage Council General Terms of Approval:

Approved Development

41. Development must be in accordance with the information submitted with this application:
- a. Site Plan drawing, undated.
 - b. A letter from Design Collaborative providing the Statement of Environmental Effects dated 31 March 2021.

EXCEPT AS AMENDED by the following general terms of approval:

Set Up and Pack Down

42. The event organisers of 'The Winter Village Sydney - Parramatta 2021' must strictly comply with the Bump-in and Bump-out dates of 7th June and 10th September 2021 respectively.

Note: This is a one-off approval to assist in the recovery of the entertainment sector following the COVID related cancellations of events last year and must not be taken as a precedent to seek approval for similar longer occupation of the site in future. If events longer than 30 consecutive days are to be held, it is requested that the City of Parramatta advise the applicants of other locations within the city that are best suited for such purposes.

Reason: To ensure that the significance of the park as the significant public space is not adversely affected by the continuous occupation of the site for longer duration.

Heritage Consultant

43. A suitably qualified and experienced heritage consultant must be nominated for this project. The nominated heritage consultant must provide input into the detailed design, provide heritage information to be imparted to all tradespeople during site inductions, and oversee the works to minimise impacts to heritage values. The nominated heritage consultant must be involved in the selection of appropriate tradespersons and must be satisfied that all work has been carried out in accordance with the conditions of this consent.

Reason: So that appropriate heritage advice is provided to support best practice conservation and ensure works are undertaken in accordance with this approval.

Restoration of the Subject Site

44. The quadrant of the Prince Alfred Square park proposed to hold the temporary event must be restored to its original condition to the satisfaction of the City of Parramatta following the conclusion of the temporary event.

Reason: To ensure that the public amenity associated with the park is restored to its former condition.

Site Protection

45. Significant built and landscape elements are to be protected during site preparation and the works from potential damage. Protection systems must ensure significant fabric, including landscape elements, is not damaged or removed.

Reason: To ensure significant fabric including vegetation is protected during construction.

Unexpected Historical Archaeological Relics

46. The applicant must ensure that if unexpected archaeological deposits or relics not identified and considered in the supporting documents for this approval are discovered, work must cease in the affected area(s) and the Heritage Council of NSW must be notified. Additional assessment and approval may be required prior to works continuing in the affected area(s) based on the nature of the discovery.

Reason: This is a standard condition to identify to the applicant how to proceed if historical archaeological deposits or relics are unexpectedly identified during works.

Aboriginal Relics

47. Should any Aboriginal objects be uncovered by the work which is not covered by a valid Aboriginal Heritage Impact Permit, excavation or disturbance of the area is to stop immediately and Heritage NSW is to be informed in accordance with the National Parks and Wildlife Act 1974 (as amended). Works affecting Aboriginal objects on the site must not continue until Heritage NSW has been informed and the appropriate approvals are in place. Aboriginal objects must be managed in accordance with the National Parks and Wildlife Act 1974.

Reason: This is a standard condition to identify to the applicant how to proceed if Aboriginal objects are unexpectedly identified during works.

Compliance

48. If requested, the applicant and any nominated heritage consultant may be required to participate in audits of Heritage Council of NSW approvals to confirm compliance with conditions of consent.

Reason: To ensure that the proposed works are completed as approved.

Section 60 Application

49. An application under section 60 of the Heritage Act 1977 must be submitted to, and approved by, the Heritage Council of NSW (or delegate), prior to work commencing. Reason: To meet legislative requirements.

Report prepared by:

Kerry Gordon
Kerry Gordon Planning Services

Signature:



Date: 27 May 2021

**Australian
Venue Co.**

**Australian
Venue Co.**

EVENT MANAGEMENT PLAN



THE WINTER VILLAGE (Sydney - Parramatta) 2021



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ATTACHMENTS

A.	Site Plan
B	Risk Assessment Plan
C	COVID-Safe Plan (To be added)
D	Evacuation Diagram/Plan (To be added)
E	Development Application (To be added)
F	Pop Up Liquor Licence (To be added)
G	Food Registration (To be added)
H	Stakeholder Notification Letter



1. EVENT DETAILS

NAME OF THE EVENT	The Winter Village Sydney - Parramatta 2021								
EVENT DURATION	10 June 2021 – 5 September 2021								
BUMP-IN START DATE & TIMES	7 June – 10 June 2021								
BUMP-OUT DATE & TIME	6 September – 10 September								
TRADING HOURS	<table> <tr> <td>Monday to Thursday</td><td>Between 11am and 10pm</td></tr> <tr> <td>Friday</td><td>Between 11 am and 12 midnight</td></tr> <tr> <td>Saturday</td><td>Between 10 am and 12 midnight</td></tr> <tr> <td>Sunday</td><td>Between 10am and 10pm</td></tr> </table>	Monday to Thursday	Between 11am and 10pm	Friday	Between 11 am and 12 midnight	Saturday	Between 10 am and 12 midnight	Sunday	Between 10am and 10pm
Monday to Thursday	Between 11am and 10pm								
Friday	Between 11 am and 12 midnight								
Saturday	Between 10 am and 12 midnight								
Sunday	Between 10am and 10pm								
EVENT LOCATION	Prince Alfred Square (North facing quadrant) 353D Church St Parramatta NSW 2150								
ESTIMATED CAPACITY	<p>500 patrons at any one time.</p> <p>Patron limit subject to density quotient of one person per two square metres.</p> <p><i>Event will comply with Dept of Health NSW outdoor permitted patron numbers and our COVIDSafe Plan at all times</i></p>								
DESCRIPTION/ PURPOSE	<p>The Winter Village includes two (2) components – entertainment and food & beverage offerings.</p> <p>The event concept is for the ultimate winter event for patrons to enjoy. The event is ideal for families, tourists (intrastate and interstate) or locals looking for a unique activity and food & beverage experience.</p> <p>Patrons would be able to pre-book a perfectly styled igloo package for their group and enjoy a winter themed delicious food and beverage menu.</p> <p>If visiting with family, the ice rink is the perfect activity and in the evening as patrons are skating and enjoying the Alpine Village, a DJ will set the tone for a night under the stars.</p>								
ENTERTAINMENT	<p>The entertainment amenities that will be offered as part of this event are as follows:</p> <ul style="list-style-type: none"> • Small and medium igloos for intimate and smaller group dining bookings • Large igloos that function as hireable spaces for public and private use • Ice skating rink and ice-skating performance shows • Live music entertainment such as DJ's and local artists • Various activities including snow showers, snow globe themed opportunities, 'selfies station' with photo moments inspired by the alps • A calendar of family designed activities to keep both adults and children entertained. 								



FOOD & BEVERAGE OFFERING (SAMPLE)	Australian Venue Company (AVC) will provide food and beverage during the events operation.	
	The event will have one (1) main kitchen and one (1) main bar to provide food and beverage offerings to patrons.	
TARGET AUDIENCE	Food: <ul style="list-style-type: none">• Lobster rolls• Burgers• Grazing boards• Shared snacks (fried chicken, loaded fries, arancini balls)• Churros• Ice cream sandwiches A kid friendly menu will also be available.	Beverages: <ul style="list-style-type: none">• Hot chocolate (various toppings)• Coffee and tea• Soft drinks, juice• Cocktails (alcoholic & non-alcoholic)• Mulled wine• Local wines and beers
	<ul style="list-style-type: none">• Local residents• Families• Individuals/social groups young at heart• Tourists (greater Sydney and regional NSW)	
ROAD CLOSURE LOCATION	N/A – No road closures required	
STAFFING	1 x Event Manager 2 x Event Supervisors 25 x Operational Staff	
COVID OFFICER	A minimum of one (1) staff member is to act in the capacity of COVID-19 Officer during the event trading hours.	
SECURITY	A minimum of two (2) crowd controllers, licensed under the <i>Security Industry Act 1997</i> , will be employed from 6pm on Friday and Saturday.	
COMPANY DETAILS		
NAME	Australian Venue Co. AVC Operations Pty Ltd ABN 81 607 832 299	
COMPANY WEBSITE	https://www.ausvenueco.com.au/	
CONTACT PERSON/S	Selena Majumdar Activations Operations Manager 0414 898 549 Selena.majumdar@ausvenueco.com.au	Monika Cala General Manager – Licensing 0432 055 099 Monika.Cala@ausvenueco.com.au



2. CONTACT LIST

Name	Role/Title	Phone
Mark Nixon	Event Manager	0421 923 874
TBA	Event Supervisor	TBA
TBA	Event Supervisor	TBA
Evan Gargaro	State Manager	0411 278 460
Selena Majumdar	Activations Operations Manager	0414 898 549
Pippa Finks	Brand/Marketing Manager	0407 404 771
Monika Cala	General Manager - Licensing	0432 055 099
TBA	Food Safety Supervisor	TBA
Mark Nixon	Safety Officer (First Aid)	0421 923 874
TBA	Safety Officer (First Aid)	TBA
Mark Nixon	Fire Warden	0421 923 874
TBA	Fire Warden (Deputy)	TBA
TBA	Structural Engineer	TBA
Thomas Parrish	Security	0478 684 993
Cleanaway	Waste Management & Collection	13 13 19

3. PUBLIC LIABILITY

Public Liability Insurance coverage of \$20 million. AVC will ensure the appropriate insurance is in place for the duration of the event.

Insurer	Marsh Advantage Insurance
Contact Person	Michael Whyte
Address	Collins Square, Tower 1, L 14, 727 Collins Street, Melbourne VIC 3008, Australia

4. STAKEHOLDER NOTIFICATION

The following stakeholders in the vicinity of the event location will be informed of the upcoming event:

Business	Notification method
Novotel Paramatta	Emailed 9.3.21 // H8787-RE@accor.com
Bayanami Public School	Emailed 9.3.21 // bayanami-p.school@det.nsw.edu.au
St Patricks Cathedral Parish	Emailed 9.3.21 // admin@stpatscathedral.com.au
Bridal Secrets	Emailed 9.3.21 // info@bridalsecrets.com.au
Riverside Theatre	Emailed 9.3.21 // boxoffice_riverside@cityofparramatta.nsw.gov.au
Our Lady of Mercy College	Emailed 9.3.21 // olmc@olmc.nsw.edu.au
AMT Grand Homes	Emailed 9.3.21 // info@amtgrandhomes.com.au
Entrada Shopping Centre	Emailed 9.3.21 // glenn.retail@raywhite.com





6. TEMPORARY STRUCTURE & INFRASTRUCTURE

Infrastructure / Facilities				
IG-01	Small Igloos	20	3.6m Diameter	Ticketed Dining
CO-02	Bar	1	2.6 x 6m	Bar Service
CO-01	Kitchen	1	6 x 7m	Kitchen Service
CO-03	Site Office	1	2.6 x 6m	Office
CO-04	Skate Hire	1	6 X 2.4m	Skate Hire Hut
IR-01	Ice Rink	1	20 x 39m	Ice Rink
CR-02	Cool Room	1	1.5 x 3m	Cool Room
CR-03	Keg Room	1	4 x 1.8m	Keg Room
CR-01	Freezer	1	1.5 x 3m	Freezer
CH-01	Ice Rink Chiller	2	2 x 4m	Ice Rink Chiller
SPOA	Skate put on area	1	12 x 3m	Skate put on area
MA - 02	Storage Marquee	1	3 x 3m	Storage
MA - 01	First Aid Marquee	1	3 x 3m	First Aid
TR - 01	Entrance Truss	1	4 x 1 x 3m	Clear Entryway
TO-01	Toilet Container Male	1	6 x 3m	Male Toilets
TO-02	Toilet Container Female	1	6 x 3m	Female Toilets
TO-03	DDA Toilet	1	2.5 x 2.5m	DDA Toilet
ST-01	Stage	1	2 x 4m	Performers
Sanitary Facilities	8 pan (6m x 3m) – 8 x female, 4 x male, 4 x urinal, 1 x Accessible toilet (2.4m x 2.4m)			
Water	Free drinking water will be available for patrons within the event area at all times via the bar. All igloos will have free drinking water and cups readily available inside once guests are seated.			
Vehicles	A dedicated Site Manager will be onsite during bump in and out of the site build and also be responsible for all vehicles entering the site during this time, ensuring a safe method and helping suppliers block and hold pedestrians where required.			
Signage	<ul style="list-style-type: none"> ▪ Toilet ▪ Directional ▪ Entry / Exit (universal Green exit sign) ▪ First Aid (universal '+') ▪ No Smoking ▪ Bar/kitchen signage ▪ Scrim signage (perimeter fencing) ▪ Information office signage ▪ Promotional signage ▪ Responsible service of alcohol 			

Australian
Venue Co.

Examples of branding and signage:





7. WIND MANAGEMENT

Wind speeds will be monitored daily as necessary via an on-site wind speed anemometer. If winds exceed 50km/hour, items such as umbrellas, chairs, tables, etc will be packed down or removed indoors. The structures will be evacuated where forecast wind speeds are predicted to exceed the following limits:

The Winter Village – Wind Management Plan				
<p>If the wind speeds approach 80km/h, the structure must be abandoned, and all personnel moved within a permanent structure of importance level 2-4 as specified within the NCC. This as a result will be a full evacuation of the activation site</p> <p>Weather conditions will be monitored on a regular basis with BOM by site management.</p> <p>Cancellation or postponement of the event to be considered in line with procedures in the event of high winds or a storm.</p>				
Structure	Description	Ballast Required	Wind Rating	Actions to take
All items without engineering, ie furniture	Outdoor Furniture, fencing	NA – no ballast required	30 km/h	If winds approach gusts of 30km/h, loose items are to be put in storage
Umbrellas	Umbrellas with steel bases	Umbrellas to be weighted at 50kgs each	50 km/h	If winds approach gusts of 50km/h umbrellas are to be closed and put in storage
3x3m Truss Entrance + Festoon Truss Uprights	Aluminium Truss	3x3m Truss Entrance is weighted with 4 x 300kg ballast blocks Festoon Truss Uprights are weighted with 2 x 450 kg blocks	80 km/h	If the wind speed approaches 70km/h, the event crew must go on standby for potential evacuation. If the wind speed approaches 75km/h, all non-essential personnel must be evacuated. If the wind speed approaches 80km/h, the structures must be evacuated, and all personnel moved within a permanent structure
Marquees (3m x 3m) Marquee (6m x 15m)	Aluminium framed marquees, PVC outer walls + roof	Marquee uprights are weighted with 275kgs per upright	80 km/h	In the event that wind speeds reach 70 km/h the walls will be opened in line with the wind direction to allow maximum cross winds to flow through the structure.
Bar	Standard Shipping Container	NA – no ballast required	225 km/h	NA
Cool Room + Freezer	Trailer Cool Room + Freezer	NA – no ballast required	NA	NA



Keg Cool Room	Skid container	NA – no ballast required	NA	NA
Portaloos	Portable Toilet	NA – no ballast required	NA	NA
Dome Marquee (small)	Dining bookings	Igloos to fastened to wooden base platform Additional ballast in the event of high winds: Install an additional anchor eyelet connection point on the timber deck platform at the centre of each small dome structure. The anchor eyelet is to be affixed using a minimum of four timber screws and shall have a minimum of four guy ropes connecting the middle horizontal banding members to the anchor eyelet.	62 km/h	If wind speeds approach 60km/h for the small domes, the event manager must evacuate all public from the structure and implement an exclusion zone of 25m around the structures. If the wind speeds approach 65km/h for the small domes, additional anchor supports installed as per this management plan.

If wind speeds increase above a safe speed, the activation will close, and patrons will be directed off the event area.



8. LICENCES/PERMITS/REGISTRATIONS

AVC will work closely with all regulatory bodies to obtain the necessary approvals for the event which includes the following:

Licence	Due to
Pop-Up Licence (Liquor)	Temporary bar
Food Registration	Kitchen and bar on premises
OneMusic	Live entertainment (DJ) and background music
Development Application	Use of land

9 PEDESTRIAN, CROWD & SECURITY MANAGEMENT

All managers, staff, security are trained and will be briefed to identify and assist any one with disabilities, physical or visual, to navigate their way through the event area.

Staff and security personnel will be working and stationed at the event during operational hours as required.

Staff and security will be briefed on the following in order to maintain flow of public through and around the event area:

- Signage will be in place during bump in / out to direct pedestrians
- Build areas will be roped off to pedestrians during bump in and out
- Spotters and marshals will be in place during any vehicle moment within the event area
- Maintain the flow of public through and around the event
- Coordinate lines in the event areas to avoid crowding
- Pedestrian walkways will be kept clear

Traffic and Pedestrian treatments will be implemented to manage crowd movement during bump in as well as during peak periods as required.

9.1 PEDESTRIAN MANAGEMENT

Pedestrian flow in and around the site must be efficiently managed to ensure free movement is maintained. In some instances (e.g. bump in/out), pedestrian control points will need to be established and detours set for alternate routes around the event.

9.2 PATRON ACCESS

Patrons visiting The Winter Village will make their own way to the venue throughout the event period.

The event zone is easily accessible to all patrons and the entrance for the event will be through a managed access point in the centre of Prince Alfred Square with event staff or security, present to coordinate entry. Egress is through the same access point.

Public access will be maintained around the area on the footpath directly outside the event.



10. VENDORS

Food and beverage offerings will be managed and supplied by Australian Venue Co for the event. AVC will invite local vendors to participate during the event; all necessary licence/permits and insurance certificates will be obtained from any vendors prior to commencement.

11. ALCOHOL MANAGEMENT PLAN

The purpose of the Alcohol Management Plan is to ensure appropriate management and control of The Winter Village, particularly in relation to the responsible service of alcohol, minimising the risk of alcohol misuse and abuse and to minimise any adverse impact on the amenity of the surrounding area or any disturbance or disruption to the nearby residents and businesses.

Description of Service and Consumption Areas

The entirety of the North Quadrant of Prince Alfred Square 353D Church St, Parramatta NSW 2150 is the licensed area. Please refer to *Section 5 – Site Plan*. The licensed area will have a patron capacity of 500 patrons at any one time.

Provision for Free Drinking Water

AVC and staff recognise the importance of offering free drinking water to assist patrons to slow down their rate of intoxication and as an alternative to consuming alcohol. As such free drinking water will be available at all times from the main bar/kitchen and within the igloos once guests are seated.

Bar Staff

All bar staff will be experienced and hold a current competency card with RSA endorsement. Copies of all competency cards will be readily available for inspection by an authorised officer. Bar staff will conduct ID checks of all patrons who look 25 years or younger ensuring drinks are only served to patrons aged 18 and over.

Collection of Waste at Bars

Service staff will be engaged to make constant rounds of the event zone and clear away any empty containers and waste.

11.1 MANAGING NOISE

The noise produced from the event will be appropriate given the site location being as accessible from Central Parramatta as it is. Given limited amplification is proposed and no undue impact is considered of neighbouring businesses, residents, no acoustic reporting has been undertaken.

- The event will comply with the noise / amenity condition endorsed on its licence/permits having regard to the possible impact on residents and neighbouring premises so as to ensure minimum disturbance or nuisance is caused to those residents and/or businesses.
- Management and staff will take any complaints by neighbours very seriously and will endeavour to respond to any concerns in a timely and positive manner. The contact number for the event will be offered to neighbours should any concerns arise.
- When customers depart the event, management, staff and security will request that patrons do so quietly and with regard for the neighbours. Should additional measures be required, signage will be erected near the exits requesting the following: *"Please leave the event quietly to avoid disturbing the local residents"*



11.2 RESIDENTS AND AMENITY OF THE NEIGHBOURHOOD

- The event will at all times have regard to its neighbours in the surrounding area and use best practice to ensure that minimal disturbance is caused to those residents by the operations.
- Staff at the event are to ensure that all patrons leave quietly and in an orderly fashion. In this regard, Staff will use their best endeavours to request that patrons 'move on' and disperse quietly from the area.
- Staff will complete regular litter collections in and around the event area for the purpose of collecting any litter and/or cleaning any mess or rubbish caused by patrons of the event during and immediately after the close of trade.
- Staff will keep public areas clean, tidy and free of hazards, such as stacked boxes by completing regular checks of the surrounding areas adjacent to the event zone.

11.3 COMPLAINTS/INCIDENTS REPORTS PROCEDURE

If any complaint is received regarding the event, the Event Manager or Supervisor on duty must attend to the complaint immediately and provide a response to the complainant within a reasonable period of time following lodgement of the complaint.

The complaint must be recorded in Elumina (AVC online incident reporting system) and the following details logged to ensure the appropriate action has been taken or will be taken:

- a) Date & time;
- b) Details of the complaint/issue;
- c) Contact details (must advise if they are to remain anonymous);
- d) Action plan

11.4 LIQUOR LICENSING/RESPONSIBLE SERVING OF ALCOHOL

AVC is committed to selling, serving and supplying alcohol in a responsible, friendly and professional manner and in compliance with the *Liquor Act 2007*. Harm Minimisation and Responsible Service of Alcohol will be a priority of Management and Staff of the event.

- The Winter Village will at all times comply with the *Liquor Act 2007* including but not limited to:
 - i. Alcohol will not be served to any unduly intoxicated persons;
 - ii. Unduly intoxicated persons will be refused service at the event and monitored by the staff and security;
 - iii. If any patron attempts to supply an unduly intoxicated person with alcohol or the person is observed with an alcoholic drink following a refusal of service, then both parties will be asked to leave the premises;
 - iv. Drunk or disorderly persons are not permitted on the premises;
 - v. If a drunk or disorderly person is found on the premises, he or she will be removed immediately.
- All staff involved in the sale, service or supply of alcohol must have a valid NSW Competency Card with RSA endorsement available for inspection by an authorised officer at any time.
- RSA certificates will be maintained at the event.
- Low alcohol beer and non-alcoholic beverages will be available. Free drinking water will be available at all times over the bar.
- Beverages are to be served in disposable cups or open cans, no glassware.



- Food will be available to be purchased on the licensed premises throughout the events trading hours.
- Staff will be easily identifiable by their uniforms.

11.5 MINORS

Due to the nature of the event, minors are permitted within the event area without a responsible adult to explore and enjoy the event's activities which includes the ice rink.

As the event is a licensed area, the following will take place during the event:

- Staff are trained, experienced and proactive in relation to the sighting of acceptable photo evidence of age documents indicating that a patron is over 18 years old.
- Minors are not permitted to consume alcohol on the licensed premises under any circumstances.

In line with responsible service of alcohol practices, anyone who appears to look under 25 years old needs to provide proof of age when entering a licensed venue or buying or consuming alcohol from that venue.

Acceptable evidence of age photo documents include (identification presented must be current):

- A driver or rider licence or permit issued by an Australian State or Territory or any foreign country
- A NSW Digital Driver Licence
- Australian or other passport
- NSW photo card
- Proof of age card issued by a public authority of the Commonwealth or of another State or territory for the purpose of attesting to a person's identity and age
- Keypass (over-18) identity card issued by Australia Post

There are offences for faking and misusing IDs.

There are financial consequences for minors who use a false ID in order to enter or buy alcohol from a licensed venue. They may be issued with a \$220 on-the-spot penalty and fined up to \$2,200 by a court. Provisional drivers may also have 6 months added to their driver licence.

If in doubt that the ID presented is authentic but are not sure, staff are to ask for a second form of identification to help determine whether the ID is fake or does not belong to the person presenting it. If staff determine that one or both of the presented IDs are fake, that ID (except for a driver licence) should be confiscated and handed over to the police.

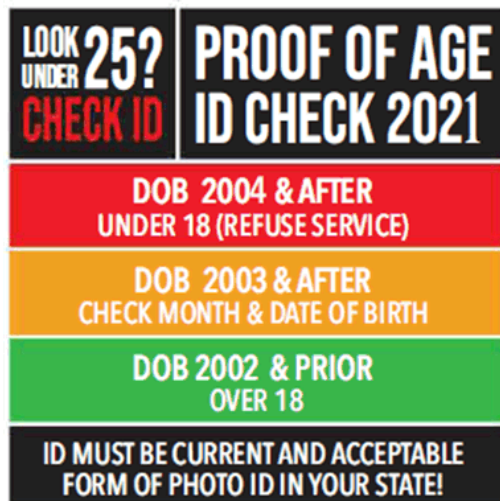
Tips for identifying a genuine proof of age document:

- examine all ID in a well-lit area where alterations will be spotted more easily
- don't inspect an ID through the window face in a person's wallet – ask them to remove it
- take the ID from the patron and take your time examining it. It is recommended you do not handle a patron's phone when presented with a NSW Digital Driver Licence.
- make sure the ID includes a hologram or other security feature relevant to the document
- compare the photo with the patron presenting the ID – do they match? Pay particular attention to distinguishing facial features



- feel around the photo, birth date, and edges of the card. A card enclosed in plastic or laminate with wrinkles, bumps and air bubbles could mean the ID has been altered
- calculate that the date of birth of the ID confirms the person is at least 18 years old.

Proof of Age Check Guide:



It is an offence:

- for anyone under 18 to consume alcohol on licensed premises or possess or bring alcohol on to licensed premises.
- to sell or supply alcohol to anyone under the age of 18 years on licensed premises.

PENALTY:

Maximum penalty: \$11,000 or 12 months' imprisonment or both, Infringement Notice: \$1,100

11.6 INTOXICATION

Staff will be vigilant at all times and monitor patrons. Staff understand it's an offence to:

- permit unduly intoxication
- serve, sell or supply liquor to an unduly intoxicated person
- permit an unduly intoxicated person to consume liquor on the licensed premises
- permit any quarrelsome, disorderly, riotous or indecent conduct
- permit other persons to obtain alcohol or aid and abet an unduly intoxicated person

Recognising signs of intoxication

As part of our responsible service of alcohol strategy, staff must be aware of and recognise the early stages and signs of intoxication. By recognising these early signs, staff may be able to prevent a situation or a person's behaviour from escalating.

It is important for all staff to monitor people being served. This includes serving patrons at the bar area or their table/igloo.



A person is unduly intoxicated or drunk when their speech, balance, coordination, behaviour or appearance is visibly impaired and it is reasonable in the circumstances to believe the impairment results from the person's consumption of alcohol.

Signs of unduly intoxication include:

BALANCE/COORDINATION	BEHAVIOUR
<ul style="list-style-type: none"> Spilling drinks Fumbling and difficulty in picking up change Swaying and staggering Difficulty walking straight Bumping into furniture/other customers 	<ul style="list-style-type: none"> Becoming loud, boisterous and disorderly Becoming argumentative Annoying other patrons and staff Becoming incoherent, slurring or making mistakes in speech Becoming bad tempered or aggressive Loss of inhibition, overly friendly Being careless with money and buying rounds for others Exhibiting inappropriate sexual behaviour
SPEECH	APPEARANCE
<ul style="list-style-type: none"> Slurred words Altered speech patterns Rambling conversation Incoherent or muddled speech Loss of train of thought Repeating oneself 	<ul style="list-style-type: none"> Glassy/blood shot eyes and lack of focus Flushed Face Tired, drowsy or sleepy Dishevelled clothing or hair

Staff have many factors to consider when assessing a person which includes slurred speech or lack of coordination and these may be a tell-tale sign a person is unduly intoxicated; however, it's important to be mindful that certain medical conditions and disabilities may display characteristics like intoxication.

If these signs are combined with the smell of alcohol it could be reasonable to assume that the person is unduly intoxicated. Staff members' observation and monitoring skills are important tools to assist in making these decisions.

It is an offence to:

- sell or supply alcohol to an intoxicated person.
- permit drunken/disorderly person on licensed premises.

PENALTY:

Maximum penalty: \$11,000 - or 12 months' imprisonment or both. Infringement Notice: \$1,100

11.7 SECONDARY SUPPLY

Secondary supply is when an adult provides alcohol to a person under 18 years of age.

It is an offence to sell or supply liquor to a person who a staff member has a reasonable suspicion of intending to supply either to:

- a minor;
- an intoxicated person/disorderly or quarrelsome person; or
- a person suspected of on selling the alcohol without a licence.



Secondary supply also applies to parents or guardians of minors. Staff cannot sell or serve liquor to a parent who they reasonably suspect is going to supply the alcohol to a minor, even if the minor is their child.

Staff are trained and regularly reminded of their RSA responsibilities in relation to secondary supply.

11.8 DRINK SPIKING

The Winter Village aims to provide a safe and welcoming environment for all patrons and as such will be trained to identify potential incidents of drink spiking.

Drink spiking is when drugs or alcohol are deliberately added to a person's drink without their knowledge or consent. Additives may be colourless, tasteless and odourless, and the victim may not be aware of any difference in their drink.

Common effects attributed to drink spiking include: Poor coordination and balance, loss of motor skills, dizziness, slurred speech, drowsiness, impaired judgment, nausea, visual problems and unconsciousness.

Examples of drink spiking can include:

- adding an extra shot of alcohol to a person's drink
- putting alcohol into a non-alcoholic drink (such as soft drink, mocktail or fruit juice)
- slipping prescription or illegal drugs (such as tranquilisers, amphetamines or GHB – also called liquid ecstasy) into an alcoholic or non-alcoholic drink

It's important for staff to be vigilant at all times and react accordingly as these symptoms are also commonly associated with intoxication.

To prevent drink spiking, staff will ensure to:

- remove any unattended drinks
- monitor patrons and report suspicious behaviour
- monitor unusual drink requests (e.g. beer with a shot of spirit)

If a person suddenly appears drunk or is acting in a strange manner, staff can help by:

- speaking directly to the individual and assessing their behaviour
- if the individual becomes sleepy or incoherent, move them to a quiet and safe place and alert your manager and security immediately
- ensure any person who is assisting them is a friend
- if you are suspicious of anyone in the company of the victim, request for their ID and record their details
- call an ambulance if deemed necessary

Drink spiking is a serious crime and penalties include fines and imprisonment.

If staff witness or even suspect that drink spiking has occurred, the drink owner is to be informed immediately and the matter reported to event management.



11.9 RSA SIGNAGE

The Liquor Licence together with all required signage will be displayed in accordance with the *Liquor Act 2007* and in a manner that invites public attention.

The event will have the following compliance signage displayed in prominent positions (e.g. behind service area in clear view of patrons):



11.10 HOURS OF OPERATION

The Licensee will at all times comply with the hours of operation authorised as per the Liquor Licence.

The Winter Village trading hours:

Sunday	Between 10am and 10pm
Monday to Thursday	Between 11am and 10pm
Friday	Between 11am and 12 midnight
Saturday	Between 10am and 12 midnight

11.11 PATRONS

Management and staff will ensure compliance with the maximum patron numbers endorsed on the Liquor Licence issued by conducting regular patron counts and ongoing monitoring of patrons.

Maximum patron numbers at any one time permitted:

500 patrons at any one time.

Patron limit subject to density quotient of one person per two square metres.

Event will comply with NSW Ministry of Health outdoor permitted patron numbers and our COVID-19 Safety Plan at all times

11.12 INCIDENT REPORTING

All incidents will be reported as per AVC incident management framework. The information which must be recorded in Elumina in respect of incidents of the following nature on and in the vicinity of the licensed premises are:

- a person is refused entry because they are unduly intoxicated;
- a person is refused entry for behaving in an offensive manner including violent, quarrelsome, disorderly or indecent behaviour;



- a person who has been refused entry to the premises continually attempts to gain entry or behaves in an offensive manner including violent, quarrelsome, disorderly or indecent behaviour;
- a person is required to leave or is removed from the premises;
- a minor or suspected minor fails to produce evidence of age when required to do so;
- a document produced by a minor or suspected minor as evidence of age is suspected to be forged, false or counterfeit;
- a person engages in indecent behaviour;
- a person is unduly intoxicated;
- a person (including a person employed or engaged in the business conducted under the licence) is injured;
- a local resident or other person complains to the licensee, a manager or an employee about noise or any other matter related to the business conducted under the licence.

12. SECURITY

Licensed security personnel will be employed:

- On Friday and Saturday: a minimum of 2 crowd controllers, licensed under the *Security Industry Act 1997* will be employed from 6pm
- when deemed necessary by Management for periods which may warrant the provision of security or additional personnel at the event.

It will be the responsibility of the security firm hired for the event and Security Manager to ensure all security personnel hold valid licences to carry out crowd control activities and understand their obligations under the *Security Industry Act 1997*.

Management and Staff will ensure that adequate practices are in place to manage crowds within the activation, particularly during peak trading periods.

Management will ensure that an adequate number of staff are present during peak periods to monitor, supervise and manage patrons.

Staff will be dressed in a way distinguishable from patrons.

The requirement for all security to have their licence visible during the course of their work will be adhered to. All staff will be required to produce their licence at the commencement of their shift - **NO LICENCE, NO WORK**.

12.1 ROSTERING

All staff will be rostered according to the security requirements for the event. The following will be taken into consideration for the actual number of staff rostered:

- Number of expected patrons
- Type of event
- Infrastructure on site
- Specific requirements



Staff should be rostered according to their capabilities, experience and training.

12.2 REPORTING FOR DUTY

All security staff will be required to report to a designated marshalling area approximately 30 minutes prior to their actual shift start time. This will allow for completion of sign in register and the issuing of uniforms and any other equipment.

Staff will be requested to follow the sign in procedures. These procedures will consist of the following steps:

- Register for duty with administration
- Show current licence
- Change into uniform
- Attend briefing by dedicated manager
- Assume position and commence duty as stipulated in briefing

12.3 PERMITTED EQUIPMENT

The following equipment is indicative of what event security will require for this event:

- Radio communications
- Fluoro Safety Vest
- Identification tags
- Map of the event
- Accreditation information
- Gloves
- Notebook and pen

Staff must be checked that they are not bringing in items from a previous job that are considered unnecessary and inappropriate for this event, such as firearms or batons.

12.4 INAPPROPRIATE BEHAVIOUR

Given this will be a licensed premises, it must be kept in mind that quarrelsome, unfriendly behaviour and irresponsible alcohol consumption will not be tolerated and is to be identified and addressed at the earliest opportunity. Security personnel will provide a range of services including:

- Providing visible security presence in necessary areas and occasions
- Check identification in licensed venues
- Maintain control of the site
- Ensure patrons have full and uninterrupted enjoyment of the event wherever possible
- To work with event management to ensure the event runs smoothly

Rough or aggressive behaviours towards guests will not be tolerated. Guards are to respect all guests attending the event and deal with issues in a professional and friendly manner.

12.5 PROHIBITED ITEMS AND ACTIVITIES

It is important to ensure that an atmosphere conducive to enjoyment of the event is maintained for all patrons. Security will ensure that patrons are restricted from bringing prohibited items into the event.



Prohibited items include anything that may detract from another person's right to quiet enjoyment of the event or any item or activity that may damage property.

In the event of an emergency situation the Event Manager should be immediately notified on the Emergency Channel following the emergency notification procedures (refer to **Section 16.1**).

12.6 LOST PROPERTY

All lost property on the site will be handed to security or delivered to the Manager on Supervisor directly. Any person reporting lost property after the event will be directed to the Event Manager.

13. WASTE MANAGEMENT PLAN

Cleanaway is the engaged cleaning contractor for the event and bins and daily collections will be arranged for the event. The bins will be stored in appropriate locations at the event.

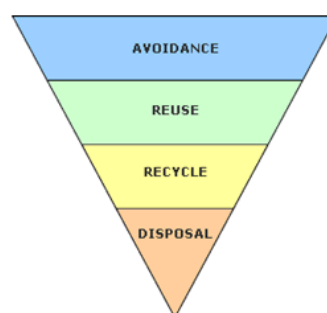
Event management will work closely with local authorities to ensure that appropriate facilities are in place and to ensure a clean and safe event. This includes planning the location of bulk waste bins, as well as bin stations and staffing levels. It is important to ensure that appropriate infrastructure is in place to facilitate the objectives of our waste management plan. These include:

- Adequate signage.
- Appropriate quantities and positioning of bin and bulk bin locations.

The aim of this Waste Management Plan is to demonstrate and implement a responsible and ecologically viable method of managing waste at this event. Australian Venue Co strives to achieve its goal of recycling at least 80% of the waste generated throughout the event. This will be achieved through careful consultation with the event and the use of a professional waste management contractor.

Where required, the Australian Venue Co will incorporate additional resources to ensure the event space and surrounding areas are left in the same state they were found prior to the event. Cleanaway will be appointed to litter pick the area around the event itself, alongside bin collection, in order to further minimise any impact the event has in terms of waste on the area itself.

The following illustration shows the hierarchy behind the waste management plan at the event, which is to avoid as much landfill as possible. We aim to achieve this through education of staff and the audiences as well as only using recyclable materials wherever possible at the event.





13.1 WASTE GENERATION

Waste generation is broken down into two categories: event guests and back of house.

The waste generated by guests is expected to be centred around the areas in which the guests are seated. The majority of guests will consume food and beverage at their location before or after utilising facilities or undertaking activities within the zone.

Back of House waste will be centred in the kitchen and bar area where commingled and general waste will be collected including drink ware, table ware, food waste, bottles and cans.

Waste will be kept to a minimal wherever possible and all waste should be recyclable. No paper flyers, promotional material etc. will be handed out to guests during entry, attendance, or upon exit in order to reduce waste generated in these areas. Offering an electronic ticketing option will also reduce the waste generation via paper tickets.

13.2 ACTIVITIES REQUIRED BEFORE THE EVENT

AVC will work closely with the local authorities to ensure that appropriate facilities are in place for a clean and safe event. It is important to ensure that appropriate infrastructure is in place to facilitate the objectives of this waste management plan. These include:

- Adequate signage.
- Appropriate quantities and positioning of bin and bulk bin locations as seen on the Event Site Plan. Bins will be provided around the event space to ensure minimal littering occurs and that waste is effectively managed and stored.
- Ensuring access to bulk waste bins and that staff are educated on the appropriate waste for each bin.

13.3 WASTE MANAGEMENT DURING THE EVENT

AVC will ensure there is adequate staff on duty during the operational hours to:

- Empty bins as required, ensuring they are not overflowing
- Collect litter from the ground to avoid it blowing around
- Ensure that recycling does not become contaminated

AVC will ensure:

- 4x 240lt recycling and 4x 240lt general waste will be available for the duration of the event. On top of the above, 2x 660lt recycling and 2x 660lt general waste for back of house operations
- A private contractor will collect and remove waste each evening.

13.4 WASTE MANAGEMENT AFTER THE EVENT

AVC will work with the local council to ensure:

- All rubbish is placed in bins provided and that all bins are emptied in appropriate locations and or disposed of off-site
- Grey water, cooking oil and any polystyrene is removed from site
- The site is inspected to ensure it is returned in the same condition it was provided
- A final clean of the area post event completion will take place



14. NOISE/SOUND MANAGEMENT PLAN

Good sound management is extremely important, and AVC will aim to mitigate any excessive noise resulting from the event. AVC will work closely with the local council to ensure that all amplified sound resulting from the event stays within the levels, times and conditions as prescribed in the event permit and as permitted under the Liquor Licence.

HOURS OF AMPLIFICATION

Day of Amplification:	Time of Amplification	Type of Amplification
Thursday, Friday, Saturday & Sunday	16:00 – 23:00	Live music – A rotation of DJs, solo or duo performers - 8 x 15" speakers
Monday, 14 June (Queens Birthday Public Holiday)	16:00 – 22:00	Live music – A rotation of DJs, solo or duo performers – 8 x 15"speakers

All speakers will be directed inwards and towards the event zone, away from neighbouring properties. Music will be of background level only.

15. OPERATIONAL MANAGEMENT

15.1 STAFF BRIEFINGS / DE-BRIEFINGS

The event will be sufficiently staffed by experienced and well-trained operators. All staff members will be briefed before opening and debriefed each night to ensure that any issues that were experienced are resolved.

During pre-event briefing the following elements will be discussed:

- Operational summary for the day
- Role allocation and break distributions if necessary
- Responsible service of alcohol
- Occupation health and safety
- Radio distribution, rules and channel explanation and emergency communication explanation
- Emergency briefing
- Identification of all bins, toilet facilities and first aid facilities
- Reminder of waste procedures, reinforcing recycling requirements

15.2 COMMUNICATIONS

The event staff will run a multi-channel radio communications system for the event. The system will be implemented and managed by the management team responsible for the events operation. Only official communications are to be made, using pre-defined communication protocols.

The following Radio Priority Codes will be utilised during the events operation:

- Emergency - problem needs to be corrected immediately
- Top Priority - problem that has major and/or severe hazardous conditions
- Concern - problem that is less hazardous, but still represents a condition or concern to safety
- Preventative - problem with minimal danger to life, but correction will enhance safety



15.3 RADIO USAGE

- Keep radio usage to a minimum at all times
- Speak slowly and clearly
- No swearing on the radio
- If emergency traffic commences, cease all other radio use
- Listen to emergency traffic for instructions, which may concern your area
- Test radio from time to time to ensure serviceability

15.4 NOTIFICATION OF EMERGENCY SITUATIONS

It is important that emergency situations are reported immediately and clearly without panic or interference. Report the situation to the Chief Warden or a staff member with radio immediately using the following procedure:

Announce once over the Emergency Channel: '*Your Name*' to the Chief Warden.
Wait five (5) seconds for the Chief Warden to respond.

If no response, announce again '*Your Name*' to the Chief Warden.
Wait five (5) seconds for the Chief Warden to respond.

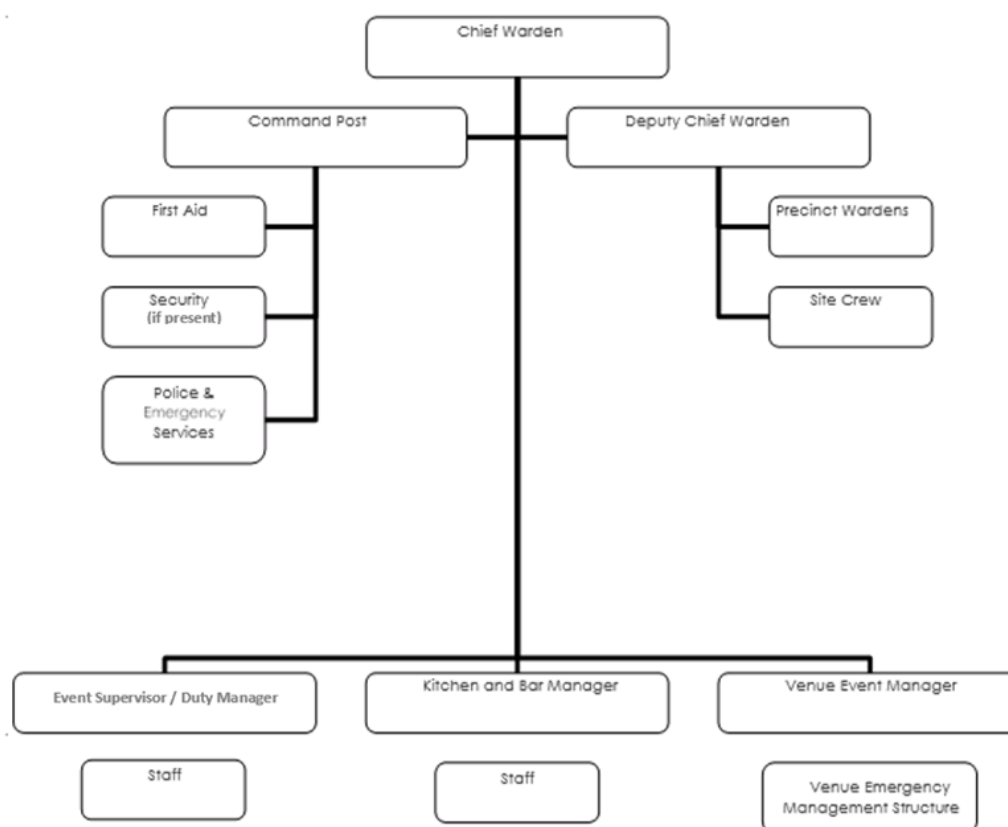
If no response, announce again '*Your Name*' to the Chief Warden.
Wait five (5) seconds for the Chief Warden to respond.

If no response, go to the Site Channel and announce: '*Your Name*' to the Chief Warden.

Once the Chief Warden responds follow their questions and answer in a slow and clear manner. The Chief Warden will ask:

- Your name, position and location.
- The nature of the emergency.
- The assistance you require.
- Any other relevant Information.

The following illustrates the communication flow to follow within the Emergency Control Organisation in the event of an emergency situation on site during the event.



16. RISK MANAGEMENT

Risk management is recognised as an integral part of good management practice and an essential element of good corporate governance. It is an iterative process consisting of steps that, when undertaken in sequence, enable continuous improvement in decision making and facilitate continuous improvement in performance.

A *Risk Assessment Plan* has been prepared to identify any possible risks, identify actions required to minimise the risk and allocate event personnel responsible to manage the risk.

16.1 INCIDENTS

Should an incident take place during a shift, staff and the local council are able to contact the following people depending on the nature and significance of the incident. It is up to the security person or Event Manager to assess the situation and take appropriate action.

Security - Thomas Parrish	0478 684 993
Event Manager – Mark Nixon	0421 923 874
Emergency Services	000
Local Police - Parramatta Police Station	(02) 9633 0799



Examples of incidents that require immediate notification are described below:

- Destruction or loss of property by theft, vandalism
- Fire
- Severe storms or high winds
- Staff or contractors claiming access that are not recognised by staff or security
- Any person or contractor attempting to collect or deliver equipment
- Any matter referred to the police or other emergency service for immediate attendance

All incidents should be communicated with the Security and Event Managers. In addition, staff members are required to complete an Incident Report immediately after occurring, to record details relating to the incident, persons involved, date and time, and the action taken.

16.2 FIRST AID

There will be 1 dedicated first aid officer with necessary equipment during the duration of the event. The first aid facility will be located at near the ice rink, this location will have adequate first aid signage to inform patrons that any medical assistance is able to be sought from this location.

All first aid incidents are to be reported and in Elumina as per business practice. In the event of a medical emergency 000 will be called.

For First Aid Officer contact details, please refer to Section 2.

17. EMERGENCY MANAGEMENT

The Australian Venue Co acknowledges the responsibility to provide a workplace and public event that is safe and without risk to health. As part of this process of meeting this obligation, Australian Venue Co is committed to develop and support the emergency management plan and risk management measured created in conjunction.

During the development of the plan, the following key elements of safety management were identified:

- Prevention or mitigation of hazards, through active risk management.
- Education of workers onsite in relation to hazards that exist and procedures to be adopted in the event of an emergency.
- Reviews of safety management arrangements.
- Safety onsite.
- Management of emergencies including incident reporting.
- Provision of assistance and information to the emergency services, employees, patrons and workplace
- Safety investigators.
- Support to persons injured onsite.
- Support and counselling to staff and patrons if required.
- Site recovery.

The Emergency Management and Evacuation Plan will be reviewed prior to the event to ensure that the information it contains is accurate and current. Critical changes such as contact list information, will be implemented and promulgated immediately.



This plan has been produced in accordance with the Work Health and Safety Act 2011, Australian Standard AS 3745 (Emergency Control Organisations and Procedures for Buildings).

17.1 EMERGENCY CONTACT LIST

Title	Name	Phone
Chief Warden	Mark Nixon	0421 923 874
Deputy Chief Warden	TBA	TBA
Area Warden	Evan Gargaro	0411 278 460
Emergency Control Organisation		
Emergency	EMERGENCY SERVICES	000
Police	Parramatta Police Station	(02) 9633 0799

17.2 EMERGENCY CONTROL ORGANISATION

The Emergency Control Organisation ('ECO') consists of:

- The Chief Warden.
- The Deputy Chief Warden.
- The Area Wardens.

The ECO will be trained in all aspects of the Emergency Management Plan and evacuation Plan, as well as specific tasks of their role. In the event of an emergency within the boundary of the subject site, responsibility for the management of the incident and response, including evacuation of persons effected, will normally be delegated to the Chief Warden or Deputy Chief Warden. This delegation will be effective from the time the emergency is reported until such time as it is resolved or handed to the relevant emergency services.

In the event of an emergency situation, it is the Chief Warden's responsibility to ensure that all relevant contacts from the venue are notified of the situation and anticipated actions. In their absence, the Deputy Chief Warden will take responsibility for this. The various Area Wardens will form a necessary part of the Emergency Control Organisation and will assist event management in making final decisions in a response situation.

ECO emergency roles and responsibilities during an emergency event are detailed below:

Personnel	Role/Responsibility
Chief Warden	<ul style="list-style-type: none"> • Take control of the situation at the appropriate control point, if it is safe to do so. • Ensure the local authorities are notified of situation. • Ensure Emergency Services are notified. • Ensure all patrons and employees are removed from the hazard area. • Hand over control to the emergency services on arrival. • Assist the Emergency Services as required. • Ensure the Event Management is notified. • Maintain a log of the incident.



Deputy Warden	<ul style="list-style-type: none"> If the Chief Warden is not on Site, the nominated Deputy Chief Warden will assume all responsibilities, duties and control. During an emergency, the Deputy Chief Warden will be delegated tasks by the Chief Warden. Provide confirmation of patron and employee marshalling and safety to the Chief Warden by a runner or other appropriate communication means.
Venue/Area	<ul style="list-style-type: none"> Ensure, as far as practicable, the safety of patrons and employees and when necessary, arrange their orderly evacuation from danger. Ensure that their areas of responsibility have been totally evacuated, if safe to do so.

Personnel	Role/Responsibility
All Other Staff	<ul style="list-style-type: none"> Act as directed by a supervisor or Area Warden. Specific employees may be allocated various tasks and these tasks should only be carried out if safe to do so.

ECO Non-Emergency Roles and Responsibilities:

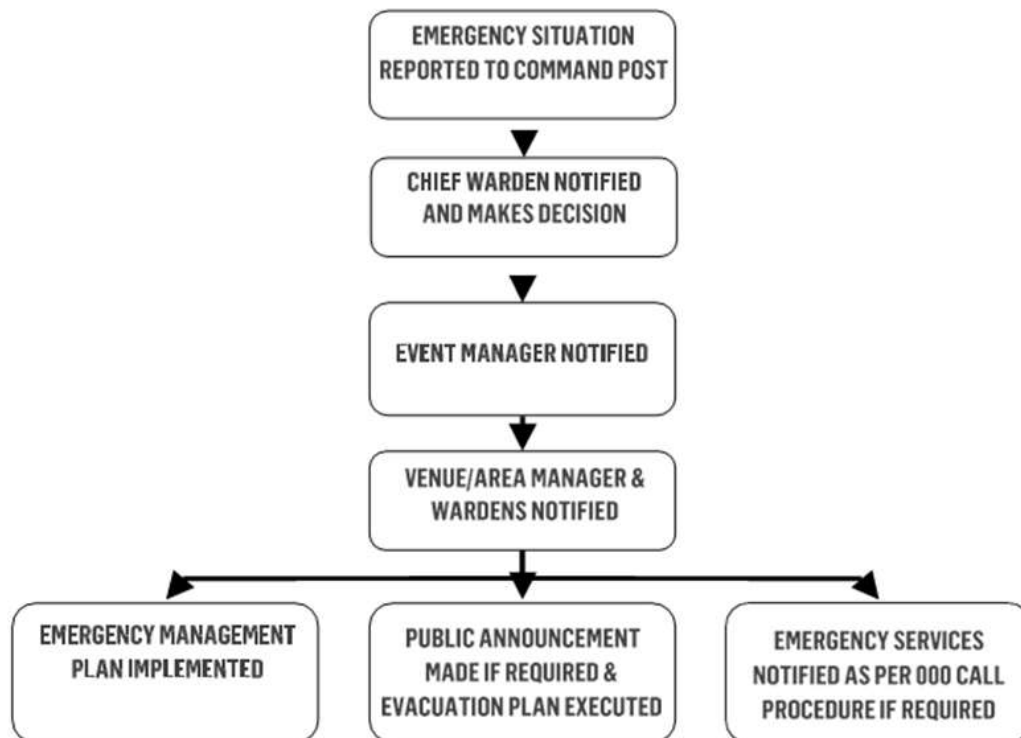
Personnel	Role/Responsibility
Chief Warden	<ul style="list-style-type: none"> Administer the warden system. Review the Emergency Management Plan and Evacuation Plan with the Event Manager and Venue/Area Wardens. Ensure that there is a system in place to record all workers and visitors onsite. Brief all Management staff regarding emergency procedure to be prepared if and when an emergency occurs. Ensure that a briefing and a de-briefing is conducted each day. Ensure that the Chief Warden and Deputy Chief Warden are not simultaneously absent from the site.
Deputy Chief Warden	<ul style="list-style-type: none"> To assist the Chief Warden in the general administration of the Emergency Control Organisation. Will assume all relevant responsibilities whenever the Chief Warden is absent.



Venue/Area Wardens	<ul style="list-style-type: none"> • Ensure familiarity with the layout of the venue/area, and the general locations used by patrons and workers. • Brief all staff regarding emergency procedure to be prepared if and when an emergency occurs. • Be familiar with the location of all first aid facilities and other emergency equipment. • Ensure all workers are briefed on safety and emergency procedures as part of their induction process. • Oversee the workers within their area of responsibility. • Represent their area during the events debriefings. • Ensure good housekeeping so that litter does not accumulate increasing danger of fire; hazard materials are not stored or used incorrectly; equipment does not impede access; pathways are free of obstruction; fire extinguishers, safety signs and safety equipment are serviceable at all times; access to and egress from emergency equipment is not obstructed; any irregularities are reported to the Chief Warden; all incidents are reported and a form is completed.
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17.3 EMERGENCY SITUATION FLOWCHART

The following illustrates the procedure to be taken in the event of an emergency on site during the event.





17.4 TRIPLE ZERO CALL PROCEDURE

Following is information which will assist the 000 operator make a speedier assessment of the situation and ensure that the right services are deployed quickly and efficiently.

- Firstly, be calm and clear - do not panic call 000
- EMERGENCY SERVICE REQUIRED: In the event of multiple service requirements; if people are injured ALWAYS ask for the Ambulance.
- Proceed with providing the following details:
 - NAME: Clearly give your name.
 - PHONE NUMBER: Clearly offer your contact number
 - LOCATION: This event is at 353D Church St, Parramatta, NSW 2150
A staff member will be sent to meet emergency services at the entrance to the site.
 - NATURE OF THE INCIDENT: Is it a fire, structure collapse, power tool injury?
 - HOW MANY PEOPLE INVOLVED: Tell the operator clearly how many people are involved in the accident.
 - NATURE OF INJURIES: Give the operator a summary of injuries if possible.

17.5 EVACUATION CODES

When announcing an evacuation (Chief Warden's responsibility), the following evacuation codes will be utilised:

Code YELLOW

Preparation for the possible evacuation of the venue or immediate attention of an incident required.

Code RED

Evacuation of the venue of all patrons and workers, secure the venue and the perimeter fence line.

Code BLACK

Disaster Procedure in effect. Establish a security command post. Emergency authorities will report to command post and take control. Coordinate emergency teams.

Code GREEN

All clear return to normal operations if the situation permits.

17.6 EVACUATION ANNOUNCEMENT

Should an evacuation be required, the following announcement will be made by the Chief Warden:

"Ladies and Gentlemen, due to circumstances beyond our control today's event can no longer continue. For public safety reasons we ask you all to vacate the venue and immediate area in an orderly manner. Please do not run and leave your belongings. Please follow instructions of our staff and security. Thank you."

17.7 EVACUATION PROCEDURE

If an evacuation is announced, all staff should follow the evacuation procedure outlined below to evacuate the public from the venue:



- Report immediately to your supervisor or Area Warden for confirmation of your specific task (if unaware).
- When the alert signal is activated, walk quickly to your designated area.
- When the evacuation signal is sounded ensure all barriers are clear. Direct patrons in an orderly fashion speaking loudly without panic.
- Remain calm and in control. Direct patrons not to run, to leave belongings and to follow Warden instructions at all times.
- Evacuate to the evacuation points or through the main entrance (whatever is the greatest distance away from the area of concern, via the most direct route).
- Give assistance to anyone with mobility problems.
- When total evacuation has been completed in your area, then report to your area warden that your area is clear and await further instruction.

Following public evacuation, Event Management and Wardens will evacuate all staff and personnel off site, directing them to the Assembly Point via evacuation points as identified on the Evacuation Plan. Event Management will also call the relevant emergency organisations if required. Upon arrival, Event Management will relinquish control of the site to emergency servicing rendering aid when requested.

The total evacuation of the site will in most instances be initiated by the Chief Warden or delegated via the Area/Venue Wardens. On some occasions it may be necessary for the Area Wardens to self-initiate evacuation from the immediate area of a threat prior to notification from the Chief Warden. It should be noted that the extent of evacuation may vary from one event to the next, with evacuations falling generally into two categories:

- Full - resulting in all patrons and employees moving out of the event area.
- Partial - resulting in designated patrons and employees moving out of the area or being directed into another part of the site.

The type of evacuation will depend on the nature of the emergency and will generally be determined by the Chief Warden or a delegate.

Note – emergency services out rank all Event Management and staff. Should an order be directed, staff would carry out that order. Confirmation from Event Management is not required.

17.8 EVACUATION PLAN

The events evacuation plan, noting that assembly areas and evacuation routes will be determined for use during emergencies by a consultant and the plan will be readily available and displayed at the event and attached to this Plan.

17.9 DE-BRIEFING ARRANGEMENTS

A debrief will take place as soon as practicable after an emergency. The Chief Warden will convene and chair the meeting with a view to assess the adequacy of the Emergency Management and Evacuation Plan and to recommend any changes.

Venue/Area Wardens are encouraged to debrief the personal in the area of the site they are responsible for, and to provide feedback from Emergency Control Organisation debriefing sessions.



17.10 EMERGENCY MEDIA COMMUNICATIONS

One of the most difficult roles is that of media relations after a newsworthy event. It is therefore important that the event manages the media effectively and delicately in the aftermath of an emergency situation so any ongoing investigations, or reputations, are not compromised.

By controlling the flow of information to employees and media, the chances of a successful investigation can be improved and prevent inaccurate reports that could destroy customer confidence and do long-term damage to their image.

If the information going to news sources is not factual and properly handled, the event may be misrepresented on the news, damaging reputations. By following a well-planned and approved communication's strategy the venue/company can eliminate, or at least minimise, adverse press. The same responses can be modified to address positive issues.

Coping with a crisis can tax the resources of management but a well-structured strategy ensures effective use of personnel and equipment it must address the internal and external flow of information. In the event of an emergency on site it is likely that media will be present in some form or another.

If approached by media all other staff or personnel are to use the following line:

"I am not an authorised spokesperson, for more information please see our public relations spokesperson"

Under no circumstances are staff or event personnel to comment at all on the situation or circumstances surrounding the situation or say, "No Comment".

In the event of a major incident the Chief Warden will arrange for a media area to be established.

NOTE: The Event Management Plan is subject to change to include updated information as raised with stakeholders and as required to reflect the operations of the event. The EMP will be finalised with all the attachments prior to the events commencement of trade.



Our ref: DOC21/277983

Jonathan Cleary
Team Leader, Development Assessment Services
City of Parramatta
PO Box 32
PARRAMATTA NSW 2124

By email: jcleary@cityofparramatta.nsw.gov.au

Dear Mr Cleary

**HERITAGE COUNCIL OF NSW – GENERAL TERMS OF APPROVAL
INTEGRATED DEVELOPMENT APPLICATION**

Address: 353 Church Street, Parramatta.
SHR item: Prince Alfred Square and potential archaeological site, SHR No 01997.
Proposal: Erection of temporary structures in order to host a temporary “pop-up” winter themed event for the City of Parramatta. The event includes an ice-skating rink, private igloos for dining and drinking, food and drink offering. Alcohol would be supplied under a temporary license. The event is proposed to operate between 10 June and 5 September 2021

IDA application no: IDA/2021/32, received 13 April 2021

As delegate of the Heritage Council of NSW (the Heritage Council), I have considered the above integrated development application. In accordance with Section 4.47 of the *Environmental Planning and Assessment Act 1979*, the following general terms of approval are granted:

APPROVED DEVELOPMENT

1. Development must be in accordance with the information submitted with this application:
 - a. Site Plan drawing, undated.
 - b. A letter from Design Collaborative providing the Statement of Environmental Effects dated 31 March 2021.

EXCEPT AS AMENDED by the following general terms of approval:

SET UP AND PACK DOWN

2. The event organisers of ‘The Winter Village Sydney - Parramatta 2021’ must strictly comply with the Bump-in and Bump-out dates of 7th June and 10th September 2021 respectively.

Note: This is a one-off approval to assist in the recovery of the entertainment sector following the COVID related cancellations of events last year and must not be taken as a precedent to seek approval for similar longer occupation of the site in future. If events longer than 30 consecutive days are to be held, it is requested that the City of Parramatta

Level 6, 10 Valentine Ave Parramatta NSW 2150 ■ Locked Bag 5020 Parramatta NSW 2124
P: 02 9873 8500 ■ E: heritagemailbox@environment.nsw.gov.au

advise the applicants of other locations within the city that are best suited for such purposes.

Reason: To ensure that the significance of the park as the significant public space is not adversely affected by the continuous occupation of the site for longer duration.

HERITAGE CONSULTANT

3. A suitably qualified and experienced heritage consultant must be nominated for this project. The nominated heritage consultant must provide input into the detailed design, provide heritage information to be imparted to all tradespeople during site inductions, and oversee the works to minimise impacts to heritage values. The nominated heritage consultant must be involved in the selection of appropriate tradespersons and must be satisfied that all work has been carried out in accordance with the conditions of this consent.

Reason: So that appropriate heritage advice is provided to support best practice conservation and ensure works are undertaken in accordance with this approval.

RESTORATION OF THE SUBJECT SITE

4. The quadrant of the Prince Alfred Square park proposed to hold the temporary event must be restored to its original condition to the satisfaction of the City of Parramatta following the conclusion of the temporary event.

Reason: To ensure that the public amenity associated with the park is restored to its former condition.

SITE PROTECTION

5. Significant built and landscape elements are to be protected during site preparation and the works from potential damage. Protection systems must ensure significant fabric, including landscape elements, is not damaged or removed.

Reason: To ensure significant fabric including vegetation is protected during construction.

UNEXPECTED HISTORICAL ARCHAEOLOGICAL RELICS

6. The applicant must ensure that if unexpected archaeological deposits or relics not identified and considered in the supporting documents for this approval are discovered, work must cease in the affected area(s) and the Heritage Council of NSW must be notified. Additional assessment and approval may be required prior to works continuing in the affected area(s) based on the nature of the discovery.

Reason: This is a standard condition to identify to the applicant how to proceed if historical archaeological deposits or relics are unexpectedly identified during works.

ABORIGINAL OBJECTS

7. Should any Aboriginal objects be uncovered by the work which is not covered by a valid Aboriginal Heritage Impact Permit, excavation or disturbance of the area is to stop immediately and Heritage NSW is to be informed in accordance with the *National Parks and Wildlife Act 1974* (as amended). Works affecting Aboriginal objects on the site must not continue until Heritage NSW has been informed and the appropriate approvals are in place. Aboriginal objects must be managed in accordance with the *National Parks and Wildlife Act 1974*.

Reason: This is a standard condition to identify to the applicant how to proceed if Aboriginal objects are unexpectedly identified during works.

COMPLIANCE

8. If requested, the applicant and any nominated heritage consultant may be required to participate in audits of Heritage Council of NSW approvals to confirm compliance with conditions of consent.

Reason: To ensure that the proposed works are completed as approved.

SECTION 60 APPLICATION

9. An application under section 60 of the *Heritage Act 1977* must be submitted to, and approved by, the Heritage Council of NSW (or delegate), prior to work commencing.

Reason: To meet legislative requirements.

Advice

Section 148 of the *Heritage Act 1977* (the Act), allows people authorised by the Minister to enter and inspect, for the purposes of the Act, with respect to buildings, works, relics, moveable objects, places or items that is or contains an item of environmental heritage. Reasonable notice must be given for the inspection.

Right of Appeal

If you are dissatisfied with this determination, section 70A of the Act gives you the right of appeal to the Land and Environment Court.

If you have any questions regarding these general terms of approval, please contact Vibha Upadhyay, Senior Heritage Assessment Officer, at Heritage NSW, on 9873 8587 or vibha.upadhyay@environment.nsw.gov.au.

Yours sincerely



Katrina Stankowski
Senior Team Leader
Regional Heritage Assessments
Heritage NSW
Department of Premier and Cabinet
As Delegate of the Heritage Council of NSW
21 May 2021

DEVELOPMENT APPLICATION

ITEM NUMBER	5.2
SUBJECT	ELECTRONIC DETERMINATION: 10 Pembroke Street, Epping (Lot 5 DP 249822)
DESCRIPTION	Alterations and additions to an existing community facility (Epping Library, Leisure and Learning Centre)
REFERENCE	DA/191/2021 - D08065755
APPLICANT/S	Bokor Pty Ltd
OWNERS	City of Parramatta Council
REPORT OF	Group Manager Development and Traffic Services
RECOMMENDED	Approval, subject to conditions.

DATE OF REPORT 25/05/2021

REASON FOR REFERRAL TO LPP

The development application is referred to Parramatta Local Planning Panel as the subject site is a council owned property.

EXECUTIVE SUMMARY

This is a summary of the full assessment of the application as outlined in Attachment 1, the Section 4.15 Assessment Report.

The Site

The subject site is known as the Epping Library, Leisure and Community Centre at 10 Pembroke Street, Epping. The land is described as Lot 5 DP 249822 and comprises an irregular shaped lot which contains the above facility, associated car parking area and a narrow access handle fronting Pembroke Street. The site adjoins a small area of public open space with pedestrian and vehicular access to the site obtained via Chambers Court. The subject site has a total area of 2,873m².

The site is zoned B2 Local Centre and is located on the eastern edge of the Epping business district. Land uses to the west of the site within the B2 Local Centre zone comprise developing mixed-use commercial/residential uses and traditional town center commercial uses. To the north, east and west of the site is land zoned R4 High Density Residential with current land uses predominantly older style medium and low-density residential uses (small residential flat buildings, townhouse developments and detached dwellings on single lots). These areas are zoned for higher density residential uses with a 5-6 storey height limit with future redevelopment and residential intensification expected.

The proposed alterations and additions will take place on the ground level of the existing community facility. The works will involve:

- The enclosure of an existing covered verandah/undercroft area with fixed glazing and the incorporation of the enclosed space within the floor area of the existing community facility.
- The proposed works will result in an enhanced lobby area for the existing community meeting rooms and will enable better utility of the existing facilities.

- The proposed additions will not substantially add to the capacity of the facility but will enable the existing space to be utilised either as a single large meeting room or to be divided into separate smaller spaces with fixed moveable partitions.

The works are integrated within the existing building footprint and will result in minor alterations to the building's façade. The building and location of the proposed works faces an existing car park and small area of public open space.

Proposed development

The proposed development includes the following components:

- Minor demolition and site preparation works.
- Construction of a new exterior wall (fixed glazing) and ground level entry door (auto sliding).
- Addition of 51.2 square metres of floor area to the ground floor (resulting in a total ground floor area of 476.7 square metres).

The proposal will increase the floor area of the building's ground level which is currently utilised as a space for community events, meetings and functions. The proposed additions will enhance the usability of the space and improve its amenity.

The proposal was referred to Council's Development Engineer who supported the proposed works.

The application was notified and advertised to the adjoining and nearby properties from 25 March to 12 April 2021 in accordance with Council's notification procedures contained within the Consolidated Notification Requirements under the Community Engagement Strategy. No submissions were received.

The proposal has been assessed in accordance with the matters for consideration outlined in Section 4.15 of the Environmental Planning and Assessment Act 1979. The proposed works is consistent with the aims, objectives and controls under, Hornsby Local Environmental Plan 2013 and Hornsby Development Control Plan 2013.

After consideration of the development against Section 4.15 of the Environmental Planning and Assessment Act 1979, and the relevant statutory and policy provisions, the proposal is suitable for the site and is in the public interest. The proposal is recommended for approval subject to conditions for the following reasons:

1. The development is permissible in the B2 zone and satisfies the requirements of all applicable planning standards controls.
2. The development will be compatible with the emerging and planned future character of the area, in that the proposal has a similar bulk and scale and utilizes similar building materials to adjoining development.
3. For the reasons given above, approval of the application is in the public interest.





RECOMMENDATION

That Parramatta Local Planning Panel, exercising the functions of Council pursuant to Section 4.15 of the *Environmental Planning and Assessment Act 1979* grant

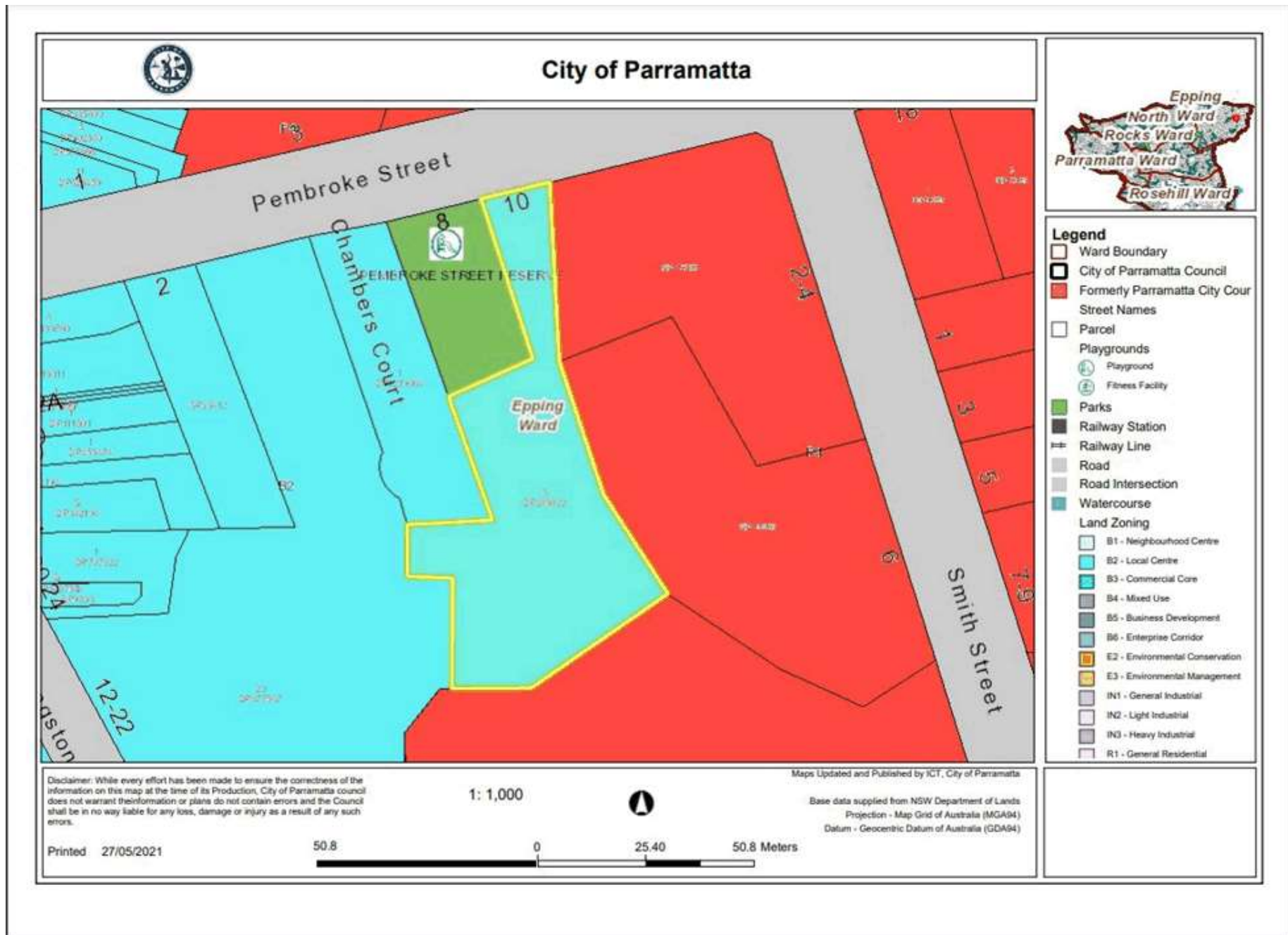
consent to DA/191/2021 for the Alterations and additions to an existing community facility (Epping Library, Leisure and Learning Centre) at 10 Pembroke Street, Epping for a period of five (5) years within which physical commencement is to occur from the date on the Notice of Determination, subject to the conditions in Attachment 2.

Apoorva Chikkerur
Development Assessment Officer

ATTACHMENTS:

1 	Locality Map	1 Page
2 	Assessment Report	14 Pages
3 	Plans used during assessment	8 Pages
4 	Draft conditions	10 Pages

REFERENCE MATERIAL





City of Parramatta Council

File No: DA/191/2021

SECTION 4.15 ASSESSMENT REPORT – HORNSBY LEP 2013

Environmental Planning & Assessment Act 1979

SUMMARY

DA No:	DA/191/2021
Property:	Lot 5 DP 249822, 10 Pembroke Street, Epping
Proposal:	Alterations and additions to an existing community facility (Epping Library, Leisure and Learning Centre)
Date of receipt:	15-Mar-2021
Applicant:	Bokor Pty Ltd
Owner:	City of Parramatta Council
Property owned by a Council employee or Councillor:	The site is owned by the City of Parramatta Council as operational land.
Political donations/gifts disclosed:	None disclosed on the application form
Submissions received:	None
Recommendation:	Approval subject to conditions
Assessment Officer:	Lachlan Sims, Planning Ingenuity

Legislative requirements

Environmental Planning Instruments	SEPP No. 55 (Remediation of Land) Sydney Regional Local Environmental Plan (Sydney Harbour Catchment) 2005 (Deemed SEPP) Hornsby Local Environmental Plan 2013 Hornsby Development Control Plan 2013
Zoning	B2 – Local Centre
Bushfire Prone Land	No

Heritage	No
Heritage Conservation Area	No
Integrated development	No
Clause 4.6 variation	No
Delegation	Parramatta Local Planning Panel

SITE DESCRIPTION AND CONDITIONS

The subject site is known as the Epping Library, Leisure and Community Centre at 10 Pembroke Street, Epping. The land is described as Lot 5 DP 249822 and comprises an irregular shaped lot which contains the above facility, associated car parking area and a narrow access handle fronting Pembroke Street. The site adjoins a small area of public open space with pedestrian and vehicular access to the site obtained via Chambers Court.

The subject site is irregular in shape (see image below) and has the following general dimensions:

Area – 2,873 square metres

Frontage – 16 metres (Pembroke Street), 50 metres (Chambers Court)

Rear – 57 metres

General depth (front to rear, excl. access handle) – 66 metres



The site is zoned B2 Local Centre and is located on the eastern edge of the Epping business district (see Figure 1).

Land uses to the west of the site within the B2 Local Centre zone comprise developing mixed use commercial/residential uses and traditional town centre commercial uses.

To the north, east and west of the site is land zoned R4 High Density Residential with current land uses predominantly older style medium and low density residential uses (small residential flat buildings, townhouse developments and detached dwellings on single lots).

These areas are zoned for higher density residential uses with a 5-6 storey height limit with future redevelopment and residential intensification expected.

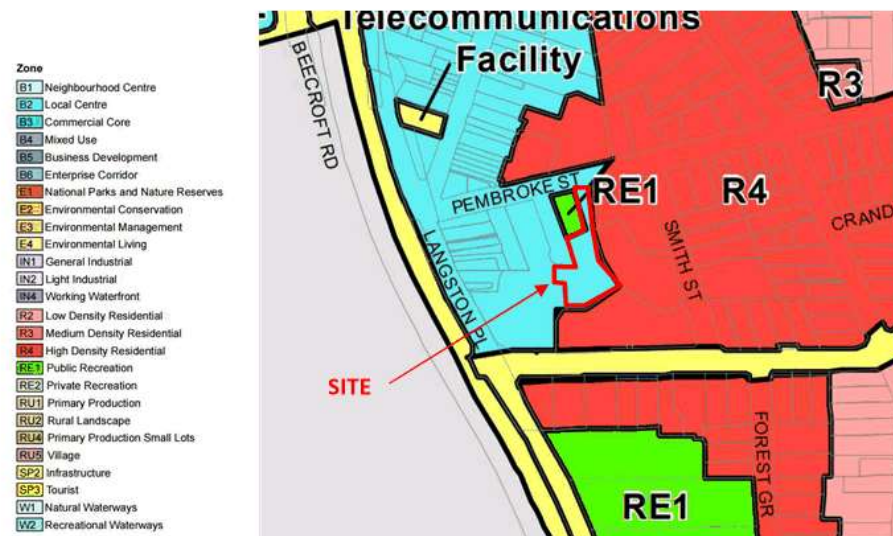


Figure 1: The subject site within the Hornsby Local Environmental Plan 2013 zoning map.

The proposed alterations and additions will take place on the ground level of the existing community facility (**Figure 2**). The works will involve the enclosure of an existing covered verandah/undercroft area with fixed glazing and the incorporation of the enclosed space within the floor area of the existing community facility (**Figure 3**). The proposed works will result in an enhanced lobby area for the existing community meeting rooms and will enable better utility of the existing facilities. The proposed additions will not substantially add to the capacity of the facility but will enable the existing space to be utilised either as a single large meeting room or to be divided into separate smaller spaces with fixed moveable partitions.

The works are integrated within the existing building footprint and will result in minor alterations to the building's façade. The building and location of the proposed works faces an existing car park and small area of public open space.



Figure 2: The subject site showing the location of the proposed alterations and additions.

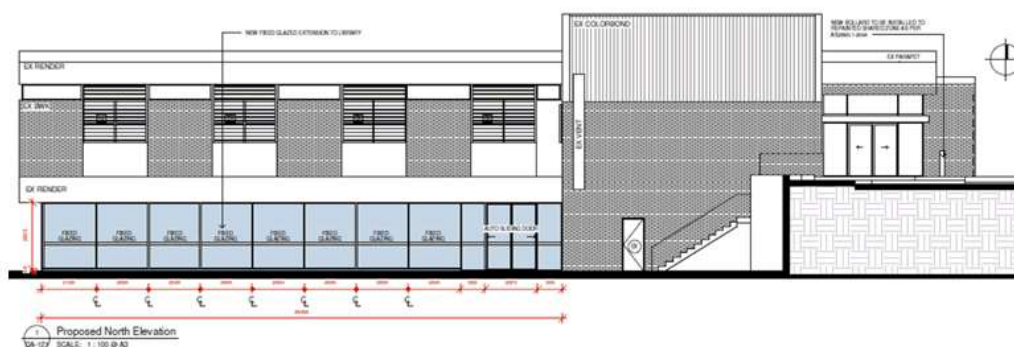


Figure 3: Elevation plan showing proposed alterations and additions (enclosure of existing ground floor verandah area with fixed glazing and new entry doors)

The site was inspected on the 5th of May 2021.

SITE DEVELOPMENT HISTORY

The Epping Library, Leisure and Learning Centre was constructed by Hornsby Shire Council in the 1970s and was transferred to the City of Parramatta under the *Local Government (City of Parramatta and Cumberland) Proclamation 2016*.

SECTION 4.15 EVALUATION

THE PROPOSAL

The proposed development includes the following components:

- Minor demolition and site preparation works.
- Construction of a new exterior wall (fixed glazing) and ground level entry door (auto sliding).
- Addition of 51.2 square metres of floor area to the ground floor (resulting in a total ground floor area of 476.7 square metres).

The proposal will increase the floor area of the building's ground level which is currently utilised as a space for community events, meetings and functions. The proposed additions will enhance the usability of the space and improve its amenity.

PERMISSIBILITY

Pursuant to the *Hornsby Local Environmental Plan 2013*, the proposed use, being a **community facility** is specified as permitted with consent in the B2 Local Centre zone.

The use is defined in the Hornsby LEP as:

community facility means a building or place—

- (a) owned or controlled by a public authority or non-profit community organisation, and
- (b) used for the physical, social, cultural or intellectual development or welfare of the community,

but does not include an educational establishment, hospital, retail premises, place of public worship or residential accommodation.

Zone Objectives

The proposed development is consistent with the aims and objectives of the B2 Local Centre zoning applying to the land, being:

- *To provide a range of retail, business, entertainment and community uses that serve the needs of people who live in, work in and visit the local area.*

ASSESSMENT

ENVIRONMENTAL PLANNING INSTRUMENTS

STATE ENVIRONMENTAL PLANNING POLICY 55 – REMEDIATION OF LAND

The site is not identified in Council's records as being contaminated. The inspection of the site and consideration of the site's land use history indicates a very low likelihood of past land uses

that may have caused contamination. There is no specific evidence that indicates the site is contaminated and it is considered suitable for the proposed use.

SYDNEY REGIONAL ENVIRONMENTAL PLAN (SYDNEY HARBOUR CATCHMENT) 2005 (DEEMED SEPP)

The site is within the Sydney Harbour catchment and the provisions of the above instrument are applicable. The proposed works are minor and will not result in any negative impacts on the hydrology of the catchment. The proposal is generally consistent with the relevant planning principles in clause 13 of the above.

HORNSBY LOCAL ENVIRONMENTAL PLAN 2013

On 12 May 2016 the *Local Government (City of Parramatta and Cumberland) Proclamation 2016* was gazetted which transferred parts of the Shire of Hornsby into the City of Parramatta. At the date of lodgement of this application, the *Hornsby Local Environmental Plan 2013* (HLEP) remains applicable to the land being located within the former Shire of Hornsby area.

As detailed above, the site is within the B2 Local Centre zone under HLEP and the proposed development is a use permitted with consent in the zone. The relevant matters to be considered under HLEP for the proposed development are outlined below.

COMPLIANCE TABLE – LOCAL ENVIRONMENTAL PLAN

Development standard	Compliance
Minimum lot size	N/A No subdivision is proposed. Existing lot boundaries remain unaffected.
Height of Buildings	N/A. The proposal does not seek to alter the existing height of the building.
Floor Space Ratio	Yes. The HLEP specifies a maximum floor space ratio for the site of 4.5:1. The existing building has a gross floor area of 974.9 square metres with the site having an area of 2,873 square metres. This results in an existing floor space ratio (FSR) of approximately 0.34:1. The proposed additions (51.2 square metres of gross floor area) will increase the overall floor area to 1,026.1 square metres and will result in a new FSR of approximately 0.36:1 which is well below the prescribed maximum.
Development on land intended to be acquired for public purposes	The site is currently owned by the City of Parramatta Council and is not identified on the map.
Architectural roof features	An architectural roof feature is not proposed.

Development below mean high water mark	The proposal is not for the development of land that is covered by tidal waters.
Heritage Conservation	N/A The site is not listed as a heritage item and is not within a heritage conservation area. There are no heritage items within proximity of the site that will be affected by the proposal.
Acid sulfate soils	N/A
Earthworks	N/A.
Flood planning	The site is not identified by council as being flood prone.
Terrestrial Biodiversity	N/A.
Limited development on the foreshore area	The site is not located in the foreshore area.

DRAFT ENVIRONMENTAL PLANNING INSTRUMENTS

DRAFT PARRAMATTA LOCAL ENVIRONMENTAL PLAN 2020

The Draft *Parramatta Local Environmental Plan 2020* (draft LEP) was placed on public exhibition on the 31 August 2020 with exhibition closing on the 12 October 2020. The draft LEP will replace the five existing LEPs that apply within the Parramatta Local Government Area and will be the primary legal planning document for guiding development and land use decisions made by Council.

While the draft LEP must be considered when assessing this application, under Section 4.15(1)(a)(ii) of the *Environmental Planning & Assessment Act 1979*, the draft LEP is neither imminent nor certain and therefore limited weight has been placed on it.

Notwithstanding, the proposed development is consistent with the objectives of the Draft LEP.

DEVELOPMENT CONTROL PLANS

HORNSBY DEVELOPMENT CONTROL PLAN 2013

On 12 May 2016 the *Local Government (City of Parramatta and Cumberland) Proclamation 2016* was gazetted and transferred parts of the former Shire of Hornsby to the City of Parramatta. The Hornsby Development Control Plan 2013 (HDCP) still applies to the land previously within the Shire of Hornsby.

The relevant matters to be considered under the HDCP for the proposed development are outlined below.

COMPLIANCE TABLE – DEVELOPMENT CONTROL PLAN

HDGP – Part 1 General Controls	
Control	Proposal
Biodiversity	N/A. The proposal is for minor alterations and additions to an existing building and within the existing building footprint. No biodiversity impacts are expected and a Flora/ Fauna Impact assessment is not required.
Stormwater Management	N/A. The proposal is for minor alterations and additions to an existing building within the existing building footprint and will not alter the current stormwater system.
Watercourses	N/A.
Earthworks and Slope	N/A.
Transport and Parking	Yes. The site contains 12 car parking spaces that service the entire community facility. These include 2 accessible car parking spaces. The proposed alterations and additions will not substantially add to the capacity of the community facility but will enhance its utility for a range of events and uses by providing a larger enclosed lobby area. In this regard, the proposal is not considered to have any significant impacts due to traffic generation or parking demand and existing parking facilities on the site are satisfactory. The proposal is consistent with the desired outcomes of this section of the DCP.
Accessible Design	Yes. The proposed alterations will enhance the amenity, utility and access of the existing ground floor community facilities. The new works have been designed to ensure access is provided to the ground floor via a safe and continuous path of travel for people with impaired mobility.

HDCP – Part 1 General Controls	
Control	Proposal
Waste Management	Yes. Adequate preliminary details of waste management have been provided with the development application. A condition will be imposed requiring that an amended waste management plan be prepared to the satisfaction of the principal certifying authority prior to commencement of construction works.
Effluent Disposal	N/A
Noise and Vibration	Yes. A condition of consent will be imposed requiring that works will be carried out within appropriate hours.
Air Quality	Yes. The proposed use of the site will not reduce the air quality for nearby residential areas.
Crime Prevention	Yes. The design of the proposal does not increase crime risk or opportunity.
Building Sustainability	Yes. Relevant sustainability requirements of the Building Code of Australia will be achieved. A condition requiring adherence to the Building Code of Australia will be imposed.
Landscaping	N/A.
Services and Lighting	Yes. The additions will integrate with existing services and lighting on the site.
Signage	N/A None proposed.
Avoiding Isolated Sites	N/A
Bushfire	N/A The subject site is not located on bushfire prone land.
Flooding	N/A.

HDCP – Part 1 General Controls	
Control	Proposal
Acid Sulfate Soils	N/A.
Land Contamination	Yes.

HDCP – Part 4 Business	
4.6 Epping Town Centre	
Control	Proposal
Desired Future Character	The proposed minor alterations and additions to the community facility are generally consistent with the desired future character outcomes and principles in this section of the DCP. The proposal will enhance the utility and amenity of the existing facility and will contribute to the vibrancy of the Epping Town Centre.

HDCP – Part 7 Community	
7.1 Community Uses	
Control	Proposal
Site Requirements	Yes. The proposal involves alterations and additions to an existing facility and is generally consistent with desired outcomes for site requirements.
Scale	Yes. The proposal involves alterations and additions to an existing facility and will result in a built form that is compatible with the scale of the surrounding area.
Setbacks	Yes. The proposed alterations and additions will take place within the existing building footprint and will not alter the setbacks of the existing building.

HDCP – Part 7 Community	
7.1 Community Uses	
Control	Proposal
Landscaping	N/A Existing landscaping on the site will be retained.
Open Space	N/A
Privacy, Security and Sunlight	Yes. The proposal will not result in any negative impacts on the privacy or solar access of surrounding properties. The proposed alterations involve the provision of an enhanced lobby area for the existing community facility. The lobby is located on the northern elevation of the building and will receive good solar access throughout the year.
Vehicle Access and Parking	Yes. The proposed alterations and additions will not substantially increase the capacity of the existing facility. In this regard, the existing vehicular access and parking facilities servicing the site are considered sufficient and adequate for the development. The desired outcomes of this section are achieved.
Design Details	Yes. The design is appropriate for the context of the site, the existing buildings and its surrounds. The proposal involves the enclosure of an existing verandah/undercroft area with fixed glazing that will complement the existing architectural form and will increase the utility and amenity of the existing facility. Due to the location and setback of the building within the site, the proposal will have no direct impacts on the streetscape.

REFERRALS

Internal Referrals	Comment
Development Engineer	Supported subject to conditions
External Referrals	Comments
No external referrals required.	

PUBLIC CONSULTATION

On 12 May 2016 the *Local Government (City of Parramatta and Cumberland) Proclamation 2016* was gazetted; creating the City of Parramatta. In accordance with Clause 18 of the *Local Government (City of Parramatta and Cumberland) Proclamation 2016*, "anything done or omitted to be done by a former council and having any force or effect immediately before the amalgamation day continues to have effect as if it had been done or omitted to be done by the new council." Therefore the notification policies and procedures of the former Council apply to this property.

The application was notified in accordance with the notification procedures contained within Table 1B.5(a) of the Hornsby DCP 2013. In response no submissions were received.

DEVELOPMENT CONTRIBUTIONS

City of Parramatta Council Section 94 Development Contributions Plan (Former Hornsby LGA Land and Epping Town Centre)

This contributions plan applies to the following development:

- *Residential development that will result in the creation of additional private lots/dwellings; and*
- *Non-residential development [excluding industrial development ('industry')] that will result in the creation of new or additional commercial floor space, specifically for commercial premises, including business premises; office premises; or retail premises.*

The proposed development involves alterations and additions to an existing community facility and is, therefore, not subject to contributions under the above plan.

City of Parramatta Council Section 94A Development Contributions Plan (Former Hornsby LGA Land and Epping Town Centre)

A Development Contribution is required to be paid under Parramatta Section 7.12 Contributions Plan (Former Hornsby LGA Land and Epping Town Centre). A standard condition of consent has been imposed requiring the contribution to be paid prior to the issue of a Construction Certificate.

A standard condition of consent will be imposed requiring the Security Bond to be paid prior to the issue of a Construction Certificate.

EP&A REGULATION 2000

Applicable regulatory considerations including demolition, fire safety, fire upgrades, compliance with the Building Code of Australia, compliance with the Home Building Act, PCA appointment, notice of commencement of works, sign on work sites, critical stage inspections and records of inspection have been addressed by appropriate consent conditions, refer to Appendix 4.

CONCLUSION

After consideration of the development against Section 4.15 of the *Environmental Planning and Assessment Act 1979* and the relevant statutory and policy provisions, the proposal is considered suitable for the site and its approval is in the public interest. It is recommended for conditional approval based on the following reasons:

1. The development is permissible in the B2 Local Centre zone and satisfies the requirements of all of the applicable planning controls and zone objectives.
2. The development is minor in nature resulting in a modest increase in built form with no off site impacts. No change in use is proposed.
3. Approval of the application is in the public interest.

RECOMMENDATION

Approval

That the Parramatta Local Planning Panel exercising the functions of Council as the consent authority pursuant to Section 4.16 of the *Environmental Planning and Assessment Act 1979* grant **development consent** to DA/191/2019 for the alterations and additions to the Epping Library, Leisure and Learning Centre for a period of five (5) years within which physical commencement is to occur from the date on the Notice of Determination, subject to conditions of consent.

The reasons for the conditions imposed on this application are as follows:

1. To facilitate the orderly implementation of the objectives of the *Environmental Planning and Assessment Act 1979* and the aims and objectives of the *Hornsby Local Environmental Plan 2013*.
2. To ensure that the local amenity is maintained and is not adversely affected and that adequate safeguards are incorporated into the development.
3. To ensure the development does not hinder the proper and orderly development of the subject land and its surrounds.
4. To ensure the relevant matters for consideration under Section 4.15 of Environmental Planning and Assessment Act 1979 are maintained.

Report prepared by

Lachlan Sims
Principal Planner
Planning Ingenuity

Signature: *Lachlan Sims*

Date: 7 May 2021



All DA fees paid.

<input checked="" type="checkbox"/>	Consent of all owners provided.
<input checked="" type="checkbox"/>	DA notified in accordance with Council's Notifications DCP.
N/A	Acknowledgement letters sent to all persons who lodged submissions.
N/A	All issues raised in submissions have been considered in the assessment of the application.
N/A	Conciliation Conference process followed (for DA's with more than 7 unique submissions received within notification period)
N/A	Comments from stakeholders considered in assessment of application.
<input checked="" type="checkbox"/>	Relevant matters for consideration (4.15 assessment) addressed in report.
<input checked="" type="checkbox"/>	Section 7.12 Contributions calculated (if required).
<input checked="" type="checkbox"/>	Standard conditions of consent and extraordinary conditions or reasons for refusal prepared.
<input checked="" type="checkbox"/>	Development standard variations and all other Pathway fields have been completed.
<input checked="" type="checkbox"/>	All tasks have been closed off; including (but not limited to): <ul style="list-style-type: none"> • Additional information • All referrals • Finalise Assessment • Directions/Determinations Meeting task

DEVELOPMENT APPLICATION ISSUE

No.	Sheet Name	Rev	Description	Date
DA-000	Cover Sheet	D	Development Application	18.12.2020
DA-010	Site Plan	C	Development Application	18.12.2020
DA-100	Ex/Demo Ground Floor Plan	E	Development Application	18.12.2020
DA-110	Proposed Ground Floor Plan	E	Development Application	18.12.2020
DA-120	Ex/Demo Elevations	C	Development Application	18.12.2020
DA-121	Proposed Elevations	C	Development Application	18.12.2020
DA-130	Proposed Sections	C	Development Application	18.12.2020
DA-131	Proposed Sections	C	Development Application	18.12.2020



INDICATIVE PERSPECTIVE

STRUCTURAL DESIGN TO COMPLY w/ AS1170.1 AND 2, 3 & 4
MATERIALS TO COMPLY WITH THE FOLLOWING STANDARDS
CONCRETE AS 3600
MASONRY AS 3700
STEEL AS 4100
GLAZING AS 1288 & 2047
METAL ROOF COVERING AS 1526.1

ELECTRICAL METERS, DB, DUCTS, TELECOMS BOARDS, EQUIPMENT OR OTHER ELECTRICAL MOTORS SERVING EQUIPMENT TO
BCA CLAUSE D2.7
PORTABLE FIRE EXTINGUISHER TO BCA CLAUSE E1.6, AS 2444
STORMWATER DRAINAGE TO BCA CLAUSE F1.1, AS/NZS 3600.3.2
VENTILATION TO BCA CLAUSE F4.5, AS 1668.2, AS 3696
INTERNAL LININGS TO COMPLY WITH BCA, C1, 1.0, Spec C1.10 & Spec C1.10a

SEPARATION OF ELECTRICAL EQUIPMENT TO BCA, C1.2.13 - Spec C1.1 - C1.4
BUILDING SEALING IS TO BE IN ACCORDANCE WITH BCA Part J.0
THERMAL PERFORMANCE OF WALLS TO BE IN ACCORDANCE WITH BCA Part J.5b)
THERMAL PERFORMANCE OF ROOFS TO BCA J.3
CHECK ALL LEVELS AND DIMENSIONS ON SITE
CONTRACTOR TO CONFIRM POSITION OF ALL UNDERGROUND SERVICES PRIOR TO EXCAVATION
USE FIGURED DIMENSIONS ONLY, DO NOT SCALE
CHECK FOR ALL TELECOMS, CABLES AND ELECTRICAL LEAD-IN CABLES TO BE PLACED UNDERGROUND TO THE
REQUIREMENTS OF THE RELEVANT AUTHORITIES.

D	16,12,2020	Development Application	300
C	16,11,2020	Access Consultant Issue	300
B	09,10,2020	Photo Consultant Issue	300
A	14,09,2020	Photometry Review	300

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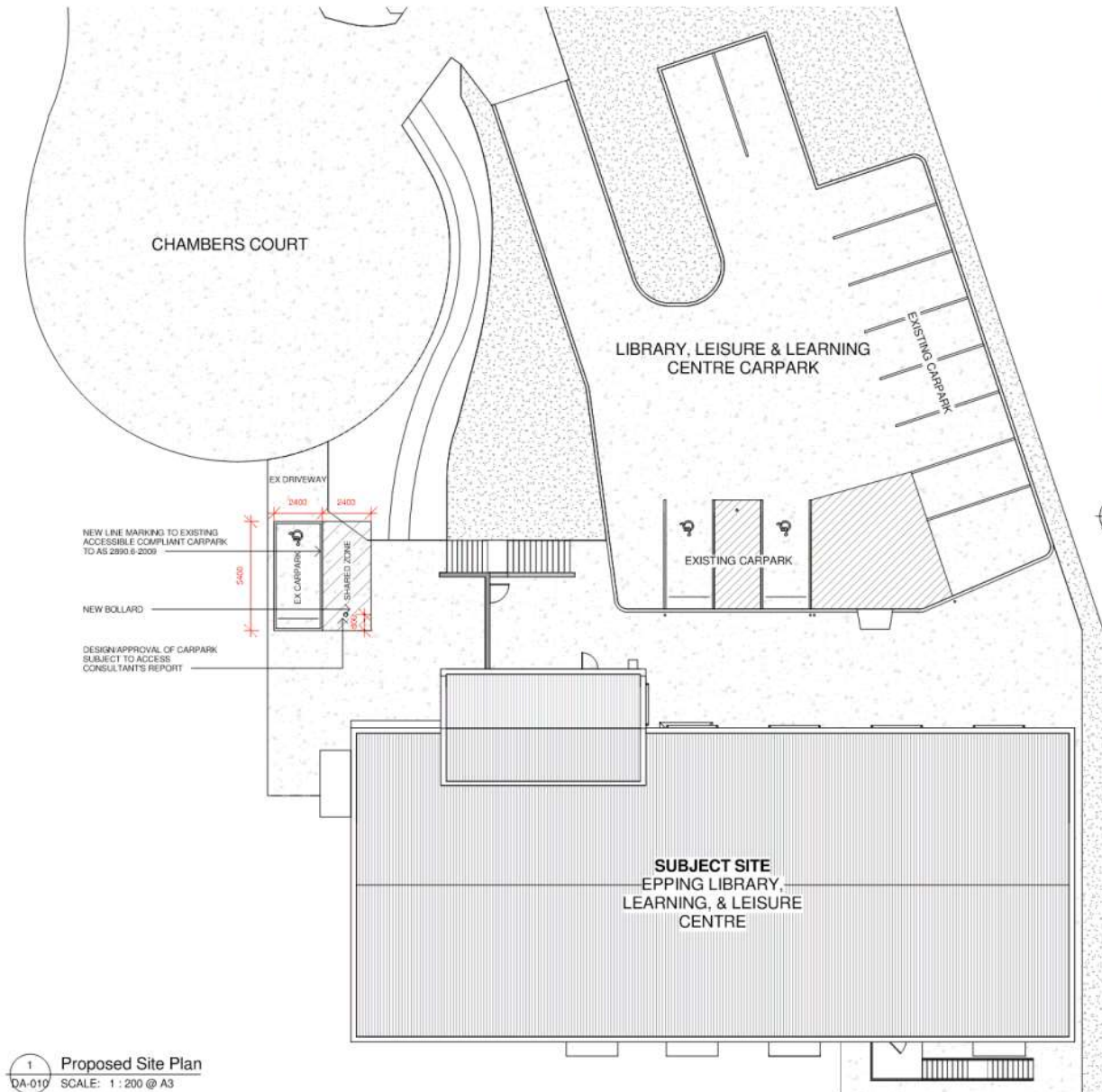
**CITY OF PARRAMATTA
COUNCIL**

EPPING LIBRARY & LEISURE CENTRE

Cover Sheet

CONTRIBUTORS: THE FIRST AUTHOR HAS BEEN INVOLVED IN THE DESIGN AND DEVELOPMENT OF THE STUDY, COLLECTION OF DATA, ANALYSIS OF DATA, AND PREPARATION OF THE MANUSCRIPT. THE SECOND AUTHOR HAS BEEN INVOLVED IN THE DESIGN OF THE STUDY, ANALYSIS OF DATA, AND PREPARATION OF THE MANUSCRIPT.

AA	MH	1	100 @ A3	AUG 2019
12601	DA-000			D

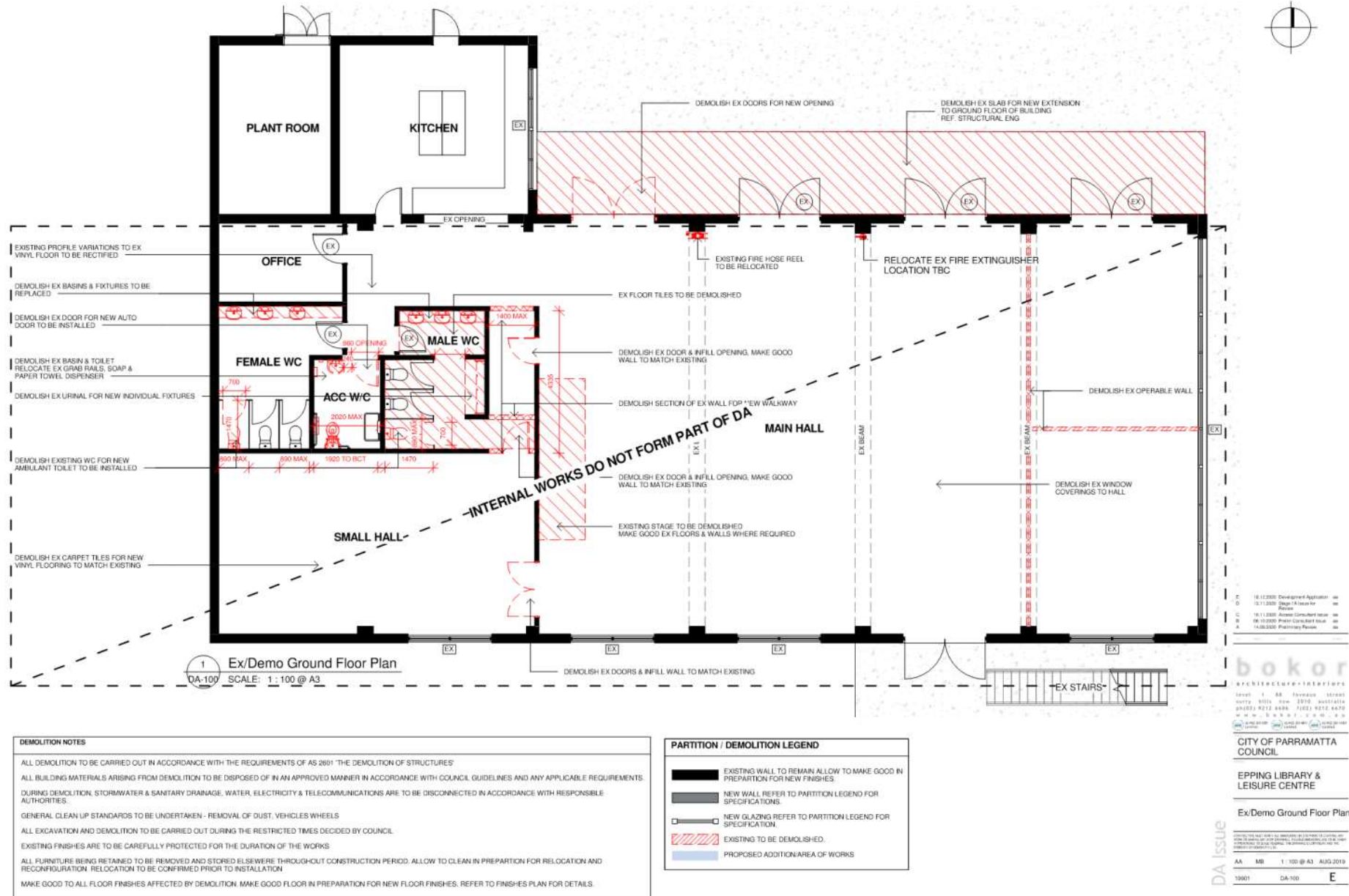


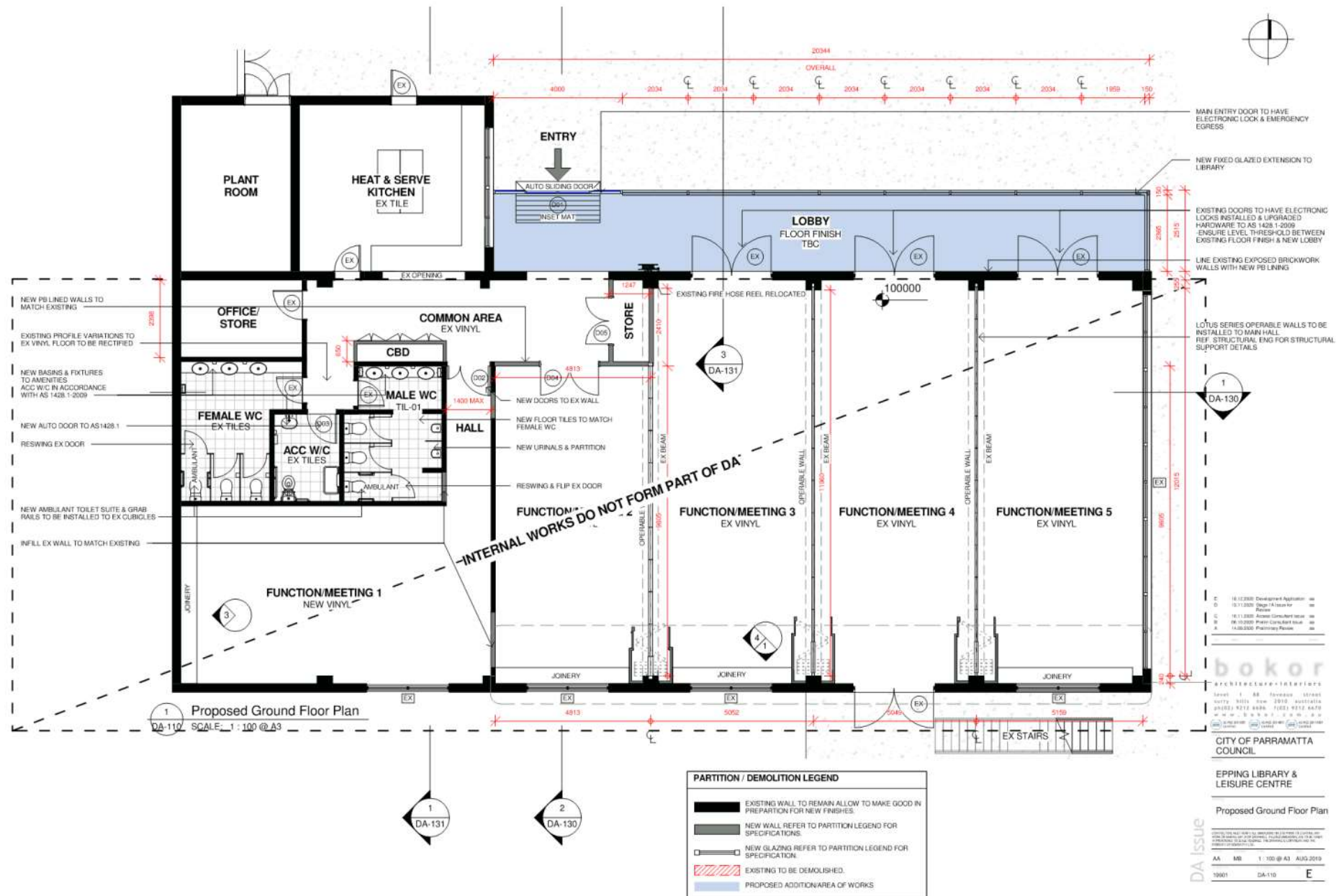
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B	06-10-2020	Pre-consultation	00
A	14-08-2020	Pre-consultation	00

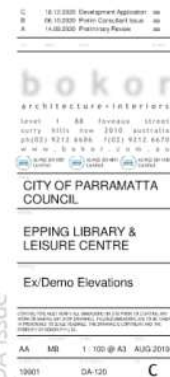
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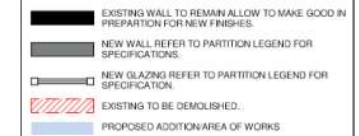
CITY OF PARRAMATTA COUNCIL	
EPPING LIBRARY & LEISURE CENTRE	
Site Plan	

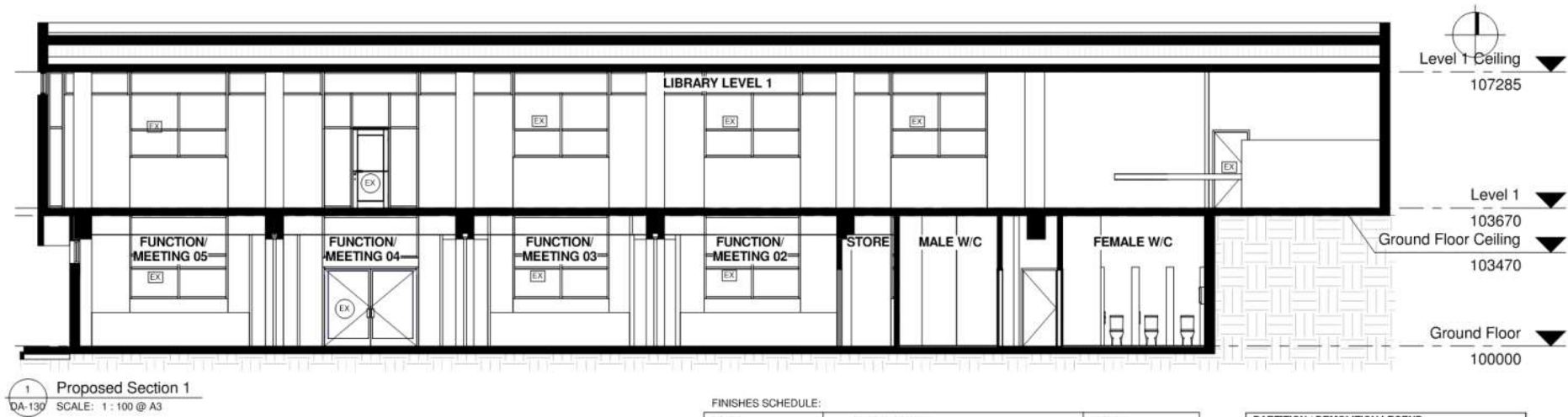
AA	MB	As indicated	AUG 2019
10001	DA-010	C	









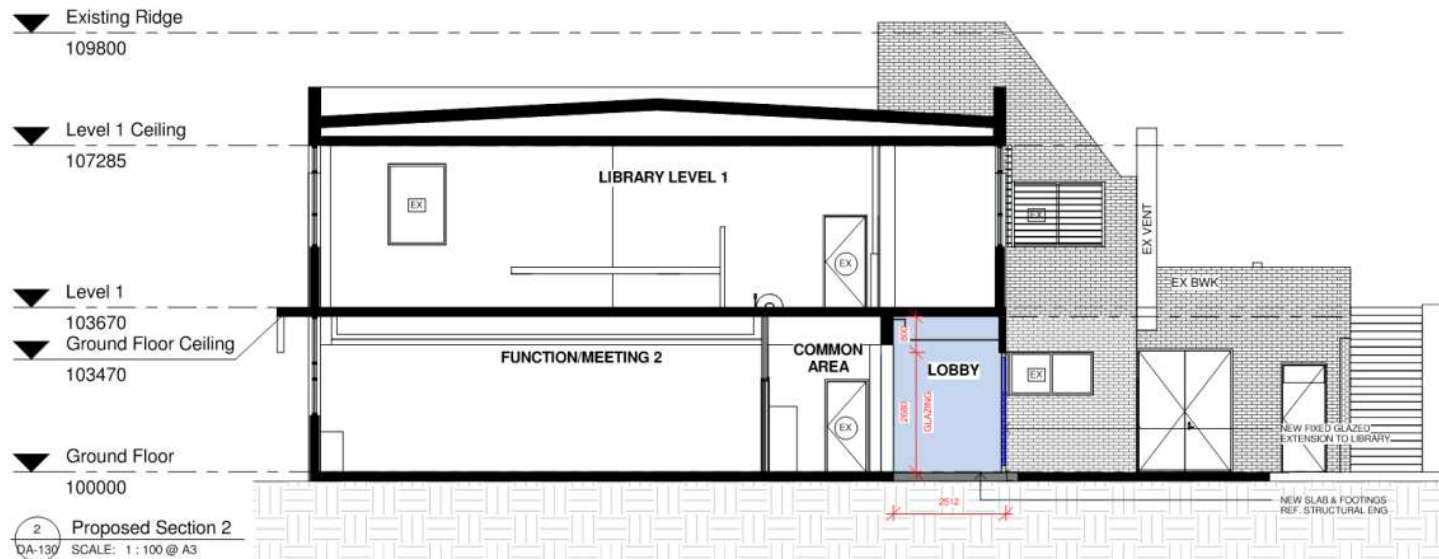


FINISHES SCHEDULE:

ITEM	DESCRIPTION	IMAGE
GLAZING PANELS & DOORS	ANODISED ALUMINIUM GLAZING FRAMES WITH CLEAR GLAZING AAF EVERSHIELD ALUMINIUM FINISHING COLOUR: BURNT SIENNA CODE: E29TM	

PARTITION / DEMOLITION LEGEND

	EXISTING WALL TO REMAIN ALLOW TO MAKE GOOD IN PREPARATION FOR NEW FINISHES.
	NEW WALL REFER TO PARTITION LEGEND FOR SPECIFICATIONS.
	NEW GLAZING REFER TO PARTITION LEGEND FOR SPECIFICATION.
	EXISTING TO BE DEMOLISHED.
	PROPOSED ADDITION/AREA OF WORKS



C	18-10-2020 Development Approval	MB
B	08-10-2020 Pre-Construction Meeting	MB
A	14-08-2020 Preliminary Review	MB

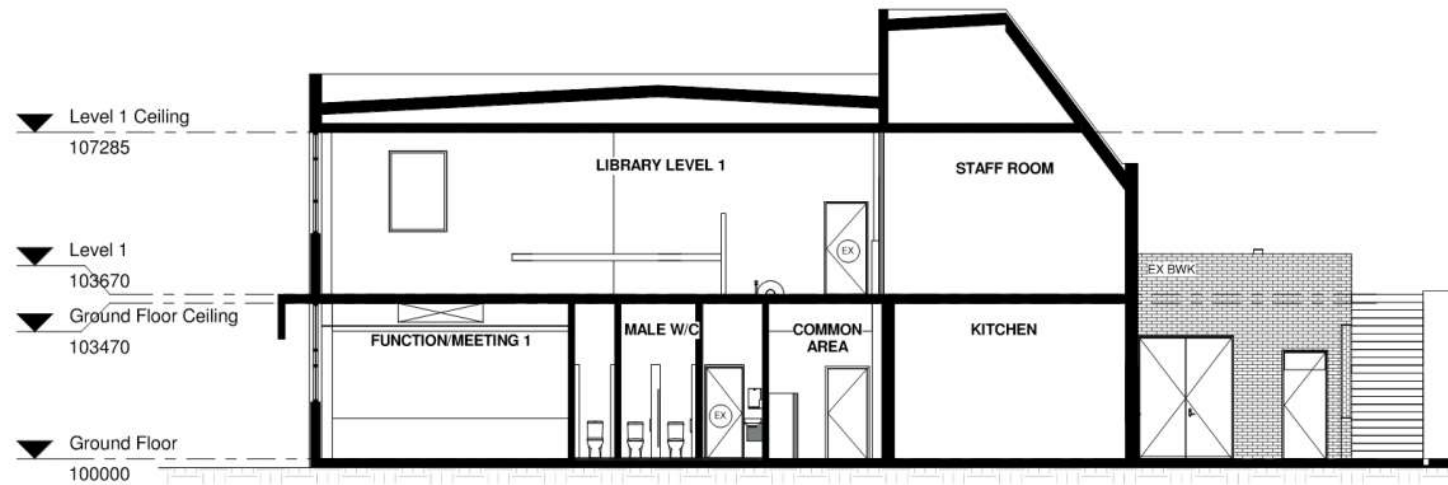
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CITY OF PARAMATTA COUNCIL

EPPIING LIBRARY & LEISURE CENTRE

Proposed Sections

AA	MB	1:100 @ A3	AUG 2019
10001	DA-130	C	

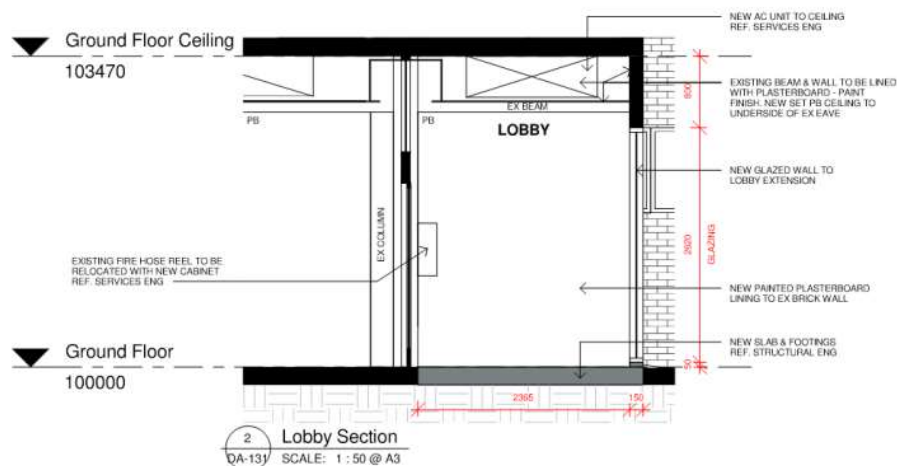


1 Proposed Section 3
DA-131 SCALE: 1 : 100 @ A3

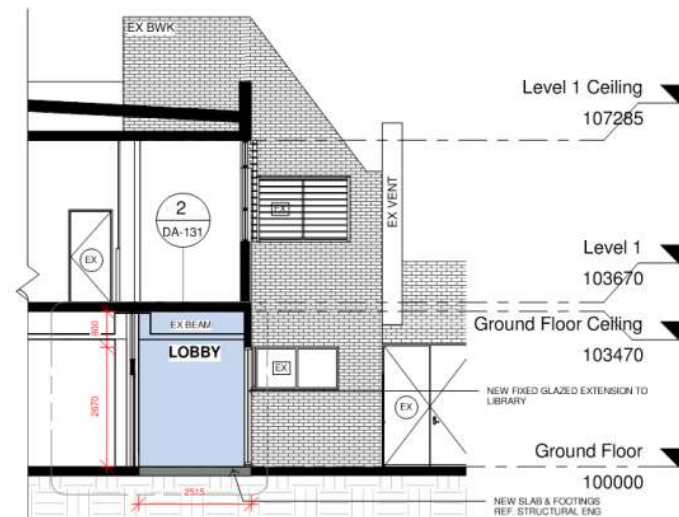
PARTITION / DEMOLITION LEGEND	
	EXISTING WALL TO REMAIN ALLOW TO MAKE GOOD IN PREPARATION FOR NEW FINISHES.
	NEW WALL REFER TO PARTITION LEGEND FOR SPECIFICATIONS.
	NEW GLAZING REFER TO PARTITION LEGEND FOR SPECIFICATION.
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FINISHES SCHEDULE:

ITEM	DESCRIPTION	IMAGE
GLAZING PANELS & DOORS	ANODISED ALUMINIUM GLAZING FRAMES WITH CLEAR GLAZING AAF EVERSHIELD ALUMINIUM FINISHING COLOUR: BURNT SIENNA CODE: E29TM	



2 Lobby Section
DA-131 SCALE: 1 : 50 @ A3



3 Proposed Section 5
DA-131 SCALE: 1 : 100 @ A3

16-10-2020 Development Application 100
16-10-2020 Photo Controlled Issue 100
14-03-2020 Photocopy Review 100

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Proposed Sections

DA Issue

AA MB As indicated AUG 2019
10001 DA-131 C

“Appendix 1” to Section 4.15 Assessment Report - DA/191/2021**DRAFT CONDITIONS OF CONSENT**

Upon the signature of the applicable delegate, the conditions in this Appendix will form the conditions of development consent.

Development Consent No.: DA/191/2021
Property Address: Lot 5 DP 249822
 Epping Library, Leisure and Learning
 Centre, 10 Pembroke Street, EPPING NSW
 2121

General Matters**PA0001 Approved plans and supporting documentation**

- The development is to be carried out in accordance with the following plans endorsed with Council's Stamp as well as the documentation listed below, except where amended by other conditions of this consent and/or any plan annotations:

Architectural Drawings (Project No. 19901)

Drawing/Plan No.	Issue	Plan Title	Dated
DA-000	D	Cover Sheet	18/12/2020
DA-010	D	Site Plan	09/03/2021
DA-101	E	Ex/Demo Ground Floor Plan	18/12/2020
DA-110	E	Proposed Ground Floor Plan	18/12/2020
DA-120	C	Ex/Demo Elevations	18/12/2020
DA-121	C	Proposed Elevations	18/12/2020
DA-130	C	Proposed Sections	18/12/2020
DA-131	C	Proposed Sections	18/12/2020

Specialist Reports

Document	Prepared By	Dated
Statement of Environmental Effects	Tomasy Planning Pty Ltd	08/02/2021
Waste Management Plan	Applicant	09/03/2021

Note: In the event of any inconsistency between the architectural plan(s) and the landscape plan(s) and/or stormwater disposal

plan(s) (if applicable), the architectural plan(s) shall prevail to the extent of the inconsistency.

Reason: To ensure the work is carried out in accordance with the approved plans.

PA0002 Building work in compliance with BCA

2. All building work associated with the approved development must be carried out in accordance with the current provisions of the Building Code of Australia (National Construction Code).

Reason: To comply with the Environmental Planning & Assessment Act 1979, as amended and the Environmental Planning & Assessment Regulation 2000.

PA0003 Construction Certificate

3. Prior to commencement of any construction works associated with the approved development (including excavation if applicable), it is mandatory to obtain a Construction Certificate. Plans, specifications and relevant documentation accompanying the Construction Certificate must include any requirements imposed by conditions of this Development Consent.

Reason: To ensure compliance with legislative requirements.

PA0004 No encroachment on Council and/or Adjoining property

4. The development must be constructed within the confines of the property boundary. No portion of the proposed structure, including footings/slabs, gates and doors during opening and closing operations must encroach upon Council's footpath area or the boundaries of the adjacent properties.

Reason: To ensure no injury is caused to persons and the building is erected in accordance with the approval granted within the boundaries of the site.

EPA0062 Soil and Water Management – Stockpiles

5. Stockpiles of topsoil, sand, aggregate, soil or other material are not to be located on any drainage line or easement, natural watercourse, footpath or roadway and shall be protected with adequate sediment controls.

Reason: To ensure that building materials are not washed into stormwater drains.

ECA0006 Require to notify about new contamination evidence

6. Any new information which comes to light during remediation, demolition or construction works which has the potential to alter previous conclusions about site contamination shall be notified to the Council and the principal certifying authority immediately.

Reason: To ensure that the land is suitable for its proposed use and poses no risk to the environment and human health.

Prior to the issue of a Construction Certificate

(Note: Some conditions contained in other sections of this consent (including prior to occupation/use commencing) may need to be considered when preparing detailed drawings/specifications for the Construction Certificate.)

NSC Waste Management Plan

7. An amended waste management plan prepared in accordance with Council's Waste Management Guidelines for New Development Applications and submitted to the PCA prior to the issue of a Construction Certificate. Relevant details are to be shown on the plans and documentation accompanying the application for a Construction Certificate.

Reason: To ensure adequate provision is made for management of waste during construction work and to reduce the risk to the environment and human health.

DB0001 Stormwater Disposal

8. All roof water and surface water is to be connected to an operable drainage system. Details are to be shown on the plans and documentation accompanying the application for a Construction Certificate.

Reason: To ensure satisfactory stormwater disposal.

DB0004 Dial Before you Dig Service

9. Prior to any excavation on or near the subject site the person/s having benefit of this consent are required to contact the NSW Dial Before You Dig Service (NDBYD) on 1100 to receive written confirmation from NDBYD that the proposed excavation will not conflict with any underground utility services. The person/s having the benefit of this consent are required to forward the written confirmation from NDBYD to their Principal Certifying Authority (PCA) prior to any excavation occurring.

Reason: To ensure Council's assets are not damaged.

DB0021 Impact on Existing Utility Installations

10. Where work is likely to disturb or impact upon utility installations, (e.g. power pole, telecommunications infrastructure etc.) written confirmation from the affected utility provider that they raise no objections to the proposed works must accompany an application for a Construction Certificate to the satisfaction of the Certifying Authority.

Reason: To ensure no unauthorised work to public utility installations and to minimise costs to Council.

PB0002 Long Service Levy payment for Constr. over \$25,000

11. The Construction Certificate is not to be issued unless the Certifying Authority is satisfied the required levy payable, under Section 34 of the Building and Construction Industry Long Service Payments Act 1986, has been paid.

Reason: To ensure that the levy is paid.

PB0047 #S7.12 Dev. Cont. Plan (Hornsby LGA Land&EppingT.C)

12. A monetary contribution comprising \$526.35 is payable to the City of Parramatta Council in accordance with Section 7.12 of the Environmental

Planning and Assessment Act 1979 and *City of Parramatta Council Section 94A Development Contributions Plan (Former Hornsby LGA Land and Epping Town Centre)*. Payment must be by EFTPOS, bank cheque or credit card only.

The contribution is to be paid to Council prior to the issue of a construction certificate.

The contribution levy is subject to indexation on a quarterly basis in accordance with movements in the Consumer Price Index (All Groups Index) for Sydney issued by the Australian Statistician. At the time of payment, the contribution levy may have been the subject of indexation.

The *City of Parramatta Council Section 94A Development Contributions Plan (Former Hornsby LGA Land and Epping Town Centre)* can be viewed on Council's website at:

<https://www.cityofparramatta.nsw.gov.au/business-development/planning/development-contributions>

Reason: To comply with legislative requirements and to provide for the increased demand for public amenities and services resulting from the development.

PB0029 Environmental Enforcement Service Charge - All Das relevant?

13. An Environmental Enforcement Service Charge must be paid to Council prior to the issue of a Construction Certificate. The fee will be in accordance with Council's adopted 'Fees and Charges' at the time of payment.

Note: Council's Customer Service Team can advise of the current fee and can be contacted on 9806 5524.

Reason: To comply with Council's adopted Fees and Charges Document and to ensure compliance with conditions of consent.

PB0030 Infrastructure & Restoration Adm. fee for all Das relevant?

14. An Infrastructure and Restoration Administration Fee must be paid to Council prior to the issue of a Construction Certificate.

The fee will be in accordance with Council's adopted 'Fees and Charges' at the time of payment.

Note: Council's Customer Service Team can advise of the current fee and can be contacted on 9806 5524.

Reason: To comply with Council's adopted Fees and Charges Document and to ensure compliance with conditions of consent.

Prior to Work Commencing

BC0001 Toilet facilities on site

15. Prior to work commencing, adequate toilet facilities are to be provided on the work site.

Reason: To ensure adequate toilet facilities are provided.

DC0006 Erosion and Sediment Control measures

16. Erosion and sediment control measures are to be installed in accordance with the publication 'Urban Stormwater: Soils and Construction "The Blue Book" 2004 (4th edition) prior to the commencement of any demolition, excavation or construction works upon the site. These measures are to be maintained throughout the entire works.

Reason: To ensure soil and water management controls are in place before site works commence.

DC0007 Site Maintenance

17. Prior to commencement of works and during construction works, the development site and any road verge immediately in front of the site must be maintained in a safe and tidy manner. In this regard the following must be undertaken:

- (a) all existing buildings are to be secured and maintained to prevent unauthorised access and vandalism
- (b) all site boundaries are to be secured and maintained to prevent unauthorised access to the site;
- (c) all general refuse and/or litter (inclusive of any uncollected mail/advertising material) is to be removed from the site on a fortnightly basis;
- (d) the site is to be maintained clear of weeds; and
- (e) all grassed areas are to be mowed on a monthly basis.

Reason: To ensure public safety and maintenance of the amenity of the surrounding environment.

PC0001 Appointment of PCA

18. Prior to commencement of work, the person having the benefit of the Development Consent and Construction Certificate approval must:

- (a) Appoint a Principal Certifying Authority (PCA) and notify Council in writing of the appointment (irrespective of whether Council or an accredited private certifier) within 7 days; and
- (b) Notify Council in writing a minimum of 48 hours prior to work commencing of the intended date of commencement.

The Principal Certifying Authority must determine and advise the person having the benefit of the Construction Certificate when inspections, certification and compliance certificates are required.

Reason: To comply with legislative requirements.

PC0002 Enclosure of the site

19. The site must be enclosed by a 1.8m high security fence erected wholly within the confines of the site to prevent unauthorised access. The fence

must be installed to the satisfaction of the Principal Certifying Authority prior to the commencement of any work on site.

Reason: To ensure public safety.

PC0003 Site Sign

20. A sign must be erected in a prominent position on any site involving excavation, erection or demolition of a building in accordance with Clause 98 A (2) of the Environmental Planning and Assessment Regulations 2000 detailing:

- (a) Unauthorised entry of the work site is prohibited;
- (b) The name of the principal contractor (or person in charge of the work site), their telephone number enabling 24hour contact; and
- (c) The name, address and telephone number of the Principal Certifying Authority;
- (d) The development consent approved construction hours;
- (e) The sign must be maintained during excavation, demolition and building work, and removed when the work has been completed.
- (f) This condition does not apply where works are being carried out inside an existing building.

Reason: Statutory requirement.

PC0005 Public liability insurance

21. Public risk insurance in the amount of not less than \$20 million or such other amount as Council may require by notice) must be obtained and furnished to Council before any works authorised by this consent are conducted:

- (a) Above;
- (b) Below; or
- (c) On

Any public land owned or controlled by Council. The public risk insurance must be maintained for the period during which these works are being undertaken.

The public risk insurance must be satisfactory to Council and list Council as an insured and/or interested party.

A copy of the insurance policy obtained must be forwarded to Council before any of the works commence.

Note: Applications for hoarding permits, vehicular crossing etc. will require evidence of insurance upon lodgement of the application.

Reason: To ensure the community is protected from the cost of any claim for damages arising from works authorised by this consent conducted above, below or on any public land owned or controlled by Council.

During Work

DD0001 Drainage to existing system

22. Stormwater from all new impervious areas, and subsoil drainage systems, must be piped to the existing site drainage system. The installation of new drainage components must be completed by a licensed contractor in Accordance with AS3500.3 (2003) - Stormwater Drainage and the Building Code of Australia (National Construction Code).

Reason: To ensure satisfactory stormwater disposal.

DD0006 Damage to public infrastructure

23. Any damage to Council assets that impacts on public safety during construction is to be rectified immediately to the satisfaction of Council with all costs to be borne by the person having the benefit of the Development Consent.

Reason: To protect public safety.

EPD0001 Dust Control

24. Dust control measures shall be implemented during all periods of earth works, demolition, excavation and construction to minimise the dust nuisance on surrounding properties. In this regard, dust minimisation practices must be carried out in accordance with Council's Guidelines for Controlling Dust from Construction Sites and Section 126 of the Protection of the Environment Operations Act 1997.

Reason: To protect the amenity of the area.

PD0001 Copy of development consent

25. A copy of this development consent together with the stamped plans, referenced documents and associated specifications is to be held on-site during the course of any works to be referred to by all contractors to ensure compliance with the approval and the associated conditions of consent.

Reason: To ensure compliance with this consent.

PD0004 Materials on footpath

26. No building materials skip bins, concrete pumps, cranes, machinery, temporary traffic control, signs or vehicles associated with the construction, excavation or demolition shall be stored or placed on/in Council's footpath, nature strip, roadway, park or reserve without the prior approval being issued by Council under section 138 of the Roads Act 1993.

Reason: To ensure pedestrian access.

PD0006 Hours of work and noise

27. All work (excluding demolition which has separate days and hours outlined below) including building, and excavation work; and activities in the vicinity of the site generating noise associated with preparation for the commencement of work (e.g. loading and unloading of goods, transferring of tools, machinery etc.) in connection with the proposed development must only be carried out between the following hours:

- Monday to Friday inclusive: 7.00am and 5.00pm; and
- Saturday: 8.00am to 5.00pm.
- No work is to be carried out on Sunday or Public Holidays.

Demolition works are restricted to:

- Monday to Friday: 7.00am to 5.00pm; and
- No demolition works are to be undertaken on Saturdays, Sundays or Public Holidays.

Note: Council may permit an extension to the approved hours of work in extenuating or unforeseen circumstances subject to an application and approval by City of Parramatta Council (CoPC) in accordance with the 'After Hours Works for Approved Development Applications Policy' (Policy). A copy of this Policy and associated application form is available on the CoPC website. A fee will apply to any application made in accordance with this Policy.

The matters of consideration of any extension sought would include, but not be limited to the following aspects and should be detailed in any application made:

- Nature of work to be conducted;
- Reason for after-hours completion;
- Residual effect of work (noise, traffic, parking);
- Demographic of area (residential, industrial);
- Compliance history of subject premises;
- Current hours of operation;
- Mitigating or extenuating circumstance; and
- Impact of works not being completed.

Reason: To protect the amenity of the area.

PD0007 Complaints register

28. The applicant must record details of all complaints received during the construction period in an up to date complaints register. The register must record, but not necessarily be limited to:

- (a) The date and time of the complaint;
- (b) The means by which the complaint was made;
- (c) Any personal details of the complainants that were provided, or if no details were provided, a note to that effect;
- (d) Nature of the complaints;
- (e) Any action(s) taken by the applicant in relation to the complaint, including any follow up contact with the complainant; and
- (f) If no action was taken by the applicant in relation to the complaint, the reason(s) why no action was taken.

The complaints register must be made available to Council and/or the Principal Certifying Authority upon request.

Reason: To allow the Principal Certifying Authority/Council to respond to concerns raised by the public.

PD0008 Noise

29. Noise emissions and vibration must be minimised, work is to be carried out in accordance with the NSW Department of Environment, Climate Change and Water's Interim Noise Construction Guidelines 2009 for noise emissions from demolition, excavation and construction activities.

Vibration levels resulting from demolition and excavation activities must not exceed 5mm/sec peak particle velocity (PPV) when measured at the footing of any nearby building.

Reason: To protect the amenity of the area and limit potential vibration impacts.

TD0001 Road Occupancy Permit

30. Occupation of any part of the footpath or road at or above (carrying out work, storage of building materials and the like) during construction of the development shall require a Road Occupancy Permit from Council. The applicant is to be required to submit an application for a Road Occupancy Permit through Council's Traffic and Transport Services, prior to carrying out the construction/restoration works.

Reason: To ensure proper management of Council assets.

TD0002 Oversize vehicles using local roads

31. Oversize vehicles using local roads require approval from the National Heavy Vehicle Regulator (NHVR). The applicant is required to submit an application for an Oversize Vehicle Access Permit through NHVR's portal (www.nhvr.gov.au/about-us/nhvr-portal) prior to driving through local roads within the City of Parramatta LGA.

Reason: To ensure maintenance of Council's assets.

Prior to the issue of an Occupation Certificate

BE0001 Record of inspections carried out

32. In accordance with Clause 162B of the Environmental Planning and Assessment Regulation 2000, the Principal Certifying Authority responsible for the critical stage inspections must make a record of each inspection as soon as practicable after it has been carried out. The record must include:
- (a) The development application and Construction Certificate number as registered;
 - (b) The address of the property at which the inspection was carried out;
 - (c) The type of inspection;
 - (d) The date on which it was carried out;
 - (e) The name and accreditation number of the certifying authority by whom the inspection was carried out; and

- (f) Whether or not the inspection was satisfactory in the opinion of the certifying authority who carried it out.

Reason: To comply with statutory requirements.

PE0001 Occupation Certificate

33. Occupation or use of the building or part is not permitted until an Occupation Certificate has been issued in accordance with Section 109H of the Environmental Planning and Assessment Act 1979.

Reason: To comply with legislative requirements of the Environmental Planning and Assessment Act 1979.

EAF0004 No 'offensive noise'

34. Noise and vibration from the use and operation of any plant and equipment and/or building services associated with the premises shall not give rise to 'offensive noise' as defined by the Protection of the Environment Operations Act 1997.

Reason: To reduce noise levels.

PF0004 External Plant/Air-conditioning noise levels

35. Any external plant/air-conditioning system must not exceed a noise level of 5dBA above the background noise level when measured at the boundaries of the property.

Reason: To minimise noise impact of mechanical equipment.

PF0049 Graffiti Management

36. The owner/manager of the site/business is responsible for the removal of all graffiti from the building/structures/signage and/or fencing within 48 hours of its application.

Reason: To ensure the removal of graffiti.

Date: 7 May 2021

Responsible Officer: Wendy Wang